



# Northeast Board of Regents Minutes

April 10, 2025

12:00 p.m. EST

In attendance: Cheryl Kuhn, IOM; Heath Barret, IOM; Cereto Bean, IOM; Jessica Capistrant, IOM, CAE; Mary Griffin, IOM; Iman Hannon, IOM; Susan Spears, IOM; Tamara Tateosian, IOM; Ashley Walton, IOM; Jennifer Williamson, IOM, CAE, CMP; Andrea Wong, IOM; Angie Whitcomb, IOM; Karyn K. MacRae, IOM, CAE, CMP; Cici Francisco, IOM, CDP; Nathan D. Graham, IOM; Ivy Mitchell; Liyu Shiferaw

## I. Welcome and Approval of Minutes

Cheryl Kuhn, IOM welcomed everyone to the meeting and minutes from the January 23, 2025 meeting were approved with no changes.

## II. Staff Update

- Numbers  
It was reported that at the time of the call, there were 43 total registrants, of which 15 were first-years.
- Graduation venue  
Regents were made aware of the cost challenges of hosting Graduation at Triple Crown at the Radnor. A suggestion was made to revisit the Inn at Villanova, and the Main Line Chamber will also be reached out to for assistance.
- Restaurant/bar  
Regents also learned of the construction delays at the Radnor and that the restaurant and bar might not be operational during Institute. Staff and regents will work together to come up with creative alternatives should this become a reality.
- ACCE collaboration  
Staff shared highlights from their call with ACCE, including opportunities to cross-promote on social media. Regents were asked to repost and share on their own accounts. Staff also shared highlights from a similar call on the association side with ASAE. Regents were encouraged to post in all appropriate channels.



### III. Review of Regent Responsibilities

- Class Advisor/Regent Partner Update  
The roster for advisors and Regent Partners was shared.
- Scholarship Recap  
14 scholarships in the amount of \$6,600 were awarded, out of a total 24 applications. Recipients included a mix of associations and chambers. A variety of factors were considered, with budget size being the first priority in decision making. Staff will send registration reminders to those recipients who have not yet registered as it gets closer to the deadline.
- Recruitment and Retention  
The [recruitment toolkit](#) was once again referenced, which includes the link to the prospect list. Regents are permitted and encouraged to reach out to anyone on the prospect list, even if it wasn't a name they submitted. The prospect list is updated frequently, so board members can check the status to see if their prospects have registered.
- Fundraising  
No updates were shared on fundraising efforts.
- Kickoff/Day 1 Activities
  - Morning brunch – Due to the possibility of the on-site restaurant being closed, morning brunch will be reconsidered. The committee will reconvene and report back.
  - Registration and IOM Expo – This will take place on the lower level of Bartley Hall, outside of the Exchange and possibly under the stairs outside of Holy Grounds. More information will come from staff, including assignments for staffing tables.
  - Sunday evening – The Kickoff will likely take place in the auditorium on the first level of Driscoll Hall, just across the street from Bartley. A brief 30-minute reception will take place in the atrium, and Tamara Tateosian will be the lead on an interactive icebreaker.
- Industry Consultations  
Iman Hannon and Susan Spears are the leads on assigning consultations. Regents were encouraged to [sign up to help facilitate](#).
- Lunch Roundtable Discussions  
Specific topics and facilitators will be assigned as it gets closer to site.

### IV. Other Business/Adjournment

Staff reminded the group about the upcoming [Info Session](#) next Wednesday 4/16 at 12:00 p.m. EST for anyone wanting to learn more about the program.

There being no other business, the meeting was adjourned.



## Goals

- Improve the overall attendee engagement experience by having select regents focus on each class year.
- Utilize targeted marketing campaigns in recruitment efforts.
- Fundraising goal TBD.

## Assignments

- Class Advisors – Heath Barret
- Fundraising and Scholarships – Jennifer Williamson, Andrea Wong, Mary Griffin, Ashley Walton
- Industry Consultations – Susan Spears, Iman Hannon
- Roundtable Discussions – Iman Hannon, Tamara Tateosian
- Opening Welcome/Kickoff – Cereto Bean, Mary Griffin, Tamara Tateosian, Joey Graves
- Fourth-Year Recognition – Cereto Bean, Susan Spears, Heath Barret
  - Graduation – Tamara Tateosian, Cereto Bean, Mary Griffin, Cheryl Kuhn (*staff recommends that this falls under fourth-year recognition*)
- Faculty and Volunteer Dinner – Susan Spears
- Social Media – Susan Spears, Ashley Walton
- Pre-Site Activity – Heath Barret, Joey Graves
- Class Dinner Experiences – Joey Graves, Heath Barret