Minutes of the October 12, 2012 Meeting of the National Alumni Council (NAC) of Davis & Elkins College held on Campus

Present: Brian Anderson ‘83, Rob Beckwith ‘67, Patti Bennett ‘85, Young Alumni Chair, David Blaszczak ‘74, Suzan Bright ‘71, John Certo ‘91, Laura Constantine ‘81, Nominating Chair, Michele D. DeBerry ‘88, Lawrence Hunt ‘67, Secretary, David Kirby ‘83, Eileen Monastersky ‘80, Rachel Montgomery ‘91, Career Management Chair, Susan E. Nilsen ‘83, Maribeth Headley Robenolt ‘82, President, Robin White Rybczynski ‘86, Financial Officer, Karen Scherling ‘67, Tanya Shelton ‘80, Kimberly Stoner ‘99, Larisa Swartz ‘00, Janet M. Toth ‘93, Vice President, William Turner, Jr ‘72. Alumni Advancement Chair, Ray VanArsdale ‘80, and Casey Zahn ‘81, Regional Events Chair

Staff: Chancellor Michael Mihalyo, Joe Roidt, Vice President for Academic Affairs and Professor of Sociology, Wendy Morgan ‘12, Coordinator of Alumni Relations, and Jeremy Golston ‘04, Director of Development,

Absent: Catherine Engleman ‘92, H. Flint Engleman ‘90, Neil Keenan ‘92, Elizabeth Kettle ‘47, Honorary Lifetime Member, and Blaine Steensland ‘72

Enclosures: (1) NAC Financial Statement July 1, 2011 to June 30, 212

The meeting was held in two sessions on the *Harper McNeely Auditorium Stage*. At 9:25 AM, NAC President Maribeth Robenolt called the meeting to order and welcomed Chancellor Michael Mihalyo plus the NAC members and thanked the members for making the trip to Elkins. Larry Hunt, Secretary, took roll and reported there was a quorum. The results of the roll call are shown above. Maribeth then went over the agenda and explained the business meeting would be split into two sessions,

- 10:00 to 10:45 AM campus tour
- 10:45 to 11:50 AM Committee breakout working meetings in *Booth Library*. The committees were asked to establish their working plans including goals for the next 12 months and beyond and report out at the afternoon session.
- 12:00 to 1:30 PM lunch with the Board of Trustees plus dedication of the *Myles Center* of the Arts in the *Myles Center Lobby*.
- 1:30 to 3:30 PM the afternoon NAC business meeting would reconvene back here at *Harper McNeely Auditorium Stage*.

Maribeth asked if there was a motion to approve the March 24, 2012 NAC Meeting minutes. Casey Zahn so moved and Robin Rybczynski second the motion. Motion passed with the following correction on third paragraph on page three “She (Janet Toth) stated tentative plans for a gathering of alumni to be held in Philadelphia, noted the *planned release* of a tip sheet for use in planning such gatherings…”

The next order of business was orientation of the new members where Maribeth reviewed their roles and responsibilities. She then asked Janet Toth to administer the oath to the new members.
Janet provided the following reflection

“For what its worth, its never too late or too early to be whoever you want to be. There’s no time limit. You can change or stay the same, there are no rules to this thing. We can make the best or the worst of it. I hope you make the best of it. And I hope you see things that startle you. I hope you feel things you never felt before. I hope you meet people with a different point of view. I hope you live a life you are proud of. If you find that you’re not, I hope you have the strength to start all over again.

Adapted from: F. Scott Fitzgerald

“Philippians 4:13
I can do all things through Him who strengthens me.”

The members were then asked to introduce themselves to the group. This was followed by the singing of the Alma Mater.

The next item on the agenda was the discussion led by Maribeth of the new Constitution and Bylaws, which the membership approved in July. Maribeth reviewed the new Constitution and Bylaws for the new members who had not been involved in the process, i.e., last March the Board of Trustees asked the NAC to review the Constitution and Bylaws. The Board asked for the review because other College organization had/were reviewing their governance structures to ensure relevance and appropriate professional practices. The NAC was asked to look specifically at “developing a formal nomination process for general membership and officers; clear individual and corporate responsibilities for NAC members; and a review process for continuing membership beyond the initial term, the appropriate use of term limits as reflected in the current Board of Trustees Bylaws.”

A committee of four Jeff Krizan ’73 (NAC President Committee Chair), Blaine Steensland ’72 (former NAC President and NAC Representative), Pete Dougherty ’75 (Board of Trustee Representative and founding member of the NAC) and Pat Schumann (Vice President of Development and D&E Administrative Representative) worked through the spring and early summer along with the NAC Executive Committee preparing the document which in July, the NAC members approved overwhelmingly. One area which received the most attention was the new provision of term limits.

The new Constitution and Bylaws put in place term limits – three (3) year terms with one year off. The Board of Trustees asked the NAC to changing the three year term limits to two (3) year terms.

Laura Constantine, as the Nominating Chair, reviewed the transition plan to be implemented to meet the required three (3) year term limits. The transition plan ensures an orderly implantation of term limits plus ensures the NAC would not lose experience of the membership. Under the transition plan, the membership was divided into six groups and over the three years there would be two groups up for re-election. For example the first two groups up for re-election in April 2013 are those groups in the third year of their second term and third year of their first term. The entire transition plan
would conclude in 2021. Larry Hunt made a motion seconded by Casey Zahn recommending adaptation of the three (3) year term limits plan which was passed by the membership.

Maribeth then reviewed how the new Constitution and Bylaws had changed the committee structure and the process she and the Executive Committee used to make the appointments to the various committees. Each NAC member was asked to list in order of their interest which committee they wanted to serve on and once the committee members were in place Maribeth asked for Chairpersons.

The Executive Committee was proposing the Vice President for Advancement (a position which is presently vacant) be an Ex Officio nonvoting member of the NAC. The constitution and Bylaws do not have a provision for Ex Officio. Maribeth recommended a change be made to add Ex Officio to the Constitution and Bylaws. There was then a discussion about whom besides; the Vice President for Advancement should be considered. Janet Toth thought the Coordinator of Alumni Relations should be considered. Wendy Morgan and Sue Bright plus others suggested the Student Assembly President should be considered. After lengthy discussion, Casey Zahn made a motion seconded by John Certo which the NAC membership approved adding a definition of Ex Officio nonvoting member to the Constitution and Bylaws and the addition of the Vice President for Advancement, Coordinator of Alumni Relations, and Student Assembly President as ex-officio nonvoting members. What was left was for the Executive Committee to draft the appropriate wording and present the change to the NAC Membership. In the interim Maribeth was to ask the Student Assembly President to attend the Spring Meeting.

The morning session of the NAC meeting ended for the campus tour, Committee Meetings, and lunch with the Board of Trustees and dedication of the Myles Center of the Arts.

Maribeth opened the afternoon session by passing around the thank you note from Jay Hancock’s family for the NAC token of appreciation sent on Jay’s passing. She also mentioned the Executive Committee was recommending the purchase of a blanket with an inscription thanking Pat Schumann for her service to the NAC to be presented at the Spring Meeting. Wendy Morgan proposed the following inscription “Just as you have warmed our hearts, we hope this blanket keeps you warm with wonderful memories of your time at D&E. Best Always, National Alumni Council”. The membership agreed with Executive Committee’s and Wendy recommendations, so the blanket will be purchased.

Maribeth also handed out certificates to former NAC members and to the NAC Scholarship recipients Chelsea Chenoweth, Jon Mahoney, and Steve Sponaugle.

The new members were introduced to “Passing of the Hat” the method employed to fund the NAC scholarship or to provide donations to the College’s general fund. Members were told they may split their donation and so indicate on their donation form.
Joe Roidt joined Chancellor Michael Mihalyo for the afternoon session and Maribeth asked them to provide a report on the College. Here are the key points of their report:

- Davis & Elkins is on the move and good things are happening like the “Raise the Roof Campaign” initiated by the Students.
- Total full time enrollment for this fall was 791 a 55% increase over 511 in fall 2008. The College’s goal is have a student body of 1000.
- A sustained increase in quality of students – 63% of entering freshmen earning a high school GPA of 3.0 or better compared to 42% in 2008.
- At the end of the College’s fiscal year (June 30, 2012) the college was totally free of external debt.
- The College is looking at adult and continuing education and Greek Life. Right now there is only on Fraternity on campus. If there is interest the College is looking at possibly expanding the number of Greek Organization to include women organizations.

Next on the agenda were the various committee reports:

**Financial Report (Robin Rybczynski Chair):** Robin reported there are two parts to the NAC Scholarship Fund -- the Restricted Fund and the Endowment Fund. The College maintains and manages the two Funds and the reports are based on College’s fiscal year (July 1 through June 30th). (See enclosure (1) for a full report.) There is $5,186.43 in the restricted fund and $44,023.59 in endowment fund. Robin also provided the results of the “Passing of the Hat” which was $2,475 of which $1,365 went to the NAC Scholarship; $125 to the D&E Fund; $910 to the “Raise the Roof Campaign”; $25 for education; and $50 for special. This total of $2475 is an increase from past meetings. See the Alumni Advancement Committee report below for more on the “Raise the Roof Campaign.”

**Alumni Advance Committee (Bill Tuner Chair):** Bill provided a summary of what transpired during the meeting and on the “Raise the Roof Campaign” – a campaign initiated this September by the Student Assembly. Michael Mihalyo reported during last fiscal year the College had the largest number of first time donors in a decade, but a very large portion of the funds raised last year came from 95 people. Overall the alumni participation was only 12%. Jeremy Golston talked about the capital projects and the need to fund them. Bill and Maribeth pointed out the need to increase Alumni participation through relationship and traditional fund raising.

The “Raise the Roof Campaign” is the result of the April 2012 roof overhanging the swimming pool collapse. The cost to replace the roof was $891,000. By the summer of 2012 the College had $300,000 of the needed funds from two trustees. When the students returned in August, Alex Torres, President Student Assembly, convinced the students to contribute $200,000 from their student activities fund under the condition the contribution would be a challenge to the Board of Trustees, alumni, and friends to double their gift with an additional $400,000.
There was a discussion about “Raise the Roof Campaign” and how the NAC could participate in giving to the College and especially with the “Raise the Roof Campaign.” The Alumni Advancement Committee and Chancellor Michael Mihalyo recommended the NAC join in the challenge. In November the Alumni Advance Committee will be meeting via teleconference with Chancellor Michael Mihalyo and Jeremy Golston to develop a plan for the NAC to support the campaign as well as the D&E Fund and will provide a report at the Spring Meeting.

Career Management Committee (Rachel Montgomery, Chair): The Career Management Committee met with Lisa Reed, Director of Career Management Center, and Lisa provided the following questions to assist the committee in how the Committee could support the center:
- Who do we know?
  - Need for young alumni
- What can we (the alumni) offer?
  - Internships and entry level positions
  - Skype Informational interviews
- In what ways can alumni make experiential learning affordable and obtainable to students?
  - “Internships in a box”

The Committee members had a lengthy discussion about each of the questions posed by Lisa Reed. The discussion focused on internships (an area of interest of Lisa) and several of the Committee members had suggestions and said they would get with Lisa to discuss them. During the Committee meeting, there was also a discussion on LinkedIn’s Davis & Elkins Alumni Group and how it is expanding and was another tool available to both Alumni and students as means to network and find positions. The Committee agreed to hold teleconferences to continue to work with Lisa.

Young Alumni Committee (Patti Bennett, Chair): The Committee discussed ways to increase young alumni in all facets of alumni life. They are going to work with Jeremy Golston on activities like the “Lunch with Twelve Strangers” held in conjunction with the NAC Spring Meeting where six students, three faculty members and three alumni meet as strangers, have lunch, and leave as friends. Jeremy will be looking for three alumni who want to participate. The Committee will be working on the “Almost Alumni” event scheduled for the Friday prior to Spring NAC Meeting.

Jeremy reported he hosted a successful young alumni event in June. The young alumni met at Whitlow’s in Clarendon, VA a suburb of Washington, DC. He intends to hold similar events in future.

Regional Events Committee (Casey Zahn Chair): Casey reported the Committee was going to focus on having alumni give back to Davis & Elkins and supporting/attending the summer “All Alumni Reunion” that will be taking place on Saturday June 29th. They were also looking at increasing use of social media sites Facebook, Twitter, etc. She also reported there were a number of Alumni Chapter events since April with highlights being the pianist Jack Gibbons, Davis & Elkins Artist-in-Residence, performance of...
Gershwin Birthday Gala in Kennedy Center in Washington, DC. Prior to the Concert on September 26th, NAC member and Kennedy Center docent Bill Turner conducted a behind the scenes tour for alumni and friends.

Laura Constantine reported she is completing a pamphlet on how to start a chapter which will be available in November.

**Administrative Committee (Laura Constantine, Chair):** Laura reported there were five openings on the NAC due to death and several members’ resignations and the other for an attendance issue. Orientation for new members was conducted. The Committee updated membership qualifications and reminded the people in Group One of the Term Limits Transition plan they had thirty days to inform Laura in writing of their desires to serve another term. Once the Committee has the response, a ballot will be prepared for the Spring Meeting, so the membership can vote. The members up for re-election are:

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<tr>
<td>Rob Beckwith</td>
<td>Blaine Steensland</td>
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<td>Laura Constantine</td>
<td>Rene Heckel</td>
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<td>Flint Engleman</td>
<td>Sue Nilsen</td>
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<td>Larry Hunt</td>
<td>Janet Toth</td>
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<td>Robin Rybczynski</td>
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She reviewed the process for selecting new members who would be voted on at the Spring Meeting. The Committee has group of people who have shown interest and she will be contacting them the first of the year to see if they are still interested and if so they will be asked to fill out an application. The names will be vented with the College’s advancement Office to see if there is any reason for them not being elected. Prior to the Spring Meeting, the members will receive the ballots with the new members and those who have indicated they wish to serve another term. The membership will be asked to vote at the meeting and if they unable to attend they will be asked to vote by absentee ballot.

Laura reminded the membership the Committee was always looking for NAC membership candidates and the Committee was asking for help from the membership. She pointed out most of the NAC members were recommended by other NAC members.

**New Business:**

- Bi-Annual Summer Reunion: Maribeth pointed out the Alumni Office and NAC is looking for volunteers to assist in planning and getting the word out concerning the second bi-annual Alumni Summer Reunion on June 29th. The NAC does this event in conjunction with the Alumni Office, so the NAC has ownership. As with the previous Summer Reunion, this reunion would be a family affair with events for the entire family including a picnic at Stuart’s Park, college service project, bike rides, etc.

- Alumni Association Meeting Agenda and role of the NAC: Maribeth next brought up the Alumni Association Meeting scheduled for the next day in the Halliehurst
Library at 9:30. This would be the first Association Meeting and because the NAC is the governing body it was important for maximum participation by the entire NAC. If there were members who had other obligations like class, team or other reunion activities occurring at the same time, they should let Maribeth know. Maribeth pointed out there was a flyer, which was included all Homecoming registrants, containing a short NAC history plus accomplishments and various contacts. She asked the NAC membership to spread the word to their friends. She acknowledged the time for the first Association meeting was not ideal and next year the NAC would be working with the College to find a more opportune time to hold the meeting.

- **Spring Meeting**: Maribeth presented the Executive Committee recommendation to hold the Spring Meeting on campus on April 4th and 5th 2013. The membership concurred with Executive Committee’s recommendation.
- **NAC Strategic Plan**: Janet Toth reported the Strategic Plan was current but would need to be updated in 2013. She also reported the NAC was on track to meet the goals outlined in the Strategic Plan.

**Closing Remarks**: Maribeth thanked everyone for attending and participating in the meeting and seeing there was no more business before the NAC she called for a motion to adjourn the meeting. Casey Zahn made a motion to adjourn the meeting seconded by John Certo. The meeting adjourned at 3:40 PM. The next NAC meeting is scheduled to be held on Campus on April 6, 2013.

Respectfully submitted:

Lawrence B. Hunt ’67
NAC Secretary

These minutes were approved by the NAC at the April 6, 2013 Meeting
NAC Financial Statement

July 1, 2011 – June 30, 2012

Restricted Fund

Fund Balance $ 5,186.43

Endowment Fund

Gifts to Endowment $ 2,390.00

Transfer from Endowment from Restricted Fund in accordance with revised NAC Scholarship Agreement (October 14, 2011) $ 10,959.00

Endowment Fund Balance $ 44,023.59

2011 – 12 Scholarship Recipient

Chelsea Chenoweth $ 1,000.00 awarded for the full year
Jon Mahoney $ 1,000.00 awarded for the full year

* Current Activity – July 1, 2012 thru September 30, 2012

Fall Semester Scholarship Awards: Chelsea Chenoweth $ 500.00
Jon Mahoney 500.00
Steve Sponaugle 500.00

* This activity will be reflected in the 2012 – 2013 end of the year report.