

**Ball State University Alumni Association  
Black Alumni Constituent Society  
June 4, 2011**

**Members Present:** Renee Akins, Phil Anderson, Mike Chisley, Fred Cox, Jarod Crowley, Teresa Jeter, Alivia Johnson, Carl Radford, Tammy Robinson, Sue Taylor, and Al Williams; Charmaine Powell by teleconference.

**Guest:** Michelle Harrell

**Call to order**

The meeting was called to order at 10:07 a.m. by Fred Cox, past president, because Pam Morris was attending a professional conference.

The minutes from the May 7, 2011 were unanimously approved following a motion by Carl and second by Phil.

**Fundraising for Scholarships Update**

Fred mentioned that about 20 percent of the \$7,500 goal has been met. Sue offered some alumni names for board members to contact to seek contributions before the June 30 deadline. Tammy said she has emailed copies of Pam's letter and sent pledge cards to friends. She made a generous personal contribution as well. Fred challenged the board to contact alumni they know so that the goal can be met. He also reminded them to make contributions themselves.

**Alumni Council Report**

There was no Alumni Council meeting since the board last met. Mike said that the next Alumni Council meeting will be Saturday, September 24, 2011. He encouraged members to take a moment to obtain an iConnect Lifetime E-mail account. Using this email account for board communication would ensure uninterrupted communication due to changes in email addresses, and will provide an Alumni Involvement Index point.

**United Way Breakfast**

Sue reported that the deadline for award nominations had been in May, according to Joyce Rose of the United Way. Nominations will need to be submitted earlier next year. Pam, Fred, Renee, Charles, Carl, Jarod, Alivia, Mike, Phil, and Dee Dee plan to attend the breakfast. Carl, Mike, and Fred said they would relinquish their tickets if other new board members would want to attend and need theirs.

**2011 Reunion Committee Reports and Details**

***Entertainment***

**Friday:** Evening activities begin with a meet and greet with substantial hors d'oeuvres and a cash bar from 7-9:00 p.m. A Soul Train line and dancing will be from 9-10 p.m. Al and Renee will provide recorded music.

**Saturday:** Coffee will be available at 9 a.m. Activities will begin with a panel discussion, 10-11:30 a.m. Panelists include Award of Achievement Recipients Nathan Boyd, Derrick and Joyce Jamerson, and Christina McDade. Pam will speak briefly to kick off the discussion. Teresa will be the facilitator.

### ***Silent Auction***

Charmaine asked each board member to bring at least one item for the auction. It can be donated from a business or an individual. Carl suggested that a few of the board members might go together to donate a larger ticket item. Sue mentioned that vacation time shares or dinner in someone's home have also been successful auction items at other BSU events. Charmaine asked that the items be turned in to Sue's office by July 15, and she volunteered to organize, place value, and mark starting bid prices for the donated items. The Silent Auction will be displayed in Meeting Room 2 with auction times on Saturday from Noon – 2:00 p.m. and 6 - 7:00 p.m. Winners will be announced at dinner.

### ***DJ***

Phil said the fee for the DJ, Bradley Bardwell, will be \$350 plus dinner, and that he has asked the board to submit a list of music they would like for the DJ to have Saturday evening. Phil will have one more meeting with the DJ, a BSU student who was recommended, to finalize the details and get the contract to Sue.

### **Publicity/Communications**

Fred encouraged everyone to get on Facebook to generate additional interest in the reunion as well as continuing to call and email friends. The flyer is targeted to print and mail in June. The reunion is mentioned on the Web site. Deadline for reservations is July 29 but last minute ones can be added on August 1.

### **Shirts**

Members voted to change the logo by removing the text "Reunion 2011" and centering the remaining text under the hand graphic. Logo placement will be the large and centered on t-shirt and small front left area on polos. Caps with the Cardinal head and "Black Alumni" will be added to items sold for the reunion. Teresa suggested if extra hats and shirts were purchased, they could be auctioned.

### **Hospitality Room**

Al will provide a list of beverages to Sue or Ed, and he plans to give away door prizes every half hour on Friday and Saturday nights at the Hospitality Room. Discussion followed about having food in the room. Al suggested creating a card/game tournament and give small trophies for winners. Mike will check on obtaining small trophies.

Al also suggested using an Alumni Center room for a Jazz, Juice and Jokes session between 2 – 4 p.m. on Saturday. The silent auction could continue during this time period. Jarod agreed to provide the comedic entertainment. Sue will check with University Catering about the cost of juice.

Al reported that the historical memorabilia that he has been compiling will be donated to Bracken Library Archives after the reunion. It will be displayed during Black History Month, and will be available for future alumni reunions.

### **Saturday Evening**

Fred passed around a draft of the program. Mike and Jarod will participate as emcees for the evening. Fred said the script details will be finalized at the next committee meeting. Reception table decorations will be glass vases filled with water and floating candles. Friday evening the center pieces will be placed on tables by 6:00 p.m. and Saturday by 5:00 p.m. Teresa and Tammy will fill them and light the candles each day. Sue said she would provide a white pillar candle, rather than renting the candelabra, for the "In Memoriam" portion of Saturday's program. She will have award recipient bios ready by the end of June, to send to Al and Alivia. Alivia will use them for the PowerPoint presentation to run during dinner. Al will arrange the "In Memoriam" display.

Fred announced that Ed Shipley is retiring from his position as executive director of the BSU Alumni Association on June 30, 2011. He recommended that some type of acknowledgement be presented to Ed for the support he has given this group over the years. Mike said they would make sure to acknowledge him near the end of the program.

The board will have its picture taken prior to the group photo at the reunion. (Saturday, 6:20 p.m. at Alumni Center).

### **Menu**

Sue and Pam will meet again to finalize the menus. Sue anticipated these reservations charges to cover some of the reunion meals and expenses: Friday Reception,\$20; Saturday Picnic,\$15; Group Photo,\$9; Saturday Dinner and dance,\$30; Package Price for all of the previous items, \$66; Saturday Dancing & Hors d'oeuvres (no dinner), \$20; Imprinted T-shirts, \$10; Embroidered Polo shirts, \$20; Embroidered Caps, \$12. Sue explained that due to the cost of processing credit cards, 5 percent of the total charged will be added to all credit card transactions.

The board selected fish and chicken entrees, along with a vegetarian option, for Saturday evening dinner.

Carl suggested inviting people to go out to Sunday breakfast at a local restaurant. Restaurants suggested were I-Hop, Eva's Pancake House, Sunshine Café. Sunday's breakfast would be independent of the scheduled activities.

### **Adjournment**

The meeting adjourned at 11:40 a.m. for pizza and visiting.

### **Next Meeting**

The Board will convene for a brief meeting on Saturday, August 6, 2011 at 9:00 a.m. (Muncie time). Tentative meeting dates to consider in September are the 10 and 17, 2011. Items for discussion for the September meeting include reunion review and election year nominations for officers.