

Baylor Round Table
Executive Board meeting
February 2, 2012
Clifton Robinson Tower, room 455

Meeting called to order at 12:01pm

Members present: Amber Adamson, Jaylie Beckenhauer, Sandra Bennett, Carroll Bonner, Jennifer Borderud, Shelley Brooks, Julie Covington, Marilyn Eichelberger, Lois Ferguson, Sandra C. Lené, Corrie Logan, Ann May, Nancy McKinney, Martha Lou Scott, Judy Schmeltekopf, Chris Wilkins, Laurie Wilson, Carol Schuetz.

President Julie Covington welcomed everyone and opened the meeting with a prayer.

Old business:

Dodie Jackson tribute:

The tribute by Rachel Moore and Nancy McKinney for Dodie Jackson needs to be approved for the minutes and a copy sent to the Texas Collection. Sandy Bennett made a motion to approve the tribute and have copies placed in appropriate places. Ann May seconded the motion. Copies of the tribute were also sent to family members.

Scholarship recipient:

President Julie Covington read a letter from last year's scholarship recipient. The student thanked Baylor Round Table for the scholarship and the support that it gave her in pursuing her studies at Baylor.

Bylaws changes:

Martha Lou Scott brought an update on the bylaws changes. Some rewording for clarity was done and the changes were presented at the January meeting. These were voted upon by the general membership and passed. The bylaws changes have now gone on to the appropriate places.

Thanksgiving dinner 2011:

The Thanksgiving dinner for the international students had a good turnout. The dinner had a great program and was enjoyed by all in attendance. The International Dinner committee did a stellar job in planning the event for 2011.

Christmas luncheon:

The 2011 Christmas luncheon was a lovely event that was well attended. One note for next year will be to look at the food and distribution of the types of salads for the luncheon.

Silent Auction: All of the baskets from the silent auction are gone and \$2439.00 was raised from the silent auction for the Baylor Round Table Scholarship fund. Questions were asked about the quantity of baskets -- were there too many or too few. It was also noted that the items from the Baylor Round Table Executive Board were made into 4 baskets instead of 2 baskets.

January Program:

The January program, "A Caring Community Cultivates Change", was held in the new home of the School of Social Work. After a good program, members were treated to a tour of the building and facilities. The program was presented by Dr. Diana Garland, Dean of the School of Social Work; Jim Vaughan, President and CEO of the Greater Waco Chamber of Commerce and Liz Taylor, Director of Waco's Convention and Visitor's Bureau.

New Business:

Nominating committee:

President Julie Covington presented the slate of officers for 2012-2013:

President: Paulette Edwards

Vice President/President-Elect: Patricia Pack

Recording Secretary: Carol Nowlin

Corresponding Secretary: Shelley Brooks

Treasurer: Sandy Bennett

Publicity: Lorin Matthews

Parliamentarian: Martha Lou Scott

Historians: 1. Jo Ann Sharkey
2. Gina French

This panel of officers will be voted on at the February 13 program.

Nominating committee:

Linda Cates, chair
Tommye Lou Davis
Paulette Edwards
Julie Covington, ex officio

Scholarship committee:

Currently, the Baylor Round Table scholarship is \$4000 given to one person. There was some discussion last year about giving 2 scholarships. Can we give 2 scholarships (in 2013)? With help from the Financial Aid office in selection of the candidate, can this be given in place of other aid? We are currently giving \$2000.00 each semester (\$2000 in spring and \$2000 in fall). Do we want to consider \$1000 in spring and \$1000 in fall and have two people getting scholarship money?

\$1000 was seen as not enough help and \$2000 was seen as more help and the better option. We could keep giving \$2000 each semester (spring and fall) to one person and build up the Scholarship fund to where we could give another scholarship. Inclination is to keep giving the one scholarship. When or if we take this to the membership, we need to have a rationale for what we want to do.

Candidate qualifications: There was discussion as to what to look for in a candidate – GPA, female, ?? In the past, one had been selected for us by the Financial Aid office and no questions were asked. The recipient and her mother are then invited to the Style Show luncheon.

February program:

The February program (Sweets and Service) will be on February 13, 2012 from 3:00-4:00pm in the Blume Conference room on 5th floor, Cashion Building. We will have 11 groups that will help Round Table members find places to plug in and help serve in our community. The groups present will be:

Campus Kitchen/ Campus Garden
Big Brothers/Big Sisters
Caritas
Meals on Wheels
Christian Women's Job Corp
Hillcrest Baptist Medical Center Auxiliary
Mission Waco
Talitha Koum
United Way
Waco Habitat for Humanity

Refreshments will be served and the program will be come-n-go.

Anniversary Celebration:

The Baylor Round Table Anniversary luncheon will be on March 21, 2012 and will be held in the Kappa Kappa Gamma Room of the Stacy Riddle Forum. Seating will begin at 11:30am and the luncheon begins at 12:00pm. Tickets are \$12.00. This year's program will be "Baylor through the Years". The program will be a panel discussion with several of Baylor's first ladies recounting their memories of Baylor. Donell Teaff will be the moderator for the panel. The first ladies who will be in attendance are:

Mary McCall
Sue Sloan
Alice Starr
Diana Garland

Photos of the first ladies will decorate the tables and there will be a table for each first lady. We also will be installing our officers for the coming year. Mary McCall's story and memories of Baylor will need to be recorded. Corrie Logan is checking with her husband about the availability of recording equipment for this

purpose. There was concern expressed about parking for the event. Requesting temporary parking passes for non-Baylor ladies was discussed.

Website Taskforce:

The Website Taskforce presented the following update to the Executive Board:

The taskforce met Dec. 1 and Jan. 25 with Kathy Weber, our IT liaison, to discuss adding online registration forms for both membership registration and program registration (when programs require payment) to our website. These online forms would enable members to pay using a credit card.

- Membership Registration Form
 - Kathy developed an online membership registration form, which the task force reviewed at the Jan. 25 meeting. She will have the finalized form ready for our next meeting on Feb. 21. It should be available for our use in April or May.
 - We tweaked the wording in the bullet points under the “membership eligibility” section of the website so that they read more clearly and succinctly. We also included a link to the full bylaws where the original wording can be found. This way we will not need to actually change the bylaws.
- Program Registration Form
 - Kathy is currently developing an online program registration form. She will have a draft form available at our meeting on Feb. 21. We hope to pilot this form for our May program this year.
- Other website recommendations:
 - Update the look of the website header and sidebar
 - Add descriptions of the interest groups on the “interest group” page to provide more info. (Coming soon!)

- Possibly include links to committee chairs' email addresses, if they don't mind. (Currently, there are links to officers' and interest group leaders' names but not committee chairs' names.)
- Archive meeting minutes and e-newsletters on the website. (E-newsletters for 2011 are now available and as are some meeting minutes from 2011. Carol Schuetz has also recently sent me minutes that I need to include.)

The question was asked as to who would be monitoring membership registrations and meeting registrations. The plan is to have a letter from the Taskforce to announce the roll out of the form. Membership, along with the Treasurer, will monitor membership registrations. For each occasion that it is applicable, it will be announced that members are able to use this to register or use the traditional form. There will still be a link for a pdf form that members can use to register for events and pay dues.

The Board was reminded that when members pay with a credit card, some of the money goes to the credit card company. There would not be two prices, one for online and one for regular. There is only one price.

The Taskforce would be an ongoing group. They will be tweaking the form and developing new ones. Round Table Website Task Force members: Julie Covington, Sandra Lené, Sandy Bennett, Nancy McKinney, Andrea Dixon, Jennifer Borderud.

Style Show:

Amy Williamson has resigned from the co-chair position and Amber Thompson has taken her place.

We have a need for models for the Style Show and are looking for 12-15 models. The committee is looking for intergenerational models (Ex: grandmother, mother, and daughter). Please contact Jaylie Beckenhauer if you would like to volunteer.

Independence trip:

Martha Lou Scott is accepting checks and reservations for the March 1 trip to Independence.

To-Do lists:

To-Do lists are due on May 24th. President Julie Covington reminded Board members of the importance of the To-Do lists. These lists help the person who will have your job for the next year. Board members were also reminded that if you have position/committee where you use Aramark, please remind them that a copy of the receipt/form, invoice or event order needs to be sent to Sandra Lené.

President Julie Covington reminded board members of the next meetings and the April board meeting.

Meeting was adjourned at 12:52pm

Minutes respectfully submitted,

Carol Schuetz, Recording Secretary 2011-2012