

Rabun Gap-Nacoochee School Alumni Association Executive Committee

Meeting Minutes
July 11, 2007

I. Call to order

Keith Sutherland '75 called to order the regular meeting of the **Rabun Gap-Nacoochee School Alumni Association Executive Committee** at **10:07 a.m.** on **July 11, 2007** at the Rabun Gap-Nacoochee School Alumni Heritage Center.

The following persons were present: President-Keith Sutherland '75, Vice-President-George Freemon '71, Representative to the Board of Trustees-Don Kelly '52, Treasurer-Dale Denham Shaffield '59, Secretary-Jennifer Berry Hudgins '86, Farm Family Representative-Morris Robinson '60, RGNS Archivist Billy Joe Stiles '49, Director of Parent and Alumni Relations-Laura Schott, Director of Advancement-Paige Spivey, Keith Arnold '86, Susan Odom '57.

II. Approval of minutes from last meeting

The minutes were approved as read.

III. Old Business

- a) Legacy Walkway update was given by Laura Schott. 122 bricks have been sold with a total of \$6,100.00. Four Hundred and fifty bricks need to be sold to pay for the sidewalk. The goal is to complete the first phase of the project by June 2008 Homecoming.
- b) Pavilion update was given by Paige Spivey. Plans for a pavilion on the Alumni Heritage Center site have been put on hold because the interested donor is no longer focused on that particular project. Pavilion project referred to newly formed Strategic Planning Committee. Paige will meet with local draftsman to establish conceptual drawings should other donors express interest in a Pavilion and Storage project.
- c) Dale Denham Shaffield made a motion regarding the fiscal authority of the Association. Dual Signatures will be required on all checks written on the Rabun Gap-Nacoochee School Alumni Association checking account. All elected officials will be listed on the signature cards. Morris Robinson seconded. Motion carried. Responsibilities for managing the checking account remain with the elected treasurer.
- d) Billy Joe Stiles gave report on the requirements of establishing an alumni cemetery. More research is needed. Any action is tabled until the fall meeting.

IV. Treasurer's Report

See attached report.

V. New Business

- a) Keith Sutherland made the motion that the votes on proposed by-law amendments at the Annual Meeting were null and void due to procedural error. The original by-laws stand. Dale Shaffield seconded. The motion carried.
 - b) Jennifer Berry Hudgins made the motion to re-introduce proposed amendments 1-3 without amendment 4. Dale Denham Shaffield seconded. Motion carried. By-laws and proposed amendments will be posted on rabungap.org website November 1 for alumni to view. Vote on proposed amendments will be held at the Annual Meeting June 7, 2008.
 - c) Keith Sutherland made the motion to appoint a Parliamentarian. Action tabled until fall meeting.
 - d) Dale Shaffield made motion to post Alumni Association meeting minutes that have been approved via e-mail by officers on the rabungap.org website. Keith Sutherland seconded. Motion carried.
 - e) Keith Sutherland made the motion that all posts on website be in PDF form. Dale Shaffield seconded. Motion carried.
 - f) Committees were set by President Keith Sutherland according to by-laws.
 1. Committee on Alumni Weekend-Chairman, Dale Denham Shaffield
 2. Budget and Audit Committee-unchaired
 3. Committee on School Development-Chairman, Keith Sutherland
 4. Committee on Archives – tabled until fall meeting.
 5. Community Outreach Committee (new)-unchaired-member, Keith Arnold
 6. Strategic Planning Committee (new)-Chairman, Keith Arnold and member, Susan Odom.
 7. Nominating Committee-Chairman-Jennifer Berry Hudgins, members-George Freemon, Don Kelly, John Marshall, Paige Spivey, Susan Odom, additional alumni-at-large yet to be named.
 - g) The new alumni logo that was voted on at the 2007 Annual Meeting was shown to the Executive Committee and will be unveiled in the fall Pillars magazine.
 - h) Meeting and work dates were set for the 2007-2008 year.
 1. October 27, 2007-Fall Work Day
 2. November 3, 2007-Fall Executive Committee Meeting
 3. January 12, 2008-Basketball Homecoming and Winter Executive Committee Meeting
 4. March 29, 2008-Spring Executive Committee Meeting
 5. May 3, 2008-Spring Work Day
 6. June 7, 2008-Homecoming Weekend and Annual Meeting
- There will be 5 mailings this year to keep the alumni informed of events. In addition to the fall and spring Pillars magazine, there will be a September postcard with events and dates for 2007-2008. There will be a February mailing with the Nominating Committee Report and Homecoming information. In April, a ballot for officer elections and notification of proposed by-law amendments and a proxy will be sent.
- Rabun
Gap- Nacoochee School will fund all of these mailings and mail to

all alumni for whom an accurate address is on file.

VI. Adjournment

Keith Sutherland adjourned the meeting at 4:31 pm

Minutes submitted by: Jennifer Berry Hudgins '86

Minutes were approved as corrected.