

EAC Minutes
April 14, 2021
Zoom

Chair JoAnn Donovan called the meeting to order at 9:02 am. and read the opening prayer. Those in attendance were Barb Atteln, Paula Bakula, Connie Diekman, JoAnn Donovan, Nancy English, Joan Falk, Maggie Fowler, Lucy Hahn, Joan Kelly, Wendi Valenti, and Mary Lee Walter.

The Agenda was approved, and with the exception of the EAC Meeting Minutes from March 10; the Consent Agenda was approved as well. The final copy of the March 10th, EAC Meeting Minutes will be approved at the May 12 meeting.

Cutoff for funding for the Awards: Mary Lee Walter

As described in the Awards Committee Report, the cutoff date for membership dues used for the distribution of funds for Awards, has been set at the end of March.

Awards Cap

The Awards cap is currently set at \$20,000 per proposal. There had been a suggestion from the membership that perhaps this should be raised to \$25,000, primarily due to rising costs of software – the basis for many FCC Grant proposals. No action was taken to change the current cap. It was suggested that EAC invite Marcia Quint, who has considerable grant-writing expertise, to speak to EAC about what should be considered when the funding needed for a project cannot be covered by a single source.

Follow-up regarding scholarship Awards

The membership voted to not fund the *Second Degree Scholarship* proposal. Even if we were to fund something like this in the future, it would be necessary for the grant writer to seek alternate funding in following years.

Survey Monkey: Wendi Valenti

Concerned that FCC's approximately 120 surveys, incorporated as part of Fontbonne's Survey Monkey account, can be accessed by other account users, Wendi suggested FCC think about opening its own account. The cost for such a move would be between \$300 and \$400. No action was taken at this time.

History and Archives: In response to the question that had arisen in the Awards Committee Report, the Archives and History Committee has not been dissolved. Only the historian's role has been eliminated.

Video: Joan Falk

Kudos to Connie and Wendi for all of their work in completing this video project.

Membership Committee: Maggie Fowler and Lucy Hahn

Maggie had nothing to add beyond the scope of their committee's report.

Annual Awards Meeting: Joan Kelly

Joan announced that Sr. Donna would be joined by other CSJs in giving the toast at the Awards Meeting.

Ben Moore – Joan Falk

In that FCC had provided seed money for Dr. Moore's Bosnia Project and has supported other Bosnia-related activities, it was thought that an article featuring his new book and recognizing his retirement would be a great addition to the newsletter.

Zell Sponsorship Fund.

Advancement has failed to be able to make contact with Joe Zell. Wendi will send him an email to (1) explain how we have used his funds thus far, (2) thank him and, (3) explain that we are beginning a membership campaign. She will update us with any response.

The meeting was adjourned at 10:04 am.

Officer and Committee Reports:

- ***Treasurer's Report: Paula Bakula***
 - As of March 31, 2021, a total of \$75,169 was available for distribution for the 2021 Awards.
- ***Corresponding Secretary: Barb Atteln***
 - Barb had acknowledged seven membership renewals and had sent a congratulatory note to Sr. Linda Markway in honor of her 25th Jubilee as a CSJ.
- ***Communications Committee Report: Joan Falk***
 - Communications Committee is developing the Spring Newsletter, to be issued in early May, focused on the Annual Meeting & Awards Announcement, and on new membership initiatives. They hope to feature a recently funded project and to possibly include a new member profile as well. The committee continues to provide graphics for invitations and announcements of FCC activities and continues to explore ways to best identify/label FCC-funded projects for public acknowledgement.
 - The professional video to promote FCC was completed and is being developed by the company, Route 3. Although it is unlikely the FCC video will be ready in time for the Annual Meeting, it should be ready shortly thereafter. The videographer recorded remarks by Dr. Nancy Blattner, FCC members Connie Diekman, Villajeane Jones and DeDe Caspari — and by Dr. Jamie Daugherty regarding the Griffin Market food pantry. He also shot B-roll footage related to selected FCC projects at the University which will be incorporated into the final video.
 - Communications is proposing an email be sent to all members, notifying them of the Kasi Williamson's interview of Dr. Ben Moore, co-founder of the Bosnia Memory Project, in which he will discuss his new book focused on immigration in the St. Louis area. In that FCC has funded many aspects of Dr. Moore's Bosnia Project over the years, members may be interested in this interview, which takes place on April 20. A copy of the proposed email was provided for EAC members.
- ***Archives and History Committee: Nancy English***
 - There was nothing to report.
- ***Awards Committee: Mary Lee Walter and Susan Lenihan***
 - Forty-nine of the 74 FCC members voted on the awards; 39 members attended at least one Round Table. (In comparison, last year, 41 of 73 members voted.) The comments about this year's process were highly favorable. Eighteen percent of the voters included negative comments regarding the proposed *Second Degree Scholarships*

- project, but fewer than the 50% necessary to disqualify it. It was suggested that perhaps it was time to raise the cap on projects from \$20,000 to \$25,000.
- Ann Spall had determined we had \$75,169 with which to fund projects. The committee had decided they would employ the end of March as the dues-cutoff date for determining how much funding was available.
 - The committee will soon send out a survey to determine the members' perception of the voting process.
 - The committee has received two appeals for extensions on projects due to Covid restrictions:
 - Jamie Daugherty's teaching-kitchen update has once again been delayed. In that demonstrations in the kitchen have all been virtual, Jamie has realized a need for an iPad and holder. She is not requesting additional money but has requested (with FCC approval) that this expense be taken from her existing allocation.
 - The other request dealt with funds provided for a professional development project, which had not been able to be scheduled.
 - The committee had reviewed its section of the FCC Manual, which brought up a question as to whether the Archives & History Committee had been formally dissolved and replaced by the Archivist position.
 - The committee was concerned that they had been requesting too much of Wendi Valenti by leaning so hard on her technical skills; however, Wendi assured them that was not the case. She commented that many of the things she has had to learn in order to accommodate FCC, have been helpful in terms of her working with other groups at Fontbonne. Many thanks to Wendi's tremendous help this year!
 - **Events Committee: Joan Kelly**
 - There was nothing to report.
 - **Membership Committee: Maggie Fowler and Lucy Hahn**
 - There are currently 73 members with two applications pending. The members appear to be "more engaged" than in previous years – primarily due to Zoom. Inactive members who have not chosen to be "dues-paying only", will be contacted regarding the upcoming Annual Meeting.
 - There has been much discussion regarding next steps for our FCC Recruitment Campaign:
 - We will write a *Needs Statement*, which will highlight Dr. Blattner's current and future view of innovative University programs, including:
 - (1) Expanding the current two-year Nursing Program to become a four-year, Missouri-accredited Nursing Program;
 - (2) A Freshman Bridge Program (FCC 2020-21); (Proposal yet to be announced.)
 - (3) Over-the-Holiday-Break Program designed to drive retention;
 - (4) A satellite, collaborative program with Avila University in KC.
 - The Centennial Membership Campaign will be announced at the April 17 Annual Meeting.
 - Members will be invited to participate in a Campaign Slogan Contest. The plan is to immediately follow the Annual Meeting with an email regarding the Campaign slogan along with the Award's Committee Survey.
 - A 100-Member Roster by the University's 2022-23 School-Year Celebration will require 25-35 new members – everyone needs to be cognizant that we will also be losing some members during the next year and a half as well.
 - Sponsorship opportunities:

- FCC Sponsorship Fund.
- When deemed appropriate, FCC Chair JoAnn Donovan may offer a \$500 FCC one-year match to strong prospects who are hesitant about a large financial commitment but wish to see what FCC is about. Or, it could possibly be used for someone who cannot make full payment immediately but would be able to do so by the time of her first renewal.
- Approximately \$11,000 of Mr. Zell's original \$15,000 contribution remains available for distribution through the Zell Sponsorship Fund. Through this fund, recipients would be eligible for a \$500 annual match for up to three years; however, they will be asked to consider a "sliding scale" option.
 - Year one: \$500 match to FCC's \$500 sponsorship
 - Year two: \$650 match to FCC's \$350 sponsorship
 - Year three: \$800 to match FCC's \$200 sponsorship
- Both our Centennial Recruitment Campaign announcement at the Awards Meeting and follow-up correspondence will include an appeal for membership support. The Committee's recommended wording for this appeal is as follows:

In order to meet Dr. Blattner's 100 members by Fontbonne's 100th anniversary, we ask each member to seriously consider recruiting at least one new member and/or sponsoring a member OR contributing to our FCC Membership Recruitment Campaign.
- Lucy provided an update on her out-of-town efforts to recruit Fontbonne alumnae living in Idaho.
- **Bylaws Committee: Barb Atteln**
 - Just a reminder. . . Barb hoped everyone has had an opportunity to at least begin thinking about reviewing their respective portion of the FCC Manual which was sent to each EAC member several weeks ago. At the February EAC Meeting, there was a general discussion about this **FCC Manual Update Project**. Barb followed that up with an email on February 22 with some specific options for handling this. The current target date for completion of this 'step 1' is the end of April.
- **FCC Liaison: Wendi Valenti**
 - Wendi reminded everyone of the rescheduled Fontbonne-Day-of-Giving Drive, to be held on April 19.
 - The filming of the FCC video has been completed; the final product should be ready in a couple of weeks.
 - Wendi planned to send a last-minute Zoom information reminder for the April 17 Annual Meeting; she reminded everyone to get any program-content slides to her by the end of the day, April 14.

Respectfully submitted by Nancy English, Recording Secretary, May 13, 2021