Call to order:
A regular meeting of the Board of Directors of the College of Information Studies, Maryland iSchool Alumni Chapter was held in 4114 Hornbake, College Park, MD on February 4, 2013. The meeting convened at 6:30 pm, President Sue Baughman presiding, and Nick Connizzo, Secretary.

Members in attendance:
Sue Baughman, (President)
Dee Clarkin (Treasurer)
Mary Choquette (Member-at-large)
Linda Williams (Vice-President)
Nick Connizzo (Secretary)
Lawrence Liff, Director of Development (Ex-Officio)
Melissa McDonald (Young Alumni Officer)
Rita Cacas (Member-at-large)

Members not in attendance:
Tori Weaver (Member-at-large)
Joyce Tenney (Member-at-large)

Guests:
Molly Schwartz, President SAM
Mario Peraza, Director of Alumni Volunteer Programs

Minutes of the Meeting held on January 10, 2013 approved with one correction.

Officers’ reports:

Treasurer:

Old business:
Bylaws were finalized by Sue, Larry, and Nick and sent to Mario Peraza at the end of January.

New business:
Visit from Mario Peraza, Director of Alumni Volunteer Programs
- Board meeting February 23rd (we’re all set for re-activation)
- Resources for Chapters
  - Representative before the Alumni Association Board of Governors (?)
    - Board meets 3 times per year, including a retreat
    - Voting member of the Board
  - Financial:
    - $1500 + $2 per member
    - ~317 members right now
  - Communications/Technology resources, email marketing
  - Event registration, including financials (as long as it’s an alumni association event)
- Upcoming events
- Valentine's Day Dance
- Alumni Gala
- Maryland Day

Visit from Molly Schwartz, President of Student Archivists at Maryland (SAM)
- Details some of the events they run
- Americana (first week of March every year)
  - Specifically try to tie in alumni
  - Distinguished alumni service award
- How can the Alumni Association Chapter help?
  - Endowment for trips to conferences (specifically MARAC)
  - Other financial support
  - Mentoring / Assistance with Archives practica

Budget discussion
- How much are we going to fund student groups?
  - “Spread the wealth” evenly among the groups
  - “Default” funding of $100 or $200 and allow them to apply for additional funding
  - Helping out with Americana to increase our exposure

**Motion to support $50 for a plaque for Americana for SAM for this year only (by Mary).**
Seconded by Rita.
- Sponsored in the program.
- Motion passed!

Sponsorship Application
- Discussion of examples submitted by Joyce
- Specific line-item accounting of expenditures, a.k.a. a clear budget
- Should we have specific guidelines of things that we will and will not consider?
- Simple form (easy to understand)
- Why should the Alumni Association sponsor this event?
- Are we supporting students or student groups?

Board members will, in the future, supply their own refreshments at Board meetings.

Website
- Nick is going to work with Larry and the Webmaster to see what kind of tools can be added to the website
- Featured alumni profile (Larry is also trying to do this for the main page)
- Elections
- Goals and Mission, Bylaws
- Calendar of events
- Link to the broader Maryland Alumni Association
- Links to the Twitter, Facebook, and other social media platforms

**Topics for future meetings:**
- Planning for Chapter Activities for 2013
- Terms of Office for Board Members
- Application and award process for iSchool student organizations
- Nominations Committee and Elections Process
• Identify committees and discuss charges

Americana is Monday, March 4th. Please come if you can!

**Next Meeting:** March 5th (7:00p.m. to 8:30p.m.), 4114 Hornbake.

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Secretary                                         Date of approval
College of Information Studies Alumni Chapter
Board of Directors