

Lincoln Lynx Alumni Association Board Meeting

March 9, 2019 – University House – 12:30PM

PENDING APPROVAL

Attendees (12): President Jack McKay '57, Vice President Suzanne Lundquist '63, Financial Secretary Steve LaVergne '60, Recording Secretary Judy Roe '64, Merchandising Chair Bev Washburn '57, Class Rep Mary Johnson '40, Totem II Editor and Class Rep Jackie King '67, Class Rep Dixie Hughes '57, Class Rep Don Ford '49, Class Rep and Co-rep Monika Lirio and Jeff Taylor '79, Historian Verna Rossevelt '66. **In accordance with the by-laws, there was a quorum of at least 10 members.**

Link to detailed reports and additional information (see page number after agenda item)

[March 9, 2019 Pre-Meeting Information Packet](#)

A. Welcome and Introductions

B. Approval of Regular February 23, 2019 Board Meeting Minutes (p. 3)

Motion by Don Ford seconded by Steve LaVergne, to approve the LLAA minutes for the February 23, 2019 Board meeting. PASSED

C. Class Representative Reports

- Mary Johnson '40 just returned from a trip to Phoenix and she noted that John Nicon '57 has moved into University House
- Jack McKay '57 met with his class at Arnies, 2/22, and they probably will have a picnic in Edmonds Park again this summer
- Steve LaVergne '60 wrote an article for Totem II featuring a classmate who was one of the original partners in Starbucks
- Verna Rossevelt '66 is planning a lunch for her class to occur at Ivar's Salmon House on March 21st
- Jeff Taylor '79 is on a committee which is planning their 40th reunion for August 24th at Shoreline Elks

D. Updates on LLAA Project and Activities

1. Update on Next Totem II-Jackie King (p. 3) A few class reports are still missing. The replacement for Jackie King has not been found.

2. Update on June 8th All Class Luncheon-Linda Strock and Barb Repanich, co-chairs (p. 3)

- Suzanne Lundquist (class of '63 chair) reported: a menu has been selected, center pieces have been designed, a master of ceremony ('63 John Harter) has been selected, and the committee plans to meet again in April.
- Jackie King requested the program layout by May 1st so she can arrange for the printing.
- Don Ford volunteered to work at the registration table.
- Beverly Washburn offered to put a signup sheet for the September 25th LHS Alumni Open House at the merchandise table.
- Michael Reagan plans to give a 15 minute presentation with information about his "fallen heroes" project. There was a suggestion that his presentation be offered via a video and he could talk before and after the video to explain and respond to questions. Suzanne Lundquist is considering this idea. Jackie King is fairly certain that Michael Reagan would prefer primarily a live presentation instead of a video. He will have his own table where he will sell 10 signed lithographs of his sketch of Abraham Lincoln. His original sketch is being donated for prominent display at LHS.
- Suzanne Lundquist and the Luncheon Committee were advised to *thoroughly test/check the PA system at the Nile facility **before the event** because the sound system **has been problematical during past events.***

- 3. Update on Scholarship Applications-Monika Lirio** (p. 4) The committee met briefly before the Board meeting on 2/23. The chairperson is Gretchen Mork. Their plan is to look at all the scholarship applications at one time while meeting at Gretchen's house. Darrell Posch '62 also wants to be on the committee. There was a discussion about the thank you notes for donations to the scholarship fund. During February alone there were 44 donations. President Jack McKay has been most recently sending the thank you notes but he has many other commitments and therefore (after Judy Roe volunteered) the following motion was made. (Note: some called this role the "Scribe" yet this specific position does not officially exist any longer and re-instating the Scribe position was not explicitly stated in the motion).

Motion by Don Ford seconded by Steve LaVergne, to approve Judy Roe as the Board member responsible for creating and sending the scholarship donation thank you notes.

- 4. Update on Lincoln High Renovation-Jerry Bacon** (p. 4)
(Jack showed a PowerPoint presentation)
- 5. Update on Emailing for Engagement-Jack McKay** (p. 6) The statistics indicate that over 50% of the alumni are opening the mass emails from LLAA.
- 6. Update on the Paver Project-Steve LaVergne** (p. 7) As of March 6th, 304 have been ordered. The engraving (by Quiring Monuments) will occur in July and August. The pavers will have a special coating. According to Jack, an index is going to be created to show where an alumni's paver is located in the walkway.
- 7. Update on Hall of Fame Criteria-Terri Lindeke** ([click here for more information from Terri](#)) Steve LaVergne reported for Terri. Several wanted to have more discussion with regards to relying on a banquet to raise money for the Hall of Fame and with regards to naming the Hall of Fame the "Ernest Scheele Hall of Fame". Discussion postponed until Terri and rest of committee can be involved.
- 8. Update on July 13th Wallingford Parade-Terri Lindeke** ([click here](#)) Don Ford sees the parade as potentially a "missed opportunity" for recruiting more LLAA members and was advised to present a motion with more specifics at the next meeting. Monika Lirio and Don Ford expressed that LLAA needs a liaison with the LHS PTSA. Monika Lirio offered to talk with her daughter who is a LHS teacher and Monika Lirio also mentioned David McBride '79 may be willing to be the LLAA liaison with LHS PTSA. Jack McKay plans to ask Ruth Medsker: how to establish a LLAA liaison with the LHS PTSA?
- 9. Update on the September 25th LHS Alumni Open House** (p. 9) Jack McKay recommends the formation of a committee which would meet over the summer to finalize plans for the LHS Alumni Open House and he itemized his questions for the committee. He has talked with LHS principal, Ruth Medsker, to request 10 places for the alumni classes to meet though he has not decided how to divide classes. Verna Rossevelt suggested the display of the historical class boards. Jackie King reminded the Board that there should be name tags for the attendees.

E. Discussion and Action

- 1. Should the Recruitment Brochure Be Approved?-Don Ford** (p. 10)
The brochure will be available at both the All Class Luncheon on June 8th and the LHS Alumni Open House on September 25th. Jackie King requested more direct verbiage such as "Join LLAA Now" along with the wording "We Want You".
Motion to delay approval of recruitment brochure was made by Steve LaVergne and seconded by Bev Washburn. PASSED
- 2. Should the Nomination Committee/Chairperson Be Approved?-Jack McKay** (p. 11)
Motion by Jackie King seconded by Steve LaVergne, to approve the following for the

Nomination Committee: Monika Lirio, Jeff Taylor, James Raptis as chairperson, and Wayne Porter. PASSED

3. Should the January Financials Be Accepted? ([click here](#)) (p. 12)

Motion by Jackie King seconded by Steve LaVergne, to approve the 2019 January Financials as Prepared by Treasurer, Lynne Emmons. PASSED

There were questions about paver expenses: the accrued paver expense (a current liability) is \$5800 and \$900 was paid during January. Jackie King explained that \$1500 was paid for the LLAA sponsorship in the 2019 Wallingford Parade which occurs on July 13th.

4. Should the LLAA Develop a System of Pending Renewal Date?-Jack McKay (p. 12)

This process is being developed by Jack McKay. He is sending a draft of each type of email to Monika Lirio and Jackie King prior to sending a mass email. The wording will be different for each membership type. The purposes of the email are to tell "MBR" their dues expiration date is approaching, remind "Frmr" they have an opportunity to renew, and to tell "TMP" how to join LLAA. Jack McKay acknowledged that these email reminders would not include alumni without an email address however the post card mailing that Jackie King is doing this spring (see item 5) focuses on the alumni without an email address and does provide information on how to renew/join the LLAA membership.

5. Should the LLAA Review the 2019 Post Card Mailing?-Jackie King (p. 13)

Motion by Jackie King seconded by Don Ford, to approve the post card mailing as provided by Jackie King. PASSED

The purpose of the mailing is to advertise the All Class Luncheon, Alumni Open House, Wallingford Parade, Scholarship process, membership join/renewal, LLAA website, and paver project. The post card will be mailed via USPS to all alumni with membership type of "TMP" or "Frmr" and no email address. This mailing total will be approximately 6500 post cards minus the 210 who have, according to NCOA, bad home address. The cost for the post card mailing is \$1596. Jack McKay will be responsible for sending the mass email to those with an email address and prior to sending the mass email will provide a draft to Monika Lirio and Jackie King so they can review and edit the email.

6. Should the "Thank You" Card for Donations Be Approved?-Suzanne Lundquist and Jack McKay (p. 14)

Motion by Don Ford seconded by Jeff Taylor, to approve the "Thank You" card for donations to the LLAA scholarship fund as presented by Suzanne Lundquist and Jack McKay. PASSED

7. Should the LLAA Board Discuss Long-Range Planning?-Jack McKay (p. 14)

Jeff Taylor requested a special meeting to provide more time for in depth review of each of the eight items provided by Jack McKay. Today, Jack McKay led an *informal discussion* of many of the items. In most cases, no motions were made.

- Third party review of LLAA website: Beverly Washburn, Steve LaVergne, Don Ford suggested that Jack McKay contact alumni Wally Green instead of having an outside third party and Jack McKay agreed to do this.
- Send a sample Totem II in pdf format to all alumni in the database with email address as a recruiting tool:

Motion by Don Ford seconded by Monika Lirio, to approve sending the 2019 spring issue of Totem II (pdf format) to all members with email address on a one time basis.

PASSED

- Provide “customized data lists” to class reps: since this would be redundant with what Jackie King already provides for the class reps, the Board recommended dropping this item.
- Send acknowledgement to applicant of **receiving** scholarship application and that it is complete: the members of the Scholarship Committee recommended dropping this item because they send acknowledgements after the evaluations are done.
- Develop “more assertive” push process to notify alumni when their dues payment is due: again the Board requested dropping this item because it is redundant with a process that Jackie King already performs regularly.
- Revise By-Laws with regards to the Presidential term (change to 1 year minimum with 2nd year being the President’s option) and succession (Vice President would **explicitly** be in training to be President): the Board recommends dropping this change with regards to the duration of the term however the idea that the Vice President would be in training and automatically *nominated* to be the next President should be **explicitly** stated in writing. Don Ford mentioned that the President should be allowed to serve up to two terms. With these ideas in mind, Jack McKay will reword the suggestion for the next meeting.
- “Alumni award” for service to LLAA: Board members emphasized the award should be reserved primarily for *alumni volunteers*.
- Investment plan to sustain scholarship funds: discussion postponed.

8. Should the LLAA Propose the LHS Main Entry Walkway Be Named? (p. 17)

Due to time constraints, the discussion was postponed. Jack McKay contacted Quiring Monuments to ask for an estimate: a red marble plaque. He will report more during next meeting.

9. Should the LLAA present a large logo as a gift of the LHS Alumni? (p. 18)

Due to time constraints, the discussion was postponed.

10. Should the LLAA Board consider meeting during the summer months? (p. 18)

Due to time constraints, the discussion was postponed though earlier in the meeting Jack McKay requested the formation of a special committee to finalize plans for the September 25th Alumni Open House at LHS. This special committee would meet during the summer months. No action at this time.

Respectfully submitted,

Judy Armstrong Roe '64, LLAA Recording Secretary

Next Regular Board Meetings

- **CANCELLED Saturday April 13th** - 12:30 pm (*notice date has changed from Saturday, April 20th*)
University House Across Interlake from Lincoln High - Entrance on Stone Way
- **Saturday, May 18th** - 12:30 pm
University House Across Interlake from Lincoln High - Entrance on Stone Way