

**Des Moines Women's Club Board of Directors Meeting Minutes**  
**June 7, 2023**

**Called to Order** at 10:00

**Roll Call Present:** Sherry Wilkenson, Mary Ellen Imlau, Janice Cord, Liz Teufel, Lubertha McClairen, Martha Stephenson, Alicia Amberg, Karen Sievers, Toni VanCleve (Parliamentarian), Eileen Boggess (Club Coordinator), Lorna Truck (Guest), Excused: Rose Marie Webb

**Minutes** of the meeting of April 12, 2023 were approved as corrected.

**Minutes** of Annual Meeting of April 4, 2023 were approved.

**Installation** of Alicia Amberg as Governance Director.

**Nomination Chair:** Moved to approve Carolyn Kuhn as Nomination Chair and Mary Ellen Imlau as Nomination Co-chair. Seconded. Passed.

**Finance Chair Report:** Lorna Truck reported that the outside auditor suggested that we change our fiscal year to run July-June, so it corresponds with the quarter ending June 30. She will follow up with the accountant. The scholarship spreadsheets have some errors which will be cleared up before determining which scholarships can be awarded next year.

**Budget** for 2023-2024 was presented by Lorna Truck. The final report for 2022-2023 will not be available from the accountant until the end of June. Changes from last year include raising the budget for annual campaign income, increasing department money to previous years' amounts, increasing scholarship amounts to cover the number of guests who get a paid lunch, increasing the budget for computer software to reflect increased costs, an added \$1,000 for lawyer fees for making changes to scholarships, and elimination of fees for external audit which will not occur this year. There is a \$5,888 shortfall in the budget, but we typically do not spend all the money in the expense section of the budget.

Moved on behalf of the Finance Committee that the budget for 2023-24 be approved. Seconded. Passed.

At the April 12 meeting it was moved that the \$5,789 profit the Club received from the *Once Upon This Stage* production be donated to the Hoyt Sherman Place Foundation for the lawn project. This motion was tabled and referred to the Finance Committee. The Finance Committee recommends that the Club retain the money to cover expenses.

Motion made to amend the lawn project contribution from the whole amount to \$2,500. Seconded. Failed.

Motion made to amend the motion on the table to reflect a contribution amount of \$1,000. Seconded. Passed.

Motion made that the motion on the table, to donate \$5,789, proceeds from *Once Upon This Stage*, as amended on June 7, 2023, to reflect a total donation of \$1,000 to the lawn project, be approved. Seconded. Passed.

**President's Report:** Sherry Wilkenson passed out the "Tentative 2023-2024 Calendar." She noted that the lawn project stage should be ready for the first Jazz in July performance on July 11.

**President-elect's Report:** Mary Ellen Imlau reported that she is attending a lot of Club meetings.

**Past President's Report:** Janice Cord reported that signatures were updated on the bank account.

**Secretary's Report:** Liz Teufel reported that cards were sent to Mary and Sheila Bingaman.

**Treasurer's Report:** Lubertha McClairn expressed concern that the budget expenses surpass the budget income.

**Decorating/History Director's Report:** no report

**Governance Director's Report:** no report

**Membership Director's Report:** no report

**Program Director's Report:** Karen Sievers has reached out to the Department Chairs and Club Program Committee. She would like information on programs by August 1.

**Club Coordinator's Report:** Eileen Boggess reported that HSP has a new Development Director, Anna Cramer. The revised *Handbook* has been printed and is on the website. The artwork and judge have been selected for the 2024 Art Exhibition. Jeff Fleming will be the judge. Eileen will be out of the office June 8, 15, 29 and July 4, 26.

**New Business:** Please read "Conflict of Interest," "Propriety Information," and "Whistle Blower" documents in the *Handbook*. Signatures that you have read them will be requested at the September BOD meeting.

**Adjournment:** 11:10

**Next Meeting:** September 13, 2023, 10:00 in the Byers Room.

Liz Teufel, Secretary