Welcome:
Del Smith began the meeting around 8:45am by welcoming everyone and announcing the agenda (previous distributed).

Review/Discuss and Approve AFSA Strategic Map (Plan)/CASE:
The Board discussed the Strategic Map/(Plan) and recommended the following revisions: Under Service, “of (add) ‘sustainable’ deployable resources,”: and Under Engagement, “AALANA (add) ‘faculty, staff and students’…retention” The plan will be presented to general body at the first community meeting gain addition input and hopefully, ratify.

Confirm Academic Year Meeting Dates:
Via consensus, the first community meeting is W-September 25, 11:30a-12:00p—networking; 12:00-1:00pm—business meeting. At that meeting we will poll the group for alternate meeting days and times (8:30am and 11:30am), similar to the AFSA E-Board meetings.

Establish Agenda/Objectives for 1st General Body Meeting:
Via the consensus, the format is:
- Agenda will include--
  - Welcome/Introductions
  - AFSA Strategic Map (Plan) CASE Overview
  - Poll the group for suggested days/times
  - AFSA Announcements—Candi—also, extend opportunity for other members to pertinent information/upcoming events.

Efforts will be set forth to include the agenda prior to community meetings, which should enhance attendance and active participation of all (Stephanie)

- Order and provide lunch for the September 25 (Candice) AND Venessa will determine the appropriate expense account
- Sign-in sheet (Stephanie/Gwen)
- Special sign-in sheet for names of those interested in AFSA/want to know more about AFSA (Jonathan)
- Send meeting announcement to current Listserve (Stephanie)
- Send notice to RITStaff to general announcement/reminder about AFSA, upcoming meeting, and provide opportunity to opt-in (Stephanie)
- Reserve the room (Stephanie)
**Discuss Communication and Outreach:**
The Board discussed the importance of having a current AFSA list that would indicate ethnicity.

Contact HR to see whether HR could provide us with a RIT faculty and staff list that would indicate ethnicity and/or advise us as to whether we could build our own (due to legalities) (Del)

Contact senior leadership to solicit their support and encourage their the active support of their staff/faculty, including meeting with senior leadership (e.g., AFSA E-Board representation at deans’/department heads’ faculty/staff meetings) (Del and Candice)

Announce upcoming events at the first community meeting, including ROAR Annual Gift Event (September 26) and the Alumni Faculty-Staff Luncheon (October 4) (Candi and other AFSA members).

Among other things, these provide opportunities for outreach, philanthropy, engagement, etc.

**Review Financials**
*Venessa*—Balance, $2600--$82 in designated/operating account, $2518 in gift account. Venessa will review the policy related to the gift account to ensure appropriate use of funds

*Del*—continue to work on securing funds for the designated and gift accounts, which includes contacting RIT leadership and/or private contributions.

*Candice*—Reminder—seek financial support from other RIT staff/faculty (individually or programs/departments) as well and elicit sponsorship for meeting lunches.

**New Business (none)**

Meeting ended about 9:50am.

Notes by G. Gause