

**Mississippi University for Women
Alumni Association**

[HTTP://LONGBLUELINE.MUW.EDU/ALUMNI/ALUMNI-ASSOCIATION](http://longblueline.muw.edu/alumni/alumni-association)

**MUWAA SUMMER BOARD MEETING
Saturday, July 25, 2015**

NEW BOARD MEMBER ORIENTATION

10:30 – 11:30 a.m.

Art Department, Eugenia Summer Gallery

UNIVERSITY PRESIDENT'S UPDATE

11:30 a.m. – 12:15 p.m.

Art Department, Eugenia Summer Gallery

LUNCH

12:15 – 1:15 p.m.

Art Department, Front Foyer

** Be prepared to take photos*

BUSINESS SESSION

1:15 – 3:00 p.m.

Art Department, Eugenia Summer Gallery

- I. Call to Order & Adoption of the Agenda
- II. President's Welcome
- III. Roll Call
- IV. Approval of Minutes
- V. Alumni Office Report
- VI. MUWAA Officers Reports
- VII. Standing Committee Reports
 - Nominations
 - Elections Committee
 - Bylaws Committee
 - Recruitment & Retention Committee
 - Chapter & Constituency Groups Committee
 - Special Event Committee
 - Finance Committee
 - Public Relations Committee
 - Former Presidents Committee
- VIII. Special Committee Reports
 - Southern Grace Committee
 - Strategy & Support Committee

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[HTTP://WEB3.MUW.EDU/ALUMNI/ALUMNI-ASSOCIATION](http://web3.muw.edu/alumni/alumni-association)

- IX. Unfinished Business
- X. New Business
- XI. Open Forum
- XII. President's Closing Comments/Adjourn

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MISSISSIPPI UNIVERSITY FOR WOMEN ALUMNI ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS

Cochran Hall, Third Floor
Friday, March 27, 2015

MINUTES

I. CALL TO ORDER

President Jenny Katool called the meeting to order at 2:02 p.m.

II. PRESIDENT'S WELCOME

III. ROLL CALL

The roll was called. MUW Alumni Association Board Members present:

Jenny Katool, President	Mary Libby Bickerstaff Payne
Amy Strickland Tate, President-Elect	Stephen Taylor
Malinda Mabry-Scott, Treasurer	Elizabeth Whittington
Katy Canion Pacelli, Secretary	Brandy Burnette
Cheryl Jackson Cooper, Immediate Past President	Carrie Pate
Ruth Pettey Jones, MUW Foundation Chairman	Chris Halbrooks
Gus Argrett	Troy Lewis
Katherine Shell Benson	Wanda Ray (by teleconference)
Barbara Austin (by teleconference)	Wesley House Garrett, Parliamentarian
Donna Marrero (by teleconference)	

MUW Alumni Association Board Members absent:

David Ivey

Ex-officio Members of the MUW Alumni Association Board present:

Lyndsay Cumberland, Director of Alumni Relations

Guests present:

Sunshine Bradshaw Burgess
Sue Simmons Freeman
Erin Gioia
Lenore Griffin
Peggy Hampton
Deborah Hodges
Kristi Hipp Mosley
Courtney Ballard Murtaugh
Beth Reed Richardson
Sheila Vickery
Erica Woodard

Ruth Pettey Jones moved to adopt the agenda. The motion carried.

IV. APPROVAL OF MINUTES

Amy Strickland Tate moved that the minutes of the Board meeting on 1/24/2015 be approved. The motion carried.

V. ALUMNI OFFICE REPORT

Lyndsay Cumberland, Director of Alumni Relations reported that we had 285 alumni who had preregistered for Homecoming. During registration 43 alumni either renewed their membership or joined the Alumni Association.

Lyndsay encouraged us all to take Alumni Association brochures to give to other alumni to encourage their membership in the association.

VI. MUWAA OFFICERS' REPORTS

Malinda Mabry-Scott, Treasurer reviewed the account balances. Malinda gave updated fund balances: Alumni Restricted Fund - \$16,178.00; Alumni Association Activities Fund - \$13,451.50; MUWAA Legacy Scholarship Fund - \$7,192.50; MUWAA Faculty Award Fund - \$110.00; Southern Grace Restricted Fund - \$3,349.68.

VII. STANDING COMMITTEE REPORTS

Nominations Committee – Cheryl Jackson Cooper, Chair, presented the year-end report, which included the slate of nominees for President-Elect and Directors. She also requested that the Bylaws committee review the Bylaws concerning eligibility requirements for board nominees to ensure consistency within the Bylaws.

Elections Committee – Sue Simmons Freeman, Chair, reported that there was an increase of 134 voters from the 2014 election. The committee recommends that the Elections committee prepare the biographical packet for Board nominees that will be attached to the ballot. They also recommend a change to the proposed policies and procedures for the elections process that the alumni office will verify voter and candidate eligibility.

Bylaws Committee – In the absence of Chair, David Ivey, committee member, Brandy Burnette presented the year-end report. Brandy reviewed the Bylaws changes. Since the Association has successfully completed the transition period, all references to it, should be removed from the Bylaws. The committee recommended that the Board be very judicious in making capricious changes to the Bylaws.

Recruitment & Retention Committee – Courtney Ballard Murtaugh, Chair, presented the year-end report. She reviewed the changes to the policies and procedures for the alumni awards and new faculty grant. Courtney announced the Alumni Achievement Award, Faculty Grant and Scholarship recipients for the year.

Chapters & Constituency Groups Committee - Katy Canion Pacelli, Chair, presented the year-end report. The activities for the year included the Chapter Development Workshop and updates to the chapter guidelines. Recommendations for the coming year are to engage chapter presidents and nursing

graduates and to establish best practices for social media for the chapters. Katy encouraged the Board to take the lead on a membership drive to increase active membership in the Association.

Special Events Committee – Katherine Shell Benson, Chair, reported that the online section of the auction was a success. It included over 60 items. Katherine encouraged everyone to attend the live part of the auction that was held that evening.

Finance Committee – Malinda Mabry-Scott, Chair, presented the year-end report.

Public Relations Committee – Elizabeth Whittington, Chair, presented the year-end report. Press releases were written for new board members and scholarship recipients. Board bios were pushed through social media and we advertised in the Spectator. \$320 was spent of the \$500 that was budgeted. Elizabeth discussed taking a look at online advertising to reach potential new members.

Former Presidents – In the absence of Chair, Emily Myers Garner, Jenny Katool presented the year-end report. A very successful luncheon was hosted in the fall for all former Presidents. There were 16 former Presidents in attendance.

VIII. SPECIAL COMMITTEE REPORTS

Southern Grace Committee – Gus Argrett, Chair, presented the year-end report. Southern Grace continues to be promoted through the alumni Facebook page and at chapter events. Recommendations for the coming year are to look at other options to promote and sell the cookbook.

IX. UNFINISHED BUSINESS

Nominations Policies and Procedures - Cheryl Jackson Cooper, Chair, presented the draft policies and procedures for the nominations process. The proposed document will be reviewed by the Alumni Office and the Bylaws Committee and will be presented to the Board for final approval at the July meeting. Cheryl also noted several specific changes that are needed in the Bylaws.

X. NEW BUSINESS

501(c)3 Status - Cheryl Jackson Cooper moved to approve our 501(c)3 status. The motion carried.

Budget - Malinda presented the budget for 2015-2016. She noted that in the future a line item may need to be created for technology, to support conference calling for committee and board meetings. Ruth Pettey Jones moved to accept the proposed budget. The motion carried.

XI. OPEN FORUM

Jenny welcomed guests to the meeting and asked for comments.

Andrea Stevens, Executive Director of Alumni and Development informed the group about the surprise scholarship for Dr. Jim Borsig. It will be presented to him at his going away party on Monday, April 13. Also, alumni are encouraged to write a note to Dr. Borsig that will be included in a book that will be presented to him at the party.

Peggy Hampton complimented the latest edition of Visions commenting how excellent and fabulous it is. Erin Gioia thanked Lyndsay Cumberland and Andrea Stevens for an awesome homecoming.

Ruth Pettey Jones congratulated the President-elect and new Board members. As Chairman of the Foundation, it was her honor and privilege to serve on the Alumni Board and will continue to support the Board.

XII. PRESIDENT'S CLOSING REMARKS

Jenny thanked the Board members for their service for the year and most importantly all of the committee work that was completed. She encouraged the Board to reach out to alums to get involved and consider serving on the Board. Jenny also thanked Lindsay for her support to our Association and how fortunate we are to have her as our Alumni Director.

The oath was administered to the President-elect and incoming Board members.

Jenny passed the gavel to Amy Strickland Tate and Amy presented Jenny with her past president's pin.

Jenny declared the meeting adjourned at 3:15 p.m.

Respectfully submitted,
Katy Canion Pacelli, Secretary

DRAFT

MISSISSIPPI UNIVERSITY FOR WOMEN ALUMNI
ASSOCIATION INITIAL MEETING OF THE 2015-2016 BOARD
OF DIRECTORS Cochran Hall, Rose Room
Friday, March 27, 2015

I. CALL TO ORDER

President Amy Strickland Tate called the meeting to order at 3:19 p.m.

ROLL CALL

The roll was called. MUW Alumni Association Board Members present:

Amy Strickland Tate (President)	Sunshine Bradshaw Burgess
Deborah Hodges (President Elect)	Sue Simmons Freeman
Barbara Austin (by teleconference)	Kristi Hipp Mosley
Troy Lewis	Courtney Ballard Murtaugh
Stephen Taylor	Erica Williams Woodard
Katherine Shell Benson	Ruth Pettey Jones (Foundation Chairman)
Brandy Burnette	Jenny Katool (Immediate Past President)
Chris Halbrooks	Elizabeth Whittington
Malinda Mabry-Scott	
Carrie Pate	

MUW Alumni Association Board Members absent:

Donna Marrero
Wanda Ray

Ex-officio Members of the MUW Alumni Association Board present:

Lyndsay Cumberland, Director of Alumni Relations

II. ADOPTION OF THE AGENDA

Malinda Mabry Scott moved to adopt the agenda. The motion carried.

III. PRESIDENT'S WELCOME

IV. NEW BUSINESS

APPROVAL OF THE PARLIAMENTARIAN

President Tate presented Wesley Garrett as Parliamentarian for the Board. Ruth Pettey Jones moved that we accept Wesley as Parliamentarian. The motion carried.

ELECTION OF OFFICERS

President Tate called for nominations for the office of Treasurer. Courtney Ballard Murtaugh nominated

Malinda Mabry-Scott for the office and she was accepted by acclamation.

President Tate called for nomination for the office of Secretary. Malinda Mabry Scott nominated Sue Simmons Freeman for the office of Secretary and she was accepted by acclamation.

ELECTION OF NOMINATING COMMITTEE

The following people were nominated to serve on the committee: Rebecca Rogers, Ruth Jones, Mabel Murphee, Erica Woodard, Dawn DeArmond, Kristie Metcalf. Jenny Katool will chair the committee as Immediate Past President of the Association.

The vote was taken by written ballot with instructions to vote for four. Those joining the meeting by teleconference were instructed to email their votes to Lyndsay Cumberland.

After the ballots were counted, the following received the highest number of votes: Rebecca Rogers, Ruth Jones, Mabel Murphee, and Erica Woodard.

BOARD APPROVAL OF COMMITTEE APPOINTMENTS

President Tate asked for approval of proposed committee appointments. Katherine Shell Benson moved that the committee list be approved. The motion carried.

V. PRESIDENT'S CLOSING COMMENTS

President Tate called attention to her Plan of Action in the meeting packets. She shared with the Board her goal of raising active membership from 5% to 10% this year.

President Tate announced that the next meeting of the Board is scheduled for Saturday, July 25, 2015. Committee Reports are due Monday, July 13th.

The meeting was adjourned at 3:48 p.m.

Respectfully submitted,
Katy Canion Pacelli, 2014-2015 Secretary

Mississippi University for Women Alumni Association

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MUWAA STANDING COMMITTEE REPORT – SUMMER, 2015

Committee Name: Nominations Committee

Chair of Committee: Jenny Katool

Committee Members: Ruth Jones, Mabel Murphree, Rebecca Roger and Erica Woodard were elected by the Board of Directors to serve on the nominations committee at the March 27, 2015 meeting.

Date of Committee Meeting:

Email was sent to the committee on June 23, 2015, reviewing the Nominations Committee work that took place during 2014-2015 and an overview of our committee's responsibilities for the coming year.

Items Undertaken by the Committee:

Over the past several years we have developed procedures and a timeline for the nominations and elections process. During the 2014-2015 Board year, Sherrie Cooper, serving as Nominations Chair, wrote the procedures and presented them to the Board at the October, 2014 Board Meeting. A vote was not taken because we wanted to go through the nomination and election process to make sure it worked. Our plan was to vote on it at the March, 2015 meeting. We reviewed it, but again we did not vote on it. There was not enough time between the end of elections and homecoming for the Alumni Office and Bylaws committee to review it. We did get feedback from Wesley House, our parliamentarian. After Homecoming, it was reviewed by the Alumni Office and along with Wesley's recommendations and Sue Freeman's (2014-2015 Elections Chair) recommendations, the document was updated. It was then reviewed by the Bylaws Committee and additional edits were made. After a final review by the Alumni Office, it will be presented at the July Board Meeting.

Submitted by: Jenny Katool

Date: July 10, 2015

Mississippi University for Women Alumni Association
www.muwaa.org

MUWAA STANDING COMMITTEE REPORT
June 25, 2015

Committee Name: Recruitment and Retention

Function of the Committee: This Committee shall support the University in coordination with the Vice President for Student Services in the University recruitment and retention of students and faculty. This is accomplished by overseeing the nomination and selection process with which the MUWAA identifies and recognizes recipients of sponsored scholarships and special awards, including but not limited to scholarships, alumni achievement awards, and the faculty award and grants.

Chair of Committee: Katherine Shell Benson

Committee Members: Sue Freeman, Joy Gardberg, Laura Tubb-Prestwich, Cindy Stearns-Guttman

Scholarships:

Scholarship Fund Dispersal was approved at the last board meeting. Please see attached dispersal of funds draft letter from MUWAA President, Amy Tate. The Foundation Office then submitted the letter to the Financial Aid Office.

The Template Draft Letters for Scholarship Approval, Regret, and Dispersal of Funds were updated to be sent out with the MUWAA President's signature. All Students have been notified of their acceptance or non-acceptance for the respective scholarships. Once the Scholarship winners have fully accepted the scholarship on their end, the PR committee will draft press releases to be approved and distributed by the University Relations Office at the beginning of the new school year.

The Culinary Arts Scholarship was awarded to Megan Davies.

The Southern Grace Scholarship was awarded to Kate Herndon. Please see her attached Thank You letter.

The Legacy Scholarship was awarded to Dustin T Bailey. He is the Legacy of Dawn Bailey (Mother), Angela Law (Aunt), Dena Forbus (Aunt), and Ann McCoy (Great-Aunt).

Thank you to our Campus Scholarship Committee led by Amy Pardo for choosing the winners.

The ***New Faculty Orientation Lunch*** is set for ***August 13 at 11:30am*** in the ***President's Dining Room*** in Hogarth Dining Center. The MUWAA does this luncheon to show support for University Faculty. We are planning for 12 new faculty members in attendance. A gift of a copy of Southern Grace is set to be given to each new faculty member. Amy Tate, MUWAA President, is set to be in attendance to give a short welcome speech as well as a member of the Recruitment and Retention Committee.

Submitted by: Katherine Shell Benson

K

Mrs. Tate,

I cannot thank you and your committee enough for selecting me as this year's Southern Grace Scholarship recipient! It means the world to me that you all chose to invest in my future. I promise your investment will grow into something amazing as I begin my senior year and put all that The U has taught me into action. I hope to make you all proud of my accomplishments as a member of the Long Blue Line!

All the Best, Kate Hemclan

Chapter and Constituencies Committee
Report to the Board of Directors
July 25, 2015

Members: Katy Canion Pacelli, Chair, Sally Wells Black, Sunshine Bradshaw Burgess, Joey Barnes, Amy Harris, Kacey Keeton, Erin Boozer Zimmer

Voting Item

The committee is recommending the following change the Chapter Guidelines.

I. Chapter Organization

Chapters may be traditional formal structures, informal gatherings, virtual/E-chapters or special interest groups such as Young Alums, Golden Girls, Recent Grads or specific majors.

Establishing a Chapter: There are two steps necessary to begin organizing a chapter.

- A. Contact the Alumni Office with your request.
- B. Submit to the Alumni Office a list of counties and major cities and towns within a 75-mile radius of your community for a survey of alumni within this radius. Results, which typically take four to six weeks, will identify people who may be interested in becoming involved.

Maintaining a Traditional Chapter: To be considered an official traditional Chapter, the following criteria is suggested:

Officer Structure: The officer structure suggested is president, president-elect (vice-president), secretary and treasurer. All officers should be active, ~~voting~~ members of the MUW Alumni Association and will be elected by a majority vote of membership at an annual meeting. The following responsibilities are suggested but not limited to: