

**Minutes from EAC Meeting
October 9, 2019
Fontbonne University Board Room**

Joan Kelly called the meeting to order at 9:00 am and then led the opening prayer. Those in attendance were: Barb Atteln, JoAnn Donovan, Nancy English, Joan Falk, Maggie Fowler, Joan Kelly, Susan Lenihan, Wendi Valenti, and Mary Lee Walter. Paula Bakula attended via phone.

After clarification of two items, the minutes were approved.

In that Susan Lenihan and Mary Lee Walter had to leave this meeting as soon as possible to set up for the Awardee Luncheon, at this point in the meeting they submitted their proposal to revise the timeline for award applications. Based on discussions with Ann Spall, Michelle Oesch, Adam Weyhaupt, Karen Gedera, and with feedback from the Awards Committee and FCC members, Susan and Mary Lee proposed the following timeline.

- November 15, 2019: The call for proposals will be made.
- January 24, 2020: Preliminary applications will be due.
- February 21, 2020: Final applications will be due. Awards Committee will then vet the applications.
- March 2, 2020 – Saturday, March 11, 2020:
The four Round Tables will be scheduled.
- March 27, 2020: Voting will close.
- April 3, 2020: Awards Committee will tally the votes.
- Mid-April, 2020: Awards will be announced. The Annual Meeting would coincide with this date. Perhaps by alternating this date between a weekend and a weekday, in the future, more working members would be able to attend.

These proposed dates would better align with Fontbonne's financial schedule, and more importantly, would prove more expedient for applicants whose projects deal with summer camps. This timeline is proposed as a pilot; permanent changes would be made only if this pilot proved to be successful.

It might be necessary to encourage members whose memberships would be coming due in March to renew earlier than usual so that their vote would be included. The Round Tables have been scheduled during Spring Break so that University spaces would be open for parking and meeting.

The Planning meeting would still occur in the late summer before the beginning of the school year.

Nancy English moved that this proposal move forward. It was seconded and approved.

The remainder of the meeting was abbreviated due to the Awardee Luncheon which was to follow immediately after this meeting.

Calendars: Wendi Valenti

A copy of the master calendar was distributed to EAC members.

Homecoming:

Homecoming was a great success. Kudos to Mary Lee Walter, who did a great job of promoting FCC at the cocktail hour. Ben Moore gave a sincere shout out to FCC during his presentation: "If it weren't for FCC, this project would not exist."

Communications:

Joan Falk asked if anyone would be willing to write an article about Homecoming; Maggie Fowler agreed to work on this.

End of Year Reports:

Joan Kelly reported that she did not yet have the Events Committee report.

Archives:

What is the true purpose of this committee? Joan Kelly and Nina Bryans are going to meet to discuss this. Each year two manuals are prepared, (1) Awards Report, and (2) Annual Review Report (a collection of invitations, programs, newsletters, newspaper coverage, minutes, etc.). Do these duties require a committee? Could Archives be included as a function of the Vice-President, or should this be a responsibility of the Recording Secretary? This topic will be on our next agenda. If the Archives Committee is eliminated, changes will have to be made to the Bylaws.

Reflection Meeting (September 6, 2019):

Joan Kelly distributed a summary of the Reflection Meeting. She tasked the EAC members with thinking about each of the bulleted items. Who, specifically, should address and work toward accomplishing each bullet? How do we then move forward?

Joan Falk asked if Jan Johnson and/or Mary Grace could ever attend one of our EAC meetings. Is it possible that someone from their committee could attend EAC meetings in their stead?

There had been some previous discussion about possibly combining the Events and Membership Committees. Perhaps, rather than combining these two committees, the relationship between the two could be tweaked. This will require some follow-up discussions.

Meeting was adjourned at 10:15 am, so that members could attend the Awardee Luncheon in Medaille Hall.

Respectfully submitted by Nancy English, Recording Secretary