

# ALLIANCE COLLEGE ALUMNI ASSOCIATION (ACAA)

## Transcript of Recorded Board of Officers Meeting July 29, 2024

**Officers in Attendance:** Michael Anderson (1978), ACAA President; James Koscielniak (1981), ACAA Vice President; Marcia Pilkiewicz (1975), ACAA Director and Membership Chair; Lori Neese Kolin (1987), ACAA Director; Sally (Domzalski) Day (1985), ACAA Interim Treasurer and Foundation Secretary; Aundrea Cika-Heschmeyer (1985), ACAA Director; Richard Day (1985), Chair of Alliance College Alumni Association Foundation; Randy Polovick (1981), ACAA Director.

**Alumni in Attendance:** Roberta (May) Polovick.

**Absent:** Louis Sitnik, (1986), ACAA Director. Susia Burgess Styborski (1983), ACAA Secretary.

The meeting was called to order at 6:31 pm by Michael Anderson, President. President Anderson thanked everyone for coming. President Anderson reported that we were notified after the June 18, 2024 meeting that Celeste “Mickie” Mickiewicz (1967), ACAA Officer Ex-Officio, has resigned her position. Ms. Mickiewicz has been recognized previously by the Alumni Association for her service to the organization and to the Board.

A motion was made by Sally Day to accept the minutes from the June 18, 2024 meeting; seconded by Aundrea Cika-Heschmeyer and approved by all Board members in attendance.

### Website      Randy

The alliancecollege.com website is back under our full ownership and access. The interim website alliancecollege.biz remains operational with links in the .biz website directing a user to the .com website. Brad from Dr Kathy Polanski Noce student group has continued to assist our organization as a short term project. A longer term strategy for website management and oversight is desirable. Mike Anderson, Dr. Noce, Aundrea Cika-Heschmeyer and Randy Polovick met recently and developed an RFP (Request for Proposals) for long term support. The RFP is hoped to be ready to send out to interested parties by next week.

Randy Polovick is expecting receipt of a Google drive with user instructions from Brad (developed by former web consultant Sam Andrew). Randy will review Google drive and assure it is user-friendly for this group and will send to the Board members. Mike Anderson reminded that between now and the reunion a great deal of information needs to be shared on the .com website. Randy will reach out to Brad for an expected date for delivery of the Google drive.

### Membership      Marcia

Marcia Pilkiewicz reported there are currently 23 paid memberships through 2024; 12 paid memberships through 2025; and 14 lifetime members. Continued outreach for this needs to be done regularly.

Marcia has updated the membership directory and forwarded it to Brad and will be uploaded to alliancecollege.com

A master copy of the membership directory remains and is saved for eternity but only the edited directory will be available to the public on the website.

A suggestion to send a reunion “blast” to all alumni in the directory was made and Marcia will draft an email and have out by next Friday, July 19. Additionally Sally Day suggested an email be sent to the 2022 reunion attendees that have not responded to the 2024 reunion invitation. All agreed this was a good idea and will have email for that group as well by July 19.

Marcia will have her laptop available at the reunion events.

### Reunion      Jim and all

Mike Anderson and others shared thanks and kudos to Aundrea Cika-Heschmeyer for her promotion and publicity around the reunion and availability of Board positions on social media. A list of attendees was added to a recent Facebook post and will also be on the website.

Sally Day reported there are 45 paid registrations to date. Of the 45 paid registrations, 4 are Saturday dinner only, 2 are Saturday all day and the remainder are whole weekend.

James Koscielniak reported we are at 70% of hotel bookings of the required 75%. Jim will compare list of paid registrations with the people that are registered for the hotel. Jim asked Sally for a list of the people paid for registrations (Paypal and mail in).

James further reported we have \$5000 food and beverage minimum for Friday night at Anchor Plaza with rental waived if minimum is met. The minimum for Sheraton day activities is \$3000 with rental of ballroom waived if minimum is met. The minimum for Saturday evening is \$6928 at the Bayfront. If we don't meet the minimum we incur a 25% fee – approximately \$1732. Costs for DJ (\$650), and other reunion supplies such as tumblers (\$576), bags, lanyards are in addition to these minimum costs.

Concerns were expressed by many Board members about the low attendance numbers to date. Discussion was held about the minimum number of registrations needed to meet our contract requirements with the Sheraton Bayfront and to meet our anticipated expenses. A careful analysis of the current state of the reunion registrations and the expected costs to the association is needed. Jim will email the contracts for the events to Sally Day and Mike Anderson tonight and they (Mike and Sally) will do a simulation of the event to determine the fiscal impact of the costs vs. paid registrations.

#### Friday evening:

Menu: Jim reported the menu is finalized.

#### Saturday Day Activities:

Saturday meetings: Financial (Sally) and membership (Marcia) reports will be needed. Annual Nov 2023 minutes in printed form are needed for review at the meeting, Susia will provide.

Board Nominations and Voting: Selene Szczepanek has agreed to run the elections at the annual meeting held Saturday morning. Lori Kolin reported she would no longer help with the voting process since she was only trying to cover for what Selene would do. Lou Sitnik was not at this meeting but Sally Day reported she will work with Lou to pull board nominations from website.

Marcia reminded the Board that we have previously agreed that going forward membership gets privilege of voting, whether physically at annual meeting or attending virtually. A plug-in would be required for virtual voting but Aundrea is working on that with Dr. Noce.

Afternoon program: Two presenters scheduled. Ben Kman on Polish genealogy. Second presenter will be the forester from Polish Pines project. Jim will host the presentations. Memorabilia will be in the presentation room.

#### Saturday Evening Event:

Dress code: Will not specify a particular dress code, attendees choice.

Menu is finalized.

### **New Business**

Rich Day reported Les Rachocki has resigned from the Foundation Board.

Motion to meet via Zoom on July 17th at 6:30 pm, Cambridge Springs time was made by Lori Kolin and seconded, approved. Aundrea reported she has another meeting and will not be available on the 17<sup>th</sup>.

Motion to adjourn at 7:57 pm. Meeting adjourned.

Respectfully Submitted

Susia Burgess Styborski, ACAA Secretary