

**PSUAA Greater Chicago Chapter
Board Meeting
IBM Building
Chicago, IL
September 11, 2004**

1. Welcome And Introductions

Sally Anderson, the newly elected President, called the meeting of the Greater Chicago Chapter of Penn State Alumni Association to order at 10:10 am. Sally welcomed all and members introduced themselves. Those present were:

Dennis McLaughlin, Secretary
Kari O'Brien, Membership
Colin Murphy, Alumni Admissions
Kristen Richards, Service
Charlie Carter, Scholarship
Ken Sherman, Parent-Student Interaction
Gina Razum, Past President
Samantha Shaffer, Member at Large
Ron Kochman, Member at Large
Mark Israel, Member at Large
Thomas Lopez, Member at Large
Danielle Petaja, Guest
David Kuskowski, Guest

2. Approval of Minutes

Charlie Carter requested a change in the minutes from the June 12, 2004 board meeting. On the second page, under the Scholarship, the fifth sentence will state the following: "This year, the Chapter has \$3,500 available from endowment and an additional \$900 in the Chapter's treasury for a total of \$4,400 for scholarships." Charlie Carter moved that the minutes reflect the change and Ken Sherman seconded that the minutes from the June 12, 2004 board meeting and the change be approved. All were in favor. **The motion passed.** The minutes will be listed on the Chapter's website.

3. Committee Reports

A. African American Alumni Organization

No report. Gina Razum stated that an individual had approached her with interest in the AAAO. Gina will contact the individual about chairing the committee.

B. Alumni Admissions

Colin Murphy reported that today following the Board meeting; there will be training for the Alumni Admissions Volunteers. A representative from the University, David Kuskowski, will preside over the training session. There has been a good turn out of recruit-

ers for the annual high school College Fairs. The Alumni Admission Volunteers will be participating in nine College Fairs this fall. Colin mentioned that two volunteers are scheduled for each fair.

C. Communications

No report.

D. Membership

Kari O'Brien reported that the Chapter August's newsletter did not contain the current membership form. The current membership form has a statement that the primary communications for the Chapter are via e-mail.

This fall when individuals submitted their dues along with their reservation for a Chapter's sponsored event, the individual did not always complete a membership form. When money is received in this manner, the contact person for the event must follow-up with the individual to complete a membership form. Without the completed membership form, it is difficult to ensure that the Chapter database is current and accurate. The Chapter's database is maintained in order to provide information on upcoming events to the current dues paying members.

The mailing list received from the University for the Chapter's August newsletter, had information that is not current. A few individuals have contacted Kari about the information. She has referred the individuals to the University.

The last newsletter e-mailed to the members had a large number of undeliverable addresses. Approximately 50 e-mails were return. Suggestions were made and further discussion was tabled for the next meeting to allow dialogue between Kari and Erika Dursen with Charlie Carter assisting Erika in working out a solution for the returned e-mails. Charlie asked Kari for a copy of those e-mail addresses that were returned.

The current membership form collects a lot of information and Kari suggested that the form could be streamlined. Some of the information collected has never been used. Her suggestions were reviewed. The membership form will be revised to reflect the needed information for the Chapter's database. Gina Razum motioned that the revisions be made to the Chapter's database and to the membership form and Charlie Carter seconded the motion. All were in favor. **The motion passed.**

E. Scholarship

Charlie Carter reported the selections of winners for the Chapter's student scholarships. Charlie will be working with the Chapter's treasurer, John Wenaas, and the University to process the monies for the recipients. Those who reviewed the scholarships thought this year candidates were by far the most the Chapter had ever received and had very interesting comments to the essay questions. Charlie will send a letter out to the scholarship recipients and those whose entries did not win. The Board will try to promote the scholarships more during the entire year at Chapter sponsored events. In addition, the University

and Alumni Association should receive a brief description about our scholarships and the winners. The Annual Garden Party will be the event at which the Chapter announces scholarship winners.

F. Service

Kristen Richards reported that the Chapter would participate in the City of Hope's "Walk to Cure Breast Cancer" on October 17. Further information about the event will be e-mailed to members. Registration is needed for the event. One can register either as individual or with the group from the Chapter. Registration for the event can easily be done on their website.

The Chicago Chapter will again participate in the "Step up for Kids" event. The event will be held on the last Sunday in January.

G. Social

Sally Anderson reported for Mike Irwin that for downtown viewing for football games is at Joe's Sports Bar. Mike is looking for anyone who is willing to coordinate a viewing site in the suburbs. If you are interested, please contact Mike. The Monthly Happy Hour continues at Stocks & Blondes on Wells Street. The Happy Hour is the last Wednesday of the month.

On Saturday, September 18, there will be a Happy Hour from 9-12 for \$20.00 at T33 at 3328 N. Lincoln.

Plans are being considered for some dining out events in the future. Other events being considered are the Chicago area professional sport teams, museum for special events, and the Second City Comedy Club. If you have any interest in setting up a PSU Intramural Sports teams through the Sport & Social Club, please contact Mike.

H. Sports

Sally Anderson reported for Dave Hart that two busses would be going to the Wisconsin football on Saturday, September 25, one bus leaving from the River Road CTA "L" stop and the other bus leaving from Sears at Woodfield Mall. Approximately 88 tickets have been purchase. The Chapter has a few tickets remaining. There will be a tailgate at the bus parking lot in Madison. This is the same location as past years, behind McDonalds on Regent Street.

I. Web Site

Sally Anderson reported for Ben Gruber who had requested the Board to decide on the status of the Chapter's old website. Charlie Carter moved that the Board discontinued the old website for the Chapter and Ken Sherman seconded the removal of the old website. All were in favor. **The motion passed.**

4. Treasurer's Report

Sally Anderson reported that John Wenaas would provide an update on the Treasurer's Report at the next meeting. There are still Chapter tickets available for the Purdue and Michigan State football games. Anyone interested, please contact John.

5. Old Business

A. Chapter Clothing

Sally Anderson reported that Colin Murphy would be coordinating the handling of the Chapter clothing. Sally reported that 48 sweatshirts and 59 t-shirts have been sold. The current inventory value is \$1,436. Anyone wanting to purchase Chapter clothing can contact Colin Murphy.

B. Garden Party

Sally Anderson provided a recap of the event. Sixty-four individuals attended the 2004 Garden Party/Freshman Send Off. A financial breakdown of the cost was shared with the Board. The Alumni Association has asked the local Chapter to provide a written description of the event to share with the Alumni Association.

The make up of the membership of the Chapter is changing. To get a better understanding of the local Chapter demographics, sponsored events will be evaluated and attendance reviewed to see who is attending.

C. Blue Band Challenge

Sally Anderson reported that the University has received and processed the Chapter's check for \$1,000 for the Blue Band Challenge. John Wenaas had sent a new check with restricted language to the University for the Blue Band Challenge. The \$1,000 donation was for a locker in their new facility.

D. Refrigerator Magnets

Sally Anderson stated that she could place an order for 500 refrigerator magnets within the next two weeks. Two designs were shared with the Board. Discussions followed if the magnet would be for just the current year membership and then follow up with auto window decal for the next year. Rotating between the two items would help our membership remember annual dues. The design of the magnet was chosen. Gina Razum motioned to go forward with the purchase of 500 refrigerator magnets and Ron Kochman seconded the motion. All were in favor. **The motion passed.**

The magnets would be mailed out to the current membership. At the next meeting, the Board will stuff envelopes with magnets and attached mailing labels. Kari O'Brien mentioned that the Board should do something different every year for the members.

6. New Business

A. Big Ten Liaison

Sally Anderson reported that the local chapter has been receiving inquiries from other Big Ten schools in either hosting or participating in events. The interest from the other Big Ten schools has dramatically increased for participating in service and social events. The schools have contacted a number of different individuals on the Board about participating in an event. In an effort to develop a relationship with the other schools; the Board agreed that a designated individual is needed. This individual would be the contact person and would coordinate our response to the different requests from other Big Ten Schools. Mark Israel, Member at Large, volunteered to be the Big Ten Liaison.

B. Chapter Hotline

Sally Anderson reported that Jill Siegel, her, and a number of other individuals have been checking the hotline. The hotline has had very few inquiries. Sally asked the Board to consider the practicality of the hotline at the next meeting. Items for discussion will include the following.

Should the Chapter keep the hotline?

Who would be responsible for monitoring the hotline and responding to the questions?

Is this something for the Communication Committee or should a Member at Large be responsible for maintaining the hotline?

C. Events Report

Sally Anderson stated that the Alumni Association wants an annual report of the Chapter's sponsored events. The Alumni Association wants to hear about our activities. In the future, a brief report should be prepared about the success of the events, especially the service events.

The Alumni Association has asked the Chicago Chapter if there would be anyone interested in participating in this year's Homecoming events, such as the parade. Homecoming weekend is October 22, 23, and 24.

D. Thon Event

Sally Anderson introduced Danielle Petaja, a recent graduate, who spoke about the possibility of the Chapter sponsoring an event here in Chicago during the weekend that the Thon was being held. The local event would support the Thon event in State College. The Chapter would sponsor a dinner or event to bring together alumni in the area to support the Thon. A silent auction of Penn State memorabilia could be held. The Board liked the idea of supporting the Thon event and asked Danielle to work with Mike Irwin on the planning of the event. The alumni in the greater Chicago area would attend this endeavor.

E. Chapter Goals

Sally Anderson asked the Board to think of goals that the chapter could work on in the next year. The Chapter does a number of worthwhile events and should be recognized by the Alumni Association.

F. Parent-Student Interaction

Ken Sherman will be working on the student directory this year. He suggested we might want to invite the parents of the students attending Penn State to attend our Chapter sponsored events.

G. Newsletter Distribution

Sally Anderson requested that the Board revisit the topic of sending out a hardcopy of the monthly Chapter's newsletter. In light of the membership renewal, the Chapter is strongly encouraging newsletters be sent electronically to all the members. The only newsletter that will be sent by mail is the annual mailing done in July/August when the Chapter receives mailing labels from the University.

H. Chapter By-laws

Charlie Carter requested that the next meeting include an agenda item examining the Chapter's by-laws regarding credit card usage.

7. Next Meeting

The date of the next meeting is November 6th. The time and location will be determined.

8. Adjournment

There being no further business, the meeting was adjourned at 12:10 p.m.
Respectfully submitted,
Dennis McLaughlin
Secretary