



December Monthly Meeting December 7, 2009 – GMU, Arlington Campus

Board Members Present (alphabetically): Chris Casto, Melissa Coughlin, Beth Frank, Melissa Green, Mike Hanpeter, Amy Landry, Chris Maurer, Bekah Meyerowitz, Lamont Rooker, Dennick Skeels, and Mark Tallarico.

Schools Present (alphabetically): Alabama, Arizona, Boston U, Clemson, Colorado, Delaware, Duke, Elon, Emory, Florida State, Johns Hopkins, Maryland, Miami (FL), Miami (OH), Michigan, Navy, Notre Dame, Ohio State, Penn State, Pitt, Providence, Purdue, Richmond, South Carolina, Stanford, Syracuse, Tulane, West Virginia, Wisconsin, and Xavier.

Meeting began 7:18PM

I. Attendees' Introductions and Sign-In

- a. Introductions – name, school and upcoming events.
- b. **Please be sure to post your chapter events on your chapter page to be visible on the Chapter Events Calendar of the homepage and some will be included in the monthly CAN Happenings e-newsletter.**

II. Organizational Status Report

- a. 2010 Elections
 - i. Per the bylaws, four (4) positions are up for re-election in the winter/spring of 2010: Vice President, Secretary/Membership, and two (2) of the Advisory Committee Directors. All of the information is posted on www.dcalum.org and the applications will be up starting December 8. Some deadlines to keep in mind are:
 - December 8 – applications will be available online
 - January 22 – applications for positions due
 - February 2 – deadline for AC school applications to be a part of the elections
 - February 5 – deadline for identifying AC proxies
 - February 9 – elections will occur at the Monthly Meeting
 - ii. Mark and Bekah both announced that they are not planning on re-running for their positions (Vice President and Secretary/Membership, respectively) and encouraged all who are interested to consider applying and to pass the information on to others.

III. Committee Updates

- a. Advisory Committee
 - i. Beth thanked everyone for their patience with the documents that were sent out (Scholarship Fund SOP and 2010 budget) and deadlines for feedback.
 - ii. A meeting was scheduled for December 9 but has since been cancelled and feedback is being collected electronically.
- b. Business Development
 - i. Dennick put a call out for a Committee Chair to help move these efforts forward. This is a Committee that can have quite a large impact on the organization so please do consider applying for the Chair and serving on the Committee.
- c. Communications

- i. Drink specials are in effect at Liberty Tavern for after the meeting for some holiday libations, all were encouraged to join.
- ii. All election information will be finalized on the website by the afternoon of December 8.
- d. Community Service
 - i. Melissa and Amy (newly appointed co-assistant Chairs) reminded attendees that the Chair position is still vacant and anyone interested should contact them.
 - ii. A holiday event is taking place on December 12, where CAN is partnering with Operation Pinecone, a local all-volunteer organization created to offer support to military personnel and their families, for a public packing party to help assemble care packages for military personnel. If you are unable to join, there are still opportunities for donating items. Information is on the CAN website.
 - iii. The Community Service resource page has been updated with organizations chapters can partner with, and it will continue to be refreshed so please do send information you'd like posted to Melissa and Amy through the website.
 - iv. January is Mentoring Month so Amy and Melissa are trying to get an event together – stay tuned.
- e. Membership
 - i. Over the past month, Bekah has reached out to all 240 chapters on the CAN website to touch base – whether thanking for all that they do or encouraging a larger presence, dependant on their involvement. A number of schools did respond to the emails asking how else they can get involved to which they were told about all the Committees in place, or refreshing their contact information.
 - ii. After compiling the bounce-backs and updated info received, 42 schools have been removed from the site (made inactive) since they no longer had any current contact information. The next step in the process would be for Bekah and those who offer to help to research those schools, as well as others who haven't been involved with CAN, to find new information and educate them about CAN.
 - iii. Bekah encouraged all chapters to post their events on their chapter page that will then show up in the overarching chapter events calendar. A question was raised as to the order of the events on the pages – that they are in the order in which they were posted and not chronological order. Mike will look into why that is.
- f. Scholarship Fund
 - i. Background: Through the sponsorships obtained for the softball tournament, CAN now has approximately \$4,000 set aside as the foundation for the CAN Scholarship Fund (the "Fund"). The plan is to submit an application to obtain 501(c)(3) tax-exempt status in the near future, and to do so we need to show that we present charitable donations – which this allotment of money will provide. The \$700 awarded to chapters' scholarship funds through the NPC 5k has been distributed from this money with the remaining for future awards.
 - ii. The AC is currently reviewing the proposed SOP set up to establish the framework for the Scholarship Fund, with the next steps being the creation of a one-page document that speaks to the criteria needed from a chapter to apply and the scholarship application, itself.
 - iii. The question has been raised of what happens to a chapter that doesn't have their own scholarship fund. The present thought is that they can notify the Committee of a charity of their choosing (that does need to be centered around education, to keep in-line with CAN's overall mission, and be 501(c)(3)).
 - iv. If you have any questions or would like to be on the Committee, please get in touch with Mark on the CAN website.
- g. Social
 - i. The flag football end-of-season party is taking place at CCSP on January 8 from 8-11PM. If you have paid to be a part of the flag tournament or a guest, the price for the party is included. If you haven't but would still like to attend the cost is \$25. More information is on the CAN website.
 - ii. CAN is partnering with Shamrock Fest in March to offer special ticket pricing to CAN members and to provide an alumni row area for attendees to gather. Chapter leaders are

being asked if they'd like to participate and if so they will then receive a specific discount code – that will earn cash back for their chapter from each ticket sold. Those chapters that participate will receive \$4 from each regular ticket sold and \$8 from each VIP ticket sold so long as the purchaser uses the participating chapter's promotional code. Individuals whose chapter are not participating but still would like to attend will have a general code and \$4 from each regular ticket sold and \$8 from each VIP ticket sold using that code will go directly to CAN.

Please get back to Cindy Dudzinski at luneclaire@gmail.com by December 21 if your chapter would like to participate.

h. Sports

- i. Nick Walkosak (Arizona) has been confirmed as the Sports Co-Chair and Aaron Trus (Maryland) has been confirmed as Assistant Chair for Sports. Allen Van Brunt (Florida State) has also been offered an Assistant Chair position after going through the application process and we are currently awaiting his acceptance or decline of the offer.
- ii. Flag Football. This past weekend's tournament games were postponed due to inclement weather, so the start has been shifted to this coming weekend, December 12.
- iii. Softball. There is a vacant Commissioner position – anyone interested is encouraged to apply.
- iv. Volleyball and basketball seasons will begin in January. . Volleyball's overall numbers have decreased due to location in Chantilly, Virginia.
- v. Soccer. Currently CAN is trying to locate fields for play and if available, are not adverse to artificial turf.

IV. 2010 Budget

- a. Per the bylaws, the Board is required to develop a budget for Fiscal Year 2010 and have it finalized and approved by December 31.
- b. The budget was distributed and discussed
 - i. This year's budget is more detailed than in past years and includes more detailed account level data (note: revenue is recorded when it is received).
 - ii. The budget consists of four major operational categories: Sports, Social, Community Service and General Operations. The Sports category has the largest budgetary impact by way of revenue received from player/team fees and expenses such as equipment and facility fees. It was pointed out that three of the sports (Football, Basketball, Volleyball) have transactions that span calendar years so that income may be received in one fiscal year while expenses are not paid until the next, or vice versa. by the Board. The Board has discussed amending the fiscal year to more accurately reflect the current business cycle.
 - iii. CAN maintains a thin operating margin in order to provide low cost services. The 2010 budget was prepared with similar expectations, however, variances to the number of players and/or teams that generate revenue would adversely affect net income. Additional sponsorship revenue would help minimize the impact of any variances to budgeted amounts.
 - iv. A question was raised regarding the process related to achieving 501(c)(3) status. Lamont, Mark and Dennick are meeting before the year's end to discuss how we will move forward and to begin the application process. Once the tax-exempt status is achieved it should increase the number of sponsorship opportunities that are available to the organization, as companies are more inclined to donate to an organization with nonprofit status.
 - v. A question was raised asking if once the tax-exempt status is obtained, could banking fees be reduced and Dennick responded that it wasn't likely given that the majority of banking fees are associated with transaction fees relating to credit card processing.
- c. The AC currently is reviewing the budget and will provide feedback by December 10 with the final draft being presented to the Board for approval on December 16.

V. Next Meeting:

Monday, January 4 – Committee breakout sessions will occur. Please inform your committee members.

Meeting adjourned 8:18PM

Respectfully submitted by Bekah Meyerowitz, CAN Secretary/Membership – 12/10/09