
Present: Mr. Nav Bains, Chair; Ali Siemens, Vice-Chair; Melissa Kendzierski, Associate Vice-Chair; Nik Venema, Chair Emeritus; Joe Johnson, Wayne Ortner, Joel Feenstra, Danielle Synotte, Ashley Ward-Hall, Mark Filiatrault, Auriel Niven, Derek Ward-Hall, Bev Keswick, Deanna McIntyre, (guest); Emily Henry, (guest); Ishpreet Singh Anand, (guest); Whitney Fordham, Manager of Alumni Relations; Alicia Friesen, Coordinator of Alumni Relations (recording)

Regrets: Megan Capp, Tricia Taylor

1. Call to order (Mr. Nav Bains)

Meeting was called to order at 6:23 pm by Mr. Mr. Nav Bains; Chair.

CARRIED

2. Approval of agenda (Mr. Nav Bains)

Amendment: To amend agenda to delete item 7.2 'Engagement Committee report' and replace with 7.2 'Fundraising Committee report'

Motion: To approve the November 29, 2017 board meeting agenda, as amended.

CARRIED

3. Approval of minutes (Mr. Nav Bains)

Motion: To approve the minutes as presented for the September 27, 2017 board meeting.

**Ortner/Venema
CARRIED**

4. Distinguished Alumni Award recipient presentation (Ms. Emily Henry)

Emily Henry shared her life and work experience. In the future she would like to contribute to the UFV Alumni Association. Furthermore, Emily Henry provided a few suggestions to the Board as to how the Association can bring awareness to indigenous alumni. At the end of her presentation, Emily presented a beautiful piece of art to the board which will be displayed in the UFV Alumni Relations Office.

Emily Henry's recommendations:

- Feature Indigenous alumni on a regular basis, on Twitter and Facebook
- Share Emily Henry's story in the next e-newsletter
(<https://alumni.ufv.ca/stories/helping-indigenous-offenders-heal-through-connection-with-culture/>)
- Plan a cultural awareness workshop/event for the UFV Alumni Association
- Attend community events/ Indigenous events
- Sponsor a meal in the Chilliwack Stó:lō longhouse, usually done to honour a member of the community
- Recruit an Indigenous director for the Alumni Association
- Attend Stó:lō Tourism events
- Host a meeting in the board room at Stó:lō Nation

5. Alumni Office report (Ms. Whitney Fordham)

Whitney Fordham reported on the many activities of the UFV Alumni Relations office over the past several months in the areas of office administration; communication; events, activities and sponsorships; and staff networking and meetings.

Office Administration

- Monthly Alumni benchmarking queries run from the database
- Administration and coordination of alumni activities and events
- Reviewed expenses and revenue details for fiscal year end on all alumni accounts
- Prepared the Alumni Association budget, agenda and minutes for the September Board meeting
- Onboarding, training and support of two new work-study positions for Solve It
- Preparation of Bylaw changes and Financial statements for the Annual General Meeting

Communication

- Monthly Alumni eNewsletters were written and emailed to the alumni list serve alumni in July, August and September
- Post event marketing of all our events (see list below) on Alumni Association Facebook, Twitter, Alumni website, UFV Blog, UFV Flickr and UFV Today
- Alumni Wine Label Artist competition marketing

Events, Activities and Sponsorships

- Alumni Association board meeting - Sept 27
- Alumni Association AGM - Sept 27
- Town & Gown – Nov 15
 - A large number of alumni attended the Town & Gown
 - Conferred DAA and YDAA awards to Emily Henry and Alexis Warmerdam
 - Raised \$400 at the bar for the Alumni Changing Lives Bursary Endowment
- UFV Blood Drive – Nov 15
 - Goal was to collect 101 donations and they collected 102 blood donations and collected 50 stem cell donor registrants
- UFV Alumni Association Board of Directors' strategic planning day – Nov 25

Alumni Relations Office Staff Activities, Networking and Meetings

- Bi-Weekly Alumni Relations office staff meetings
- Bi-Weekly meetings with Deanna McIntyre from Advancement on alumni giving
- Participation on committee Town and Gown event planning
- Met with Alumni Association Mentorship committee to discuss Solve It!
- Simply Perfect Flowers payment has been received for our Affinity agreement
- Discussion with Rob Giesbrecht, Head Coach of Women's Soccer team in regards to collaboration on a men's and women's alumni indoor soccer night in January
- Meeting with Katrina Owens, Athletics Events Coordinator to discuss Alumni Night at the Cascades event in January
- Meeting with Auriel Niven, Marketing Strategist to discuss an alumni video
- Compilation of the 2017 Alumni Survey results
- Participation in stakeholder meetings as part of the Presidential Search Committee

Motion: To accept the Alumni Relations office report as presented.

Venema/Bains
CARRIED

6. Advancement Office report (Ms. Deanna McIntyre)

Deanna McIntyre provided an overview of the new awards that were established. Also, she reported on soon to retire UFV employee Eleanor Busse Klassen's challenge: \$3,525 donated by Alumni, to be matched for a grand total of \$8,375 (as of 11/29) raised for the Student Emergency Fund.

Motion: To approve the Advancement Office report as presented.

Ortner/Siemens
CARRIED

7. Committee Reports

7.1 Awards and Rewards Committee (Mr. Joe Johnson)

Joe Johnson announced the winners of the Distinguished and Young Distinguished Alumni awards. The winner of the Distinguished Alumni award, is Emily Henry. The Young Distinguished Alumni award was presented to Alexis Warmerdam. Their stories are featured on the UFV Alumni Association website.

7.2 Fundraiser Committee (Mr. Joel Feenstra)

Joel Feenstra explained that nothing new had been done after the Board strategic planning retreat.

Action: To finalize alumni leadership awards amalgamation into one endowment fund.

7.3 Mentorship Committee (Ms. Melissa Kendzierski)

Melissa Kendzierski provided an overview of the Solve It! program. The kickoff workshop will be held on December 1 from 9:30am-12:30pm at the University House on the Abbotsford campus. All board members are welcome to attend.

Melissa explained that the project is significantly larger than anticipated. The committee wants to extend Brayden Tielmann, Solve It! Community Coordinator's work-study hours and the need to find additional funding to do so.

Action: Proposal to review budget to see what funding is available and have a copy ready for the next board meeting to make a decision on whether additional help can be hired.

Action: The Solve It! timeline will be finalized and ready for the kickoff workshop with additional documents.

7.4 Governance Committee (Mr. Wayne Ortner)

Wayne Ortner provided an updated on Director Megan Capp's absence.

The UFV Alumni Association Board of Directors currently has 14 board members and 2 openings.

In the next few months the committee would like to review a few policies.

Action: Revisions will be made to the newly adopted policy A18 On-boarding.

7.5 Executive Committee (Mr. Nav Bains)

The committee is in the process of reviewing and following up on the strategic planning session that was held on November 25. The committee is still waiting to hear back from Tara, graphic facilitator. Tara's feedback will be revised and an action plan will be made.

The UFV Alumni website will be reviewed and a link will be added to highlight noteworthy Alumni.

The UFV presidential search is still underway, the new President should be announced in January.

Action: Propose to have a strategic plan by the next board meeting.

Action: UFV Alumni Open golf tournament structure will be reviewed to achieve new targets.

Action: Add a new link on the UFV Alumni website where noteworthy alumni will be featured.

Action: Promote artwork submissions for the 2018 Alumni Commemorative Wine label.

Motion: To accept all committee reports as presented.

**Siemens/Hayes
CARRIED**

8. Director Vacancy Appointments (Mr. Wayne Ortner)

Wayne Ortner shared Ishpreet Singh Anand's background and his involvement at UFV.

Motion: To appoint Ishpreet Singh Anand as a new director of the Alumni Association

**Ortner/Filiatrault
CARRIED**

9. Adjournment (Mr. Nav Bains)

Motion: To adjourn the November 29 meeting of the UFV Alumni Association Board of Directors at 8:03PM.

**Venema/Ortner
CARRIED**

Reminders: Next meeting January 31, 2018

Minutes approved:

Chair: _____

Date: _____

Jan 31, 2018