

12/28 exec meeting minutes

1. 12/5 Meeting
 - a. NCSL Presentation
 - b. Honors College Presentation
 - c. Development fund application deadline
 - d. End of year surveys to be sent out electronically and in person
 - e. Committee agendas should be sent to Shaelin for final meeting
2. Williby Meeting
 - a. Donor Attack plan
 - i. Fischli's (Shaelin)
 1. Cards
 - a. Get Well Card
 - b. Christmas
 - c. Valentines
 - d. Thank You
 - ii. Contacting Michael Meade
 1. Shaelin and Jacob
 2. Formal invite for dinner or event over break
 - iii. Alumni
 1. Spring retreat
 2. Meetings
 3. Campus tours especially honors spaces
 4. Art walk (station at art stop)
 - iv. Emeriti Faculty
 1. Brochure, newsletter, welcome letter, and FEHEB invitation
 - v. President Tisa Mason
 1. Cards
 - a. Congratulations
 - b. Christmas
 - b. Brochure
 - i. Review brochure
 - ii. Graphics?
 - iii. Find pictures from drive
 3. 2017-18 budget
 - a. Last meeting: do we need office hours
 4. T-shirts and certificates
 - a. Mailing out to virtual members ASAP
 - b. Reimburse HC?
 - c. Handout at final meeting
 5. Individual updates
 - a. VP Finance
 - i. Payment for NCSL
 - ii. Pizza for next meeting
 - iii. Chartwells invoices

- b. VP Tech
 - i. New assistant
 - ii. Survey on website?
- c. VP Virtual
 - i. Live stream last meeting
 - ii. Virtual satisfaction
- d. VP Communications
 - i. Hours
 - ii. Print surveys for last meeting
- e. Senior VP
 - i. Alumni list to Charlene Nichols
 - ii. Main contact for President Tisa Mason
 - iii. Collect reimbursement for Operation Christmas Child
- f. Development
 - i. Brochure
 - ii. LSAT Proposal
 - iii. Development Fund Application Changes?
- g. Academic
 - i. Peer reading
 - ii. Thank you card for Linda Beech
- h. Publicity
 - i. Newsletter review
 - ii. Final proof submitted at last group meeting
- i. Community service
 - i. DAW prep
- j. Social
 - i. End of year social- HAPPS
 - ii. Social for spring semester
 - 1. Pie/tie
 - 2. Minigolf
 - 3. End of semester BBQ
 - 4. Basketball Cheer Section
 - 5. Ice Cream socials?
- k. Closing information