

**Minutes of the 2010 NDSA Spring Meeting
April 14 – 17, 2010
University of Notre Dame
Notre Dame, Indiana**

Participants:

NDSA Board

Executive Committee:

Jim Gibbons, (Chairman), Mike Squyres, (Vice Chair), Bill Kreps, (Immediate Past Chair), Tom Loosbrock, (NDAA Liaison)

Regional Directors: (Attending)

Tom Gordon (Reg 1), Vin Boyen (Reg 3), Bob Johnston (Reg 4), Jim Crowe (Reg 5), Bill Dunn (Reg 6), Jack Fremeau (Reg 7), Jack Leicht (Reg 8), Ron Zlotnik (Reg 9), Emil Herkert (Reg 10), David Heskin (Reg 10 – newly appointed), Jim Donnelly (Reg 11), Ed Lynch (Reg 12), Lary Leach (Reg 13), John Hoffman (Reg 14), Ed Charbonnet (Reg 14 – newly appointed), Dick Erlenbaugh (Reg 15), Ray Raedy (Reg 15 –newly appointed), John Scully (Reg 16), Chuck Bennett (Reg 17), Bob Drajem (Reg 18), John Dwyer (Reg 18 – newly appointed)

UND Alumni Office:

Marc Burdell, Melonie Rhodes, Mike Brown, Lee Tavis

Wednesday April 14, 2010

- Mass at Dillon with Fr. Paul Doyle, C.S.C., Celebrant
- Various board members shared their memories about Fr. Louis Putz in front of the bench that bears his name next to the Eck Center. A brief reflection was made on how Fr. Putz had laid the groundwork for the NDSA and its activities.
- Dinner (a Polish Buffet) was held at the Eck Visitor Center for all NDSA Board members, spouses and invited guests. Newly appointed regional directors were introduced (see above list) and asked to provide some background bio information on themselves.
- Guest speaker, Mr. Thomas Harvey, Dir.- Masters of Nonprofit Administration at the Mendoza College of Business provided comments and insight regarding nonprofit board governance and the impact that the University of Notre Dame has made in the development of national and international leaders through its academic and social teachings.

Thursday April 15, 2010

- The meeting was called to order at 8:00am by Chairman Jim Gibbons. The Board was led in the opening prayer by Immediate Past Chair Bill Kreps.
- In his opening welcome Jim Gibbons introduced Dolly Duffy (NDAA Associate Executive Director) who welcomed the Board, commented on their strength in

- numbers and spirit and reaffirmed the role of the NDSA as the spokesperson for all of ND's senior alums.
- Dolly introduced Mike Brown as the newest member of the NDAA staff while also detailing other recent hires, open positions and ongoing realignment within the department. Dolly spoke about the continuing transition from the Irish Online system to the iModules platform and encouraged everyone to attend the iModules presentation later in the day. She addressed how several initiatives historically supported by the NDAA were being replaced by similar programs geared towards "touching" more alums and producing a greater "return on investment".
 - Jim Gibbons thanked Dolly for her update and then stressed to all of the regional directors the need to recruit, place and train Senior Alumni Coordinators (SAC's) for ALL alumni clubs. He emphasized the importance of having "can do" SAC's that would articulate the role of the NDSA and incorporate these efforts into the individual clubs activities.
 - Mike Squyres then conveyed that the financial statements did not reflect any change from last meeting given that last meetings' expenses were borne by the individual directors attending and at the end of the fiscal year all operating funds (\$25,000) will be exhausted.
 - Mike then briefly outlined 2010 goals: 1.) enhancing senior connections by gleaning information from the forthcoming NDAA survey, 2.) identify candidates (2) for each regional directors position to establish bench strength and continuity, 3.) need to revisit the role of board adjuncts, volunteers,... to help with NDSA administrative needs (e.g. website, financial records,...) not met by NDAA staffing support, 4.) the need to establish an effective NDSA marketing campaign and 5.) reemphasize the need to cooperate with and optimize the relationship between the NDSA and the NDAA.
 - The Board discussed holding the election for Vice Chair early in the session rather than during the "concluding session" of the Spring Board meeting as prescribed in the By Laws and the Procedures Manual. Upon appropriate motion, a vote was taken and the Board determined by a 13 – 4 margin to adhere to the By Laws and Procedures Manual by conducting the vote at the concluding Board session on Friday. It was then recognized through board discussion that bylaw sections 4.06 and 4.07 required rewriting in order to address concerns not previously considered regarding quorums, voting and election procedures. The AFP committee was charged with completing this task before the next meeting.
 - John Hoffman and Emil Herkert were identified as eligible (and willing) candidates to serve if elected as next year's NDSA Vice Chairman. The election scheduled for Friday (as stipulated in the Bylaws) would include a vote made by an attending board member who would not be present at the concluding session.
 - Bob Drajem presented the ANE Committee report starting with an overview on the spreadsheet report each director fills out detailing information regarding the SAC's for their respective region (pg.1) and the information contained on pg.2 highlighting any extraordinary activities achieved by any SAC within that region since the last report. Discussion ensued over the possibility of this report being "hosted" on the new iModule system and having directors update their particular region as necessary. Utilizing individual clubs' annual reports (which each

- director has access to) could serve as a source of unique or exemplary events worthy of “pg.2” listing. Bob then presented a proposal for discussion that revolved around the awarding of a Senior Alumni Club Award (for each Club level) which would be presented to those Clubs which had demonstrated (and supported by information detailed in their annual reports) an exceptional degree of participation during the past year of activity representative of what the NDSA is trying to accomplish through club structures or otherwise. It was agreed that Vin Boyen as the incoming chair for the ANE committee would lead the effort to formalize procedures associated with such an initiative. A motion was made, seconded and unanimously approved to institute a process/procedure for a senior alumni club award. Bob then spoke about the updated NDSA Board of Directors – Regional Director Information & Responsibilities outline. He suggested and all agreed that its location on the NDSA website needed to be changed for easier access. After Board discussion, a motion was made, seconded and unanimously approved that an additional regional directors’ responsibility should include the mandate to work with their NDAA Regional Director counterpart in establishing Senior Alumni Coordinator’s (SAC’s) for each club in their region. There was general Board discussion regarding the charge that future fund raising by the NDSA is strongly discouraged and that there is a need for the NDSA executive committee to approach the NDAA for additional funding to meet operational needs to sustain initiatives and provide a minimal level of administrative support.
- John Hoffman presented the AFP Committee report detailing the process used for the selection of the incoming group of new regional directors. He emphasized the need for each director to always have candidates in mind for their succession and the need for timely submission of these candidates as per the Bylaws and Procedures Manual to assure a smooth vetting process. John also spoke to the need for each regional director to help identify nominees for the annual Fr. Putz Award. Discussion was held about the process to renominate candidates who had not won the award, including sunset provisions and the posthumous awarding to a candidate. John said the AFP committee would amend the procedures regarding the Fr. Putz Award to encompass these issues. He also reiterated to the Board the wonderful deeds all candidates for this award have demonstrated.
 - Bob Johnston presented the CPR Committee report beginning with a proposed draft of an NDSA Marketing Plan. A general discussion focused on the need to “get the word out” regarding NDSA by the MOST effective and penetrating means. He then passed out a sheet showing proposed NDSA logos with no decision made on which logo was preferable and how it would be used if selected – absent any funds to place it on items used for advertising, personal apparel or in an attempt to establish a “brand” logo. The reinstatement of a newsletter was addressed with Bill Dunn assigned the role of pursuing this means of communication going forward.
 - Emil Herkert presented the Initiatives Committee report thanking the 10+ Board members who responded to his request for 100 printed copies of the NDSA brochure which when combined with previously printed copies should provide enough for inclusion in the welcoming packages at the upcoming ND Reunion. Also each participant in this weekend’s Senate meeting received a copy of the

- NDSA brochure. He mentioned that the NDSA website has been updated to reflect current NDSA initiatives as well as examples of how the NDSA supports the Alumni Associations' 6 C program development. Emil then reviewed some of the efforts that will be undertaken at the Reunion to promote and advertise the NDSA. With regard to moving ahead with other advertising initiatives in concert with Alumni Association staff, no progress has been made.
- Chuck Bennett presented an update on the God, Country, Notre Dame (GCND) initiative. The most important component of this initiative is realizing a \$50,000 scholarship commitment. They have raised over 25% of this goal (\$13,250). If the remainder of the \$50,000 (threshold amount) is committed by 6/30/10 they will then be able to publicize their efforts in a broader fashion. Mailings to all Military associated with ND and one to the over 25,000 alumni that haven't gifted Notre Dame in the past 10 years are being considered.
 - John Hoffman, Chair of the AFP Committee conducted an Orientation session for new directors.
 - The duration of the afternoon had directors attending several NDAA Senate general sessions including; Fr. Jenkins C.S.C., giving a "state of ND" update from a global perspective, Lou Nanni providing some of the initiatives that ND is undertaking from a campus perspective, and a presentation on the new iModules platform which will replace / upgrade the Irish Online system. Regional directors then attended and participated in their NDAA Regional meetings. After a reception at Legends, the Clubs and class award dinner was held at the South dining hall followed by a reception for all Senate attendees at the Eck Visitor's Center.

Friday April 16, 2010

- Breakfast was at the McKenna Hall lower level where regional directors sat at various tables participating in roundtable discussions. General sessions in the McKenna Hall auditorium then included a campus building update, NDAA constituency updates, various concurrent workshops where regional directors chose a session appropriate for their needs.
- The NDSA Executive Committee were scheduled to meet with their NDAA counterparts for lunch to address strategic issues of the NDSA and how the NDAA would specifically support the NDSA going forward. But due to several unfortunate events an informal discussion was held by NDSA leadership and Chuck Lennon, Marc Burdell and Mike Brown regarding a wide range of topics.
- After lunch each NDSA Regional director was assigned to attend a specific "NDAA Club Size Meeting" that focused on best practices for making alumni clubs dynamic and effective.
- Vin Boyen opened the NDSA afternoon session with a prayer and then was followed by a presentation from Mike McCoy '70, former ND All-American and pro football player. Mike updated the group on his efforts with Mike McCoy Ministries which is a faith based outreach program geared towards kids in Catholic schools (grades 5 – 12). He utilizes the wisdom gleaned from the Book of Proverbs as the basis for his teachings.

- Ed Lynch then updated the group on his efforts with the Bat For the Cure effort and how there are over 120 minor league baseball games scheduled this summer where NDSA will look to provide manpower for this cancer awareness program. Ed also mentioned his interest as he assumes the chairmanship of the Initiatives Committee to enlist the support of the Dr. Tom Dooley Society (over 2,000 members that are medical alumni of ND) to support the Cancer Awareness and Education initiative of the NDSA. He spoke about the “Fighting Irish” effort which is geared towards cancer walks / runs and how the NDSA should look to get involved with these community activities.
- Jack Fremeau then spoke about the CCPAP Initiative, specifically about the success that the Detroit Club has had with establishing and being recognized regionally for their success. Their activities are chronicled on the NDSA website under Initiatives. Also, this year’s Fr. Louis Putz award winner (and incoming Region 13 Director) Jim O’Neill was instrumental in ensuring the success of two Catholic schools in underserved areas of Dallas, TX. A motion was made, seconded and unanimously approved to have the Initiatives group address how the success of the Detroit and Dallas Club efforts could be modeled into a national program. Emil Herkert then handed out additional Hospital Support Cards to all Regional Directors.
- Lee Tavis PhD., NDAA Advisor to the NDSA then addressed the group confirming that his term in his advisory capacity would end on 9/30/10. He spoke about the importance of keeping the values of ND in mind during all of our efforts and to remember that social outreach is also a core element of NDSA’s objectives.
- Both Emil Herkert and John Hoffman gave brief statements to the group explaining their personal reasons for running for the Vice Chairman position of the Executive Committee. With the ballot from the NDSA Regional Director that had to leave the Senate early being included in the voting tabulations, the votes were counted and John Hoffman was elected to the Vice Chairman’s position of the Executive Committee.
- Melonie Rhodes passed out Regional Director’s manuals to the newly appointed directors. Mike Squyres spoke about the possibility of looking for \$10 contributions / “dues” from seniors interested in supporting the NDSA through the new iModules based website that the NDSA’s current website will migrate to. Bill Dunn suggested that all documents, forms, applications,... that become a matter of record have a date assigned to them in order to assure that everyone has current versions of these materials. A motion was made, seconded and unanimously approved to hold the next NDSA meeting prior to the Stanford football game (9/22 – 9/24/10). Former board members will be invited to attend the social and business sessions of the fall board meeting. A motion was made, seconded and approved (with one opposed) to have the NDSA tailgate party open to all senior alums and their significant others and that registered SAC’s would not have to pay the admission charge for this event.
- Tom Gordon noted that conducting the NDSA board meeting in conjunction with the NDAA Senate afforded many opportunities to promote the goals and objectives of the NDSA and was more productive in championing the role of the NDSA in alumni affairs.

- Bill Kreps addressed the group and gave a reflection on the 5 years he served in various capacities with the NDSA. Using a series of metaphors he chronicled how he started in 2005 as a “stranger on a train” where NDSA was still in its early stages, survived what was a serious “derailment but avoided a disastrous crash”, enjoyed the momentum of getting NDSA “back on the tracks” rolling forward and now is more comfortable knowing that the train “is picking up speed” and he has made many friendships that he looks forward to keeping in the years ahead.
- Jim Gibbons, NDSA Chairman presented recognition plaques to outgoing Regional Directors acknowledging and thanking them for their contributions and years of service. Lary Leach, Dick Erlenbaugh, John Hoffman, Bob Drajem and Emil Herkert were all given a well deserved round of applause for their work on behalf of the NDSA.
- Tom Loosbrock, NDAA Liaison to the NDSA, spoke to the group about the positive transformation of the NDSA over the years and the chance and need to market the NDSA at all reunions going forward. He spoke about the opportunity that the upcoming survey (results available in early 2011) will provide for the NDSA in the form of current information on what ND seniors are interested in doing and how NDSA can effectively meet these needs.
- Jim Gibbons recognized Mike Squyres and Bill Kreps for their interim support this past year while he recovered from his medical issues. He reemphasized the critical importance of establishing solid SAC’s as the means of reintroducing senior ND alums to club and NDSA activities. Chuck Bennett offered a closing benediction.

Respectfully Submitted,
AFP Committee