



Charlotte Chi Omega Alumnae Association

Agenda: Sept. 15, 2009

- I. Welcome and introductions
 - a. Samantha Starling, president
 - b. Wendy Van Essendelft, vice president
 - c. Melissa Williams, secretary (out of town work)
 - d. Amanda Franzblau, treasurer
 - e. Jenn Taylor, hospitality chair
 - f. Jaimee DeFrancesco, philanthropy chair
 - g. Marty Nass, ARIC chair
 - h. Jessica Alford, web design chair
 - i. Ronda Brooks, APH chair (out of town work)
 - j. Sarah Safran- new member chair
 - k. Manisa Capling- membership chair
 - l. Mimi Crumrine-marketing/recruitment
 - m. Caroline Schuster-ritual and active relations chair (out of town work)
 - n. Special Guest-Suzan Tugberk, Regional Alumnae Director-Suzan joined the board for its meeting after a long drive from Roanoke and was off to Greenville-Spartanburg right after! She offered lots of helpful tips for the chapter and provided two samples of by-laws from which the board could work in drafting its own. She reminded everyone to use the resources available at everyday.chiomega.com. She was impressed with the work the board has done over the past months and gave everyone a small gift from Chi Omega. She also thanked the chapter for planning to give to the Chi Omega Foundation.
 - o. After much research, the founding date of the Charlotte Chi Omega Alumnae Association was discovered with the help of long-time member Stephanie Carlson (Rho Zeta, ECU). Digging through her piles and piles of Chi Omega stuff (she's been an alumnae association member and chapter advisor since the 1970s) she found a membership directory from 1970. In it was a list of all former presidents. The first president served from 1937-38. We now know the Charlotte Chi Omega Alumnae Association is currently 72 years old!

- II. Events/Socials-Samantha
 - a. New Member/First-Timer Drop-in-Sept. 23, Ooh La La's, 6 p.m. \$10 each-There are currently 20 RSVPed to the event with 6 maybes. It is looking like it will be a very successful event

- b. Fall cookout update-The date for the Friends and Family Fall Cookout has been set for Oct. 18 to avoid conflict with any home Panthers games. This event will be free for members, \$5 for non-members. Location TBA.
- c. Recap calendar for the fall/winter-The November event will most likely be a cooking class hosted by Heidi Billotto (Theta Gamma, Queens) and is tentatively set for Nov. 18. If the cooking class is not possible on that date another type event will be planned for the same day. The board will hold its meeting during that time as well.

III. Web site update-Jessica

- a. Email addresses set up through Web site (eg: Jessica@charlottechiomegaalumnae.com)- All board members now have email addresses through the Web site which will make it much easier for members and area alumnae to remember. The new emails will be activated this week and instructions on how to add them to mail programs and to check via the server will be sent out. Headquarters will also be notified of the change for updating files on ChiOmega.com
- b. Member/industry feature-Manisa/Melissa-ideas to reach out to members?- No action was taken on this as a revamping/redesigning of the Web site will take place over the next few weeks.
- c. Will be adding Walk for Wishes shirt after Sept. 19-The design for the shirt being used to raise money for Make A Wish will be featured like the one for the Strides Against Cancer and offered for \$15.
- d. Have all board members sent info?-All board members have submitted information for their profiles ☺

IV. Budget update-Amanda

- a. Amount dues received-board members should all be paid-We now have 41 dues-paying members ☺ Although that is less than half of the goal of 100, it is double last year's number and a very positive step.
- b. Donations from t-shirts-Donations are going well but we are still 12 short of our goal.
- c. Expenses-Expenses included dues to Alumnae Panhellenic, \$50 fee to headquarters for the Alumnae Chapter Leadership Conference, postage, printing of postcards.
- d. Where do we stand as far as meeting our goals?-Some things will need to be dropped from the wish list of the chapter
- e. Additions/changes to the budget--\$100 to Chi Omega Foundation will be added to the budget. A section for marketing that will include newsletter costs and Web site maintenance will be created.

V. RIF/rec forms-Marty-FINAL REPORT for fall recruitment-Over 200 RIFS were completed by the Charlotte Chi Omega Alumnae Association for college and universities across the U.S. Regional Alumnae Director Suzan Tugberk said it was the best RIF report she'd ever heard. Great job, Marty! ☺

VI. Secretary/Announcement-Melissa-(report given by Samantha in Melissa's absence)-Any board member needing an announcement to go out to the membership and/or alumnae in the address book should forward that

information to Melissa. She will compile any notifications and send them all at once to keep the emails down to a manageable amount.

- VII. Philanthropy-Jaimee
 - a. Strides Against Cancer-Sept. 26-We will be walking in honor Delta Kappa Alumna and Cancer Survivor Susan Cromartie. Still need participants- There are currently only 5 alumnae walking but many have donated. A notification will be sent out with the minutes specifically noting how many shirts are still needing to be sold as well as the exact number of participants needed.
 - b. Walk for Wishes-Oct. 24-Will start signing up for this ASAP. Thought on inviting all active chapters to participate as alumnae/active event-We will begin signing up volunteers for this walk after next weekend. All four collegiate chapters will be asked to join the alumnae chapter in a joint philanthropy. Winthrop and Queens have already committed to participating. Hopefully we will all be able to walk together wearing the same shirts. Each GH and personnel advisor will be contacted.
- VIII. Membership-Manisa
 - a. Membership grouped-The entire address book of over 500 members and non-members is being grouped by initiating chapter, area of residence, etc. Any board member needing a specific group can contact Manisa.
 - b. Thank you cards-Everyone paying dues and donating has been sent a thank you card. Amanda will send updated membership and donate lists to Manisa each week noting new and returning members.
- IX. New Member-Sarah
 - a. Ideas for making new members feel welcome-Amanda will send Sarah notification of new members who join during her weekly updates of dues. Sarah will make personal contact with each in welcoming them to the chapter and the next event.
 - b. Ideas for recruitment/promotion-work with Mimi-Sarah and Mimi will work on a plan for recruitment one-on-one.
- X. Marketing-Mimi
 - a. Business cards-Mimi presented a sample design of a business card for the chapter that can be posted on bulletin boards around town and handed out. It has the name, founding date and Web site address. It was suggested that the date and location for the Eleusinian-since those don't change-be put on the back.
 - b. Newsletter-Mimi will begin compiling a quarterly newsletter to be mailed to those alumnae who aren't reachable via email. The first one is set to go out the first of December.
 - c. Ideas for recruitment/promotion-work with Sarah-Several free magazines were suggested to approach for free listings about the chapter as well bulletin boards in local businesses and places of employment.
- XI. APH-Ronda (report to be read by Samantha)

- a. Light the Night for Leukemia and Lymphoma, 5 volunteers needed-sign up sheets were passed out and will be sent out to members and non-members in the address book.
- b. Chi Omega will be featured chapter in September newsletter. We were the only ones to fill out info sheet and return it with a pic.
- c. Chi Omega will put together bath, body and spa goodie basket for APH auction in the spring.
- d. APH by-laws to be updated by committee. Chi Omega will serve on that committee.

XII. Other business

- a. By-laws-the location of the meeting was too loud for productive conversation on the by-laws. Each board member was given two different samples provided by Suzan and unanimously selected the version from which the chapter's by-laws will be drafted. Each board member will make notations on her copy and have them ready to be compiled by Sept. 23.
- b. Recruitment updates-UNCC and Wingate both had great recruitments with both exceeding quota. Winthrop had an informal recruitment and was able to pull 4 new members with another informal COB party planned this week. Queens will be having recruitment this week.

Next meeting: Date: Wednesday, Oct. 14

Time: 6:30 p.m.

Location: Hawthorne's Pizza