

TGMI Steering Committee
Meeting Minutes
January 10, 2012

Committee Members:

Present:

Marilou Cook - Chairman
Debbie Rivers – Vice Chairman
E. Ross White – Past Chairman
Phyllis Hodges – Member at Large
April Wright – Member at Large
Mark Patterson – Member at Large
Victor Barnes – 2010 Class President
Michael Blade – 2011 Class President
Dr. Tom Kohntopp – UT Program Director

Excused Absent:

Debbie Knox – 2010 Steering Committee Member
Jason Conner – 2011 Steering Committee Member
Melinda Crutchfield – Member at Large

Called To Order:

Meeting was called to order by Chairman Marilou Cook at 2:35 pm. The meeting was held in the Data Center, Conference Room 2. Phyllis Hodges volunteered to take the minutes until a secretary was elected. The new members were introduced.

Election of Treasurer and Secretary

Ross White moved that Debbie Knox be re-elected as treasurer. April Wright seconded. The motion carried.

April Wright moved that Melinda Crutchfield be elected as secretary. Ross White seconded. The motion carried.

Treasurer Report:

Marilou Cook provided the Treasurer's report in the absence of Debbie Knox. The balance in the checking account is \$2,445.07. Jon Zirkle has been reimbursed for the Chairman's plaque. The invoice for Montgomery Bell and the outstanding registration fees have not been accounted for at this time. Phyllis has checked with Montgomery Bell for an invoice and has contacted all of the no-show registrants who have not submitted their payments. We should have that cleared up by the next meeting.

Review of Steering Committee Manual:

The Steering Committee roster was reviewed. April's phone number needs to be changed to 615-253-4466.

Dates for this year's meetings are listed.

Marilou will check on a bridge line call in number for the remainder of the meetings. (Call-in AUDIO bridge number is 615-253-4021; VIDEO bridge is 615 253-9603)

Selection of committees and members:

Charter Committee – Includes responsibilities of By-laws and Nominations

The chairman is Mike Travis. The steering committee liaison is Marilou Cook. April Wright volunteered to serve on the committee.

Communications Committee - Includes website development, Alumni Directory, LinkedIn access and management and Newsletter distribution. Debbie Rivers will serve as the chairman. April Wright is the steering committee liaison. The class reporters are the remaining members of this committee.

Community Service Committee – Includes proposing and implementing alumni community service activities and projects. Ross White nominated Jon Zirkle who has indicated a willingness to serve. Marilou Cook seconded. Jon was approved as the Community Service committee chair. April Wright nominated Jason Conner to serve as the SC liaison. Debbie Rivers seconded that nomination. Jason was approved.

Business Events Committee – Includes new class Orientation, Holiday breakfast, Speakers Bureau, Mentoring, TGEI-TGMI coordinator. Chairman will be Phyllis Hodges. Marilou Cook will serve as steering committee liaison. The discussion for this committee's activities centered around the possibility of merging the TGEI and TGMI alumni associations. Marilou has had a discussion with the chair of the TGEI alumni association and further discussions will take place. Mark Patterson suggested that there were pros and cons to merging the two alumni bodies and volunteered to work on that sub-committee. E. Ross White voiced some concerns as well. Marilou Cook asked Ross to serve on that committee as well. Marilou made the motion to add Ross White and Mark Patterson to the business events committee with a specific charge to work on the alumni association merger. April Wright seconded. The motion was approved. The Education/Training/Leadership Development Committee charge was discussed. April suggested that if we are not going to have a role in Fall Conference planning, we do not need a committee with only one charge. Therefore she suggested putting the Lunch and Learn programs under the Business Events Committee. April Wright moved that the Lunch and Learn planning activity be added to the Business Events Committee and that the Fall conference planning activity be left on the table for now. The motion was amended to table the move for now. Debbie Rivers seconded the motion. The motion was approved. Michael Blade was asked to serve on the Business Events committee to handle the orientation and mentoring the new class activities. The remainder of the committee will assist Michael with this activity.

Social Events Committee – Includes proposing and implementing social events for Alumni and families. April Wright is the chairman of this committee. Debbie Rivers nominated Victor Barnes to serve as the steering committee liaison. Ross White seconded the motion. The motion was approved.

Debbie Rivers asked if committees were expected to meet monthly or as needed. Marilou and Ross both provided the guidance that they meet as needed.

Old Business:

a. Mission statement

Ross asked that we continue working on the mission statement using Debbie Knox's notes that we worked on last year. April asked if we were revising/replacing the old one since there is one in place. Ross agreed that we were re-writing or revising, not creating a new one. Ross noted that the mission statement should reach the members on an emotional level. Marilou Cook made the motion that Ross bring the work back to the table by getting with Debbie Knox. Debbie Rivers seconded the motion. The motion carried.

a. Mentoring

Ross White asked how we could move that forward. We discussed mentoring the new class and working with Mike Blade to get that set up. We also discussed having the Business Events committee continue to explore ways to set up a Mentoring Bureau similar to the Speaker's Bureau. Michael Blade will work with the 2011 class to secure mentors for the 2012 class. The plan is to have those mentors meet their mentees at orientation which is April 9.

New Business:

a. Roberts Rules of Order – will be followed, abet loosely, for meeting protocol.

b. By-laws

Section j in the objectives still needs to be revised. Marilou will invite Mike Travis to the next meeting to discuss amending By-laws. The motion to invite Mike to the next meeting was made by Marilou, seconded by April and approved.

c. A thank you from Susan Burdette was read by April.

d. April Wright recapped the dates that have been secured for the social functions. Lady Vols game is February 26. Dr. Tom volunteered to host a reception before the game at his office. Parking is free at the Ag campus and a continuous shuttle will deliver the riders to the arena.

The Memphis Red Bird game is April 14 at 6:06. The food and game ticket is one price for the package.

She is working on a night at the Grand Old Opry.

e. Dr. Tom reported that the new class alumni cookout will be at Montgomery Bell on Tuesday May 8. On June 11 the alumni are invited to Knoxville to visit with the new class and talk about the alumni association and class officers.

The meeting was adjourned at 4:00 PM. Ross White made the motion to adjourn. Debbie Rivers seconded the motion. Meeting adjourned.

Open Discussion:

This month's recommended readings are: Lyman, A. (2012). *The trustworthy leader*. Hoboken, NJ: Jossey-Bass. ISBN 9780470596289

MARK YOUR CALENDARS – Dates to remember:

UT Lady Vols game – 2/26/2012

Memphis Redbirds game – 4/14/2012

New Class Alumni Cookout (Montgomery Bell) – 5/8/2012

Alumni visit Knoxville talk about elections – 6/11/2012

Regards,

Phyllis Hodges