

Marlboro College Alumni Council  
July 10, 2022

In attendance: Ellie Roark, Pamela Nye, CJ Churchill, Melanie Gottlieb, Kate Hollander, Amy Tudor, Mark Genszler, Dagmawi Eminetu, Bess Poehlmann

Meeting called to order at 2:06 PM EST

Agenda approved without amendment.

Approval of minutes:

- Motion to table approving minutes for May and June; Pam will clean them up and we will vote to approve via email before our next meeting. Motion passed.

Officer reports:

- Clerk: Thanks to Pam and Kate for filling in while I missed the last couple meetings! Will get minutes uploaded to the website as soon as they're approved.
- Moderator: no report
- Treasurer:
  - We got a donation check to the PO box. We need to keep on our radar the possibility of deputizing a group of folks to do a set of manual thank yous for donations that don't come in via the website where thank you letters are automatically generated. We have now raised enough money to cover our operating expenses this year.
  - We should put together a small donations/audit committee, and include someone external to the board. We are going to need someone to do an audit on an annual basis now that we have money coming in and out.
    - Additional discussion about this committee to be added to September agenda.

Committee Reports:

- Communications:
  - Email report: We really need a contact data working group! We get lots of requests for "do you have contact info for person x." Kate will connect council members to a couple of volunteers who have already expressed interest, and the group will begin work in earnest while we develop a charge for them.
    - When we reply to people asking for contact info, we should add Emerson to our general response; they have the alum database and could maybe help with these queries since they likely have a more formalized contact info sharing policy than we do.
  - Upcoming communications: We just got the video from our April virtual meeting, so the message with the link to view that video has not yet gone out. We decide to edit the video so that only the council questions are in the video, no other community member comments. That is what we said out loud in the meeting would be shared. Email to the Association will go out once video is edited and link to updated video is live.

- Website features: Erik [Olsen, webmaster] has more things to share; maybe the best path forward is to convene a subgroup to discuss all the website feature updates with Erik and then bring a recommendation to the group. Motion to table discussion to September. Motion passed.
- Resources: no report. Waiting to hear back from Marlboro Music Festival consultant.
- Governance group: discussion and hopeful vote on proposed bylaws for the Association.
  - Ellie outlines the procedure we'd like to undertake for the bylaws discussion. Slightly more strict adherence to Robert's Rules than usual; we're looking for specific amendments, and we expect to either vote to approve this today, or send it back to the committee for more work before we endorse it.
  - A council member feels there may be sections with insufficient detail and clarity. We discuss that this is not a perfect document; we just need a baseline that we can use to operate and propose to the Association membership for ratification. If anyone has proposed amendments to specifically address deficiencies they see, please propose them!
  - We decide to go through the document article by article and figure out where folks have comments/amendments, and then discuss those sections or articles in particular.
  - Discussion of proposed amendments. Council members proposed several amendments to the document, we approved all of them.
  - This document does not have a duty of care statement-- does that belong in the bylaws somewhere? We decide it belongs in board orientation materials, and probably in the board book.
    - We probably also need to note in the board handbook that we need a conflict of interest policy! Not necessary for bylaws.
  - Additional amendments proposed and approved.
  - Vote to endorse amended bylaws. This vote indicates that we the council endorse the bylaws as written, and agree to bring them before the Association for ratification.
  - Bylaws approved unanimously.

3:47 PM, Ellie must depart, Amy assumes minute taking.

Old business:

- Melanie \$250 requested to hire someone to do the private foundation taxes. Approved. There will likely be a future request for \$500 for the changeover from private foundation to 501c3.

Next meeting will be August 7.

Meeting adjourned at 3:50 PM ET

Respectfully submitted,

Ellie Roark & Amy Tudor