Call to Order
A regular meeting of the Board of Directors of the College of Information Studies, Maryland iSchool Alumni Chapter was held in HBK 2116 on November 5, 2014. The meeting convened at 7:00pm. President Linda Williams presiding, Andrea Castrogiovanni, Secretary.

Members in Attendance
Linda Williams (President)
Pat Brown (Vice President)
Dee Clarkin (Treasurer)
Andrea Castrogiovanni (Secretary)
Lawrence Liff, Director of Development (Ex-Officio)
Tory Weaver (Member-at-Large)
Joyce Tenney (Member-at-Large)

Not in Attendance
Melissa McDonald (Young Alumni Officer)
Mary Choquette (Member-at-Large)
Sue Baughman (Past President)
Ashwin Saboo (Member-at-Large)

Approval of Consent Agenda
Minutes of the meeting held on October 1, 2014, approved; no objections from Members.
Action Item: (Linda) For future Minutes, make a notation of what Board/Committee reports have been reviewed and approved via email distribution prior to the meeting. Actual reports are to be housed in a central location (e.g., Google Docs; see Board/Committee Reports, below).

Student Chapter Discussion
ALA: Jessica (student representative) discussed several of the group’s activities, including events and tours of various facilities (e.g., Departments of Justice and Labor; planning for Smithsonian). Workshop is being planned for the Spring to engage both students and alumni. The student chapter will be advocating for library funding on National Library Legislative Day. Linda suggested several contacts as starting points for coordinating these efforts.

Board/Committee Reports
Treasurer’s Report: Approved; motion by Joyce, seconded by Pat.
Website: Will Nick continue to do website work? Does website need ongoing updates? Discussion followed regarding reports being archived, their location and access (Larry).
Action Item: Dee and Andrea will experiment with Google Drive to see if the process of loading documents is easy.
Old Business

Update on Goals and Strategies: Postponed until December meeting to allow for Sue to elaborate on what needs to be done.

Update on Board Orientation: Dates of availability from presenter (Maureen Sullivan) are forthcoming.

Update on Board of Governors Meeting: Linda presented some meeting highlights; the group’s focus was on what value Association membership has for UMD alumni. Several ideas were exchanged during the meeting, including a “hotline number” to respond to alumni inquiries. Parking issues were also addressed. There is a great need to “brainstorm” benefits for alumni to join the greater Association and to get involved with their College’s chapter.

Update on Adobe Connect Training: Training will be done by Lindsay Sarin at the December meeting. Computer lab will be reserved for a ~45 minutes training. All Board Members are strongly urged to participate. Uses of Adobe Connect will also be discussed (e.g., trainings, webinars).

Action Item: Linda will send a reminder for all Members to attend.

Scholarship: iSchool 50th Anniversary, 2-27-2015. Three “themes”: Remember, Learn, Engage. The format for these workshops are still under development.

New Business

Awards Committee: Awards and Scholarships are combined into one committee. Currently has four members. 31 applications have been received for the Scholarship. What is the next step? The Board reviews the five finalists at the December meeting (following an initial review by the Committee). This opportunity should be used by the Board to develop guidelines/criteria for future application reviews.

Fundraising Committee: Committee needs to be formed.

Membership Committee: See Tory’s report.

Program Committee: Initial interest in strong but involvement/commitment wanes.

Holiday Greetings: Discussed idea of sending an electronic holiday card from the Board to alumni; serve as a reminder that “we are here.” Pros/cons discussed re: sending electronic vs. print cards.

Action Item: Larry inquired of the Board, who is checking the Chapter email? He will send a follow-up email.

Action Item: Larry will look into the possibility of getting “business cards” for the President.

The next meeting will be December 3 at 7:00pm.

The meeting was adjourned at 8:35pm.

_________________________________  ________________________________
Secretary      Date of Approval
College of Information Studies Alumni Chapter
Board of Directors