Seton Hill University Alumni Association
Board Meeting Minutes
July 25, 2015
Alumni Center
10:00 a.m.

**Attendees**
Board Members:
Jane Austin ’69; Joanne Beckjord ’71; Krista Boyer ’03; Ryann Bradley ‘07, President; Kristen Butela ’03, Treasurer; Sylvia Detar ’85; Linda Earnest ’78; Katie Fritsch ’11; Matthew Galando, Alumni Trustee ’04; Eric McKeever ’11; Marianne Miele ’80; James Pirlo ’07; Linda Simon ’75; Donna Uhrinek ’76, President Elect; Nancy Weir ’75, Secretary

Conference Call Attendees:
Shirley Biancheria ’09

Absent:
Sr. Vivien Linkhauer
Matthew Zamosky ’10

Seton Hill University Representative:
Mary Ross Cox ’99, SHU Liaison and Director of Alumni Relations

**Call to Order 10:04 a.m. (Ryann Bradley)**
Ryann welcomed everyone and opened with the Serenity Prayer.

**Treasurer’s Report (Kristen Butela)**
Kristen provided a report on all merchandise sales from Alumni Weekend.
Lottery sales - $410
Merchandise sales - $608 after $150 in expenses
Kristen reported that the merchandise sales included Seton Hill drink glasses and a gold Christmas ornament. The total profit is $868. The Seton Hill glasses were the most popular item.

**Alumni Trustee Report (Matthew Galando)**
Matt informed the Board of the newest Seton Hill trustees members including alumni Patricia Gabow ’65 and Margaret DiVirgilio ’80 as well as Kym Stout Hamilton.

Next Matt reported that the current enrollment is up 60 from last year at this same time and Admissions is optimistic that we will be at increased enrollment by the time students arrive for the fall semester.

He concluded by telling the Board that Kristen Butela received a faculty promotion to the position of Associate Professor. All congratulated Kristen.

**Alumni Staff Report (Mary Ross Cox)**
Mary Ross Cox asked all Board members to fill out the confidentiality forms included with their agendas.
She also indicated that Homecoming and Family Weekend will take place on October 23, 24 and 25. The planning committee for this event are working very hard to build a schedule of varied and exciting activities that will appeal to all including a Murder Mystery Dinner, a Color Run and a Street Party and Tailgate to name a few. Everyone is invited to attend and if you are interested in helping out for any activity, the Board homecoming committee is headed by Sean Garrity and Ryann Bradley. Please contact them to volunteer.

**Strategic Planning/ByLaws**

Ryann informed the Board that Tanya Moximchalk has resigned her position as a member of the Board knowing she has not been able to attend events or participate as she would expect.

Tanya provided great leadership in the beginning development of a strategic plan for SHUAA. Ryann provided the goals of the strategic planning committee, which are to continue work to develop a plan that aligns with the mission, vision and values of Seton Hill University. Following a year-long departmental review, the Office of Institutional Advancement and Alumni Relations will work with a consultant this summer to develop a plan to incorporate next steps for engagement of the alumni and student populations, what are the roles and responsibilities of the alumni association. Our discussion of major goals for the alumni association right now will be further impacted after the summer as the Alumni Office has an established plan for their work.

Ryann provided a list of committees with goals and members. Major focal points for the Strategic Planning committee include developing and implementing a Charter. The Bylaws will cease to exist and we will operate with the Charter as our guidepost.

Additional goals for the strategic plan are to support the development of alumni chapters in cities across the country. The model chapter will be developed in Pittsburgh with a goal to develop three this fiscal year under the guidance of the Institutional Advancement Office and Alumni Relations. Nancy Weir asked for an explanation of the Charter. Matt Galando explained that our current Bylaws are for an organization that operates independently as the former Alumni Corporation once did. We will develop a Charter to include the responsibilities of the SHUAA Board and will replace the Bylaw document as our governance.

Another goal in the Plan is to strengthen alumni engagement and giving and understand the Board’s role in supporting every event with this in mind and how can SHU provide mechanisms for us all to know how and where we can best utilize our talents.

And a final goal for the Plan is to help identify internship opportunities for students.

The Alumni Relations and the Student Relations committees will have better developed goals pending the outcome of the retreat.
Ryan also reviewed the goals for five event committees. The Homecoming and the Alumni Weekend committees are open for anyone who would like to self-appoint for participation on that committee. 
Homecoming (Sean Garrity is the president of the Seton Hill GOLD advisory group and will provide communication to the Seton Hill homecoming committee.)
Day of Reflection 
Christmas on the Hill 
Alumni Weekend 
Elizabeth Ann Seton 

**Community Advocate Internship Fund**
Ryan thanked Katie Fritsch for her work and the work of her committee in identifying ways in which the SHUAA could provide financial support for students who are doing internships but may need extra funding. Through this process to develop an internship grant for students, it was discovered that there already exists a Seton Hill scholarship for student internships. Students advocated for this internship support as part of a social action project (senior seminar), led by their professor and alumna Dr. Katie Monsour ’06 and augmented by the gift of alumna Sally Fullman ’64. It is fairly new and is working for students in the way we describe in the grant written by SHUAA, however all the mechanisms are already in place to identify students and make the awards, which is a very significant part of getting the money to where it is actually doing good work. Ryan recommended to the Board that we no longer pursue our own internship grant but give our support, as we deem appropriate to the Community Advocate Internship Fund. 
*Jane Austin made a motion for the Board to support the Community Advocate Internship Fund and discontinue development of a separate internship fund. Donna Uhrinek seconded. The Board voted unanimously in favor.*

Fund Description:
The **Community Advocate Internship Fund** is provided to Seton Hill students who serve as interns in community service organizations. Service areas may include, but are not limited to, health or social services, prevention of domestic violence with emphasis on the prevention of violence against women and children, community food bank service and aiding the homeless.

**New Business**
Sr. Maureen will be recognized for her last day on the SHUAA board.

Kristen Butela invited any Board members who would like access to the Google SHUAA site to please get a gmail account and provide the address to her so she can establish access for you.

Krista Boyer told everyone that she will be seeking baskets for Christmas on the Hill event and offered this as a reminder to have the baskets assembled and delivered by October’s meeting.

**The meeting adjourned at 11:15 a.m.**
Board members were provided a tour of the new Health Sciences Center.

Future Board Meetings (all at 10:00 a.m.)

2015 Fall Events
August 16, 2015 USA Women’s Soccer vs. Costa Rica – Tailgate and Game at Heinz Field
October 23, 24 & 25 Homecoming & Family Weekend
September 24, 2015 Seton Hill Arts Center Grand Opening
October 27, 2015 JoAnne Woodyard Boyle Health Science Center Grand Opening
November 7, 2015 Day of Reflection

Respectfully Submitted,
Nancy Zilner Weir ’75, Secretary