



## Bloustein School Alumni Association (BSAA)

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### **Bloustein School Alumni Association (BSAA) Meeting Minutes from June 22, 2011 E.J. Bloustein School Building, 5<sup>th</sup> Floor Conference Room 6:00 p.m.**

In attendance:

Board Members - Emily Grant, Maria Connolly, Peter Grof, Anthony Marchetta, Ngozi Obi, Vito Gallo, Aaron Richton

Bloustein School: Donald Sutton, Marcia Hannigan, Hillary Bardwell

Other: Policy Alum - David Greenblatt

#### **Alum/Alumna of the Year Award – Robert Sommer**

- Vito Gallo has booked the event for Monday, September 26, 2011 at the Trenton Marriott. He has provided the Marriott with a \$500 deposit. We need to spend a minimum of \$900 on foods and drinks. We will have 1/3 of a ballroom, which will accommodate 75-125 people. They will provide high cocktail tables and a microphone.
- It will be a two hour event (5:30-7:30pm). There is a \$250 charge for the room rental and they charge \$95 for a bartender and \$95 for a cashier (total: \$440). We decided to have hors d'œuvres for two hours and a pasta station for one hour. Food: \$10 per person per hour for three hors d'œuvres; \$7 per person per hour for pasta station. In addition, there is a 21% service charge (no tax). We also decided to give out one drink ticket per person (\$6 per person) and have a cash bar for the remainder of the event. Total cost: \$33, plus service charge, and charge for room rental and bartender/cashier.
- Peter and Don met with Bob Sommer. Bob is pleased to get an official acknowledgment. He is going to give Don an invitee and sponsor list. Once the list is received, Peter and David will work with Don on soliciting sponsors to purchase ad pages in the program. We can get it printed in house by Rutgers as long as we give them at least 2 weeks. Still need to determine prices per ad. We discussed having higher prices for front and back cover. Possibly \$250 full page inside program, \$150 half page inside program. \$500 for front or back cover?
- Program should have messages from the Dean, Bob and BSAA (Peter).
- Planning Committee will work on text of invitation and get it to Karyn by the end of this week. Copy Marcia on the email. We hope to get the invitation out by July 15. A reminder should also go out closer to the event. Marcia is meeting with RUAA staff about email blasts. Karyn will also put the event on the webpage, Facebook and LinkedIn. The Dean and Bob would like to see the invitation before it is finalized.
- Flyers could also be posted on the bulletin boards in the schools and Marcia can send an email out to faculty and RAPPS. Marcia can also contact Eagleton and see if they can send an email out for us.
- Emily is going to email Board and ask for email addresses of fellow alumni so that Peter can send an email too.
- Motion passed to charge \$25 per person.



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- Emily will set up the paypal link and send it to Karyn to post on the website and link on the invite. Emily will make and maintain a spreadsheet of attendees and David will make and maintain the sponsor spreadsheet.
- Award: Marcia will talk to Amy Cobb about the type of award to be given to Bob. Maybe an etched glass award or plaque-Planning Committee can pick. Price range \$50-\$100.

### **Rutgers Solar Decathlon House**

- Tony is still looking into having an event for alumni. He is talking to Donna. September 23, 2011 is a potential date. However, the house is open to the public at all times. Any events would have to be planned by alumni there (DC alumni group) and not us, but we can take an active role in promoting it and possibly attending it.

### **School Programs**

- The New Jersey League of Municipalities Education Foundation is sponsoring a half-day program at the School: "Month 25 of Economic Recovery: Where are we and where are we going?" July 8, 2011. 9:00 am-1:00pm. Special Events Forum.

**Next Meeting: Bloustein School: Tuesday, July 19 at 6PM.**