

**Fontbonne Community Connection**  
**Executive Advisory Committee Meeting Minutes**  
**June 12, 2019**

The meeting began at 9am in Room 224 in AB Hall with Chair Joan Kelly presiding. The opening prayer was read by those present.

Attendees: Sr. Mary Carol Anth, Barb Atteln, DeDe Caspari, JoAnn Donovan, Joan Falk, Maggie Fowler, Joan Kelly, Wendi Valenti and Mary Lee Walter. Nina Bryans and Carol Spehr joined via phone after some initial problems were resolved.

The format of this meeting was modified to concentrate on the Annual All Member Meeting on July 11, and thus much of the usual business was dispensed with or only briefly addressed. As per normal procedure, committee reports were sent to EAC members prior to the meeting.

**Recording Secretary:** The minutes from the April 10, 2019 EAC Meeting were approved.

**Nominations Committee:** Maggie Fowler distributed a proposed slate of officers which included, for the first time, an out-of-town member for Treasurer. There were no issues or problems identified with this arrangement, and it reinforces the goal of promoting increased engagement of members. There was a brief discussion of how and when (by July 1) to solicit approval from the FCC membership. Events Committee leadership still needs to be finalized.

**Annual Meeting:** Joan Kelly distributed a proposed agenda for the Annual Meeting on July 11. Some of the major topics discussed included the following:

- Joan Kelly will not be in attendance due to a previously planned European trip. Vice Chair JoAnn Donovan and Maggie Fowler will take over in her stead. Joan will provide a “Message from the Chair” to be read. New members, guests and out-of-town members in attendance will be recognized.
- Opening Prayer – Who should present it (Sandra Lehrer was recommended); should we use the standard FCC prayer or something else?
- Fontbonne University Update by Dr. Pressimone
- The Annual Review will be presented by Maggie Fowler and will include approximately three years’ worth of statistics, committee activities, and awards history. Information regarding access to the new online private FCC Membership Pages will also be addressed by Wendi Valenti.
- Member acceptance of the slate of officers and announcement of Committee Chairs
- Announcement of Awards, emphasizing the \$1 million milestone (See the Awards Committee Report below for more details)

- Champagne Toast – what should be the ‘tone’ and who should give it considering the momentous occasion? Jan Reilly was recommended.
- Member Reflections
- Wrap up, including the showing of a brief video from the most recent PROM event
- Annual FCC Group Photo

**Awards Committee:** Sr. Mary Carol reviewed the contents of the report submitted by both her and Nina Bryans.

- The status of the various stages of the awards process was provided.
- It is anticipated that there will be around 40-50 members at the various roundtables.
- The Awards Committee, along with the Events and the Communications Committees, discussed various novel ways to announce this years’ awards due to the major milestone that will be met (\$1 million exceeded). The FBU Mascot may also be a participant. Details will be finalized at the next Awards Committee meeting on June 24.
- A brief discussion of the amount that will be available to award: although the exact amount will not be known until June 30, the Treasurer’s report showed \$96,640 as of May 31, 2019. With the June renewals, this amount may exceed \$100,000.
- Reminders have been sent to the 2018 awardees reminding them of the requirements for final reports and final financial logs.

**New Business:**

- Master Calendar: Joan Kelly distributed a draft of the Master Calendar and there were a number of discussions regarding its contents. The Master Calendar will become a standard agenda item for all future EAC Meetings.
- The next EAC Meeting will be the Transition Meeting where all incoming and outgoing EAC members are in attendance. This will be on July 24, and the logistics will be the same as for previous EAC Meetings. An agenda will be provided beforehand.
- Joan mentioned a ‘Reflection Opportunity’ regarding our organization, and more about this will be discussed at a later date.

The meeting was adjourned at 11:00 am. The next EAC meeting will be held on July 24, 2019.

Respectfully submitted,

Barb Atteln (for Becky McDermott)

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Recording Secretary

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Date