

**Des Moines Women's Club
Board of Directors Meeting Minutes
Wednesday, March 17, 2021**

Members Attending by Zoom: Pat Henson, Chris Foss, Joyce Perkins, Wendy Prigge, Kathy Crall, Carol Corrigan, Joann M. Young, Michelle Clark, Jean Shires, Sheila Sapienza, Sheila Bingaman, Mary Ellen Imlau, Karen Sievers, Pam Deeds, Marty Puff, Toni Van Cleve

Absent: none

Special Guests: Chris Shelton, Mary Sheldahl, Lorna Truck

Meeting called to order at 9:36 AM by President Pat Henson

Approval of Minutes: Motion to correct February minutes in Treasurer's report showing transfer of \$14,000 from \$15,000. was made by Mary Ellen Imlau, seconded by Sheila Sapienza.

Motion passed

Officers' Reports

President:

President Pat Henson reported she has made an offer to a new person as the Office Administrator/Club Coordinator, formerly the Administrative Assistant. Acceptance of the offer should take place later this week, with a start date in mid-April. The new office will be in the Doll Room of Hoyt Sherman. Due to the narrow staircase leading to this room, it is suggested members not try to access this room. Meetings can be held in the President's Dining Room.

Accounting functions are being moved to David Jacobsen, the current accountant. Quote was received from the GDM Community Foundation – same costs – and decision made to place with our accountant since David is very familiar with our accounts.

Adjustments to the schedule will be made to hold the Installation of Officers in May. This may be combined with the Memorial Hour May 5th.

Election of Officers will be held by mail with Board approval. It was noted Pam Deeds is listed on the slate of new officers as recording secretary. She was a member of the Nominating committee. This is not permitted in the By-laws. Toni Van Cleve wrote the following and **Joann McCracken Young moved: "I move an exception to the By-Laws Article XI Section 2, to allow Pam Deeds, a member of this year's Nominating Committee, to be nominated as next year's Recording Secretary". Sheila Bingaman seconded. Motion carried.**

Election ballots will be sent by mail, with a stamped return envelope. 51 members need to return the ballots to complete the election.

Marty Puff moved to elect the new officers by mail in ballots, Wendy Prigge seconded the motion. Motion carried.

Pat asked for 2 volunteers to count the votes after April 2nd, when the ballots must be returned. Sheila Sapienza and Mary Ellen Imlau volunteered to complete this task at Hoyt Sherman.

Strategic Planning Committee:

Chris Foss asked if everyone had reviewed the Mission Statement and Trial Calendar that had been e-mailed to the Board. Revisions were made upon recommendations that were made by members upon review of these two documents. Chris asked that no one abstain from voting on these finalized documents today. A discussion was opened by Chris to get additional feedback from Board members and guests. Upon conclusion of the discussion, Pat Henson called for a vote on each document.

Karen Sievers moved to update the Mission Statement to be sent to the By-Laws Committee for consideration for approval before presenting to the full membership. Michelle Clark seconded. Motion carried.

Chris Foss moved to adopt the Trial Calendar for 2021-2022, Wendy Prigge seconded. A roll call vote was taken with two “nays”. Motion carried.

The April Newsletter will provide the information on these two documents that were just approved by the Board.

Treasurer:

Michelle Clark presented the Treasurer’s report. She informed the Board a \$5900. PPP loan was approved for the club and will be used for salaries.

Michelle has applied for the Women’s Club to participate in the State Fair parade in August. The fee paid for last year’s parade, which was cancelled, will carry over to this year.

Michelle was complimented for the work she puts into this report and handling of club funds. The Treasurer’s report will be filed for audit.

.Communications VP:

Joyce Perkins reported the newsletter will be sent out in April.

Lorna Truck is currently sending out the weekly e-mail blast and is establishing a Wikipedia page for the club.

Joyce thanked Lorna and Toni Van Cleve for assistance in many areas to keep communications current with the members.

Fundraising VP:

Wendy Prigge reported she has taken pictures of the baskets. She is working on trying to restore the drive through lunch program.

Membership VP.

Kathy Crall reported there will be a committee meeting April 8 to discuss the Memorial Hour program. It was decided both last year and this years' members who have passed away will be included in this program.

Kathy asked if anyone knows what has happened to the V.P Membership notebook she created. It is missing.

Corresponding Secretary:

Joann McCracken-Young reported "Thinking of You" cards were sent to Jean Shires, Nancy Thompson, Robert Warren, and Ginny Livingston. Nine St. Patrick's Day cards were sent to members who are homebound or have moved away.

Technology Committee:

Sheila Bingaman reported the club owns 3 computers. We have a new lap top and 2 desk tops. The primary desktop is barely functional, very slow due to age. The other desktop is not working. New computer will be sent to a service company for analysis as to why it doesn't work.

Art Exhibition:

Chris Shelton reported there were 92 artists who provided art for this years' exhibition. It was a smaller group than previous years, but a successful exhibition. Bean Soup was sold, as were post cards to generate more revenue. The financial proceeds are not complete until the W/C percentage of the sales is completed. Lorna Truck and Pat Henson thanked Chris for her great efforts in making this exhibition happen this year.

Old Business: none

Wendy Prigge moved to adjourn, Marti Puff seconded. The meeting ended at 11:11 AM.

Respectfully submitted,

Carol Corrigan, Recording Secretary 2021