

**University High School Alumni Association**  
**Meeting Minutes: February 3, 2020**

**Present:**

Wilma Bates, Tom Feely, Amy Jennings, Dana Klauss, Dr. Dana Kinley, Marc Leonard, Dixie Lewis, Dave Martin, Stacey Meyer, Tara Hall Nafziger, Meaghan Pantaleone, Pete Pontius, Cory Roop, Ryan Scritchlow, Stephen Wilson

**Absent:**

Barbara Blunk, Bob Fitzgerald, Eric Schlipf

**Call to Order:** Minutes of the November 4, 2019, meeting were distributed and approved.

**Administration Report:**

- 1) Dr. Kinley reported the Admissions window is currently open.
- 2) There was a great turnout at the UHS Open House on 1/22/20.
- 3) Dr. Kinley noted the Stadium Club's occupancy potential for the Homecoming 2020 Hospitality Reception is approximately 300 people.
- 4) A discussion was held regarding the planning of the Hospitality Reception. The overall thought was to consider inviting the 20-year (and over) reunions as well as teachers, faculty, UHS retired teachers, award recipients and their families. Food and drinks were also discussed.

**Foundation Report:**

- 1) Wilma reported the updated Alumni account balance is \$4,399.76.
- 2) The ISU Annual Giving Day, which includes Lab Schools, is set for February 27. On-line donations are accepted. Fund # 7105274 goes directly to the Alumni Association.
- 3) Stacey provided the Alumni Association Financials. Wilma and Stacey discussed the checks and balances that are put in place regarding the process of paying bills, etc.

**Awards Committee:**

- 1) Steve Wilson has transitioned as Chair of the Awards Committee.
- 2) Steve discussed the importance of reaching out to our alumni base to secure new nominations.
- 3) The award recipient informational boards were discussed. It was

decided that the benefits of having the boards outweigh the associated costs. The recipient informational boards will remain in the works for Homecoming 2020.

- 4) Pete suggested Jeff Fritzen as a possible resource for producing the boards.

**Newsletter:**

- 1) The Newsletter is due to be out in the mail by late March.

**Alumni Relations:**

- 1) Currently in need of alumni reunion coordinators for classes ending in years fives and tens.

**New Business:** Discussions were held regarding the reviewing of job descriptions, recruitment of new UHSAA Board members and elections.

- 1) Job descriptions: The Historian has the UHSAA job descriptions.
- 2) Recruitment of new Board members: Marc reported on the need to recruit new members to the Board. Kathy Murdoch provided Marc with a list of potential recruits. Discussion followed.
- 3) Elections: Tom Feely will help determine what the Board needs. Status quo for now and continue to recruit new members.

**Fundraising Committee/Treasurer:**

- 1) It was discussed that all UHSAA funds raised go through the Superintendent's Office to be recorded/deposited.
- 2) Ryan suggested that if we decide not to create a Fundraising Committee, the Board should have a Treasurer in order to provide checks and balances.
- 3) Dixie suggested referring to the most recent revision of the Bylaws and Constitution for guidance, and amending them, if need be, to be consistent with current practices. Further discussion to continue in April.
- 4) Tom thought it could be helpful to review the Bylaws and Constitution prior to our next meeting.
- 5) Dave will bring the Constitution to our April meeting.
- 6) Dana Klauss suggested sending Thank You cards out to donors.
- 7) Marc suggested creating a Fundraising Committee. The Chair of the Fundraising Committee would be the Treasurer. All funds collected would be checked by 2 other Board members prior to the funds being turned over to Stacey in the Superintendent's Office.

**Next Meeting:** Monday, April 6, 2020, at 6:00 p.m.