

**Lycoming College
Alumni Association Executive Board Meeting
May 10 and 11, 2012**

AAEB Members Present: Kim (Lazar) Bolig, Andy Bucke, Joe Bunce, Jim Burget, Anne Marie DiSante, Austin Duckett, Heather Duda, Rick Felix, Bill Gallagher, Clark Gaughan, Bob Graybill, Bill Hessert, Joanne Hullings, Andy Lunt, Ron McElwee, Andrea (Duncan) Mitcheltree, Wendy (Park) Myers, April (Sparks) Orwig, Dick Raudabaugh, Linda (Wabschall) Ross, Michael Ruddy, Kurt Weirich, Michele (Connors) Witkowski, Christine (Collela) Zubris

THURSDAY, MAY 10, 2012

Call to Order/Announcements

AAEB President Clark Gaughan called the meeting to order at 6:25 p.m. Clark also welcomed everyone to Lycoming's first-ever Alumni Weekend. As of meeting time, about 200 alumni had signed up for at least one weekend event, including approximately 180 for the beer and wine tasting. Of those registered, 106 will be staying on campus for the weekend.

Clark noted that Dr. Douthat had announced this spring that he will be retiring as Lycoming's president on June 30, 2013. Lycoming is assembling a presidential search committee to select Dr. Douthat's successor, and Clark announced that AAEB Secretary Bill Hessert will represent the Alumni Association on the search committee.

Clark also indicated that he represented the Alumni Association at Lycoming's commencement on May 6. Between 330-340 students graduated, with about 260 of the graduates attending the ceremony.

Approval of Minutes

Bill Hessert presented the Spring 2012 meeting minutes for consideration.

Action Item: Joanne Hullings moved that the minutes be approved as presented; Linda Ross seconded the motion. Motion carried.

Treasurer's Report

AAEB Treasurer Wendy Myers provided a Treasurer's Report for the 2011-2012 fiscal year to date (see attached). Wendy reminded the Board that no action on transferring funds from the General Account to the Scholarship Account would take place until the Fall 2012 meeting.

Alumni Relations Update

Clark then invited Director of Alumni Relations Amy Dowling to the podium to provide an update on alumni activities. Amy indicated that the original dates for Homecoming 2012 had been changed to

October 19-21; therefore, the meeting dates for the Fall 2012 AAEB Meeting would now be October 18 and 19. The theme for this year's Homecoming will be "Carnival."

Advancement Staff Update: Amy indicated that Glenn Smith had stepped down as Lycoming's major gifts officer to accept a position with First Community Foundation. Interviews to select Glenn's successor are ongoing.

Alumni Activities: Amy provided a list of alumni activities that had taken place since the Fall 2011 AAEB meeting (see attached). She also shared details of alumni events planned for the summer, including a happy hour at 33 East in Williamsport (June 1); Lycoming College Day at Knoebel's Grove (July 28); a Harrisburg Senators game (August 4) and a Camden Riversharks game (August 13).

Alumni Weekend: Amy noted that everything was "ready to go" for the inaugural Alumni Weekend.

New Business

Gifts for Thomas B. Croyle Golf Outing: Amy Dowling spoke on behalf of Gary Spies, coordinator of the golf outing. Gary wanted to know the board's feeling on eliminating the gift given to outing participants (glass sets in 2011, coasters in 2010), especially since there were a lot of gifts left over last year. Bill Gallagher suggested giving a lower cost, more golf specific item in 2012 (e.g., golf tees, greens repair tools, etc.). After further discussion, the Board indicated it would support whatever decision Gary ultimately made regarding the giveaway items.

Mascot Committee: Clark Gaughan, who serves on the committee, indicated that the selection of a new mascot had moved on to the Board of Trustees recommendation level. More than 30 percent of Lycoming's alumni and 70 percent of the students provided feedback on the mascot choices.

Football Turf Replacement Project: Clark Gaughan noted that fundraising for the project, which will cost approximately \$1 million, had been very successful – approximately \$225,000 has already been donated and another \$880,000 pledged. In addition to replacing the turf, Lycoming intends to install a courtyard, additional parking, a path to the concession stands and a new gate at the stadium. Plans are also being considered for commissioning and erecting a statue of former football coach Frank Girardi.

Alumni Cruise Update: Andy Lunt shared that 21 alumni, including five graduates from the Class of 2012, participated in the inaugural alumni cruise. Andy also suggested that if the alumni cruise were to take place again in future years, it would be beneficial to schedule it further apart from Alumni Weekend to give more people the opportunity to do both.

Committee Meetings

Clark Gaughan asked AAEB members to break into their respective committees to discuss whatever business was on each committee's agenda. The committees met following a short break until approximately 8:45 p.m., at which time the Board reconvened for committee reports.

Committee Reports

Communications: Austin Duckett reported on behalf of the committee. He noted that the committee is in the process of reviewing and reprioritizing its work. It will provide the Board with an update of its review at an appropriate time in the future.

The committee met with Mary Jo Campana, director of career services, who provided an update on career services events and opportunities for alumni involvement. Mary Jo and the committee had additional discussion about the Networking and Mentoring section of the website that Amy Dowling shared earlier in the evening. Because the section is literally brand new, Austin encouraged AAEB members to sign up and encourage their friends/former classmates to do so as well.

Austin noted that the committee continues to assess the pros and cons of having regular articles in *Lycoming Magazine*.

The committee is also discussing ways that AAEB and the Alumni Association can develop better connections with current students. Dan Miller, dean of student affairs, will meet with the committee tomorrow morning for further discussion on the topic.

Lastly, Austin encouraged AAEB members to continue reviewing the College website – and let either him or Amy know if they come across any broken links, outdated information or other problems.

Membership, Nominations and Awards: Christine Zubris reported on behalf of the committee. She indicated that the committee will have a slate of AAEB candidates and a slate of award nominees to present for Board approval tomorrow.

Fundraising: Wendy Myers reported on behalf of the committee. She indicated that the work of the committee has been at a standstill at recent meetings – given the success of the annual golf outing, the committee “is looking for something else to sell or promote.” Ideas tossed around during the committee meeting included a 5K run/walk at Homecoming; a street carnival that would tie in with Homecoming’s “Carnival” theme; and an Alumni Weekend car show.

Regional Affairs: Joe Bunce reported on behalf of the committee. He updated the Board on several alumni events being considered by the committee, including:

- A tailgate at the Lycoming/Delaware Valley football game in September;
- A tour of Christmas Candylane (Hershey) in November or December;
- Some sort of alumni event during the Farm Show (Harrisburg) in January; and
- a Habitat for Humanity event, most likely in the Philadelphia area, in the near future.

Additional Discussion/Adjournment

Clark Gaughan suggested it would be appropriate for AAEB to prepare a proclamation next spring thanking Dr. Douthat for his 24 years of service upon his retirement. Additional discussion on the proclamation was tabled until tomorrow.

Clark briefly revisited the discussion regarding the mascot selection. He noted that the gladiator-type figure was the leading choice recommended to the Board of Trustees, and that initial requests for proposals to design the mascot had been distributed.

Clark reminded AAEB members to contribute to the Annual Fund before June 30 if they had not already done so, stressing the importance of 100% participation by the Board.

Joanne Hullings shared some ideas regarding T-shirts and holding a scavenger hunt during Homecoming.

The meeting was suspended for the evening at approximately 9:15 p.m.

FRIDAY, MAY 11

AAEB President Clark Gaughan reconvened the meeting at approximately 8:15 a.m.

Chip Edmonds, Vice President for College Advancement

Clark introduced Chip Edmonds, who welcomed AAEB members back for the meeting and for the first Alumni Weekend.

Chip spoke briefly about the presidential search process. AGB Search will assist Lycoming with the search, and Tom Courtice of AGB Search has already been on campus to speak with students, faculty and staff. Lycoming hopes to announce its selection sometime between the end of November and the first of the year. Chip also thanked Bill Hessert for his willingness to serve on the search committee.

Chip noted that although it has been a very solid fundraising year, giving to the Annual Fund was lagging behind previous years. Chip indicated this mirrored a national trend that shows annual support and unrestricted giving is waning. Chip also indicated that it has been a very solid year for alumni events, and he thanked Amy and the AAEB for their work in making those events a success.

Chip shared additional details about the football field turf project, noting that the new turf would be installed and ready in time for the 2012 season. He also noted that this fall would mark the 50th anniversary of the field.

Chip spoke about the summer issue of *Lycoming Magazine*. He indicated that the upcoming issue would focus on Lycoming's Bicentennial and "look forward" at the College's future.

Last but not least, Chip reiterated the staff's excitement regarding the inaugural Alumni Weekend celebration. He indicated that the 2013 Alumni Weekend has been tentatively scheduled for May 17-19 in order to avoid a conflict with Mother's Day.

Committee Meetings

Clark Gaughan again asked AAEB members to break into their respective committees to discuss whatever business remained on each committee's agenda. Before doing so, however, he introduced Dan Miller, dean of student affairs, who was in attendance to meet with the Communications Committee. Dan welcomed the AAEB back to campus and shared his appreciation for the opportunity to meet with the Communications Committee.

Committee Reports

The Board reconvened at approximately 10:20 a.m. for reports from the committees.

Communications: Austin Duckett reported on behalf of the committee. He shared highlights of the committee's conversation with Dan Miller regarding opportunities to connect with current students. The committee will work with Dan to seek out such opportunities, specifically targeting Student Senate and the Greek community.

Austin reminded AAEB members that Lycoming always welcomes back alumni who can assist with move-in day in August. Anyone who is willing/able to assist should contact Amy Dowling.

Austin noted that the committee is exploring avenues for making the AAEB more visible to alumni, such as producing AAEB "business cards" and including photos and email addresses of current Board members on the Lycoming website.

The committee also discussed sending birthday emails to alumni from the Office of Alumni Relations. The email could provide links to the various alumni resources that are available, thereby providing additional opportunities for alumni to reconnect.

Austin said the committee is interested in the possibility of adding an "Alumni Spotlight" feature to the alumni e-news distributed periodically by the College. Alumnus/alumna featured in each spotlight would be asked to answer five questions, and their answers along with their photo would then be featured in the spotlight.

Austin also noted that the committee is interested in implementing some sort of "phone tree" system with the class scribes in order to share more information with alumni.

Lastly, Austin put out a "call for volunteers" to help AAEB share information about the license plate program, the brick purchasing program, and other materials during Alumni Weekend.

Membership, Nominations and Awards: Christine Zubris reported on behalf of the committee. She first presented the committee's recommended slate of candidates for the 2012 Alumni Awards:

- Angela R. Kyte Outstanding Alumnus Award – Charles Springman ('59)
- Outstanding Achievement Award – Dr. John Marthinsen ('70), Professor of Economics and International Business, Babson College
- Taunia E. Oechslin Young Alumnus Award – Lauren L. Lawson-Zilai ('99), national spokeswoman for Goodwill Industries
- Dale V. Bower Service Award – Gary Spies ('72).

Christine asked the Board to abide by the committee's award recommendations; the slate of candidates was approved.

Christine then noted that there were eight board members whose terms were expiring at the end the meeting. Four of those members – Austin Duckett, Bob Graybill, Joanne Hullings and Andrea

Mitcheltree – were eligible and had agreed to serve second terms of the Board. Three members – Shannon English, Ron McElwee and Linda Ross – have served two consecutive terms and are ineligible for renewal on the Board. One member – Nancy Marple – is eligible but has not yet indicated her desire to serve a second term. Christine also indicated that two current members of the Board – Melanie (McGilvray) An and Samantha Melville – had stepped down. Therefore, there were currently five Board vacancies that needed to be filled.

With that in mind, Christine presented the slate of candidates recommended by the committee to join the AAEB beginning with the Fall 2012 meeting: Amilcar Guzman ('09), Jordan Hollander ('10), Bob Martin ('95), Russell Rabideau ('94) and Neil Ryan ('97). Christine also indicated the committee had alternates in place should Nancy and/or any of the candidates decline the invitation to join the Board.

Christine asked the Board to abide by the committee's Board recommendations; the slate of candidates was approved.

Fundraising: Wendy Myers reported on behalf of the committee. She indicated that the committee is exploring the possibility of auctioning a dinner with Dr. and Mrs. Douthat as a potential scholarship fundraiser. She also noted that the committee will work with Amy Dowling on the Homecoming 5K Run/Walk.

Regional Affairs: Joe Bunce reported on behalf of the committee. He provided more specific dates for alumni events he shared yesterday:

- A tailgate at the Lycoming/Delaware Valley football game (September 8);
- A get-together followed by a tour of Christmas Candylane in Hershey (November 17);
- A gathering during the Farm Show in Harrisburg (January 5).

Wrap-up

The Board discussed possible dates for its Spring 2013 meeting – specifically whether the meeting should be moved back to April or be held again in conjunction with Alumni Weekend in May. After considerable discussion, the Board tabled any official action until the Fall 2012 meeting.

Clark publicly acknowledged the three AAEB members whose terms had expired – Shannon English, Ron McElwee and Linda Ross – for their service on the Board.

Clark encouraged AAEB members to attend the Awards Brunch at Homecoming this fall, stressing that it would be the initial presentation of the Taunia Oechslin Award and that one of AAEB's former members – Gary Spies – would be receiving the Dale Bower Award. He also asked Board members to begin thinking of nominees for next year's awards, and he reminded those who hadn't already done so to contribute to the Annual Fund before June 30.

Wendy Myers read a note from the most recent AAEB Scholarship recipient, Kate Kiessling, who expressed her appreciation to the Board.

Clark adjourned the meeting at approximately 11:05 a.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "S. William Hessert, Jr.", written in a cursive style.

S. William Hessert, Jr.
AAEB Secretary