

**TWCAA Quarterly Business Meeting
November 17, 2007 (Final)**

Attendance Veronica Berry, Nancy Butterfield, Dianne Calhoun, Betsy Clark, Kristene Elmore, Kathy Hoover, Penny Mastin, Karen Mauler, Dena Miller, Anita Pollock, Emita Samuels, Amelia Sapp, Janet St. John, Pauline Van Buckley and Millie Wilson.

Call-to-order

The meeting was called to order at 1:35 p.m., directly following the TWC lunch in the Garden Room.

Introductions

Introductions were made giving name, graduation date and the question, “What is everyone looking forward to for the holidays?”

Meeting Guidelines

Dianne went over the meeting guidelines that include being respectful of what others are saying, limit sidebar conversations, stay focused on the agenda and limit summarization reports to 10 minutes per committee, if possible.

Approval of Previous Minutes:

Dianne made the motion, which was seconded by Janet St. John to approve the minutes from the quarterly meeting held May 19, 2007. The motion passed.

DU Alumni Council Updates (Dianne Calhoun and Amelia Sapp)

The first DU Alumni Symposium Weekend was held Oct. 5th and 6th and was attended by four TWCAA alumnae: Dianne Calhoun, Anita Pollock, Janet St. John and Millie Wilson. DU continually sends out information to events and networking forums. It was recommended that we keep an eye on emails for further information. Also, it was recommended that the DU Alumni page be checked frequently to view upcoming events on campus.

Campus alumni meetings occur regularly and Amelia represents TWC on the Alumnae Officers’ Board. She intends to be the voice of TWC in regards to involvement of alumnae on campus. The update from their board meeting shows that, though DU alumni are quite active, they lag behind TWC alumnae participation. Contact with the DU alumni community has been through “Harris”, a flawed database that is distributed campus-wide. Their website is being reconstructed on a bit-by-bit basis. It was found that alumnae have been deleting general DU emails. They are attempting to refine the process to direct specific relevant information to TWC alumnae. The hope is that this will be used as an announcement tool, though it is not yet ready for use. This is part of a two to five year plan as they analyze which system to use. TWC’s communication tool has been nearly as good as the one used by the wider DU group. TWC is hoping our listserv will be up-to-date by the end of the year. Currently, University College hosts wine and cheese events. After the first of the year we will be able to decide where funding will be allocated. DU gives funds for the Hanging of the Greens. The alumni office offers a program called

“DU Presents” which is a program that alumna groups on campus are a part of. For example, TWCAA can participate by providing a speaker to DU Presents, which would give name recognition to TWCAA. If interested, please call Amelia and she can put you in touch with the right person who will help coordinate it for you.

TWC Update (Emita Samuels and Amelia Sapp)

Emita was introduced as the Director of Student and Community Involvement. She attended in order to meet all of us and was representing the Dean, who is in Italy. Emita also discussed the DU board meeting and reported on staff members who are officers for their alumni groups. They are interested in what’s going on with other alumni groups on campus in order to get a different point of contact and to see what alternatives TWCAA may wish to embrace.

Amelia discussed the upcoming Hanging of the Greens (HOG) ceremony. The event is fairly affordable at \$35 per person. The college is picking up the tab for those participating in the choir and on the HOG committee.

It was announced that a new Recruiting position has been posted.

Committee/Activity Updates

- Update for TWCAA (Dianne Calhoun and Janet St. John). Dianne has been working on the budget dated July 1, 2006 to June 30, 2007 in order to define event expenses. Going forward, committees should consider their expenses and be more conscientious of their spending. The Board Chairs will be looking at what costs were historically paid for by TWC in order to set up the next year’s budget. They’ll want input from other committees, as well. More details will be available soon. Some questions were asked: Would hosting a DU event reception be part of this? Dianne’s response was that, because other events have already been added, new events would probably not be covered. Instead, a DU Alumni office may fund that. Another question was regarding what the process would entail. Dianne declined to answer since this is the first time they will be doing a budget. If anyone is interested in participating in the budget meeting, please let Janet St. John know. Pauline has been asked to oversee the budget.

There will be a Board training meeting on December 8th from 1 to 4 p.m. in the Chambers Center, room 160. The format will be world café style, called Turning Up the Heat. It will consist of a couple of hours of conversation before getting into what will be undertaken. All committee Chairs or Co-chairs were asked to please attend and if three extra slots are filled, there would be an even 30 people coming. Janet will soon be sending out an email with RSVP’s requested.

Janet has posted a calendar on the website. January 26th, May 17th and November 22nd are the quarterly business meetings. April 26th is the Spring Reunion Brunch. The Philanthropy Fair will be the fifth or seventh class weekend of August. The Fall Induction Brunch is scheduled for October 11th and the Hanging of the Greens will be

on December 13th. She recommended that everyone check the website for confirmation of dates or to see if there have been any changes made.

The new chairs and co-chairs are firmed up for the upcoming term. Janet requests that you look at the list and give her a call if there are any discrepancies. The Archives Committee is in need of a Chair. This committee is most active during years when there is a reunion. Committees are usually in need of helpers, and volunteering doesn't mean that you must take on the responsibility of a committee. Sign up sheets were passed around the table during the meeting for volunteers to sign up.

- i. Operating Guidelines (Kristene Elmore). There will be a training session on December 8th that will address the different committees and their responsibilities. Each Committee Chair will receive a copy of their portion of the Operating Guidelines so that all will know their Committee's procedures and responsibilities. Contacts and phone numbers will also be given. Operating Guidelines are on hand to provide for easier transition into positions. They will ultimately be on the Web site and applicable for future reference. One of the responsibilities of the Board Co-Chair is to update these Operating Guidelines. For example, information contained in the Operating Guidelines regarding a recurring event may need updating after the event has occurred. The current Guidelines document is about 15 pages long, but it will likely grow to 25 pages. Dianne has the electronic master right now and will make copies for the training session.
- Secretary Updates (Betsy Clark for Liz Withers). Betsy, taking over the secretarial duties for the meeting, read the list of cards recently sent, to whom and for what. She asked that she be notified of any alumna needing a card for encouragement, illness, sympathy or celebration.
- Events (Ruth Glenn and Angela Quast). Reports reflected that the Fall Brunch was a success. This past brunch was followed by a "State of the College" address by the Dean at an all-TWC luncheon. It was agreed that having the brunch followed by a luncheon made for a lot of work and a lot of food. The luncheon this year was on a class weekend due to a religious holiday when it would have usually occurred.

They were receiving a lot of enthusiasm for wine and cheese or afternoon tea as a possible future event. This will be discussed at the "new board" meeting.
- Communication (Janet St. John). The new Weekender has come out, which is usually mailed to alumnae. It is now called "Voices" and the alumnae association has its own section. Alumnae can submit articles for publication in this newsletter.
- Mentoring (Marguerite Purchio—in absentia). It was reported that a kickoff meeting had been held over a lunch hour on a class weekend. There was a lot of conversation with 10 to 12 matchups. Currently there are a couple of extra mentors. Emails were sent out on Friday and mentor/protégés are meeting one on one at this point. Wendy

Wendover was the speaker at the meeting and her topic addressed the mentor/protégé relationship. Wendy was part of the program when it was initially developed. Kristene congratulated Marguerite for a job well done on this committee.

- Community Involvement (Kathy Hoover). The Race for the Cure was held on October 7th and TWC was represented by three groups of four for a total of 12 alumnae. There were 62,144 total participants with everyone having a common goal to support breast cancer research. Kathy claims that one must attend this event in order to understand the overall experience. The event is well coordinated with the races staggered to allow for the running race first, followed by the co-ed race and finally the women's race. There is a one-mile short run for families. On the previous day a Canines for the Cure race was held in rain and brought in \$20,000 alone. Though not the largest turnout this year—St. Louis had 75,000 participants—it was the 15th year held in Colorado. Besides raising money for breast cancer research, another organization, The Women's Bean Project, welcomes us to come Monday through Wednesday through mid-December for morning or afternoon shifts. Her hope is that a group can go between December 3rd and 7th. Call Kathy to get details.
- Scholarships (Shirley Seitz and Dianne Calhoun). There are no updates presently because the committee starts up in January and concludes in March before the Spring Brunch. Please let either Shirley or Dianne know if you are interested in participating. Also, there is a sign up sheet being passed. If you want to donate, either of them will take a check and they will get it to Anita. Shirley, who has served on this committee for four years, is leaving this position. After four years of serving on a committee, one must go off for two years before considering a return to the position.
- Colorado Booklovers (Kristene Elmore and Dana Conroy). The present book is Lady Chatterley's Lover, by D.H. Lawrence. Although the book was controversial when first published, it is mild compared to many present-day books. The book club is now on hiatus until February 8th, though they usually meet monthly. The current meeting place is at Kristene's office and the usual meeting time is from 1:30 to 3 p.m. The format consists of questions, which are already listed in some books. The discussions usually center on going around the group and discussing what about the book struck them or discussion of passages from the book.
- Archives Committee (Bonney Armstrong). Presently there is no activity—most involvement revolves around the reunion. However, it is important to stay on top of archival items that come in. Current events are cataloged along with historic photos.
- Alumnae/Student Relations-Recruitment (Flo Day—in absentia). This committee works with staff and is instrumental in keeping tabs on the alumnae population and getting them to participate in their alma mater.
- Outstanding Alumnae Awards (Karen Mauler). A newsletter will go out in December and will include nominating forms. Additionally, an article will be in the next

newsletter. The deadline will probably be the first week of April since the Spring Brunch has been moved up. Personal invitations to nominate are always welcome.

Round-Table Discussion/New Business

The Hanging of the Greens event is to be held on December 15th should be fun. Please attend if you can. Subsequently, a teaser song was sung by some of the attendees who will be participating in the choir.

The next meeting will be held on January 26th in the Garden Room of The Chambers Center. The meeting was adjourned at 3 p.m.

Respectfully Submitted,

Betsy B. Clark
Co-Secretary