

ALLIANCE COLLEGE ALUMNI ASSOCIATION

Conference Call

Saturday, August 27, 2016 – 11:00 AM

Vice President Mike Anderson called the meeting to order at 11:04 am.

PRESENT:

Board members present (Terms expire 2016):

Vice President	Michael Anderson
Secretary	Sally Day

Absent: President, Celeste 'Mickie' Mickiewicz, Treasurer, Craig Koryak, Assistant Treasurer, :Les Rachocki

Directors present:

Richard Day	(Term expires 2018)
Basia Adams	(Term expires 2018)
Mary Carr	(Term expires 2016)
Yvonne Tucholski	(Term expires 2016)
James Koscielniak	(Term expires 2018)

No Chairs Present.

Reviewed July 23, 2016 conference call minutes with two noted corrections from Sally. Basia motioned to accept the minutes, Mary seconded. The minutes were accepted as corrected.

Primary purpose of call was to discuss reunion event:

1. Attendance – Mike

Mike updated the group that there are 48 alumni registered. One reunion reminder was sent out and another will go out in early September. We need this to provide a number to Riverside for meal planning. Rooms are nearly sold out at Riverside – 5 rooms being held.

2. Program Booklet – Jim

Jim is using 2014 as a guide. In the last program, there was an alumni listing and contact information. Is that something we want to do? A suggestion to put a listing of attendees in the book but no contact information and include a comment about interest in contacting an alumni, see webmaster. **Action Item:** Jim needs to confer with Les regarding the pricing for advertisements. **Action Item:** Richard will reach out to Pi Lam alumni to see if we want to do an ad. Basia may have a postcard of one of the buildings that could be used in the program.

The group discussed other content that could be included in the program. **Action Item:** Mike will contact Dave Mateczyk for a write up on Coach Haluch and ask for donations to the foundation in his name. Yvonne mentioned that there was a Coach Haluch memorial golf tournament and suggested that Dave may have further information on this. Richard mentioned that the foundation should take a full page add and there maybe an opportunity for a Kujawiaki ad by Mickie and Ewa. **Action Item:** Mike will follow-up on these ad leads.

The group also discussed recognizing (in the program booklet and Saturday evening's remarks) the Class of 1966 as it is their 50th anniversary. Richard suggested that it might be nice to provide '66 alumni with a red carnation. And finally, the group discussed faculty members that may be in attendance. It was noted that Gail Dolzenko's healthy is failing and if she is unable to attend, perhaps the group could send her flowers.

3. Gift Baskets – All
The group discussed setting the gift baskets in the Memorabilia room. Most folks on the call will be bringing a basket to raffle.
4. Registration
Mike suggested that we need volunteers to work the registration table on Friday and Saturday.
5. Goody Bags – Basia
Action Item: Basia volunteered to put together a welcome goody bag. The bag will include water, protein bar, foundation will and estate materials. The budget for the goodies bags is @\$14 per bags (\$4 tote bag with \$10 of contents). If anyone has any specific ideas, please email Basia.
6. Name Tags – Sally
Name tags are needed for the event. **Action Item:** Sally volunteered to take care of this.
7. Memorabilia Room – Mouse
Mike shared with the group that he received a call from the granddaughter of a 1916 graduate. She has a 1916 yearbook that she is willing to donate to the group. She asked if she could attend the event and Mike is working out the details.
8. Friday night activity – Taste of Cambridge
Most details have been set for Friday evening. There will be a meal and then a bonfire down by the Creek. Bonfire will have music provided by Pat (guitar). The group discussed covering the cost of Pat's meal.
9. ACAA Meeting
Association meeting is scheduled for Saturday, 10-12. **Action Item:** Mickie will be putting together the agenda. The group discussed that all officer's and two director's terms will be expiring in 2016.

President, VP, Treasurer, Asst. Treasurer, Secretary.
Two Directors – Mary, Yvonne

Action Item: Richard will coordinate a posting on the website that offices will be open for candidates. Richard will compile interested parties. **Action Item:** Richard suggested that we should put a poster in the lobby of the Riverside to solicit interest.

The group also discussed the approach for voting for offices. General consensus was aligned to allow only paid members or members in good standing an official vote. A suggestion was made to provide paid members a voting card (colored) to hold up for official voting. This way, others could participate in the meeting but only paid members have the right to vote. It would be important to have a listing of alumni who have paid their dues prior to this meeting in order to verify as folks sign in. **Action Item:** Sally volunteered to contact Mickie and Craig to provide a listing of paid members prior to the meeting weekend.

10. Foundation Meeting
The Foundation meeting is set for Friday, exact time TBD. Richard is responsible for the foundation meeting and agenda. He shared that the meeting will include a review of old business, scholarship review process and voting, and new business.

The group discussed the importance of an accurate alumni directory. Richard shared that he received nearly 400 returned, undelivered envelopes from the last mailing. **Action Item:** Mickie was working on updating the alumni directory. Richard sent a pack of near 400 returns of letters returned undeliverable. We don't know how many hits we're getting on the website. Pledge card on the table on Saturday night. We should try and use Facebook and LinkedIn too. Mary will follow-up with Elaine to solicit interest in scholarship applications. **Action Item:** Jim reach out to Aundrea for a press release on scholarships. Jim and Richard will be in contact closer in and review the assessment process. **Action Item:** Mary will reach out to the alumni and past scholarship recipients. **Action Item:** Mary will ask Elaine to include Richard as contact for scholarship applications. Richard will scan and send the copies to Jim. Deadline for submissions is September 16, 2016.

11. History of Alliance College – 1-2 pm on Saturday

12. Sorority Tea

Since there has been little interest, group decision was to cancel.

13. Saturday Evening Dinner

- a. Mass at 4:30 pm Basia
- b. Cocktail hour (beer and wine) at 5:30 – 6:30 pm
- c. Groups moves to dinner hall at 6:30 pm
- d. Opening Program includes
 - i. National Anthem Fry
 - ii. Welcome Announcements Mike
 - iii. Benediction TBD
- e. Dinner served at 7 pm
 - i. Presentation on the Foundation Richard
- f. After Dinner Program: (limit clearing tables, wait staff) Mike or Selene
 - i. Possible Theme: *Celebrating with Cambridge Springs*
 - ii. Alma Mater
 - iii. Recognize Faculty & Staff
 - iv. Awards & Special Recognition
 - 1. Outstanding Alumni
 - 2. Service Award for Staff & Faculty Member
 - 3. Special recognition of Mrs Haluch
 - 4. Special recognition of Cambridge Springs by presenting a letter from the association and a copy of the Alliance College book to the Mayor
- g. DJ at 9 pm

Action Item: Sally to email Selene and Aundrea to engage them in the next conference call. Selene for Awards Committee and Aundrea for Publicity Committee. Mike will then contact Selene to work out who would make the presentation on Saturday night. **Action Item:** Mike to ask Dave to coordinate with Mayor's office. Present them with a plaque to put in the townhall. Richard will write something and send it to Mike. Jim suggested that everyone also write something and send it to Mike so we have a blended message. Mike offered that there was money given to the recipients. Mike will contact Selene and coordinate.

14. Other Items

List of Hotels on Website does not currently include Bayfront Sheraton in Erie. **Action Item:** Jim will send note to Mickie and Elaine.

Action Item: Mike to ask Riverside for a Bulletin Board for various postings, including scholarship applications materials.

Next conference call is **Saturday, September 17, 2016 at 2 pm EST.**

Adjourn:

Motion to adjourn was made by Richard and seconded by Jim. The meeting was adjourned at 1:01 pm.

Respectfully submitted,

Sally A. Domzalski Day
Secretary ACAA