

ND SENIOR ALUMNI WINTER BOARD MEETING MINUTES
ST. AUGUSTINE, FLORIDA
JANUARY 18 – 20, 2007

In Attendance:

Jim Barry, Chairman
Paul Scagliarini, Vice Chairman
Dick Griffin, Immediate Past Chairman
Jim Keegan, Senior Alumni NDAA Director
Vincent Spohn, Region 1
John Studebaker, Region 2
Daniel Merritt, Region 4
Phil Roehrig, Region 6
Mike Pinter, Region 8
Bob King, Region 11
Mike Squyres, Region 12
Bill Kreps, Region 13
George Harvey, Region 14
Jo Ann Harvey, Region 14
Pete Campbell, Region 15
Marty Gleason, Region 16
Kelley Macke, Region 17

Unable to attend:

Frank Whitton, Region 3
Debbie White, Region 5
George Koch, Region 7
Jim Slattery, Region 10
Mike Neumeister, Region 18

Former Board Members in attendance:

Tom Loosbrock
Joe Adler
Ellen King

Alumni Association Office Representative in attendance:

Tom Monaghan

January 18, 2007

The Board of Directors and their spouses had a welcoming camaraderie dinner at the Caddy Shack restaurant on the grounds of World Golf Village from 6:30 pm to 9:30 pm.

January 19, 2007

Chairman Jim Barry called the Board meeting to order at 8:00 am. Director George Harvey led the Board in prayer. Vice Chairman Paul Scagliarini welcomed the Directors to St. Augustine and covered a few housekeeping items.

Chairman Jim Barry in his opening comments challenged the Directors to be positive in addressing the general discussion topics on the agenda. He did not want any hidden agendas of any kind, as it was very important the Board have open and positive discussions.

8:30 am to 9:45 am. The spouses and guests of the Board were invited to join the meeting for this segment. The Executive Committee invited Elizabeth Johnson, MD from the Mayo Clinic in Jacksonville to talk on “Stem Cell Research”. Dr. Johnson is a member of the Catholic Medical Association and as part of the bone marrow transplant team at Mayo Clinic and utilizes bone marrow stem cell therapy with patients with malignancy. Her presentation was from a Catholic perspective. The presentation was presented well and very informative. A question and answer session followed the formal presentation.

10:00 to Noon – Open discussion items:

Former Director Joe Adler provided an update on the Fr. Putz book and distributed some printed material. Director Marty Gleason shared comments on the Chicago Club’s Hesburgh Lecture in October 2006.

Chairman Jim Barry opened the floor for discussion on the topic of the identity of NDSA and endorsement, recognition from NDAA. An open and frank discussion was held on this agenda item. Tom Monaghan was representing the Alumni Association. The discussion produced the following:

- Attempt to have a joint meeting between the NDSA Board and the NDAA Board at the spring meeting. Thoughts were an evening meeting or perhaps a lobby breakfast. Tom Monaghan agreed to talk with Chuck Lennon.
- NDSA recommended the NDAA visit the NDSA web site to become more aware of all that is happening in NDSA.
- NDSA requested support for its various initiatives. Tom Monaghan said the NDAA Directors were being strongly urged to have annual Regional meetings and strongly urged the NDSA Directors to attend. It was agreed a good working relationship and mutual support between the NDSA and NDAA Regional Directors was paramount.

- A recommendation was made to have the Chairpersons of the different NDSA committees communicate with their counter part on the NDAA Board.
- It was agreed that NDSA has to continue to participate in the annual alumni senate workshops which is the plan for 2007.
- NDSA was very successful with the welcoming tent at home football games last year. It was evident from the alumni who visited the tent, they were not aware of NDSA. It was recommended to continue the tent at football games and be visible at the reunions. Funding for the tent will be part of this year's budget request. Discussion was held about NDSA possibly also being responsible for the welcoming booth at the ACC for football games. No decision was made.

Discussion item – 2007 Alumni Senate Spring Meeting:

Tom Monaghan provided an update on the meeting. The dates are May 2 – 5, 2007 and the theme is “New On Line Tools”. The new computer system was explained to the Directors with emphasis on its enhanced access capabilities and the importance for training which will be available at the spring meeting. The formal senate meeting will end Friday May 4th and then the Notre Dame Development Department will introduce the current financial campaign.

A discussion was held as to NDSA meeting and lodging locations as the McKenna facility will not be available. The senate sessions will be held in DeBartolo. The NDSA Executive Committee requested Tom Monaghan secure the Jamison Inn as the lodging site. The NDSA Executive Committee will determine the meeting site. Chairman Barry was definitive that NDSA would have a concurrent workshop session at Alumni Senate.

Discussion Item: NDAA Staffing and NDAA support to NDSA

Tom Monaghan explained the circumstances in not replacing the NDAA liaison position within his group. Tom is the primary support person for NDSA and he will be helped by Melonie Rhodes and Heather Tonk of the NDAA staff. It was explained the NDSA Board is supported and considered in the same manner as the Minority Boards all of which are Tom's team's responsibilities. In the discussion of the role of the Minority Boards it was understood their primary role was the recruitment of incoming minority students which is of valuable assistance to Notre Dame's Admissions Department. It was discussed how this focus differs from the NDSA supporting 30,000 senior alumni through interaction at both the club and class levels. Tom also mentioned his team also supports three committees on the NDAA Board. Additional Alumni Association staffing is the addition of Natasha Wilson as Director of Marketing and Communications and Brad Goff as Senior Director of Budgeting and Finance.

Tom requested the NDSA 2007 – 2008 budget completed by February 2007.

Tom Monaghan explained what the Alumni Association was expecting from the NDSA Board to document their continued time, talent, and treasure support. They are as follows:

1. NDSA is expected to show its value to the Alumni Association.
2. NDSA needs to prioritize its initiatives and demonstrate how they help senior alumni and the NDAA.
3. Recommended NDSA identify its initiatives into the six “C” categories on which the clubs are evaluated.
4. NDSA should set more specific goals and determine where it wants to focus its resources.

Action steps were taken to assign responsibility to NDSA Committees to respond to these items. A recommendation was made for Executive Committee consideration to develop individual brochures for each of the initiatives.

Discussion Item: NDSA Newsletter Communication:

The Clubs Committee circulated a template of the informational topics included on the newsletter. A recommendation was made to always include a reference to the senior alumni web page. It was also recommended we send this to the Class Secretaries and to change the name from: “Club Notes” to just “Notes”. The template and recommendations were approved by the Board. NDSA will try and get one story submitted to NDAA for inclusion in the ND Today newsletter. It was agreed the Clubs, Classes, and Communication NDSA Committee Chairpersons need to work together on this activity. The NDSA newsletter would be produced three times a year, following the three NDSA meetings.

Noon to 2:00 pm:

During this time period the Directors had lunch and each of the NDSA Committees held their committee meeting. The Executive Committee had lunch with Tom Monaghan and Jim Keegan.

2:00 pm to 4:00 pm

The optional afternoon session was devoted to an update and discussion led by Director Pete Campbell on the NDSA Hospital Support Program. It was attended by all the current NDSA Board Directors, the Executive Committee and Tom Monaghan. Director Campbell noted 31 clubs have signed up for the program with 29 in Emergency Care. There are 15 clubs who have emergency care and pre-planned care and 4 with military care. To date there have been 7 pre-planned care situations in 7 different clubs where this initiative has been

effective. Several Directors shared club activity with this initiative in their regions.

In the discussion on the Emergency Care portion of the initiative, trying to manage a listing of hospitals and club coordinators on the senior alumni web page was not a viable alternative. A recommendation for a separate 1-800 phone number directly into the Alumni Association was discussed. It was also discussed that this initiative needed to broaden its base of support beyond the Notre Dame family to become a more community service initiative.

A discussion was held as to the continued inclusion or separation of the Military (God, Country, Notre Dame) portion of this initiative. If separated the military hospital portion would be transferred to the God, Country, Notre Dame Committee. The Executive Committee approved the separation and the military hospital portion will be the responsibility of the God, Country, Notre Dame Committee.

An idea was presented on the Hospital support initiative to investigate a potential partnership with the Make a Wish Foundation.

A discussion on the next steps for the program produced the following for consideration:

1. Develop a logo
2. The Alumni Network Committee will develop a plan for the initiative which would include specific goals and how to expand the initiative beyond just the Notre Dame family.
3. Tom Monaghan recommended NDSA run the initiative past the Notre Dame Legal Department as to HIPPA . He also said to include the future marketing expenses for this initiative in the February 2007 budget request. In addition, be sure to bring Heather Tonk of the NDAA into the loop and work with her. The Regional Directors agreed to set a goal to have 90 clubs in this program by Fr. Ted Hesburgh's 90th birthday in May of 2007. The presentation was very informative and the afternoon session productive.

6:00 pm Dinner at the Renaissance

The Directors, spouses, and guests had a camaraderie dinner and enjoyed a seafood buffet at the hotel.

Saturday January 20, 2007

Chairman Jim Barry opened the meeting at 8:00 am with a prayer from former board member Joe Adler.

The following items were on the agenda for discussion:

- **Spring 2007 meeting, Florida Fling and Putz award**

NDSA verified it wanted lodging at the Jamison Inn for the spring meeting. NDSA said it would work on a meeting location and requested NDAA support to insure NDSA materials are included in the packets, and NDSA has time in the workshop sessions, and is included on the Class Officers meeting agenda. Tom explained the NDAA expense reimbursement program for meeting attendance as to transportation by air or automobile.

The Florida Fling (February 16-17,2007) was discussed and Tom explained with attendance declining, the event is a financial loss, and a significant time commitment by the NDAA, and continued support of the Florida Fling by the NDAA was in question. He offered the Fling to NDSA to manage in 2009. Chairman Barry said he was planning to be at the Fling representing NDSA and provide a report to the Board in the spring where a final decision will be made regarding 2009.

Putz Award – Following discussion it was agreed for the 2007 spring meeting award the Internal Activities Committee of NDSA will determine the two (out of 10 nominees) to recommend to the NDSA Executive Committee who will select the winner and inform the NDAA. This will be the process in the future. The NDSA will present the award to the recipient at senate.

- **Reunion 2007 weekend.** Classes Chairman George Koch is working on this activity. NDSA requested a better positioning on the seminar session schedule than reunion last year. A recommendation was made to have a senior alumni hospitality tent like the football games at reunion. Printed material for handout at the reunion to be provided by the NDSA Communications committee. Director Kreps of the Classes Committee said they would contact Muriella Riley on NDSA needs and send an email communications to effected class Secretaries.

- **Short term NDSA goals:**

Chairman Jim Barry will be working on arrangements for the Spring meeting. Chairman Barry told the Directors it was clear that NDAA is looking at our value, therefore it is very important the Directors get out into their regions, meet with clubs, attend regional meetings, and do this sooner rather than later. The Executive Committee will continue to address the identity issue with senior management of the alumni association before the spring meeting. NDSA needs to list and quantify what we are doing for Notre Dame. We also need more action in the regions.

One Director suggested NDSA would get more bang for its buck by using better tools such as a brochure for each initiative rather than a general all purpose brochure. The brochures should show value to club and then Regional Directors can go one on one with clubs. The NDSA Communications Committee will draft up an initiative specific brochure highlighting all the current initiatives.

Another Director introduced a discussion on the structure of NDSA and offered perhaps NDSA should be structured on an initiative basis rather than regional and clubs. Following discussion the current structure will not change as it does not preclude NDSA from being the go to group for NDAA.

A question was asked of Tom Monaghan – If NDAA put NDSA together what would it want? His opinion was: NDSA would be asked to be the lead and point group on senior-focused initiatives with the clubs and classes. Do more communicating on what the initiatives do. NDSA needs to come together and drive the initiatives. What would be lost if we did not have the initiatives?

- **Regional Summary report:**

Clubs Chairman Dan Merritt reported receiving 15 of the 18 regional reports, but 5 of the 15 only had contact information. Each Director was asked to submit their regional goals as well. Twelve of the eighteen regions complied. The items addressed as goals on the twelve submitted reports were: communications, visits to clubs, encourage clubs to have a senior coordinator, promote the initiatives, attend regional meetings, attend UND nights, review club annual reports, and screen applicants for their replacement.

NDSA newsletter – Director Merritt reviewed the distribution. The newsletter is distributed to, NDSA Directors, all club presidents, all club coordinators, made available for the web page, all former NDSA Directors, and NDAA Board members. The NDSA Directors were told to send it to their club again.

- **Catholic Diocesan Professional Assistance initiative:** The material on this new initiative was presented by Vice Chairman Scagliarini and a hard copy distributed to each Director. Discussion followed as this initiative approved by the Executive Committee was made an official initiative of NDSA. An electronic version of this initiative will be sent to all Directors.
- **Committee Reports:** Each committee Chairperson presented their report. A copy is attached to these minutes. Chairman Barry asked the

committee Chairpersons to submit their 2007 – 2008 budget to him by January 31, 2007. It was also agreed the Classes committee should continue to have senior alumni coordinators for each class.

Following discussion of the Internal Activities Committee on the selection process for new Directors it was agreed NDSA would follow the process in the current bylaws. Tom Monaghan provided input the qualifications of any new NDSA Director. They should have some technical ability (email and Microsoft office), and have some actual club or class leadership experience, and Chuck Lennon has a veto vote. The Internal Activities Committee needs to make their recommendations on the 7/1/07 new Directors by March 15, 2007 so we can invite them to the spring meeting.

NDSA communicated the critical importance of having our budget approved so it can communicate as soon as possible the financial obligation of being a NDSA Director to the new appointees.

- **Open Discussion:** The Executive Committee was asked the following: consider creating a committee of Past Chairmen in NDSA to help in reaching seniors and develop a two word mission statement, one a verb, one a noun (object).

Chairman Barry adjourned the meeting at noon.

4:00 pm Catholic Mass

Fr. Dan Devore, the chaplain of the North Florida Club celebrated mass for 25 of the meeting attendees.

Submitted on February 16, 2007

Paul Scagliarini '60
NDSA Vice Chairman