Call to order:
A regular meeting of the Board of Directors of the College of Information Studies, Maryland iSchool Alumni Chapter was held in virtually through Adobe Connect. The meeting convened at 7:00 pm, President Sue Baughman presiding, and Nick Connizzo, Secretary.

Members in attendance:
Sue Baughman (President)
Dee Clarkin (Treasurer)
Nick Connizzo (Secretary)
Lawrence Liff, Director of Development (Ex-Officio)
Joyce Tenney (Member-at-large)
Tori Weaver (Member-at-large)
Mary Choquette (Member-at-large)

Not in attendance:
Linda Williams (Vice-President)
Melissa McDonald (Young Alumni Officer)

Minutes of the Meeting held on January 7, 2014 approved; motion by Mary, seconded by Joyce.

Treasurer’s Report:
-Budgetary process; we need to establish a budget for the year
-Dee is going to put together some preliminary numbers for expected expenditures (Grants, Scholarships) for next meeting.
-We’ll also consider creating an “emergency fund” of money which is excluded from the typical spending process.
-Possible option: Committees can submit, at the beginning of the year, planned budgets to be approved by the full board.

New Business:

Sponsorship Award Recommendation
The iSchool Student Organizations (ALA, SLA, SAM, and iDiversity) requested funds to help pay for breakfast and lunch for participants in the February 8th workshop featuring mock interviews and resume reviews. The request is for $200. Joyce motioned to support $200 for this event, and Mary seconded.

Membership Committee Report
-How can we get members more interested in joining?
-Focus on the benefits of membership, specifically professional development.
-We can partner with professional organizations to put on seminars or professional development workshops.
-We are a unique conduit to iSchool faculty so maybe we can work with them to bring their knowledge to a broader audience.

Membership Drives
-Maryland Day is more of a family focus, rather than alumni
-Macro vs. micro membership drives; need to focus on big picture as well as small-picture attempts to get people into the alumni association.

Spring Program & Annual Business Meeting
-Hope to have an open meeting
-Possible dates: end of March or early April; perhaps the beginning of May
-Sue, Tori, and Melissa will reach out to Linda and have a plan before the end of the year.

Nominations Process & Elections
-Nominations committee had its first meeting
-4 open positions that need to be filled.
-Timeline: have the elections before the end of the fiscal year, preferably to coincide with the Spring Meeting so that new members can be introduced there.

Events
-There is going to be a new Dean of the iSchool in Fall 2015, we could plan something to coincide with that.
-Oral history kiosk at an event where people can share their memories of their experiences at the iSchool
-Possible event at the 30th anniversary of NASIG.

Old Business

Alumni Chapter Letterhead
-If we are going to communicate officially, we should probably have a letterhead that we can use.
-The iSchool has some specific regulations on the kinds of letterhead that can be used; Larry is going to check on the specific guidelines surrounding that so we can move forward.

Scholarships
-iSchool has its own student scholarship program; it would be natural for us to fund a scholarship that is part of that infrastructure
-We would not be able to start partnering with the iSchool on this until the Fall.
-Awards Committee will return with a recommendation on the amount of the awards.

Professional Development Grant
-There were a few applications; the committee has narrowed it down to two very deserving candidates.
-The committee has until the end of the month to make a recommendation and make the award.

Mary submitted a motion to adjourn, seconded by Joyce.

Topics for future meetings:
- Budget for Chapter programs, sponsorships of events, support of stipends, etc.
- How to identify Board members when attending programs and other events (nametags, generic business cards, etc.
- Chapter document archival process

**Next Meeting:** March 12, 7:30pm; Remote.

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