Subject: Help Shape the Future of Our WVU Alumni Chapter

Dear Fellow Mountaineer,

I hope this message finds you well and filled with pride in our West Virginia University heritage. I am reaching out to you today with an important opportunity to make a meaningful impact on our Central Virginia alumni community.

As you may know, our previous Board of Directors resigned effective June 30, 2025. While this was a difficult transition, I am honored to have stepped forward as President to ensure our Chapter continues serving the WVU alumni community in Central Virginia.

However, I cannot do this alone.

Despite our Chapter's success in hosting game watch parties, managing member benefits, and supporting our scholarship fund, we currently have vacant positions on our Board of Directors. Our bylaws call for a Vice President, Secretary, and Treasurer, as well as optional positions like Communications Director and Activities Coordinator.

Our Chapter serves dozens of WVU alumni across the Richmond, Charlottesville, and surrounding areas. We have:

- An active membership base paying annual dues

- Successful game watch events throughout football season

- A growing scholarship endowment

- A professional website and social media presence

- Strong relationships with local venues and businesses

But to continue this important work, we need dedicated volunteers willing to serve on the Board.

We are seeking alumni willing to serve as:

VICE PRESIDENT

- Assist the President with Chapter leadership

- Preside over meetings when President is unavailable

- Help coordinate major events and initiatives

- Estimated time: 3 to 5 hours per month

SECRETARY

- Maintain meeting minutes and Chapter records

- Handle official correspondence

- Ensure proper notice of meetings

- Estimated time: 2 to 4 hours per month

TREASURER

- Oversee Chapter finances and bank accounts

- Prepare financial reports

- Process membership dues and payments

- Estimated time: 3 to 5 hours per month

OPTIONAL APPOINTED POSITIONS:

- Communications Director (social media, newsletters)

- Activities Director (event planning and coordination)

- Membership Director (recruitment and retention)

- At Large Director (general support)

While these are volunteer positions, serving on the Board offers:

- Leadership experience in nonprofit governance

- Networking with fellow WVU alumni and professionals

- Recognition as an official chapter leader

- Potential access to WVU Alumni Association conferences and training

- The satisfaction of giving back to your alma mater

- Reasonable expense reimbursement for Chapter related travel

We understand everyone is busy. Here is what we realistically need:

- Quarterly Board Meetings: 4 meetings per year (can be virtual)

- Annual Business Meeting: 1 meeting per year with full membership

- Email Communication: Periodic updates and decisions between meetings

- Event Participation: Optional attendance at game watches and social events

Total estimated time: 4 to 8 hours per month, depending on position

Let me be clear: We are NOT asking you to fundraise, solicit donations, or sell anything. Our Chapter is funded through member dues and operates on a modest budget. We simply need people willing to help with governance, planning, and execution of our mission.

Even with limited Board members, we have successfully:

- Hosted multiple game watch parties this season

- Maintained our professional website (cvawvuaa.org)

- Managed member database and payment systems

- Featured outstanding alumni like Judge Roderick "Rod" Young '94

- Kept our nonprofit status and legal compliance current

Imagine what we could accomplish with a full Board!

If you are interested in serving, or even just want to learn more, please:

1. Reply to this email, or

2. Call/text me at: (804) 566-8058, or

3. Visit our website: cvawvuaa.org/contact

I am happy to answer any questions, discuss specific roles, or simply talk about what Board service entails. There is no pressure, just an honest conversation about how you can help.

If Board service is not right for you at this time, you can still help by:

- Suggesting others: Know a WVU alum who might be interested? Forward this email!

- Staying engaged: Attend our events, renew your membership, spread the word

- Providing input: Share ideas for events, programs, or improvements

Our Chapter is at a crossroads. We can either:

1. Thrive with a dedicated Board leading us forward, or

2. Struggle with minimal leadership and limited programming

I choose to thrive. I hope you will join me.

West Virginia University alumni are known for their loyalty, passion, and community spirit. Let us show that same spirit here in Central Virginia. Whether you graduated last year or decades ago, whether you live in Richmond or Charlottesville, whether you can give 5 hours a month or 10, we have a place for you.

Thank you for considering this opportunity. Our Chapter has tremendous potential, and with your help, we can achieve great things for WVU alumni in Central Virginia.

Feel free to reach out anytime. I look forward to hearing from you.

Sincerely,

Timothy Casten

President

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Website: cvawvuaa.org

P.S. Our next Board meeting is tentatively scheduled for early November. If you express interest in the next two weeks, you could be voting on Chapter business by Thanksgiving. Let's build something special together!

\*Central Virginia Chapter of the WVU Alumni Association, Inc. is a 501(c)(3) nonprofit organization dedicated to fostering connections among WVU alumni in the Richmond, Charlottesville, and surrounding areas of Virginia.\*