

UM VPAC Conference Call

1/7/18

Attendees: Fish, Lauren, Ashley, Teresa, Eve, Amanda

- Fish:
 - Van is rented, total is \$214 including gas.
 - § She is flying in on Friday and will pick up the van then.
 - Teresa: What transportation is used for the PJ Party?
 - § Drivers use their own cars, not a rental.
 - § Side leaders have asked for Vintages to chaperone/help at the PJ party.
 - We don't need to take on any liability or ownership of this event
 - We will continue to offer safe rides home, but that is all.
- Ashley:
 - Communications is getting ready to send out email:
 - § Alumni Dinner – getting sign up ready
 - Jan 27th – set up at 5:45, preview at 6:00, dinner to follow in Palmer
 - § Room Block is set up and has been sent out but will be included again.
 - § Donations
 - § Friday night dinner – TBD
 - Lauren will create Facebook poll with options (BWW, Red Zone, Tavern)
 - Wrap up poll by the end of the week
 - Send out results in the email
 - Amanda Currie will cover social media again, assisted by Brett Bell.
 - Newsletter (Brett and Eve):
 - § Brett has mostly taken over. Eve and Ashley are serving in advisory roles.
 - § Teresa will send leader interview information to Brett again, did not go through previously.
 - § We are looking at sending an e-newsletter instead of an email and a newsletter.
 - § Possible topic: spotlight on new Black Belt Alumni Group if there is a Purple presence in the group.
- Robby:
 - Currently have \$2500
 - Expenses:
 - § \$300 – Brunch
 - § \$215 – Van
 - § \$50-70 – Newsletter
 - § ?? – Welcome bags
- Next call: Jan 21st at 5:00

UM VPAC Conference Call

2/4/18

Attendees: Teresa, Robby, Eve, Amanda Faye, Amanda Slay, Brett

- Alumni Brunch
 - Wills 201, Saturday at 10:00 am
 - § 11:15 business meeting
 - § 11:45 picture
 - Brunch Order is in
 - § Teresa is picking up
 - § Using Panera's plates. Teresa can also bring plates.
 - § Teresa will bring milk and juice.
- Vintage Voyage
 - Van is reserved.
- Alumni Dinner
 - Red Zone, Friday at 6:00 pm
 - Fish will call to confirm that tables are reserved
- Work Session
 - Hampton, Thursday at 6:00
 - Teresa will get ribbon.
 - Kaitlyn (Alumni Cabinet) will get 25 copies of the Alabamian.
 - Eve will leave Cow Tail Quarterly copies at the Hampton.
 - Amanda and Lauren will get copies of the program.
 - Teresa will make a post asking for help.
- Sunday Breakfast
 - Cracker Barrel at 11:00 am

UM VPAC Conference Call

6/10/18

Attendees: Robby, Eve, Teresa, Kay, Brett, Ashley

- Admin (Robby):
 - As of May 17th we have \$2747.75 total.
 - Everything is paid up.
 - Kay: We are getting emails with people wanting to become monthly donors.
 - § Forward these emails to Robby.
 - § Kay will manage inbox and forward all emails to the appropriate committee head.
- Operations (Kay):
 - UM scheduled July meeting for endowment to create organizing committee.
 - § Will discuss uses of the money – will go to College Night needs outside of the operating budget (lights, sound system, etc.)
 - § Will cultivate list of major donors to get things going (goal of \$50K endowment)
 - § UM will create all documents, etc with a goal of having all communications ready by fall semester.
 - § VPAC Communications committee will start making a plan to distribute the information
- Communicaitons (Ashley):
 - Riley is helping with membership database, and Lauren is revamping membership data.
 - We are getting lots of social media requests with younger vintages.
 - Cow Tail Quarterly College Night edition idea:
 - § Go with historical them again
 - § Feature all Purple wins
 - Social media push before school starts to promote 100th year, endowment, etc.
- Membership
 - Kay will get with Rile to manage opt outs.

UM VPAC Conference Call

9/9/18

Attendees: Ashley, Kay, Robby, Eve, Teresa, Riley, Kalyn, Lauren, Brett, Carlton, Pam

- New Business (Kay):
 - We have had a few new volunteers step up. Kay will reach out to them to see what they are interested in helping with.
 - We need to create a master list of all task/projects and who handles them to see what spots we need filled.
 - § Ashley is creating a spreadsheet and will upload it to the drive.
 - § Teresa will include the link to the spreadsheet when she sends out the minutes.
- Operations (Kay):
 - Endowment
 - § UM has emailed and mailed out endowment information.
 - § Kay has gotten a list of donors for the endowment and will reach out to some of those as guided by the university.
 - § VPAC has a seat on the centennial committee along with the old golds, UM reps, and City of Montevallo reps. There is a call tomorrow that Kay will participate in.
 - § UM is having an endowment kick off event with the CN review next month and festivities will go through the College Night season.
 - § City of Montevallo will have a parade on the Friday before CN (early afternoon). Montevallo hosted a UM Homecoming parade until 1968. **Alumni are asked to keep this information quiet as the city wants it to be a secret/surprise for the students.** The city is still working on specific needs for the parade and will communicate those to alumni at a later time.
 - § There will be many special events and recognitions for endowment pledges throughout CN.
 - § College Night Tickets
 - Minimum donation has changed from \$25 to \$40. Donations can be earmarked for the endowment or to VPAC.
 - Tickets go on sale Nov 15 at 8am and will sell out FAST. We need to communicate this to our alumni.
 - § What can we do as a fundraising event by VPAC for the endowment?
 - Silent auction at the tailgate?
 - Food truck at the tailgate donating proceeds?
 - Joint effort with old golds?
 - This is something we all need to think about and come up with ideas for.
- Administration (Robby):
 - Account balance is \$2882 as of the report printed last week, no outstanding items to be paid
 - Estimate that we will have \$3200-3500 by CN
 - § Vintage Voyage and Alumni Brunch cost approximately \$600

- § Newsletter might be more this year because of length and changing printing costs
 - § Estimate \$1000 total expenses during the CN season
- Communicaiton (Ashley):
 - Social media usage has slipped a bit outside of CN season, but that is to be expected.
 - Ashley indicated is having difficulty staying on top of things. She says she will try to do a better job of delegating and is looking for help in these areas:
 - § Email
 - Riley will maintain the email inbox
 - § Social Media
 - Ashley will reach out to Amanda Currie and see if she can help again.
 - Brett volunteered to help.
 - If other people want to make posts, Ashley will be happy to get them involved.
 - Cow Tail Quarterly
 - § Issues have been popular in the past. Brett and Eve did a great job last year.
 - § Is the newsletter still working and useful? Is it something we want to continue?
 - Carlton: As an outsider, I enjoy it. It helps me stay up to date since I am so far away.
 - Pam: LOVE IT! Especially member spotlights and information on old shows.
 - § Eve may no longer be capable of printing the CTQ.
 - Current costs: \$.07/color tabloid size page, \$.28/issue without insert, additional \$.14/insert
 - Teresa will look at two local vendors she has connections with to see what cost it would be to print through them.
 - § Historical Research – HELP NEEDED
 - We want the entire edition to map out the history of CN.
 - We need someone to help do the research through the UM library. All information is needed by the end of October.
 - Pam volunteered to help and gave Ashley her number.
 - Ashley will call Pam to communicate needs and expectations.
 - § Teresa will set up interviews with leaders.
 - Teresa messaged both leaders via Facebook and got a response from Tyon Hudson. They are excited to do an interview.
 - § We need recommendations for the member spotlight section:
 - Linda Miller (former leader)
 - Gary Blankenship (former leader)
 - Joyce Tilley Perryman (ongoing donor and actress in Nashville)
 - ??? Crawford Thomason (directed Perils of Nadine and the hell show)
 - Stephen Elkins and Rebecca Apparicio (Pedro Pan)
 - Jason Styres (Tony Award winner)
 - Zachary Clemmons

- Baily Gaskin
 - Tyree Walker
 - James and Hannah (former leaders)
 - Karen Kelley and Jim Metson – both on endowment committee
 - We will feature them in the endowment section of the newsletter
 - ALL VPs contributing to Pedro Pan: Rebecca, Stephen, Desmond, Natalie, Jason, and Rachel
 - After discussion, we agreed this project featured the most vintages and will move forward with using this as our member spotlight.
 - Carlton will get the content for the spotlight since he geographically close to these members.
 - § Ashley will communicate with him regarding needs and expectations.
- Membership (Riley):
 - Riley has updated all current membership data. There have been no changes since our last call.
 - There is a new membership survey and a separate volunteer survey ready to send out. This will hopefully lessen confusion.
 - § Ashley and Lauren will work with Riley to get that sent out.
- Special Events (Kay – interim leader):
 - Room block needs to get set up, Kay will reach out to the Hampton.
 - Major responsibilities like Friday dinner, brunch, and securing the room for Saturday post show hang out can wait until a later call to discuss.
 - CN review is Oct 13. Do we want to organize a dinner? Should we just share UM events?
 - § Ashley: We can't handle extra events right now. We don't have enough volunteers. Maybe an informal meet up announcement over social media would be fine.
 - § Kay: We will share UM's events and encourage people to attend those.
- Final Questions/Comments
 - Kay: Ashley, will you send out an email about the room block? Do you need me to resend you the information?
 - § Ashley currently doesn't have enough time to handle that.
 - § Kay will send out the email.
 - Kay will call Lauren on Tuesday to work on the email template.
 - Ashley has put the planning spreadsheet on the Google Drive.
 - § Please add tasks/projects to the document so we can share those needs with potential volunteers.
 - Next call is Dec 2.

UM VPAC Conference Call

12/2/18

Attendees: Ashley, Kay, Robby, Eve, Teresa, Crystal, Brett

- New Business (Teresa):
 - Teresa needs to step down as secretary.
 - § Current duties:
 - Interview leaders: Teresa will still complete this.
 - Looking into printing options: The two options she committed to researching did not pan out.
 - Kay will email the Alumni Office to see if they can offer some assistance in printing the CTQ.
 - Taking minutes on calls: Need to find someone to fill this role.
 - Put out a call to get someone to take minutes and manage the email account.
- Administration (Robby):
 - Robby will email the group the financial statement.
 - § Will get updated record from the alumni office this week
 - As of 9/5/18 we had \$2882.75, approximately \$3000 in the account now
 - Kay forwarded Robby an email regarding Desmond becoming a monthly donor. Robby will follow up with him to get this set up.
- Communications (Ashley):
 - Website renewal is coming up soon
 - § How useful/necessary is the website?
 - § Lauren is working on an effectiveness report to help us determine if it is still worth the cost.
 - § FROM JAN 2018 MINUTES:
 - We paid \$75 for the domain for 5 years.
 - We paid \$89 for website features for 1 year.
 - Ashley is planning on being at College Night and will try to live stream more.
 - § We need to get more people assigned to live stream so each can cover a specific event.
 - § Alumni love having the live stream option for things like the announcement, cheerleaders, games, etc.
 - § Tag UMVPAC in posts so Ashley can re-share on the alumni group.
 - Creating Events for Homecoming
 - § Two Weeks prior to College Night we need to create events.
 - § We can either have all information to Ashley and she will create the events, or each individual person can create a Facebook event for their assigned event.
 - § Events need to go live by 1/21/18.
 - § All information needs to be sent to Ashley by 1/15/18.
 - Cow Tail Quarterly

- § Eve is the finisher and needs approximately 4 business days to tweak everything in Publisher.
- § Ashley needs content submissions/ideas by this weekend to touch base and review everything going in this issue.
 - Include as much information as possible. When creating your submission, remember it is easier for Ashley to trim than to fill in content.
- § Ashley and Brett will work together on compiling content.
- § We may need to cut insert if printing costs prove prohibitive.
- § We need to secure a printing option because that may influence our completion deadline.
- § Current deadline: January 1 to get all information to Ashley.
- § FROM SEPTEMBER 2018 MINUTES:
 - Current content selections/ideas:
 - Interview with the leaders – Teresa
 - Interview with Vintage Purples involved in Pedro Pan – Carlton
 - Historic Research – Pam
 - Endowment/Interview with Karen Kelly and Jim Metson - Kay
- Membership:
 - Riley is no longer able to help.
 - Lauren is working on the new membership form, but it is not ready to go out.
 - Lauren and Ashley will work on maintaining the database as they are able.
- Special Events (Kay):
 - Amanda is no longer serving in this position. Kay has taken over.
 - Room block has been set up.
 - § Kay sent information to Lauren to add to the website.
 - Friday Night Dinner: Kay will touch base with RedZone in Calera
 - Brunch: We want to get away from using Panera due to costs and multiple errors with our order every year.
 - § Kay is looking into other catering options as well as Costco/Sams.
 - § Cafeteria? Too expensive
 - § Einstein Brothers Bagels on campus? Cannot accommodate
 - § Kay will have something set by our next call.
 - Dinner for the Cast: waiting on leaders for the date
 - Sunday brunch: informal, no event, just a suggested time
 - Welcome Bags: Kay will confirm with Amanda if she is still handling this.
- Operations (Kay):
 - Endowment: Kay is working on calls with pledge terms for larger gifts.
 - Kalyn is working on a write up on the importance of giving to go in the informational email, social media, website, etc.
 - Centennial
 - § The town is getting involved with a parade on the Friday before College Night.
 - Vintage Purples need to create a float.
 - Eve is willing to help plan the float.

- Kay wants to keep our costs minimal and ask for donations of supplies needed for the float.
 - Kay will put out a call on social media for volunteers.
 - Alumni CN tickets are sold out.
 - Some may open up, but it is not certain.
 - UM is looking at some options for live streaming to another location on campus like Reynolds.
- Final Questions/Comments
 - § Thank you to Crystal for being on the call for the first time.
 - Crystal lives in Calera and is excited about helping.
 - Interested in the float
 - Call schedule:
 - § Jan 6
 - § Jan 20
 - § Feb 3
 - § All at 5pm Central Time

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