

TCNJ- HES Alumni Board Meeting 9/23/15

President- Sally Flannigan

VP- Joanne Smith-Tavener

Secretary- Erica Schroeder

Treasurer- Tony Rienzo

- Alumni Board Mtg this week. Our board members will be announced there.
 - An e-mail needs to be sent, Sally will attend.
- Michael Falvo is our satellite coordinator of alumni events.
 - These events will be blast out over social media
- Budget- funded in July and January of each year. Must be utilized before 7/1 (fiscal year end)
 - Budget 2016: \$500 each semester/ total \$1000
 - Items to use budget on:
 - Networking event- save the date w/ RSVP and read receipt (E-vite for this event)
 - NJEA- ad for alumni event, possibly communicate through NJEA locals for alumni events
 - Proposed Budgetary Uses 2016 (estimates)
 - Alumni Dinner (April 20th) \$350
 - Ad NJEA Review \$200
 - Senior Dinner \$0
 - Scholarship @100 (May)
 - Networking Reception Event (Wine/cheese) \$350- March 23rd 7-9 pm
- Tony needs to have access to vendor program to take over the budget tracking
- Webpage
 - needs to have goals that hyperlink to our events
 - update information about minutes and mtg dates
 - add ticker/calendar of current happenings
- Database Management- Sally
 - Goals
 - Filter through the information we currently have
 - Start a phone campaign to pursue "inactive" members of the database
 - Develop and utilize a script for phone campaign
 - Use Gmail for e-mail blasts (for read receipt option to help confirm e-mails)
- Invite Alumni Board Members to Networking Reception
 - Pin these members
 - Discussed frame versus award- research costs and possible vendors
- Refer a friend on survey at Networking Reception
- Selection of Wall of Fame Alumni- nominations are due 10th of April
- Future Meeting Dates:
 - Sept 23 (completed)
 - January 20th
 - February 17th
 - March 16th
 - June 15th