



HFTM/HAFA ALUMNI ASSOCIATION
 University of Guelph
BOARD OF DIRECTORS MEETING — MINUTES
 Wednesday, November 18, 2020, 7 to 8pm

Call-in info:

Zoom video call (link to be sent by Patrick)
 (Lora's cell 905-873-5672)

	Item	Lead	Time Allocation (min)
1	Welcome Attendees <ul style="list-style-type: none"> - Lora, Laura, Chris, Daniel M., Daniel C., Patrick, Lisa - Regrets: Rachel, Elizabeth, Adam, FangYu 	Lora	5
2	Last Meeting Minutes – November 18th, 2020 <ul style="list-style-type: none"> - Approved. 	Lora	5
3	Finances <ul style="list-style-type: none"> - No activity this year. - Losses recorded in April, strip the surpluses from last few years, should rebound. - \$2,000 scholarship recorded this year but could be last year... 	Daniel C	
4	Alumni Affairs & Development <ul style="list-style-type: none"> - New Dean in October 2020. - Working on events, scholarships. - Close to getting close to accreditation – audit involved – in final process. - Alumni Survey – everyone to complete if not done already and pass around to Networks. - Working away on plan for Careers Night. - Elizabeth now settled in her new role. - Nia, Development Assistant, helping on alumni affairs admin. Will start helping with Careers Night. 	Patrick/Elizabeth	10
5	School of Hospitality, Food and Tourism Management <ul style="list-style-type: none"> - 333 responses to Alumni Survey. - Will create alumni home page profile page including alumni profiles and video content. - Current focus to promote the University to local Ontario students as seen drop off in enrollment recently. 	Chris	5

	<ul style="list-style-type: none"> - Prof Joan Flaherty will retire at the end of 2020. Lisa Fodor is creating a video montage for Joan's retirement. If you would like to participate, please let her know. - Agreed to knowledge share about webinars so that Alumni Association can share on social media channels. 		
6	HFTMSA <ul style="list-style-type: none"> - Focusing on getting students involved - Epilepsy Canada fundraiser event – successfully created event – 40 people – raised over \$500 - Rescheduled online entrepreneurial speaker event for December 1st as a few speakers cancelled. Please forward any ideas of contacts to Daniel M. Lora to send Heidi Wilker’s email address. 	Daniel M/ FangYu	5
7	Events <ul style="list-style-type: none"> - Fall Social – great feedback and would like more breakout/networking sessions next year. - Careers night – Jan 28th - invite to go out w/c November 23rd <ul style="list-style-type: none"> o Attempt to put equal a number of students in each breakout session o Three breakout sessions of 25 minutes each o Everyone on Alumni board to register themselves o Dan to share student invite on Course link in early January o Laura to review countdown schedule and add website & social media promotion steps o Lisa to add to content to website such as time 6 – 7:45 and link o Lora offered to build photo promotional material - Spring social and/or golf event – fundraising for scholarships in January <ul style="list-style-type: none"> o Patrick to bring ideas about fundraising o Everyone to bring ideas to January meeting regarding experiential and educational event ideas o Spring dates to be determined on next meeting - Calendar of events and meetings – to be developed & posted on website. To be distributed and approved by everyone 	Laura	10
8	Social Media & Website <ul style="list-style-type: none"> - Lora taking over from Rachel for the time being online – Please send ideas to Lora to post. - Lora to share Heidi Wilker’s project/event COVID-19 report online. 	Lora/Rachel	10

9	<p>General Discussion / Questions</p> <ul style="list-style-type: none"> - Joseph to reach out to Elizabeth and Patrick and bring forward the research project. - Everyone to send Lora bullets about their role – start putting together general role descriptions for next board meeting. - Kenny available to help and volunteer – background in logistics and would like to help on subcommittee. - Set meeting dates for 2021 by next meeting. - Zoom account – Patrick is trying to get his own Zoom license and the association will have full access. Will update by next meeting. - Patrick to look into transcribe tools on zoom, otherwise can look into Otter. - Patrick to check if students would like to participate in organizing careers night. 	All	10
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