

Minutes from EAC Meeting
March 10, 2021
Zoom

Pre-meeting chatter: In the future, meetings held by FCC should incorporate Zoom (or some other such vehicle) access, to accommodate those FCC members who cannot, due to any number of reasons, be in physical attendance. This would allow our out-of-town members to feel as if they were a vital part of our organization and there is no doubt it would help us in recruiting out-of-town prospects.

The meeting was called to order at 9:06 am. by President, Jo Ann Donovan; Barb Atteln read the opening prayer. Those in attendance were Barb Atteln, Paula Bakula, Connie Diekman, Jo Ann Donovan, Nancy English, Joan Falk, Maggie Fowler, Lucy Hahn, Joan Kelly, Wendi Valenti, and Mary Lee Walter.

Right before this meeting, Paula Bakula had sent out an addendum to the treasurer's report, stating that according to Ann Spall, by the end of April there should be between \$70,00 and \$72,000 available for distribution toward FCC Awards. Before the agenda was approved, Barb Atteln wanted clarification regarding the cut-off date for dues to be used for this year's awards, especially in light of the fact that we do not have any returned money from the previous year's awards (partly due to COVID). Is it necessary for us to have a motion to clarify the cut-off date for this year as well as for future years? Consensus was that we would allow the Awards Committee to make this decision for 2021, and that Barb's question would be added to the next EAC agenda.

Barb Atteln then moved that we approve the agenda; this motion passed. Barb also moved that we approve the consent agenda; this motion passed as well.

What follows here are the reports covered under the consent agenda.

- *Recording Secretary: Nancy English*
 - Minutes from the February 10, 2021 meeting had been sent to EAC members for approval.
- *Treasurer's Report: Paula Bakula*
 - As of February 28, 2021, a total of \$ 60,132 was available for distribution for the 2021 Awards. In an email, Ann Spall had reported to Paula that she expected FCC to have between \$70,000 and \$72,000 for Awards by the end of April.
- *Corresponding Secretary: Barb Atteln*
 - Barb acknowledged five membership renewals throughout the past month.
- *Communications Committee Report: Joan Falk*
 - The Communications Committee is beginning the planning for the Spring Newsletter intended to be issued in early May, and focused on Roundtables, Voting, Awards and the Annual Meeting, plus profiles of any new members. Most of committee's recent energy has been directed towards the possibility of developing a professional video to promote FCC, not only to current members, but primarily to potential members, the wider community and to media sources. Details of those efforts follow...

- *Communications Sub-Committee Meeting Summary from February 19, 2021*
 - The majority of the meeting was spent discussing the possible opportunity of making a professional video for FCC. A videographer will be on campus in mid to late March to do another project and will likely offer a discounted rate to simultaneously do an FCC video. Based on past projects, a video for FCC would cost around \$3500, but in that this request will be made in conjunction with the already scheduled Fontbonne video, we would request that it be made for \$1500-\$2000. It would be proposed to the EAC that this be financed from the FCC's Operations Fund, which currently contains \$3895.
 - If this was acceptable to the videographer and it were to be approved by EAC, the following is an outline of items to be included:
 1. A member representative – (a list of possible recommended names was suggested.)
 2. A description of the member experience...be as involved as you would like to be, decide what is funded, reconnect with the University, reconnect with classmates.
 3. An awardee representative – Dr. Amanda Eaton, along with a client from the Clinic, were recommended for this. (Other ideas were to include someone from Cyber Security and/or Griffin Food Pantry.)
 4. The impact of funded projects...funding hopes and dreams.
 5. University Leadership Representative – Dr. Nancy Blattner was recommended for this.
 6. The impact of funded projects on the University... employee morale, possible inclusion of high-impact funded projects.
 7. B roll footage of the University to include physical examples of FCC-funded projects.
- *Response from Wendi's subsequent meeting with videographer*
 - Wendi met with Ryan, the videographer from Route 3, on March 5. He agreed to do the video for \$1500; however, he wanted to ensure we understood the constraints on the amount of content he could do for that price.
 - He agreed to having a primary FCC Member who would share the member experience as a main feature of the video. Identifying that person and getting her really good talking points is key to making this project doable for \$1500.
 - Ryan felt strongly that having both a Clinic Representative *and* a patient would be too complex a story to tell within the confines of this project.
 - He recommended the Food Pantry as a very easily understandable project that is also very visual and lends itself to film.
 - Since Dr. Blattner is also being filmed for the Fontbonne project, it is easy to include her in the shoot to reflect on the FCC impact on the University.
 - There is the possibility that some FCC members will be used for the Fontbonne video and if that is the case, they may be included in the FCC video too – but that would just be a bonus.

- Both videos would be scheduled to be shot on March 23-24 on the Fontbonne Campus. We would need to have the FCC-Member spokeswoman available to do an interview during one of those two days. Wendi will arrange the space and the interview times for the Awardee and Dr. Blattner.
 - All the above is subject EAC approval. (See voting results on page 5.)
- *Archives and History: Nancy English*
 - Nancy had nothing to report.
- *Awards Committee: Mary Lee Walter and Susan Lenihan*
 - At the first Round Table some questions arose regarding the following two projects.
 - Regarding *Proposed Project #8: Second Degree Award*. This project is billed as a scholarship; the question raised was as to whether or not FCC funds scholarships. Mary Lee and Susan could find nothing in the manual that prohibits doing so. Susan Lenihan had pointed out that most of these applicants would most likely be married with children and would probably not have much money to pay for additional schooling. It should be taken into consideration that there are no scholarships available for students who are working toward *second* bachelor's degrees. We could, for future applicants, create a caveat in the Awards information, which delineates the need for careful terminology in order to make the Award fundable – so perhaps instead of *scholarships*, these could be referred to as *stipends* or *programs*.
 - Regarding *Proposed Project #15: Fontbonne Black Faculty and Staff Association*. Thanks to Dr. Blattner, who attended the first Round Table, we found out that due to an anonymous donor and a federal stimulus check, this project could be funded elsewhere. Consequently, the applicant withdrew the proposal from FCC consideration.
 - Currently, the registration process for the Roundtables is not working due to complications at the host site. In the meantime, members can simply join each Roundtable Zoom without any need of registering; she provided the appropriate Zoom link inside an email that was just sent out to the entire membership.
- *Events Committee: Joan Kelly*
 - Joan had nothing to report.
- *Membership Committee: Maggie Fowler and Lucy Hahn*
 - In that the February Valentine project seemed to have been successful, the committee will repeat it next year.
 - According to the March Membership Report, we have one newly lapsed member, which will result in bringing our current membership total down to 72.
 - Centennial Campaign Discussion:
 - Goal: 100 FCC Members by the time of our 2023 Annual Meeting.
 - Ask every current member to recruit one new member by this momentous Annual meeting. This will not only put us well above our goal but will also provide a cushion for future lapsed members. To this end, we will promote classmate recruitment and a strong out-of-town effort.

- The Committee brainstormed ideas for a slogan and a logo. Although we have come up with some ideas, we hope to generate more excitement about the campaign by inviting full membership to participate in this decision. We will create a more specific plan at the April 7 committee meeting.
 - We will be creating and utilizing a tracking thermometer to enhance engagement.
- Retention of current members:
 - Committee members have been personally promoting Roundtable participation; Wendi reported on 3/8/21 that there had already been approximately 65% membership engagement.
 - Future Roundtable notices will encourage phone participation for members who are uncomfortable with Zoom. Both EAC and Membership-Committee members should personally contact any members they think might fall into the category of the “technology-averse.”
- *By-laws Committee: Barb Atteln*
 - Barb hoped everyone had an opportunity to at least begin thinking about reviewing her respective portion of the FCC Manual which she had sent to each of us several weeks ago. At the February EAC Meeting, we had a general discussion about this **FCC Manual Update Project**. Barb followed that up with an email on February 22, containing some specific options for handling this. The current target date for completion of this *First Step* is the end of April. She wishes to thank us in advance for our assistance.
- *FCC Liaison Report: Wendi Valenti*
 - The Membership pages have been updated with the voting information. Wendi wants to be notified if there is any additional information that should be added to this site. ([FCC Membership Pages](#))
 - There were over twenty members who attended the first Roundtable on March 3rd. There were many compliments extended to the Awards committee regarding the very organized presentation of information.
 - The change to the list of proposed projects, made necessary by the withdrawal of the alternatively funded *Project #15* (See Awards Committee Report), was announced in an email and the Membership Pages were updated with the revised ballot and voting information. Documents were revised showing a strikethrough of the withdrawn application (rather than simply deleting it), so that the change was quite transparent.
 - The vendor that hosts our Roundtable Registration forms had a scheduled upgrade on Friday, which is what caused the difficulty we are currently experiencing with registration. Wendi has rectified the situation by sharing the Zoom information with *all* FCC members so that everyone is able to join regardless if they had registered or not. The Zoom information is now the same for all Roundtables. Wendi had provided the Zoom information inside her report in case any of us needed to share it with other members.
 - Save the date for *The Fontbonne Giving Day, Drive Through Car Decorating Contest*, rescheduled for Monday April 19, from 11:00 am. to 1:00 pm., in the Horseshoe Drive. More information will follow.

- A committee is starting to plan the Fontbonne Centennial Celebration. It will include events throughout the 2022-23 school year. Wendi did not have any details yet but promised to let us know when there was anything to report.

What follows are the minutes from the meeting itself.

Annual Meeting: Joan Kelly

In that the Awards agenda from 2020 seemed to work very well, Joan proposed the following very similar one for this year.

Agenda for the All-Member Awards Meeting, April 17, 2020

10:00 – 10:05	Welcome from Jo Ann Donovan, FCC Chair
10:05 – 10:10	Opening Prayer, A TBA CSJ
10:10 – 10:20	Address from the Fontbonne President, Nancy Blattner
10:20 – 10:45	Announcement of 14 th Cycle of Awards, Mary Lee Walter and Susan Lenihan
10:45 – 10:50	Champagne Toast, Sr. Donna Gunn
10:50 – 10:55	Member Campaign for Fontbonne's Centennial Celebration, Maggie Fowler
10:55 – 11:00	Recognition of Gratitude to Committees, Officers, Members, and Final Wrap-up, JoAnn Donovan
11:00 – 11:05	Group Zoom Photo

Joan Falk wondered if there was a possibility of having Gideon attend this function. In light of FCC's responsibility for his reawakened status as Fontbonne's mascot, she thought it would be nice to have him join in the celebration. Joan also asked if we might like to have a bit of fun with the Zoom filters. Maggie thought we should probably keep the meeting on the more professional side and also was not sure if everyone had access to filters.

Wendi said she would advise Nancy Blattner of the 10-minute time period allotted to her.

FCC Video: Joan Falk

Joan Falk moved that the video presentation for FCC be allowed to proceed using the company, *Route 3*, with cost not to exceed \$1500, which would be taken from the FCC Operations Fund. This motion passed. (See Communications Committee Report, on page 2 of this document.)

Here are a few comments from the discussion that ensued.

- JoAnn remarked that while making this video we keep in mind how this might aid us in our Centennial Campaign.
- Maggie suggested we might focus on a founding member, a young member and an out-of-town member, and perhaps include little one-line comments from a few other selected FCC members.
- Wendi reminded everyone that we want to keep the video short but that it should tell a complete story; if too many folks become involved, the impact of the video will become diluted.

- The impact of this video should be focused on PR and recruiting and should be able to be accessed from our University website.
- Joan Falk finished the discussion by adding that after viewing this video, we want folks to think to themselves... “This is so cool; I want to be a part of that.”

Awards Criteria: Mary Lee Walter

Regarding the second-degree award from proposed Project #8 – does FCC want to be in the business of funding scholarships? (See Awards Committee Report on page 3 of this document.) In the past, scholarships have never been awarded by FCC; FCC funding has been available for projects, but not for paying for schooling. Awarding a *stipend* or a *program* might be better terminology than providing a *scholarship*. Currently, there are no scholarships available for students seeking a second bachelor’s degree. Might we be opening a can of worms here? Joan Falk suggested that we wait before making any definitive changes; perhaps the results of the voting itself would inform us as to what our membership thinks about this idea.

Maggie suggested that perhaps FCC could give its own annual scholarship. This would provide some well-needed public exposure each and every year. It would obviously require a bylaws change because currently the dues money goes only to fund projects. Mary Lee said the Awards Committee would think carefully about this situation and create a path to follow for the next school year.

Mary Lee added that she would take the responsibility of ensuring all members understood the ballot change due to the withdrawal of Proposed Project #15. (See Awards Committee Report on page 3 of this document.)

Membership: Maggie Fowler

An important goal is for us to make FCC membership very inclusive. We need to re-energize our membership so much so that they *all* want to help participate in our Centennial Campaign.

Zell Sponsorship: Joan Kelly

Joan still has not made contact with Joe Zell; Nina Bryans has been contacted regarding this situation and Joan is awaiting her response. Maggie wondered if some of the Zell money might be used for the FCC video. Joan Falk added that perhaps Joe Zell might want that money used to finance an FCC scholarship instead. Generally, these were suggestions that could possibly help FCC get a bigger bang for the Zell buck.

Barb Atteln moved that we adjourn at 10:09. This motion passed.

*Respectfully submitted by Nancy English, Recording Secretary
(March 25, 2021)*