



Alumni Board of Directors Meeting January 25, 2014 Minutes

Members Present: Autumn Buus, Amanda Gerson, Jalee Fifer-Goozen, Susan Glintborg, Donna Golomb, Lindsey Leach, Jacob Maag, George Malo, Vickie Moseley, Mark Mueller, Catherine Narup, Kaitlyn Porter, Josef Robey, Richard Russell, Tim Schultz.

Members Excused: Lucretia Barrett, Daniel Hough, Mike Smiley, Richard Templeton, Michael Trudeau

Blackburn Staff Present: Glen Krupica, Nicole Burns

Call to Order:

Dick Russell called the Alumni Board of Directors quarterly meeting to order on January 25, 2014 at 10:05 am. in the Demuzio Center at Blackburn College. Dick Russell is the new Alumni Board President upon the resignation of Angela Duffy.

Dick introduced Nicole Burns, the new Blackburn College Alumni Coordinator and the executive secretary of the Board. Because of the many new alumni board members, he also asked that all board members introduce themselves.

He also asked that the Board approve George Malo to fill the vacant Vice President position. All members approved his request. Since Dick will not be able to attend the May 17, 2014 commencement, he asked George Malo to present the Distinguished Alumni Award to Dean Charles O. Gordon '50. Dick felt it was important to have a presenter from the era that Dean Gordon served. George will also represent the Alumni Board in presenting the Outstanding Graduate Award and the three Senior Seminar awards.

Approval of November 2, 2013 Minutes: The November 2, 2013 minutes were reviewed and unanimously accepted by the Board members

Quarterly Reports:

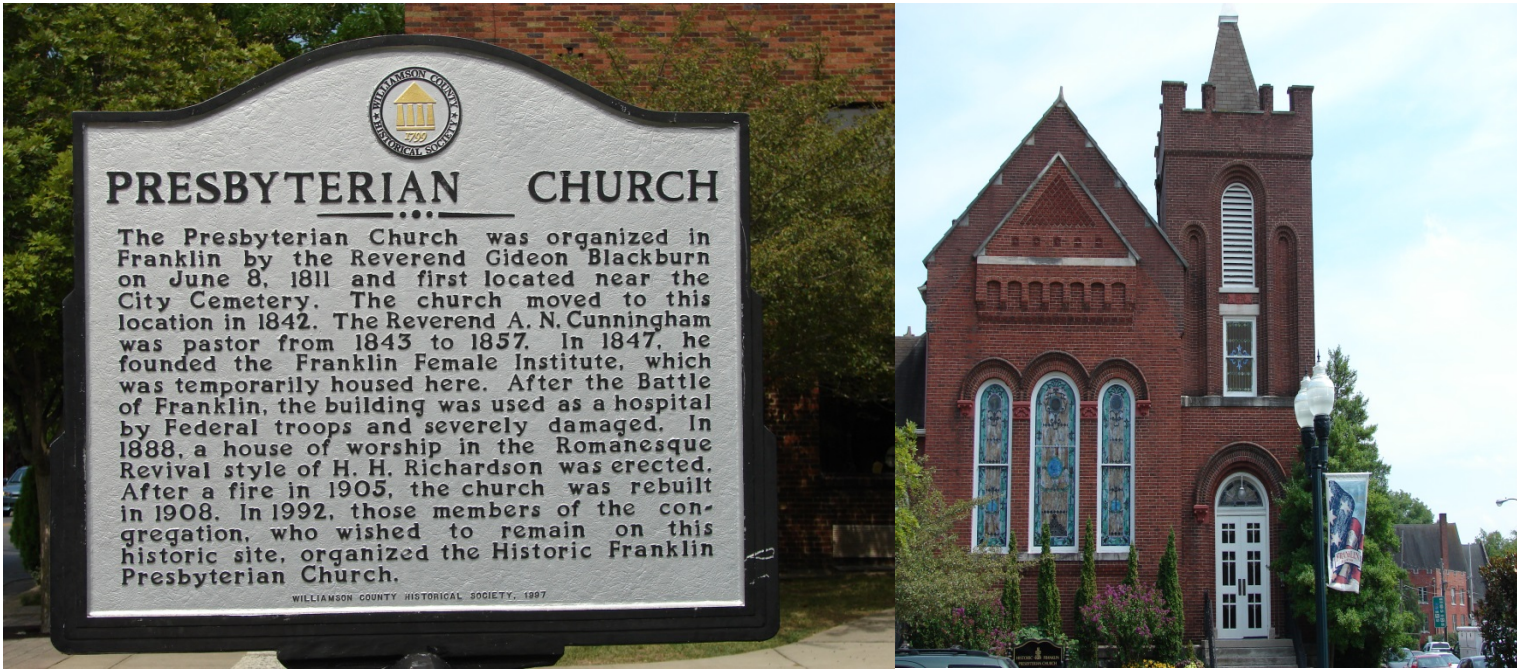
Treasurer's Report

Cathy Narup presented the treasurer's report (see **Appendix A**) and stated that the Alumni Board has transferred \$8,000 in funds to the College for the Anderson Center renovation. The budget document also does not include expenses for the senior banquet and awards. She reiterated that we need to find ways to increase our revenues so that we can designate future dollars for specific purposes. Susan Glintborg then asked about Trivia Night, which will be held next year. More information on trivia night is in the committee reports.

Board of Trustees' Report

George Malo stated that the Board of Trustees did not meet since the last Alumni Board meeting update in November, however, he did mention that the Trustees were in the process of reviewing and rewriting some of their bylaws. He is on the committee, chaired by Hazel Loucks, that is responsible for recommending changes.

George also said that he was donating a basket, as a representative of both the Trustee and Alumni boards, for the annual McCoupin County Blackburn Scholarship auction to be held on February 22, 2014. He has filled it with products from Tennessee since Blackburn College has close ties to Franklin, Tennessee where Gideon Blackburn founded a Presbyterian church on the town square.



One of many churches Gideon Blackburn founded in Tennessee – this one in Franklin, TN

Glen Krupica then commented how the Trustee minutes are now sent to the faculty, which is greatly appreciated. President Comerford has provided a very open environment to staff and students.

Alumni Relations Report

Nicole Burns noted that the alumni meetings are not equally spread out. There is a long span between the January meeting and May, which is an abbreviated meeting. So it was decided that we would adjust the dates and times of the remaining quarterly meetings for the 2014 year to: April 12, July 12 or 19 for a retreat to build cohesiveness within the Board and to develop long-range goals, and November 8. The regular meetings would start at 10:00 am to accommodate those who may travel in the morning and to allow time for committees to meet before the meeting, if needed. The Annual Alumni Meeting would still be held at Homecoming (October 3-5, 2014). Alumni Board members were also encouraged to attend Baccalaureate and Graduation on May 16 and 17, respectively.

Nicole then distributed a schedule of Blackburn events, and mentioned that volunteers were needed for student orientations on June 14, July 12, and July 26. If anyone is available, please contact Abbey Harding. Nicole is also working on the alumni website with a calendar of events and a direct link to the alumni apparel store on the site landing page. Dick Russell said that the Alumni Board would defer to Dr. Comerford and Glen Krupica to coordinate the all-day event in July.

Old Business:

Senior Banquet

One hundred sixty six RSVP attendees are scheduled to attend with a set-up for 174 to allow for walk-ins. Forty-six seniors indicated they would be attending with multiple family members also attending.

Committee Assignments

Dick Russell reviewed Committee assignments. Some adjustments were made so that the student board members were not on the same committees and Lucretia Barrett would now chair the Awards Committee. Cathy Narup asked for more fund-raising ideas; and these committees should not be exclusive, others can join in to help. Dick Russell commented that we need to look at the mission statement to see if we need to amend it.

Appendix B contains a list of the committees with their membership.

Move-In Day:

No date has been set and the College asks for our presence there.

Other:

Cathy Narup reminded us to donate for care packages. For Valentine's Day packages, letters went out with a January 31 deadline. Cathy needs help to create the packages one week before Valentine's Day.

New Business:

Glen Krupica stated that the College is trying various strategies to improve admission numbers. He reiterated that anything we can do to engage alumni in the recruitment process would be helpful. The alumni should also try to connect with other alumni to provide job leads and career services for graduate.

Senior Seminar Awards:

Three awards are given at Commencement to graduating seniors honoring their work in senior seminars. It was mentioned by the student board members that Education majors are not able to compete because their Seminar Study is due May 9 and May 5 is the deadline for presentations. The professors need a ten day window before presentation of the of the Senior Seminar awards.

Glen Krupica said we can make a recommendation to the faculty to look into the matter. George Malo suggested we also talk to Jeff Aper at the Senior Dinner to see if we can include education senior seminar students for awards.

Awards

Dick Russell stated that some awards should not be a surprise, e.g., the Distinguished Alumni Award. When the award is not one that is a surprise, like the Outstanding Senior award which is not known until graduation, recipients should be notified ahead of time so their family and friends could attend. Nicole Burns said she would notify recipients in advance of awards. She also indicated she would try to find a list of those who have received awards in the past so we would not duplicate recipients.

Before lunch break, President Russell asked the student representatives to think about viable candidates to represent their class on the alumni board for the coming year. Two Freshman and two Sophomores are needed;

also the representatives were asked to have alternates available.
 The Board broke for lunch at Reno’s and returned at 1:50 to meet with respective committees.
 After the committee meetings, each one provided a report of their discussions and actions.

Committee Reports:

Awards Committee

The table below lists the awards scheduled to be given during the 2014 year.

Award/Type	When Given	Recipient(s)	Brief Description	Presenter
Gideon Blackburn Plaque given	Founders Day – Feb 17, 2014	Jane Kelsey and Connie Morin	Given to individual who has rendered valuable service to the college in terms of time, service, money, influence, etc.	Dick Russell
William M. Hudson Work Program Plaque given	Honors Banquet	Roger Fenton	Given to individual who has contributed significantly to the preservation, promotion, and betterment of the work program.	Dick Russell
Distinguished Alumni Plaque given	Commencement	Dean Charles Gordon	Given to an alumnus/ alumna who has contributed significantly to society or profession.	George Malo
Outstanding Graduate Plaque given	Commencement	TBD	Nominated by fellow graduates, given to one or more new graduates who show service and loyalty to the College.	George Malo
Student Symposium Dollar Award and Certificate with name on wall Plaque.	Commencement	TBD	Given to top three senior symposium presenters (selected by faculty)	George Malo
Alumni Achievement Plaque given	Homecoming	Brent Mitchell	Given for significant achievement in personal or public career.	Dick Russell
Cynthia LaMar Plaque and name on wall plaque.	Typically at Homecoming	TBD Accepting nominations now	Given to present or past member of Alumni Board for unrelenting contribution to Alumni Bd.	Cynthia LaMar and Dick Russell

Two other awards, the Harold and Elizabeth Ziegler Service Award and the Service to Humanity Award are not scheduled for this year. As a suggestion to the Awards Committee for a future award, Dick Russell spoke of Senator Mark Kirk and his sister, Robin Kirk, as possible recipients of the Distinguished Alumni Award. Robin Kirk is currently Co-Director of the Duke Human Rights Center at the Franklin Humanities Institute and Lecturer in the Department of Cultural Anthropology. She is very active in Human Rights violations and has spoken before Congress on human rights issues.

The committee also discussed the low number of nominations from graduates for the Graduate Award and the lack of specific rationales for justifying a recipient. Nicole Burns and the student representatives will work on ways to make seniors aware of the award and the nomination process. George Malo is to email Nicole Burns a draft of a possible revised nomination form in hopes of getting more specificity in responses. See **Appendix C** for that draft.

Thanks to the student Board members for recommending some strong nominees, the committee selected students to bring before the full Board in April to serve on the Alumni Board. This year we needed to select both Freshmen and Sophomores. Once the process is in place, only Freshmen will need to be selected to serve as sophomores the next year since students from the other classes will still be serving and will move up each year. The following students were contacted and agreed to submit biographies and attend the April 12 Alumni Board meeting to meet the Board members and have questions answered. If the Board approves the nominees, they will be voted on by the Alumni Association at the annual meeting held at homecoming. Students will begin serving in the fall.

Current Sophomores to serve as Junior Class members:

Benjamin Hoover

Morgan Stein

(Note: Allison Matt is an alternate to be contacted should Morgan or Benjamin not return next year)

Current Freshmen to serve as Sophomore Class members:

Lydia Collins

Nathan Kinnison

(Note: An alternate will be selected in April should Nathan or Lydia not return next year)

The committee still needs to recommend a current Board member or former Board member for the Cynthia LaMar award. Nicole Burns and Lucretia Barrett are working on getting nominations to the committee to recommend a recipient at the April Board meeting. Cathy Narup asked for a list of past alumni board members and past recipients of this award, if possible. Nicole will be checking into this request.

The committee also noted that Lucretia Barrett will serve as the Awards Committee chair and Amanda Gerson has joined the committee.

Student Events

Vickie Mosley asked that during student orientation days we have the large Alumni Board banner available to display in front of our table at the Demuzio Center so that we can have an appropriate presence there. This would make it easier mingle and talk with parents and new students.

For move-in day, we will have a table in Jewell, the freshman dorm, with bottles of water and maybe key chains. Alumni board members can then move about meeting students and parents. The student-life residents can help with the physical part of the moving.

Help is needed after the Board meeting to decorate tables in Woodson Hall for the senior banquet.

Alumni Connection

Josef Robey made comments that we need to get word out to alums regarding the Alumni Apparel online store through Cubby Hole. There are about 11,000 alums on Facebook. The new Blackburn web page now has a direct link to the apparel line. Discussion followed that perhaps we should expand the golf apparel and might consider having a golf outing the Friday of homecoming.

Lindsey Leach has joined the Alumni Connection committee.

Financial Development

Cathy Narup extended a thank you to Glen Krupica for paying for our lunch, but she reminded us that we had decided earlier to pay for our own meals. In the future we can all decide whether and where we want to go out for lunch. Nicole Burns said that we cannot bring in our own food because of the Sodexo contract. We can have them serve food if we wished. Susan Glintborg suggested that we might want to consider paying for lunch for the student representatives.

We will also look for a cheaper vendor for the plaques we order.

Trivia night will be held next year at Blackburn possibly. When we do host it, we will need to publicize the event for a good turn out.

Care packages are currently offered for purchase to faculty. For Valentine's Day we are doing a trial run of selling \$1.00 candies for students to send to other students with a message, if no other group celebrates Valentine Day. We will try to sell care packages on more days, ex., move-in day. That would make sales available on three occasions.

Closing Comments

Dick Russell reiterated that we want to be a big presence at homecoming. We should not be afraid to cross committee lines to work together.

Sue Glintborg announced that no longer will sport awards be given at the alumni luncheon at homecoming. We will have to see if we are responsible for buying those plaques.

The Board Members updated the membership roster and is shown in **Appendix D** as of January 25, 2014. Changes, corrections, and other updates will be made, if needed, at the April meeting.

Meeting adjourned at 3:45 pm.

**APPENDIX A
January 2014 Budget Report**

Blackburn College Alumni Board Financial Report

January 2014

Beginning Balance **\$ 10,993.55**

Revenues	Gifts	364.00
	Senior Banquet	0
	Care Packages	2,380.00
	Cubby Hole-Apparel	144.00
	Prior Year Trip Revenue	<u>378.80</u>
	Total Revenues:	\$ 3,266.80

Expenses	Senior Banquet	0
	Meeting Meals	92.00
	Awards and Gifts	198.61
	Supplies	66.56
	Care Packages	486.91
	Total Expenses	\$ <u>844.08</u>

Current Cash Balance **\$ 13,416.27**

APPENDIX B
Committee Assignments

Financial Committee (also includes fund-raising and capital campaign activities)

Autumn Buus

Cathy Narup (**Chair**)

Katie Porter

Mike Smiley

Mike Trudeau

Alumni Connections (includes Affinity group and alumni activities, homecoming)

Aubrey Cunningham

Daniel Hough (**Chair**)

Lindsey Leach (Sr. Class Rep)

Joseph Robey

Richard Templeton

Awards

Lucretia Pitts-Barrett (**Chair**)

Amanda Gerson (Jr. Class Rep)

Donna Golomb

George Malo

Tim Schultz

Student Events (Move-In Day, Senior Banquet)

Susan Glintborg

Jalee Fifer-Goozan

Jacob Maag, (**Jr. Class Rep**)

Vickie Mosley (**Chair**)

Mark Mueller



**APPENDIX C
Draft Outstanding Graduate Award Nomination Form**

Nomination for Outstanding Graduate

Each year, the Alumni Association Board of Directors recognizes one (or more) outstanding new graduates for their service and loyalty to Blackburn College and the Carlinville community through demonstrated involvement in campus and community organizations and activities. Scholarship is a consideration, but a blazing hot GPA is not required. The Board feels that the best people to nominate prospective awardees are those who know them best, their fellow graduates.

Please take a few minutes to think about anyone who you think has had an impact on Blackburn, the community or you and his/her fellow students during their time here. Complete the form below as thoughtfully as you can, and submit it to Nicole Burns, Alumni Relations, Ludlum room ___ no later than _____.

Thank you for allowing us to recognize one of your own!

Name of Nominee: _____

Nominator (not required): _____

Major/Minor (if known): _____

Work Assignment(s): (If the student has worked in more than one department while here, please indicate if known): _____

Campus/Community Activities and Memberships, Accomplishments:

Please provide responses to the following questions: (add more space, if needed)

1. Why do you believe this student stands out among his/her classmates in terms of service and loyalty to Blackburn and the community? That is, what characteristics, attributes, or actions make this student excel or different when compared to other students?

2. How do you feel this student has impacted Blackburn, the community, and his/her fellow students?

3. How did this fellow senior inspire you? Be precise.



APPENDIX D
Blackburn College Alumni Board of Directors Roster – 01/25/2014
FY 2013-14

Barrett, Lucretia Office: Past President; Awards Committee Chair
Class/Term: 2014/2 BA: 1997
10111 NW 3rd St. Birthday: 4/2/1975
Pembroke Pines, FL 33026
Email: lucretia.barrett.esq@gmail.com
Phone: 305-216-0431
Committee(s): Awards (Chair)

Buus, Autumn Office:
Class/Term: 2016/2 BA: 2004
515 N. Cedar St. Birthday: 1/15/1982
Shelbyville, IL 62565
Email: autumnbuus@hotmail.com
Phone: 217-414-8758
Committee(s): Finance

Cunningham, Aubrey Office:
Class/Term: 2016/1 BA: 2007
2900 Conneticut Ave. Birthday: 7/3/1985
Washington, DC 20008-1411
Email: aubrey.cunningham@gmail.com
Phone: 217-556-7473
Committee(s): Alumni Connection

Fifer-Goozen, Jalee Office:
Class/Term: 2016/1 BA: 2002
4525 Cresthaven Lane Birthday: 2/1/1980
Decatur, IL 62526-9345
Email: jalee2180@gmail.com
Phone: 217-620-8621
Committee(s): Student Events

Glintborg, Susan Office:
Class/Term: 2016/2 BA: 1966
5250 Primrose Lane Birthday: 9/25/1944
Riverton, IL 62561
Email: sglint@aol.com
Phone: 217-629-9029
Committee(s): Student Events



**Blackburn College Alumni Board of Directors Roster – 01/25/2014
FY 2013-14**

Golomb, Donna

Class/Term: 2016/2
202 Spring Ridge Dr.
Bloomington, IL 61704
Email: djgolomb@aol.com
Phone: 309-530-4858
Committee(s): Awards

Office: Secretary
BA: 1966
Birthday: 8/25/1944

Hough, Daniel

Class/Term: 2016/1
510 E. Broad St.
Raymond, IL 62560
E-mail: dozer1966@consolidated.net
Phone: 217-229-4219
Committee: Alumni Connection (Chair)

Office: Alumni Connection Committee Chair
BA: 2004
Birthday:

Malo, George

Class/Term: 2014/1
5122 Prince Phillip Cv.
Brentwood, TN 37027
Email: gmalo@comcast.net
Phone: 615-377-3117
Committee(s): Awards

Office: Vice President; Liaison to Trustees
BA: 1966
Birthday: 6/17/1943

Moseley, Vickie

Class/Term: 2015/1
317 S. Adelia St.
Springfield, IL 62704
Email: vickiemoseley1978@yahoo.com
Phone: 217-836-7122; Office: 217-524-0650
Committee(s): Student Events (chair)

Office: Student Events Committee Chair
BA: 1978
Birthday: 3/06/1956

Mueller, Mark

Class/Term: 2016/1
582 Clover Rd.
Hannibal, MO 63401-7007
Email: mueller.markc@gmail.com
Phone: 217-377-7353
Committee: Student Events

Office:
BA: 2000
Birthday: 10/28/1976



**Blackburn College Alumni Board of Directors Roster – 01/25/2014
FY 2013-14**

Narup, Catherine

Class/Term: 2016/3
20 Country Lake Rd.
Springfield, IL 62711
Email: r.narup@comcast.net
Phone: 217-546-8020
Committee(s): Finance (Chair)

Office: Treasurer and Finance Committee Chair
BA: 1979
Birthday: 2/12/1956

Porter, Katilyn

Class/Term: 2016/1
17579 Mitchell Lane.
Carlinville, IL 62626
Email: katilyn.porter@gmail.com
Phone: 217-416-7282
Committee: Finance

Office:
BA: 2012
Birthday: 7/6/1989

Robey, Josef

Class/Term: 2016/1
1N236 Darling St.
Carol Stream, IL 60188-2375
Email: joe_robey@yahoo.com
Phone: 630-291-9995
Committee(s): Alumni Connection

Office:
BA: 1970
Birthday: 10/07/1948

Russell, Richard

Class/Term: 2015/1
20302 Timbered Estates Ln.
Carlinville, IL 62626
Email: rdr1947@frontiernet.net
Phone: 217-854-3609
Committee(s):

Office: President
BA: 1968
Birthday: 3/4/1947

Schulz, Tim

Class/Term: 2016/1
810 N. 7th St
DeKalb, IL 60115-2502
E-mail: tjstrat2@comcast.net
Phone: 815-756-3041
Committee: Awards

Office:
BA: 1980
Birthday: 10/31/1957



**Blackburn College Alumni Board of Directors Roster – 01/25/2014
FY 2013-14**

Smiley, Michael

Class/Term: 2014/2
168 Danube Pass
Boerne, TX 78006
Email: smiley49@beecreek.net
Phone: 830-336-3949
Committee(s): Finance

Office:
BA: 1971
Birthday: 8/7/1949

Templeton, Richard

Class/Term: 2016/1
10436 E. Marion Dr.
Traverse City, MI 49686-9224
Email: KST104362@aol.com
Phone: 231-947-3223
Committee(s): Alumni Connections

Office:
AA: 1948
Birthday: 9/9/1928

Trudeau, Michael

Class/Term: 2014/1
401 W. Monroe St., Apt. 3
Springfield, IL 62704
Email: michael630@gmail.com
Phone: (217) 652-3485
Committee(s): Finance

Office:
BA: 1997
Birthday: 6/30/1975

Student Representatives

Leach, Lindsey -Senior Class Rep

Class of 2014
Email: Lindsey.leach@outlook.com
Committee: Alumni Connections

Office:
Birthday: 7/05/1993

Gerson, Amanda – Junior Class Rep

Class of 2015
Email: amanda.gerson@blackburn.edu [Birthday: 11/27/1992](#)
Committee: Awards

Office:

Maag, Jacob – Junior Class Rep

Class of 2015
Email: jacob.maag@blackburn.edu
Committee: Student Events

Office:
[Birthday: 08/17/1993](#)



**Blackburn College Alumni Board of Directors Roster – 01/25/2014
FY 2013-14**

College Staffing

Krupica, Glen

Vice President for Institutional Advancement
Blackburn College
Ludlum 215
Carlinville, Illinois 62626
Email: glen.krupica@blackburn.edu
Phone: 217-854-3231 Ext. 4200

Burns, Nicole

Alumni Coordinator
Blackburn College
Ludlum Hall
Carlinville, Illinois 62626
Email: nicole.burns@blackburn.edu
Phone: 217-854-3231 Ext. 4368

Revised: 01/25/2014