



VITERBO UNIVERSITY ALUMNI ASSOCIATION

Alumni Board Minutes

Saturday, February 2, 2019, 8:30 – 9:30am, Board Meeting
Reinhart Center Boardroom

Members Present: Neal Zygarlicke, Mary Lella, Terri Pedace, Carrie Kirsh, FSPA, Linda Digby, Scott Stene, Wayne Oliver, Joelle Kaufman, Sandra Hoeser, Emmalee Edkardt, Leah Misch, Marlene Hendrickson, Jessica Himmer, Annette Friedewald, Jason Lepke, Sarah Havens, Cassandra Walters

Remote Attendees: Josh Kohnhorst, Amy Jo Priesler

Ex Officio: Kathy Duerwatcher, Director Alumni Relations; Hope Hembd, Director of Corporate and Nonprofit Relations; Jim Salmo, Vice President of Advancement; Gwen Gough, Annual Fund Gift Officer

Emeritus Members and Guests Present: Marne Boehm, Service Saturday Leader; Margaret Hammell

- I. Call to Order - Sarah Havens
- II. Prayer - Sarah Havens
- III. Recognition - Sarah Havens
 - Jason Lepke – happy anniversary – 5 years
 - Dimitar Dzikov– was recently married
 - Joelle Kaufman – Is expecting baby number 2 in the next few weeks.
 - Sandra Hoeser’s birthday is Feb. 27
 - Thanks to Josh Kohnhorst and Amy Jo Priesler who joined remotely.
- IV. Mission Moment – Service Saturday Leader - Marne Boehm
 - Gave a personal account of how impressed she is with Service Saturdays.
 - Service Saturdays capture the Viterbo culture.
 - Service Saturdays is now integrated into freshman orientation. Students enjoy and continue to return. This shows students what Viterbo is about.
 - It is important to give back to the community.
 - Marne served on 02/26 with Franciscan Sisters and the Food Pantry. She observed that interacting with people and serving them makes an impact on students.
 - A focus session was conducted that reflected on Service Saturday and highlighted topics such as poverty and issues affecting people.
 - The alumni board was asked to adopt a site for President’s Day – please come for this event.
 - Kathy will send a link to the sign up for the alumni board President’s Day event.
- V. Vice President of Advancement - Jim Salmo
 - Jim has had experience working with alumni association boards.
 - Alumni Engagement and Giving, Recruitment, Internship & Careers, Student Engagement – four areas of focus can add value to Viterbo.



- Meetings are taking place to work on identifying the next strategic plan for the university. More will be discussed with the Board of Trustees at their October board meeting. This will be a roadmap to keep on advancing the institution. Will be taken to the Viterbo board to be approved.
- Goal for alumni giving is 8%. Year to date alumni giving is currently at 4.2%.
- Work and encourage alumni to give. Does not matter the amount, participation is what is important.
- April 17th is the next alumni board meeting. Before then please email Jim Salmo about what is it that we value most of the Viterbo institution? What connects and speaks to you so we are still involved that we are a part of the alumni board? What can the alumni board members do to enhance the alumni board with Viterbo? What can we do to keep growing? He would like to learn from us so he can know how we can move forward from where we are currently. Jim Salmo's email address is: jgsalmo@viterbo.edu.

VI. Director of Corporate and Nonprofit Relations - Hope Hembd

- Viterbo means family and tradition to Hope.
- What you can do for Viterbo, but what Viterbo can do for you.
- Working on the internship program to have paid internships for students. Alumni and community members to engage Viterbo students through the internship program. A benefit of this will be to grow future leaders.
- There is a gap in employment in our community. Therefore, talking to business leaders to take part-time positions and move to internship positions.
- Hope asked the alumni board to send her contacts and internship questions. Focus is to have one internship program. You can contact Hope at hmhembd@viterbo.edu

VII. Annual Fund Gift Officer - Gwen Gough

- Enjoyed her first phonathon.
- Phonathon ran by students.
- Next phonathon - February 19th through March 28th. Students call on Sundays (4pm – 8pm); Tuesdays, Wednesdays and Thursdays (5:30pm to 9pm).
- Gwen appealed to the alumni board that if we have time in our schedules and would like to come in for ½ hour or an hour and give stories to students of how we have given back.
- Don't forget the snacks or dinner. The students really appreciate this.
- Working on A Day of Giving
- She commended the alumni board on its push to get 100% giving participation on the board.
- You can contact Gwen at rggough@viterbo.edu

VIII. Board Business

- Approve minutes from the previous meeting - Sarah Havens
 - Motion to approve the minutes from last meeting by Sandra Hooser; 2nd Ann Kiel.
- Alumni Board Giving – 100% participation goal - Cassandra Walters
 - We wanted to give the great news that we achieved the Alumni Board 100% participation giving goal – Thank you very much!!! We appreciate you!!!



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- As we know, donating to Viterbo helps strengthen our degrees as well as helps our students. So we will continue in this mission to support the university.
 - For undergraduate alumni giving, as of 1/31/19, we are at 5.75%. The undergraduate alumni giving goal is 10%. So anything that we can do to reach out to Viterbo alumni to encourage them to give will go a long way.
 - From the Viterbo Giving team, Hope Hembd, Gwen Gough and Jim Salmo were present.
 - Once again, thank you for all that you do in the effort to encourage alumni giving.
 - Alumni Children's Scholarship - Sarah Havens
 - We received 16 applications.
 - Executive committee went through last week and went through criteria and selected three – Madison Lindauer, Damon Lukaszewski and Allison Ganz.
 - Letter will be sent from Alumni Association concerning the scholarship.
 - Total amount of scholarship - \$3,700 divided by three. Thus, \$1,230 each.
 - Alumni scholarship of \$1,000 for 4 years is also available to all children of alumni.
 - Alumni Board Succession - Sarah Havens
 - Upcoming Vacancies – Joelle Kaufman, Sandra Hoeser and Katie Marti will be completing their 6th year on the board (2 – three year terms).
 - Committee Chairs and Membership – Sarah Havens, Dean Beinborn and Mary Lella – have signed up for a second term of three years.
 - Forward suggestions onto Sarah Havens or Kathy Duerwachter for potential board members. Important to have a diverse board to be representative of the Viterbo population.
 - President-elect – if interested please contact Kathy Duerwachter by March 12th. Will train with President next year. The term of the president is then 2 years with 1 year to then serve as past president.
 - Joelle Kaufman leaving as chair for the Recruitment Committee – Brady Lowe and Emmalee Eckardt have expressed interest.
 - Student Engagement Committee – Juan has 1 more left on the board and would like to mentor a new chair next year. We will also need a secretary for the committee next year as Sandra Hoeser is completing her 2 terms on the board this year.
 - Italian Heritage Trip – 1 room left - Kathy Duerwachter
 - Sandra Hoeser, Amy Jo Preisler and Leah Misch are board members going on the trip.
 - 1 room left – would like to fill this room.
 - Tom Thibodeau, Tom Knothe and Chris Sanger from Viterbo are going on the trip.
 - Pre-group meeting for the trip will be held in April which will give participants a chance to meet each other and answer questions.
 - You can go to the alumni web page and click on Alumni Travel for more information or to sign up. You may contact Kathy Duerwachter for questions about the trip.
 - Local travel agent is available to assist with flights if you are interested.
 - Alumni Weekend and Distinguished Alumni Awards - Kathy Duerwachter
 - This will go back to the dean of three colleges. They will vet the alums. They know what alums are doing. They can help drive attendance and support the event.
 - Want to encourage more student involvement and input from the committee.



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- Alumni Weekend – we are most known for our arts therefore; we are planning on a “Weekend of the Arts” for next fall. Catering to the Golden Girls as they value coming to Viterbo every year.
 - Choir concert on Saturday and the Viterbo theatre production with an event around the production. Sunday alumni mass with the St. Francis Choir alumni participating.
 - The changes will make more manageable for us as well so we are not running from event to event.
 - Viterbo Website Transitions - Kathy Duerwachter
 - Will be done by this Spring.
 - Bookmarks will go to the old site so be aware of this.
 - If you know of any alums that can be featured that will make a good story, please pass along their names to Kathy.
 - Amy Jo Preisler and Josh Kohnhorst have been featured in the areas they live in admissions marketing campaigns as part of the recruitment committee. Thank you Josh and Amy Jo.
 - Viterbo has 22,000 alums.
 - President’s Day of Service – Sat. April 13th - Kathy Duerwachter
 - Continental breakfast then head out to site.
 - President Day of service as the alumni board – would we like to do? The majority of board members were in agreement to do this.
 - Committee and Chapter Board Updates Submitted
 - These will go out with the minutes of this meeting.
 - Upcoming Alumni Association Sponsored Events:
 - Feb. 2 – Homecoming
 - 10:00 am Wall of Fame – Reserved Seating for Alumni Board, Hors d’oeuvre Social
 - 11:45 am Alumni Women’s Basketball Game
 - 11 a.m.–1 p.m. Bookstore Open - 10% off this day only for all alumni
 - 11:45 a.m. Alumni Women’s Basketball Game, Varsity Athletics Center
 - 1 p.m. Alumni Men’s Basketball Game, Varsity Athletics Center
 - 4 p.m. V-Hawk Women’s Basketball vs. Presentation College
 - 6 p.m. V-Hawk Men’s Basketball vs. Presentation College, Alumni Social following in RCB
 - Feb. 7 – First Thursday, 608 Brewery, 5:30-7:30 pm
 - Taco Bar
 - Parking – there is a ramp, but few steps. Parking in back of Kwik Trip.
 - Feb. 21 – MBA Speaker and Social Event, Dr. Annette Roter - *The Darkside of the Workplace, Managing Incivility*. 5:30-7:30 pm. – All alumni are invited
 - Mar. 7 – First Thursday, The Distillery
 - Mar. 23 – Arizona Brewer Game Alumni Event 1:05 pm
 - Mar. 27 – Speed Mock Interview, FAC Lobby, 5:30-8 pm
 - Mar. 28 – Countdown to Commencement, FAC Lobby, 3:00-5:30 pm
 - Mar. 23 – Arizona game – about 10 tickets – If you know anyone who is there or would like to go, please make them aware of available tickets. We would like to fill up the sky box.
 - Apr. 4 – First Thursday, The Crow



- Apr. 13 – President’s Day of Service
- Apr. 17 – Alumni Board Meeting 5:30 pm
- June 27-28 – National Conference on Servant Leadership with Tom Thibodeau
 - Margaret Wheatley who has worked globally in many different roles: a speaker, teacher, community worker, consultant, advisor, formal leader, will be the keynote speaker.
 - To help support leaders and her foundations to support leaders and emphasizes that leaders must learn how to evoke people’s inherent generosity, creativity, and need for community.
 - At Weber Center

IX. Adjournment

- Adjourned to take group photo and attend Wall of Fame.