

**Minutes for Joint meeting
of
NSAC Alumni Association and Foundation**

*December 14, 2007
C.A. Douglas Room, NSAC*

1. Introductions

Present:

Dick Huggard (*Chair Fdn*)
Arnold Hagan (*Chair AA*)
Dwane Mellish (*ViceChair AA*)
Laurie Hennigar (*AA, Fdn*)
Steve Healy (*Fdn*)
Sherry Porter (*phone Fdn*)
Ken Peacock (*Fdn*)
Jean Lynds (*AA*)
Jim Goit (*Staff*)
Bernie MacDonald (*Staff*)
Stephanie Rogers (*Staff*)

Regrets:

John Hutchings (*AA*)

Note

Fnd (NSAC Foundation)
AA (NSAC Alumni Association)

2. Alumni Association Meeting

- a) **Executive Officers for the Alumni Association** - The Alumni Association Board called their meeting to order and Arnold Hagan was nominated as Chair of the newly formed Alumni Association Board. Dwane Mellish was nominated for the position of Vice Chair. **Moved Laurie, seconded, Jean. Motion carried.**
- b) **Secretariat/Treasurer** - Jim Goit volunteered to take on the task of Secretariat for the Association Board. **Dwane moved, Laurie seconded, Motion carried.**
- c) **Association By-law changes** – The Board reviewed the proposed changes to the Association By-laws.

3. NSAC Foundation Meeting

Dick called the meeting to order at 10:30 a.m. Agenda was approved as circulated.

- a) **Minutes of last directors meeting** – Jim highlighted the Minutes of last meeting held in May. Laurie moved, Steve seconded, the Minutes were approved as circulated.
- b) **New directors** – The Board reviewed the list of Foundation Directors. Steve Healy, Dick Huggard and Sherry Porter’s terms expire in 2008. Dick and Sherry are not eligible to re-apply for a third term. We are in need of two new directors. Steve is eligible for an additional term and indicated his willingness to do so. The Board was encouraged to send potential candidate names to Jim. The following list of directors was circulated.

Member	Start Date	Finish Date	
Stephen Healy	July 29, 2005	July 29, 2008	1 st term
Dick Huggard	July 29, 2005	July 29, 2008	2 nd term
Sherry Porter	July 29, 2005	July 29, 2008	2 nd term
Ken Peacock	Aug 2, 2007	Aug 2, 2010	1 st term
Laurie Hennigar	Aug 2, 2007	Aug 2, 2010	2 nd term
Jim Goit	Secretary		
Vacant	President		
Bernie MacDonald	Treasurer		
Stephanie Rogers	Recording Secretary		

- c) **Portfolio review** – Jim reported that he had met with Ted Jordan and the next quarterly report is not ready yet. (December 31) However, everything is within policy and the asset mix is holding well. The Investment committee will meet prior to the Annual Meeting.

4. Discussion: Working Together

Having the two Boards meet together was an agreeable concept to all. Members of the Alumni Board do not become members of the Foundation Board. The Act governing the Foundation prevents this. It was recommended that future meetings be conducted as two meetings in one, with a joint chair-ship.

5. NSAC and Development office

- a) **Donation summary** - Jim circulated a donation summary for the current fiscal year ending December 5th. He stated that we were very pleased with the results of this year’s annual mail appeal. This was the first year for online donations. The office has seen an increase in first time donor activity and more undesignated funds coming in through the annual appeal.

- b) **Changes to NSAC governance** – Legislation was introduced in the House of Assembly to put a new governance structure forward for NSAC. The new structure would see the NSAC managed by a Board of Governors and an academic senate. This model would still see NSAC connected to the Department of Agriculture and industry as a whole. This bicameral model is very similar to other university structures.
 - c) **Replacement for Stephanie** – Stephanie will be away on maternity leave for the year 2008. A process is underway to hire a replacement in her absence.
 - d) **Alumni Reunions (summer or fall?)** – Discussion was held as to the most appropriate time of year to hold alumni reunions. This year, reunion will be held on July 23rd to coincide with Open House and the Agri-Golf Classic on the 24th.
 - e) **New scholarship idea – Discussion on changing the focus of the current alumni scholarships. This new scholarship would focus on sons or daughters of alumni and/or siblings .** These would be application-based scholarships with a total expenditure of \$10,000 to start. **Dwane moved that the Development office convert the current alumni scholarships to this new focus. Seconded by Jean. Motion carried.** Jim would work with Brian Crouse to develop the guidelines for the new scholarship and would put a proposal to the Senior Management of NSAC to get funding from the Second Century endowment to top up the total to the \$10,000 level for at least the next 3 years. Once we had a better idea of the uptake of for this program there could be adjustment and enhancements. This would be a good fund raising project for alumni.
6. **Adjournment.** Both the Foundation and Alumni Association meetings were adjourned at 12:00 noon.
7. **Next meeting (June)** – The next meeting of the joint board will be held in June.