

Minutes
Casper College Alumni Association
Board of Directors
Saturday, April 16, 2011
Strausner Student Center, Room 207

Members Present: Charlotte Babcock, Virg Bodyfelt (via phone), Bill Brauer, Kevin Bromley, Derrel Carruth, Jan Cundy, Nancy Curtis, Kyla Foltz, Lu Hinderliter, Gigi Leman, Doug Leonard, Mary Litzel, Lea Schoenewald, Deb Simon, Nolene Wright (via phone), Staff members: Paul Hallock, Denise Bressler and Linda Nix

Excused: Nancy Gerlock, David Long, Julie Laib, Rich Hepner, Ron Salvesson, Mike Stepp.

Guests: Dr. Walter Nolte, Rich Fujita

Call to Order

Report from the College President

President Gigi Leman called the meeting to order and introduced Dr. Walt Nolte who reported on the current building projects. The Gateway Building is on schedule and on budget with the move scheduled to begin July 15, 2011. The admissions office and curriculum programs will be first to move into the building. The Early Childhood Learning Center broke ground last week, and the foundation needed to be redesigned. Plans are in place in case the project is delayed. The architect has been selected for the student union and we have a lease agreement with the University. Dr. Nolte described the building, its location and use. He explained that the bookstore function is anticipated to change over time, so its location on the third floor makes sense. An architect is about to be chosen for the music building. Commencement is May 13 and Governor Mead will be the speaker. He responded to questions. Lea asked about the possibility of the alumni association selling benches to be used around campus. Charlotte asked about how to honor the families who built the original dorms, Bailey, McIntyre and Morad Halls. Dr. Nolte explained that these issues have not yet been addressed but he had them in mind.

Treasurer's report –Denise Bressler gave the financial report, reviewed the financial statements from the college and the Foundation and noted the in-kind donations from the college and from the Foundation. She noted that the board has over \$12,000 to spend on scholarships and other support of campus activities. She also reviewed the scholarship account balances since inception and the funds available for disbursement in the next year. Gigi thanked Denise for all her help. Denise explained the Foundation philosophy on spending and the rationale behind their spending policy as preparation for a review of a proposed spending policy for the alumni association. Doug Leonard asked that when the association reviews available funds could they could see 3%,

5%, and 8% figures. The group discussed how sometimes money is only available for tuition, not books and that books are very expensive and that may be another area where alumni funds could help.

ACTION: Place a notice in Footprints – “Let us know if you are receiving duplicate copies of Footprints.” Also add the notice to Facebook and the webpage.

Update from Executive Director

Paul Hallock thanked the board for coming and talked about the importance of their representation of the institution. He acknowledged Dr. Nolte and the VP’s for all their hard work. Paul mentioned the need for a rodeo practice facility. He also discussed the T-Rex discovery in Niobrara County and the long-term need for a larger building for the Tate Museum. He told the board about the service-learning project in Kenya and partnership with UW/CC. He also updated the group on the new Early Childhood Learning Center and noted that the Foundation is still raising money for the Center. Paul talked about his pleasure at the great relationship between the Foundation and the Alumni Office. He said that we have a group that compares very favorably with any alumni organization at schools across the nation and that some key alums have become significant donors to the institution.

Update from the Alumni Coordinator

Linda gave her report and told the board that the report from the Dreamforce Conference was included in the packet, asking for any questions. The software conversion process is moving forward, a little more slowly than hoped. She discussed the upcoming move to the new offices in the Gateway Building and selection of new furniture. Linda praised Paul for his dedication to Casper College and the Foundation. She mentioned the deadline for the applications for the new Foundation Director.

Approval of Minutes

2010 Fall meeting minutes were approved as printed.

President’s Report

Gigi expressed her appreciation to Paul and Linda. Gigi told the board that she has a new baby, Ryan, 6 lb., 6 oz, 19 inches long. Her life is full and fun. Gigi discussed the growth of the relationship with the Foundation. She acknowledged the hard work of Jan Dalgarno. Her service on the Foundation Board has helped her think about how the Foundation and Alumni Association interact. She mentioned her pleasure that Derrel Carruth represents the alumni board on the search committee for Paul’s position. She discussed the need to revisit the bylaws to be sure they are in alignment with current business practices. She touched on the graduate survey at Commencement and the use of the data.

She thanked the committees for their work, commenting that board work is mostly accomplished through the committees.

Committee Reports

Membership and Honors: Derrel Carruth told the group that the committee met in early April to discuss the nominees for the alumni awards and develop a slate of nominees. Derrel also discussed his hopes for Paul's successor and his service on the search committee.

Scholarship Committee: Charlotte presented the scholarship report and discussed the process used to select recipients. She explained the increase in the number of applicants due to the new STARZ software.

Banquet Committee: Kevin discussed the scheduling of the banquet for Saturday, October 22. He talked about tickets prices and a need for an increase. It was agreed that \$50 was too high. Lower ticket prices may encourage people to spend money on the silent auction. It was mentioned that people know it is a fundraiser. There is great support from the college departments for the silent auction. There may be a need to have a slight increase to cover increased food costs. It was suggested that we could eliminate the centerpieces and no one would notice. Kevin said that the ECLC children could make the centerpieces. These matters were referred to the committee for further discussion.

Fundraising: Lea encouraged people to begin planning a silent auction item they could contribute to the silent auction. She discussed a "cooking contest" fundraiser and has talked with Carolyn Deuel. She will continue that conversation. She also spoke with the Casper Convention and Visitors Bureau and they will research how many "cook-off" events are already taking place in Casper. These types of events can be very effective fundraisers. The committee will discuss this further. Kyla asked for that the committee gather more information about using benches as a fundraising opportunity to enhance campus beauty.

Old Business:

Linda reviewed Homecoming and the exceptional support from food service.

New Business:

Linda reviewed the 2011-12 budget proposal to the college.

Gigi asked for board approval of the proposed spending policy. Charlotte proposed giving each of the five schools an equal share of a predetermined amount of money, requiring them to report back to the board. At Gigi's request, Paul explained the process used by the Foundation for disbursement of funds in conjunction with the President's Office. The President works with his administrative council to prioritize the requests and make recommendations. The Foundation Board reviews and approves the requests. Gigi reviewed the mission statement of the Alumni Association and proposed that the alumni board use the same process used by the Foundation to ensure that our money is used to meet institutional priorities and avoid duplicate funding. It also allows us to foster a closer relationship with the College President. Kyla spoke as a staff member that using existing processes really helps staff access resources without worrying about different

deadlines. Charlotte asked how the beneficiaries will know about the alumni support. A reporting process could help with this.

ACTION: A motion was made by Deb Simon and seconded by Kyla Foltz to accept the spending policy. Gigi declared the motion passed.

Linda gave a brief report of the B.O.C.E.S. program and how it has attracted high school students to enroll at Casper College after graduation.

Kyla and Derrel presented Marialyce Tobin and Celeste Colgan as the nominees for the Commitment to Excellence Award.

The committee members presented the four nominees for the 2012 Distinguished Alumni award: Rachelle Strausner Carnesale (Deb Simon); Brent Erickson (Derrel Carruth); Hank True (Mary Litzel); and Guy Worthy (Kyla Foltz).

The ballots were tallied by Paul Hallock and Linda Nix. They reported that Marialyce Tobin would be the 2011 Commitment to Excellence honoree. They reported that the 2012 Distinguished Alumnus would be Hank True III.

Gigi appointed Derrel Carruth, Deb Simon, Nolene Wright and herself to a committee to review the bylaws and report back to the board with their suggestions for revisions.

Derrel will contact people whose terms are expiring regarding their intentions to continue. He encouraged people to continue to serve.

Gigi reviewed future calendar dates, including a picnic scheduled at Rod and Mary Litzel's home on July 23, which is also the International Basque Festival.

ACTION: Derrel moved and Lea seconded a motion to use the existing process for disbursing funds from the Alumni Association to help projects on campus. The motion carried with Charlotte Babcock voting no.

Rich Fujita gave the update from the Public Relations Office and announced there would be a tour of the new construction following the meeting.

The meeting was adjourned at 2:30 p.m. by President Gigi Leman.