

Alpha Zeta Foundation Board of Directors Meeting Agenda

M&I Bank, Indianapolis, Ind.

October 27, 2007

In attendance: Jesse Dotterer, Emily Morgan, Brian Reuwee, Brittany Mosher, Paul Ruskiewicz, Alan Krob, Joe Baitinger, Ole Meland.

Call to Order 1:49pm

1. Job descriptions for Foundation Board members
 - a. Board expectations
2. Role of General Foundation Board Members
 - a. Is it realistic for a Board member to call 10-12 donors? Consensus is affirmative as long as the donors have been previously identified by staff. A list of talking points would also be instrumental to the Board.
3. TASKS relating to alumni contact
 - a. Contacting 'high-rolling' alumni (specifically for fundraising)
 - i. Staff will supply the talking points, donor lists, and donor history
 - ii. Board will complete 10-12 of these followup phone calls annually.
 - iii. Staff will ensure that Board members are being accountable and reporting back findings to the staff.
 - iv. We'll check in, give updates, invite them to Ohio, and say thank you when donations are received.
 - v. The goal is for the Foundation Board general members to make significant progress on this task by December. If this is not a reality, please email the other Board members so that the uncontacted donors can be reassigned.
4. Finances
 - a. Foundation Budget
 - i. The lapsed-donor project's performance will appear in the future as a line item in either 4-6 or 4-7 on the budget.
 - ii. There may be a niche for a position that would be solely responsible for locating and communicating with volunteers to do some of this administrative work (Paul Jones, this could be a good role for you)
 - iii. Approval: Staff will report back to the Board within two weeks about the status of the budget, the issue is tabled temporarily.
5. Board Member Reports
 - a. Joe encourages each board member to keep chapter contacts in mind when traveling. Even just an hour spent with an alumni contact is time well-spent.

Motion to adjourn. Second. Motion carries.