

AAEB September Board Meeting (09-23-2023)

Minutes

Attendees

Adunni Anderson, Barbara Campbell Harvey, Courtney Bryant, Elaine McCarthy, Enna Jimenez, Janine Coveney, Karen Thomas, Kelly O'Connell, Maddie Gretzky, Pam Dashiell, Priyal Goyal

Meeting Norms/Strategic Goals - Karen

- Karen spoke about making sure the board abides to our norms for the rest of the year.
- Board has 10 meetings in this year and the expectation is from everyone to be able to attend those meetings. If someone can not attend, let Priyal and Karen know.
- Priyal pointed out that folks should adopt the new process to update slide deck with their position updates prior to the meeting to make our discussions more fruitful.
- Priyal will be sending out the empty deck 10 days before each meeting to give enough time to folks
- The board agreed to meet from 10am- 12pm for the 2023-24 board meetings.

Google Suite Demo - Priyal

- Priyal did a demo for the board explaining some features of google workspace like email, calendar, google meet and group chats
- Priyal stressed the importance of storing all board related documents in the repository for future reference

Committee Reports: Karen Thomas (President)

- Karen informed the board that President Wooten is doing roadshow meetings with alums to talk about the academic re-design. Folks should sign up if they are interested.
- The Simmons administration understands that they need to keep alumni more informed and alums should not find out about a big change at Simmons from the news
- Karen is planning to create an alumni engagement calendar so encouraged all officers to think about next year and the events they are planning

- Karen introduced Enna Jimenez to the board as the Director of the 125th Anniversary Planning Committee. Enna's appointment will be voted upon during the resolutions section of the meeting
 - Enna's committee will help put together a plan for programming and fundraising with the 125th Anniversary Simmons celebration
- Karen also introduced Adunni Anderson to the board as the Director of Career & Life Transitions position. Adunni's appointment will be voted upon during the resolutions section of the meeting
- Karen spoke about the new president of the AAAA's (African American Alumnae/i Association) - Marie Smith who is a Simmons graduate student alumni. This is the first time a Simmons undergraduate alumnae committee is being led by a graduate student alumnae.

Committee Reports: Priyal (Operations)

- Priyal is working with Krissy Raposa from Simmons Advancement and Karen on organizing our 2023 hybrid meeting on Simmons university campus during homecoming weekend on 10/14/2023.
 - The board meeting will be held directly after the President's State of the Union address.
 - The board will also meet for a lunch meeting along with the members of the 125th anniversary committee
 - Most/all of the board members are expected to attend these meetings
 - Alix Laager from the Board of Trustees will be speaking at the event as a keynote speaker
 - All board members will be expected to provide committee updates
 - A raffle will be held at the end of the meeting to give out 1 virtual ticket to the Simmons Leadership Conference held in 2024
- Priyal provided an update on onboarding Adunni to the board and ensuring her access is all set
- Karen added that all board members traveling from outside of Boston, will be provided one night of hotel accommodation on behalf of the Association's budget.
 - This budget item will be reviewed during the resolutions section of the meeting
- Karen encouraged all members to reach out to at least 5 of their Simmons friends to sign up for the AAEB meeting during homecoming weekend to help increase our participation count

Committee Reports: Karen Thomas (Treasurer)

- Cash on hand: 147,398.15
- The transfer of funds from SVB to TD Bank is still in progress and Barbara is waiting for those to clear up

- Barbara informed the board that Clare Pak, Assistant Treasurer has decided to step down from her position due to commitment of graduate school. Barbara is looking to recruit another assistant treasurer
- Barbara reminded board members to give a donation to Simmons of the amount equivalent or more than their graduating year by October 15th. For example if you graduated in 1975, donate at least \$75 to Simmons and send Barbara a copy of the receipt. This is expected from all board members as part of their commitment to the Simmons Alumnae/i Association Executive Board

Committee Reports: Pam Dashiell (DEI)

- Alumnae Association will be partnering during Homecoming weekend to celebrate Hispanic Heritage Month. The association will be making a donation of \$4,000 to cover part of the cost of the celebration
 - The celebration would also include collaboration with Simmons OLA and having attendees pin a map on themselves when they enter the room to showcase where they are from
- Pam also brought up a donation of \$500 to Simmons Hillel on behalf of the Simmons Alumnae/i Association
- Pam is also planning to put a committee together to start planning for Black History Month, Women's History Month, Pride Month and so on.

Committee Reports: Elaine McCarthy (Nominations)

- Elaine provided an update that below positions are currently vacant on the board
 - Director of Athletics
 - Assistant Treasurer
 - Vice President

Committee Reports: Janine Coveney (Marketing)

- Janine plans to upgrade the wix website which would cost \$32 a month. This will allow us to post graphics, images and videos for content
- Janine is looking into finding someone who can upgrade the website to ensure all the information is up to date
- Janine is working with Lashae Hawkins to schedule the next Tuesday Tea podcast most likely in October
- Janine is working with Ron Barclay to get a logo created for the 125th anniversary celebration. The logo would cost roughly around \$295- \$300
- Janine is working with Simmons to get a social media intern who can help with posting content for the Association

Committee Reports: Courtney Bryant (Student Outreach)

- Courtney and Maddie worked on getting the student welcome gift from the Alumnae Association for the incoming class
- Courtney attended orientation few weeks ago and also participated in the candle lighting ceremony and met some students
- Courtney plans to engage with the Senior class council as well as the SGA President and Vice-President and invite them to the upcoming board meetings
- Courtney will also find the Endowment scholarship recipients to see if they can attend the hybrid meeting on 10/14/2023

Committee Reports: Kelly O'Connell (Alumnae/i Outreach)

- Kelly will be hosting a community engagement workshop with Enna during homecoming weekend
- Kelly spoke about the upcoming Beyond Balance Pitch event happening on November 17th 2023 (International Women's Entrepreneurship Day) on Simmons campus
 - Event will be held for from 8:30am - 2:30pm
 - First of a kind event to be held and open for Simmons graduate/undergraduate students to attend
- Kelly planning to host events in Southern CA, DC & FL in the coming year
 - Goal would be to engage with 35- 50 alums during these events
 - Kelly estimated roughly \$25-50 per alum for each event mainly for snacks and refreshments
- Kelly encouraged board members to be active on Simmons network and re-post her posting and share about any of the association's activities. She mentioned that it is also a good place for recruiting volunteers
- Kelly is looking to connect with Simmons SGA president to help spread the word on the pitch event

Committee Reports: Maddie Gretzky (Historian)

- Maddie is working to highlight some alums in preparation for the 125th anniversary celebration
- She will use this as an opportunity to also collect and find records that can be added to the repository
- Maddie mentioned that if folks have any records or memories of Simmons, they can send those to her and she can digitize them

Committee Reports : Adunni Anderson (Career & Life Transitions)

- This was Adunni's first board meeting so she introduced herself and spoke about the vision and goals of her position

- Adunni is looking into the history of her position and the work that has been done in the past
- Adunni is planning to engage with some alums to build her position and think about ideas for programming

Committee Reports: Enna Jimenez (125th Anniversary Chair)

- Enna will be leading a workshop during homecoming weekend with Kelly
- Enna will be engaging with alums to understand how they want to get involved with Simmons and tie it into planning 125th anniversary celebration

Resolutions

DEI:

(PASS) 09-23-01 The AAEB approves the \$4,000.00 sponsorship of the Welcome Reception and celebration of Hispanic Heritage Month during Homecoming Weekend 2023.

NOMINATIONS:

(PASS) 09-23-02 The AAEB elects Adunni Anderson as the Director of Career and Life Transition for a term of 3 years, effectively immediately.

(PASS) 09-23-03 The AAEB approves the appointment of Director- at- Large for Enna Jimenez as the 125th Anniversary Director for a term of 2 years effective immediately.

PRESIDENT:

(PASS) 09-23-04 The AAEB approves the travel expenditure of the Friday night hotel stay for Directors attending the October meeting from outside Boston during Homecoming weekend and registration for those directors, estimated at \$3,000.

(PASS) 09-23-05 The AAEB approves the estimated cost for Simmons Leadership Conference and Raffle giveaway of \$5,000.

OPERATIONS:

(PASS) 09-23-06 The AAEB approves the minutes from the March, April and June 2023 meeting with the necessary changes.

All votes are recorded here: [09232023 Resolutions and Attendance](#)

MeetingRecording: [AAEB September Board Meeting \(2023-09-23 10:03 GMT-4\)](#)