

CUA LIS Alumni Board Meeting Agenda

Thursday, January 5, 2017

Google Hangout

6:30 pm

1. Call to order

- a. Connect with teleconferencing board members
 - i. Lowell, Jamie, Carter, Jen Froetschel, Ana Elisa and Katherine are present.
Meeting started at 6:33 pm.

2. Old Business

- a. Quick vote: approve last meeting's minutes
Minutes passed!
- b. Quick review of holiday party:
Snaps to Jen Froetschel for amazing raffle work!
 - i. Anything we should do differently next year?
 - ii. More food for sure. The space was great, would host more events there again.
 - iii. Do a better job with advertising the party, lots of people (especially alumni) were confused or left hanging in regards to the party details.
- c. Stone Lecture
 - i. Progress on selecting a speaker? (Elizabeth and Lowell)
 1. Going well, Lowell and Elizabeth have drafted an e-mail to send to the Librarian at Enoch Pratt (first choice). They're also working on e-mails to the second and third choices in case the first choice doesn't work out.
 - ii. Let's discuss possible dates/ rooms
 1. Usually Late March or early April
 - CUA Spring Break is March 6-12
 - Comps is March 17-20 (St. Patrick's Day is March 17th)
 - CUA Easter Break is April 13 - 17
 - Last Day of Classes is April 29
 - Possible dates: March 24th, March 31st, April 7th, 21st
 - i. Jamie will be out of town March 31st-April 5th.
 2. Last we were in the Byron Auditorium (Room 204) in the Law School - should we do that again?
 - It was a good space and easy to find. Lowell and Elizabeth will work on securing the room since they'll know the speaker's availability

first. They'll consult with Margaret who will walk them through the room reservation process.

3. Food

- Food last year was from Whole Foods and worked well. Might try to do them again. Department paid for the food last year. We'd like to do a similar spread to last year. Aramark covered the alcohol for the event last year.

iii. Von Dran Award (Jenn Fagan-Fry and Jamie)

1. Call for nominees needs to go out early in January

iv. This will go out next week.

1. Closing date: **Feb. 22.**

- By having the closing date be Feb. 22, it gives us about a week to read over the nominations so we can discuss our choices, and make a final choice at the March meeting.
- It takes about 2 weeks to get the plaque made, so we'll have enough time to get the plaque after we make our decision in early March.
- Once we have an open/close date for nominations, we can start calling for nominations on all the listservs
- A form is already up on Google Drive

3. New Business

a. Events with student groups

b. AGLISS had mentioned something about doing an event with the Alumni Board, possibly a resume review event in Jan./Feb. Haven't heard anything from them, so we'll check back in with them.

c. Also check in with SLA, to see if they have any events they'd like to collaborate with us on.

d. Board Members for Next Year

e. For sure need a new Vice President/future President

f. Lowell and Jen Froetschel's seats are open for next year, since they were only appointed to one year terms, but they are highly encouraged to run again!

g. Schedule Next Meeting

i. **Thursday, February 2, 2016 @ 6:30 pm**

4. Adjourn

- Meeting adjourned at 7:03 pm.