**[](https://asfccc.com/)**

**ASCCC Foundation Meeting**

**Tuesday, October 17, 2023**

**2pm – 3pm**

**Via Zoom**

**Directors: (\*notes present)**

Karen Chow, President\*

Christopher J. Howerton, Secretary\*

Mitra Sapienza, Treasurer \*

Robert J. Chambers, Director\*

Robert L. Stewart Jr., Director \*

Austin Webster, ASCCC Advocate and Special Projects (for Mica)

Guests: Tonya Davis, ASCCC Director of Administration

**Meeting Summary**

1. Call To Order & Approve September 26 Minutes - Meeting called to order at 2:04pm. Meeting Summary for 9/26 (M/S/C)
2. Fall Plenary:
   1. **15 for 15 Campaign** – Thanks to the office staff who helped create the graphics for our campaign. Next step is marketing and messaging. Giving Tuesday campaign is November 28th and will be added to the marketing communication. The directors affirm to start the communication as soon as possible. Once a week push communication will begin in lead up to Fall 20232 ASCCC Plenary.
   2. **QR Codes on Badges** – The Board was updated on the plan to include QR codes about the 15 for 15 Campaign on the back of name badges. Director Stewart also will test QR codes on T-shirts with the new logo for the Directors.
   3. **Signs for tables in main ballroom & Foundation Table-** There will also be table information in the main general session room, and information at the foundation table during Plenary. Board members will help staff the foundation table as their plenary schedule allows.
   4. **Sponsorships** – Initial communications have been sent to seek sponsors. If there are others that we wish to reach out to, forward the information to Tonya.
   5. **Swag**—The Board discussed if we wanted any special swag for 15 for 15. The concern is if it will become dated after this year and the lead time to have it in time for Plenary would be tough. Tonya did update that we will have foundation lanyards. FASCCC is our legal acronym that should be used.
   6. Events—
      * 1. Restaurants’ kickback (Thurs/Friday?) – Due to limited restaurants near the event space the Board decided not to pursue the restaurant “kickback” for this event.
        2. Thurs night event during Plenary – The Board continued to discuss the possibility of a “game night” or some other evening event where access would be granted to those who have donated to the foundation and have a foundation lanyard. Light refreshments of food/drinks would be nice to be added.
           1. Games ideas – pictures, puzzle, family feud, Kahoots, etc. Robert Chambers will work on some of these activities.
           2. Using one of the meeting rooms for the event would be ideal.
           3. Gameshow theme “Faculty Feud”
           4. Hold the event right after the final session on Thursday.
        3. **Motion**: ***to allocate $2500 from the foundation budget for this “Faculty Feud” event after the 5 general session on Thursday of Plenary (Stewart/Howerton) M/S/C***
3. FASCCC Budget update (Sapienza) - Treasurer Sapienza and President Chow provided an brief update on the foundation budget. As of 9/30/2023, $167,146.54 YTD assets. Last year the foundation spent roughly $2500 for the “Coin Op” event as a reference point for our budget for this year’s event.
4. Fall Plenary Scholarships – The Board has recently been reviewing Fall 2023 Plenary scholarships. The board has agreed on 10 virtual, however, only 5 virtual scholarship applications were submitted. The board discussed how to allocate the remaining 5 virtual. The Board agreed to offer one additional virtual to each area. Prior to the Spring plenary we may want to consider a scoring rubric/ criterion to help rank. Each Director will also select one applicant from each area for the 2nd virtual slot.

1. Next Meeting Date & Time – Next meeting will be November 28th from 2-3pm
2. Karen’s ASFCCC Google Folder (Strategic plans, Fundraising Plans, Scholarship Recipients Tracking, Solicitation letter draft, etc)
3. Adjourn – Meeting adjourned at 3:06pm