

Minutes
Casper College Alumni Association
Board of Directors
Saturday, October 22, 2011
Gateway Board Room

Members Present: Doug Leonard, Gigi Leman, Kevin Bromley, Derrel Carruth, Nancy Gerlock, Lea Schoenewald, Nancy Curtis, Kyla Foltz, Charlotte Babcock, Mary Litzel, Mike Stepp, Nancy Curtis, Rich Hepner, Virg Bodyfelt, Bill Brauer, Lu Hinderliter, Deb Simon, Mark Vincent.
Staff members: Paulann Doane, Linda Nix, and Denise Bressler

Excused: Jan Cundy, David Long.

Guests: Rich Fujita and Walter Nolte

President Gigi Leman called the meeting to order at 10:00 a.m. and introduced Mark Vincent and Paulann Doane. Board members introduced themselves. Gigi shared the letter of farewell from Paul Hallock to the alumni board. She then introduced Rich Fujita. The board toured the Gateway Building and had their photos taken. Dr. Nolte welcomed the board to the Gateway Building. He reported that the landscaping for the residence hall is being done by CC staff and will be completed in the spring. The halls are 87% full. The Early Childhood Learning Center is coming along quickly and will be occupied by the program in January. The Music Building should be in use by Fall 2013. The UU building is half funded by the University, and plans are progressing. Parking and traffic will be a challenge for a few months. Bailey Hall will come down in January, which will also impact parking.

Dr. Nolte has been working on finalizing the land for an agricultural arena and the project ranking by the building commission. It was the top ranked project for the state, but all building was put on hold. He also talked about Leisinger Hall's repurposing into office space and classrooms. IT will remain there. It is also currently housing UW/CC. He is pleased about the way that the buildings are tying upper and lower campus together. Dr. Dave Cherry is in charge of the process of converting building space. Enrollment is down slightly, but it is no surprise with the stronger economy. Charlotte asked about plans for the bell tower. Dr. Nolte explained the plans show it in the middle of a fountain in the plaza, but it will be a board decision. The three floors are named after Bailey, Moran, McIntyre.

Denise Bressler, Foundation Accountant, delivered the financial report. She pointed out that the banquet made money last year for the first time. There was a budget surplus this past year of \$8,677.22. She reviewed the scholarship fund reports and the calculations to determine amount available to give each year. Charlotte inquired about match funds, and Denise explained some funds were available through our agreement with Eastern Wyoming College and that 50% of the match will come to us. She reviewed the 6 year comparison and funds available to help the college. She reviewed the report for the first quarter of FY 2011-12 and noted that hit we have

experienced to our investments. If the market strengthens, this picture will improve. Linda explained that the use of the \$5,000 given to the President will be reported upon at the spring meeting. Gigi explained that we will be in the budgeting cycle next year, rather than being a little late. She also explained the reason that we are using the President's existing process. We will be better able to evaluate the effectiveness of the program after another cycle. Allocation among the schools is at his discretion. The Executive Committee will use the figures at the end of the second quarter and a 5 year rolling average. Gigi asked Bill if he had any additions to the Treasurer's report. The treasurer's report is put on file for audit.

Approval of Minutes

2011 Spring meeting minutes were approved as printed.

Update from Executive Director

Thanked the board for the gift. Happy to be working with the alumni board. Reported on the software transition and acknowledged the efforts by Denise and Linda. She explained how beneficial the new software will be regarding report access and scholarship tracking the job of stewardship will be much easier. We will be engaged in major

Update from the Alumni Coordinator

Linda welcomed Mark Vincent and Paulann. She expressed her appreciation for the support from other Foundation staff, especially in planning the banquet and for the board meeting .She discussed the challenges connected to the software conversion. Move, software, footprints and Luara, Gobles, Matteo.

Approval of Minutes

2011 Spring meeting minutes were approved as read.

Treasurer's Report

Committee Reports

Membership and Honors Committee: Derrel reported on the filling of the vacancies created by the resignations of Nolene Wright and Julie Laib. He described the selection process for the vacancies. He reminded people that the spring meeting will bring the selection of the Commitment to Excellence honorees and the Distinguished Alum for 2013.

Scholarship Committee: Charlotte Babcock reviewed the scholarship committee report and Ron Salvesson mentioned that it will still be computerized and that we needed to start somewhere and it will improve. Linda thanked the committee for their hard work and indicated that the group

will reconvene in December to revisit the process. Gig explained that the increased number of scholarships under the alumni association really increased the work, but over all there are significant advantages to the new system. Paulann talked about this year as an anomaly, and that this year it will be a primary focus of the office. It will be a challenge for us as a group and how to institute best practices. Charlotte mentioned the need to refine the criteria for our scholarships. Paulann explained that some of this is a programming issue and that can be addressed, and that more staff in the scholarship office might help. Ron urged people with a tech savvy bent to volunteer for this committee

Alumni Banquet Committee:

Mike Stepp and Kevin Bromley reported on the banquet planning. There are a slight increase in ticket price over the past year. The committee met in August and set table decorations and Mary Litzel pointed out that buffets are difficult for older people. Other venues were discussed and it was referred to the banquet committee for further discussions.

ACTION: The date will be October 9 and the meeting will be from 11:00 a.m. to 3:00 p.m. with the banquet beginning at 6:30 p.m.

Ad Hoc Fundraising Committee:

Lea Schoenewald reported that she has not had a chance to follow-up on the idea of a cooking contest fundraiser. She asked that the fundraising committee meet in January. She would also like the alumni to consider the sale of commencement memorabilia at graduation. Tee shirts – with name of all the grad were especially popular. Lea and Linda will gather more information and it can be reviewed by the committee.

Old Business

Derrel reported on the revisions to the bylaws and the changes to the job descriptions for the Executive Director and the Alumni Coordinator. The mission statement was changed to reflect what appears on the website. Doug suggested:

“The Casper College Alumni Association promotes awareness and appreciation for Casper College, increases the ability to provide financial resources to Casper College and its greater community, improves connectivity with alumni and other stakeholders, and improves the Casper College campus environment.

Doug/Mike

Linda reported on the student survey at graduation. Gigi reviewed the thought behind the survey and how it works. She indicated her intention to serve on the membership and honors committee to see that this information can be used to help with Commitment to Excellence award.

President's Report

Gigi distributed the report of the nominating committee. Gigi declared the slate of officers accepted by acclamation. Kevin thanked Gigi for her service.

Mary expressed her sadness that the party in Buffalo didn't

Gigi gave her final report and talked about her pleasure serving as President and reviewed all that has been accomplished in the past 2 years. She mentioned all the building that has taken place on campus, the award winning magazine, and the solidification of the relationship with the Foundation and the software conversion process, as well as Dee the Mammoth. She expressed her pride in the graduate survey and the impact it has on faculty and staff. Looking forward to working with Kevin as President.

New Business

The board reviewed the calendar of upcoming events, including Donut Day on August --- and the plans for the tree decorating on Tuesday, November 30. The Homecoming Chili Feed will be on Saturday, February 4, 2012.

The meeting was adjourned at p.m. by President Gigi Leman.