

# Student Philanthropy Council (SPC)

## Leadership Team Meeting

January 16, 2019 – Town Point 4750



### Attendance & Announcements

- Attending: Allana, Andrew, Felicia, Josh

### LT Logistics & Updates

- Covered role responsibilities and needs
  - Reviewed new Member Information form, General Interest form
    - Felicia will start adding information to Member Database, see if anything needs to be added
  - Marketing Chair will be opened once we get more general members involved
- Website needs: Bios, individual reviews, suggestions
  - LT to submit two- to three-line bios reflecting “Why You Give” to be placed on website
- Schedule headshots: Group and individual
  - Will be scheduled early-February in the alumni house
    - Need member availability for semester completely determined
- Constitution updates
  - Current and historical versions of the SPC Constitution / bylaws will be placed on website for reference; also OwlLife
    - Josh to update current version to reflect recent changes, send to group for approval

### Event Planning

- Set dates for General Meetings
  - Will do these once a month; can increase frequency if needed
  - Mondays, beginning Feb 4, 5:15-6:15pm
  - LT meetings will follow the week after, beginning Feb 11, 5:15-6:15pm
- MLK Day of Service and March
  - Group will attend the March on Monday, January 21
  - Link to RSVP can be found [here](#).
- Set tabling for semester
  - Will do Wednesdays, biweekly, beginning Jan 30, from 12:00pm-1:30pm
  - Start in Student Center, alternate to Social Sciences; Andrew will work on reservations
  - Shirts can be given to students who complete the Interest Form

- Reviewed potential Alumni Association partnerships
  - Andrew will follow-up with group after Tuesday meeting
  - SPC LT will try to have a presence at as many events as possible
- Tradition Tours will be planned at next meeting

## Miscellaneous

- Newsletter under development: Will be posted Friday morning
  - Will do featurettes for Felicia, Kaylon, Andrew
  - Will add information about website
- Cording Ceremony will be done again this semester, in the alumni house
  - Will plan more come mid- to late-March

## Action Items

Action Item	Status	Owner	Due Date
Add info from Member Information form to Member Database	New	Felicia	01/25/2019
Submit short bios for LT web page	New	LT	01/20/2019
Determine member availability	New	Josh	01/20/2019
Place Constitution files on Website	New	Josh, Andrew	
Place Constitution files on OwlLife	New	Josh, Andrew	
Update Constitution, send to group for review	New	Josh	01/31/2019
RSVP for MLK Day Walk	New	LT	01/18/2019
Reserve spaces for tabling	New	Andrew	
Follow-up with LT about Alumni partnering	New	Andrew	01/23/2019
Plan Cording Ceremony	On Hold	LT	03/31/2019