

**LUZERNE COUNTY COMMUNITY COLLEGE ALUMNI ASSOCIATION  
BI-MONTHLY MEETING MINUTES  
TUESDAY, MAY 13, 2008**

President Russell Keeler called the meeting to order at 5:37 p.m. In attendance were Russell Keeler, Melissa Taney, Carol Dean, Lisa Owens, Dana Daniels, Elaine Flanagan, Jennifer Pawlowski, Al-Nisa Bracey, and Joann Chukinas.

Secretary's Report: (Melissa Taney, Secretary)

- The minutes of the March 12, 2008 meeting were e-mailed and/or mailed to the group. No additions and corrections were made and the minutes were approved.

Treasurer's Report (Elaine Flanagan, Treasurer)

Elaine reported the investment balances as of May 13, 2008.

Bonnie reported to the group that she wasn't sure if we should keep the 6 month CD that we currently have. She will check into this and let us know what she finds out.

Phonathon Update: (Lisa Owens, Chairperson)

- There were a couple of issues with the phones this year. A lot of the phones were not initially working but were finally fixed by the second week.
- We seemed to have a lot of help on Mondays and Wednesdays but we were short help on Tuesdays.
- We are not yet sure of how well we did. Bonnie reported that she made the first deposit in the amount of \$8238.00.
- Dates for next year: March 30 through April 1, 2009 and April 6 through April 8, 2009.

Flea Market Update: (Bonnie Lauer, Director, Alumni Relations)

- We did well this year with 69 vendors attending. We had 10 vendors who didn't show.

- Approximate profits so far are \$2,757.15.
- We had Dr. Lori for three hours this year and we had a loss of \$85.00 on her event. Her fee this year was \$850.00. The group again had a discussion on whether or not to bring her back next year since her fee goes up every year. It was also noted by some in the group that even though she does bring people in to the College, they seem to stay at her event and not visit any of the vendor tables or food vendors. We will discuss again next year after we find out what her fee will be.
- Bonnie noted to the group that she had to pay a \$100.00 raffle license to Luzerne County. This will cover all events in 2008.

### Craft Festival

- The 19<sup>th</sup> annual craft festival will be held October 18, 2008.
- If anyone knows of any vendors, let Bonnie know.
- Letters will be mailed late-May/early-June for the early-July cut-off.
- A jury meeting will be held around the third week of July.
- The group decided to increase the food vendor fee to \$125.00 but keep the other vendor fees the same.
- The group also discussed non-smoking areas during the craft festival. Last year, outside vendors were smoking near the entrance to the campus center. It was noted that we may want to include this in the letter to vendors.

### Director's Report: (Bonnie Lauer, Director, Alumni Relations)

- Bonnie reported to the group that Tozia Castagna, former employee of the library here at the College, recently passed away. Tozia was also the mother of Paula Labenski, Administrative Assistant to the President and former president of the Alumni Association. Flowers and a memorial book in the library were purchased by the Alumni Association.
- Bonnie again brought up alumni board expansion. Bonnie has been thinking of maybe some strategic planning and overall goal-setting. The group again talked about different ideas to bring in new members – maybe possibly contacting graduates at their graduation gown pick-up.
- Bonnie also reported she wanted to look at the by-laws.
- Bonnie is looking into a bus trip.

- Bonnie had a fund request for the group involving funds for her to attend events and continue her association with professional organizations (CASE, CRD and AFP). When Bonnie's position was changed from administrative to faculty, her budgets were cut. Lisa Owens made the motion to approve the request, Elaine Flanagan seconded the motion and the fund request of \$1,600.00 was unanimously approved by the group.

President's Report: (Russell Keeler, President)

- The PSTI ribbon cutting ceremony was held on April 25.
- Russ, Lisa Owens, Ed Hennigan, and Melissa Taney all attended the event and had the opportunity to participate in the actual ribbon cutting.
- The ceremony was very nice and there is a suite of rooms named after the Alumni Association.
- The two fire trucks that were purchased by the Alumni Association were there.
- We have two more payments to fulfill our pledge to the PSTI.
- The first training sessions were held the second weekend of May.
- The group talked about possibly having a meeting there some time in the future.
- The brick project is going well, with 33 bricks already purchased. This will be an on-going project and Bonnie will meet with Karen Flannery to plan the actual walkway.
- We will again award alumni scholarships to deserving students. Bonnie will set up a meeting when she gets the application and will contact the group to help select the recipients.
- Dental Health Alumni Day will be Friday, May 16, 2008. Jane Balavage will be the speaker with 140 registrants attending.
- The annual graduate Reception is set for May 20, 2008 from 7 to 9 p.m. The group is urged to "Dress to Impress". Please RSVP to Bonnie if you plan on attending.
- Commencement ceremonies are May 22, 2008 at 6 p.m. Marcia Wallace is the speaker. Let President's Office know if you will be attending.
- The Outstanding Graduate Award will be presented to Al-Nisa Bracey.
- Commencement Flowers of Canada will again sell flowers at graduation. We will receive 20% of the profits and all proceeds will go to the PSTI. It was noted that Wachovia's fee for this went up to \$150.00.

New Business

- The annual Alumni Volunteer Appreciation Picnic will be held July 19, 2008 at Lisa and Frank Owens house. The alumni association will provide the hamburgers, hot dogs and buns. Lisa and Frank will provide the turkey or ham. Everyone else is asked to bring a covered dish. Invites will go out in the next two to three weeks.

Our next meeting will be held on Tuesday, September 16, 2008 at 5:30 p.m.

The meeting was adjourned at 6:21 p.m.

Respectfully Submitted by:

Melissa Taney,  
Secretary, LCCC Alumni Association