

CUA LIS Alumni Board Meeting Agenda

Thursday, April 6, 2017

Info Commons

6:30 pm

- Meeting began at 6:36 pm
- Present members: Jamie, Jen Fagan-Fry, Jen Froetschel, Lowell, Katherine and Carter
- March meeting minutes approved
- Stone Lecture Recap
 - Went well overall, but a few hiccups with catering
 - Need to set more deadlines and check ins for the Lecture for next year to make sure that we're on top of everything like marketing and catering. Start the planning cycle in the Fall, this includes the search for a speaker
 - Estimate that we had 20-30 guests attend the Lecture
 - Next year we should inform attendees that they're being recorded when we tape the Lecture
 - Good amount of food this year, not too much, not too little. And good ratio of desserts to savory foods and people thought it was a nice spread. More vegetarian foods next year, all the wraps this year had meat in them
 - Need to come up with a better marketing plan for the Lecture, Department could help us with this, especially with the marketing around campus
 - Might consider increasing the timeline for accepting nominations for the Von Dran Award, don't limit it to just a month or so. Not everyone has an idea during the short nomination period, but if you keep it open longer, it generates more ideas. Also consider making the award every other year since we only got two nominations this year and two last year too.
- Elections for Next Year
 - **Nominations:** April 21-May 8; **Elections:** May 12-May 22 (held through Google Forms and e-mailed out to the alumni)
 - Jamie and Elizabeth will draft a notice of nominations to get momentum on this
- Graduation
 - Saturday May 13 is the CUA graduation ceremony
 - Katherine will attend the ceremony and make remarks about the Board to graduates during the Ceremony
 - Remarks should include explaining what the Alumni Board does; encouraging the new alums to vote for the Alumni Board members (check their emails for details); and to please keep in touch now that you've graduated (use the business cards Jen Froetschel made)
- The next meeting will be in early May, probably online
- Meeting ended at 7:24, Jamie motioned, Carter seconded.