

**SMYSP Alumni Association Officer Meeting**  
**January 26, 2008**

**Attendees:** Destinee Cooper, Angel Fabian, Enrique De Anda, Earle Hall, Daniel Stringer, Jenny Patten

**I. Welcome and Check-Ins**

- Advisory Board Meeting
  - An important meeting is taking place on Monday (January 28) from 3:30-5pm
  - The Advisory board will be meeting with the Dean of the medical school to discuss making SMYSP a greater priority and encouraging Stanford to help SMYSP raise money
  - Angel, Dan, and Earle will not be able to attend, but Jenny will try to be there

**II. Review Vision/Mission/Goals**

- The board decided to make a change in wording to the vision, and took out one of the goals, which was found to be too similar to the vision.
- ***Vision***
  - Through alumni leadership, the Association **promotes SMYSP in its vision** to eliminate inequalities in education and health.
- ***Mission***
  - The Alumni Association engages a diverse community of SMYSP affiliates to further develop leadership skills and expand their social, academic and professional opportunities.
- ***Goals***
  - Cultivate cohesive community of SMYSP Alumni
  - Foster professional and social growth through mentoring and networking
  - Support and enhance programmatic initiatives
  - Cultivate fundraising and development activities

**III. Constitution**

- Earle drafted a constitution and brought it to the group for discussion.
- Everyone agree they were comfortable moving forward with the current draft
- Next step is to:
  - Incorporate bylaws of the Access constitution as needed
  - Each member will create a summary of their duties and send it to Earle a week before the next meeting
  - Earle will send out a draft of the updated constitution the week before the meeting for review by the group to discuss at the next meeting

**IV. Workplans w/Timelines**

- The current board was elected to serve until July 2009
- Activities we are currently engaged in:

<b>Project</b>	<b>Activity</b>	<b>Date Due</b>	<b>Responsibilities</b>
<b>SMYSP Support</b>	Interviews & panel	5/5	<i>Angel &amp; Alumni Association</i>
	Prep work: meetings with counselors to plan workshops (about 2) and the summer reunion	7/?	

	Possibly help SMYSP with grant writing and Annual surveys. The next set of SMYSP annual surveys will be sent out Oct-Jan (takes about 5 months to send them out, get them back, and update them for the 600 alumni)		
<b>Constitution</b>	Draft	6/08	<i>Alumni Association</i>
<b>Newsletter</b>	Draft a timeline for the release of a SMYSP newsletter		<i>Jenny</i>
<b>College Clusters</b>	Retreat	2/08	<i>Earle</i>
	Earle has a meeting with the representatives coming up and will report back on what they're doing with fundraising		
<b>Alumni Events</b>	Research other alumni associations to find ideas about what other types of events we could host		<i>Jenny</i>
	Speakers bureau		
<b>Fundraising</b>	Come up with ideas on how to fund a full time coordinator position		<i>Enrique</i>
	Research the Stanford Alumni Association and other alumni associations to see what they are doing		
	Research on other methods for funding the SMYSP Alumni Association		
	Find new grant opportunities		
<b>Needs Assessment</b>	Follow up on ideas taken from the alumni note cards -Attempt to organize the alumni feedback	2/08	<i>Earle &amp; Angel</i>
	Alumni mapping- figure out their locations, etc.		
<b>Website</b>	Dan has access to the alumni association portion -Develop a draft of a plan on what to do with the website		<i>Dan</i>

## **V. Finances**

- Enrique is working on electronic tracking of financials
- Enrique received records of college cluster activities from Earle and will hold them for now
  - He is currently in control of 3 different accounts
- The biggest issue is how to bring in money and figuring out what to keep track of because right now there is no money to keep track of
- Endowment business reminder from Destinee
  - If donations go into the Stanford account, SMYSP only receives the interest and is unable to touch any of the money in it. Stanford invests the principal
  - Because of this, we would rather have money go into the Access account so that we can do more with the money (Goldman Sachs account)

- The SMYSP Alumni Association has no money as an organization and because of it, Enrique's current role is mostly helping SMYSP keep track of and organize their finances
- The College Cluster account sits in a gift account
  - College clusters have really just received donations and only have about \$800
- The SMYSP AA may be able to ask Judith and Marilyn for seed money if we approached them with an idea and put together a solid plan

#### **VI. Alumni Mapping Project**

- In order to help determine clusters of alumni, maps in the SMYSP office show all the alumni and counselors based on their geographical location
- The board spent the rest of the meeting helping place stickers onto the maps

#### **VII. Adjourn and Next Meeting**

- The next meeting will take place by conference call on February 23<sup>rd</sup>, from 9-11am
  - Enrique will send the call-in number
  - Everyone should send out any documents they will be reporting on to Jenny who will send them in one email out to the group prior to the meeting
  - The group is currently on 5 different lists right now. Destinee will send Jenny an email describing the purpose of each address in order to clarify what each is for.