**Des Moines Women’s Club Board of Directors Meeting Minutes**

**November 16, 2016**

Chris Shelton called the meeting to order at 10:00 a.m.

**Roll Call**

* Present: Chris Shelton, Rosemary Hillman, Lorna Truck, Marlene Anderson, Jane Bowlin, Isabelle Lemke, Joyce Larson, Deb Stonehocker, Liz Teufel, Katie Doerhoff, Maureen Fialkov, Judy German, Victoria Lindskoog, Ginny Livingstone, Bev Watts
* Excused: Kathy Crall, Wendy Roberts
* Absent: Fran Bobzin

**Minutes**

* Minutes were approved with minor corrections.

**Treasurer’s Report (See Attached)**

* Joyce Larson presented the Treasurer’s Report.
* Filed for Audit.

**Corresponding Secretary’s Report**

* Cards were sent to the following:
	+ Jean Shires – Get Well
	+ Shirley Corkhill – Get Well
	+ Lola Rundle – Get Well
	+ Trixie Hunter – Thinking of You

**Membership V.P.’s Report**

* The Prospective Member Coffee was held on October 18th. Ten prospective members attended. Six of these have joined and one from last year has joined.
* A survey is being completed by the Committee.
* There are currently 162 members.
* Chris Shelton is writing a “Welcome to DMWC” Newsletter to be sent to new members.

**Fundraising V.P.’s Report (See Attached)**

* Proceeds from the Basket Auction were $5,523. Some expenses still remain to be paid and income to be credited. A final report will be given at the next meeting.
* This is our largest fundraiser of the year and exceeded last year by approximately $800. to date.

**President-elect Report**

* Rosemary Hillman reported she is trying to get to know the members and is working on putting together a report on what positions they have served throughout their membership.

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**Committee Reports:**

* **HR Committee**
	+ Liz Teufel reported that work is progressing. The committee is working on creating forms on various aspects and dialogues.
* **Planned Giving Brochure**
	+ Committee discussing how to use money donated to the club.
	+ Lorna Truck will discuss with the Finance Committee.

**Old Business32**

**25 bn3556**

* **SquareUp Credit Card**
	+ DMWC has two tablets to use the Square Up. One was donated by a club member and another was purchased by DMWC. The second one is currently being set up for use.
	+ The SquareUp has been used for lunches and twice during the basket auction without any problems.
* **Grant Application Update**
	+ The application for a grant from Humanities Iowa for the Sherman Family Reunion was declined. Humanities Iowa wanted the money used for the humanities portion rather than expenses such as costuming and food.
	+ Marlene Anderson reported other funding ideas were being discussed.
* **PayPal and eBay**
	+ PayPal and eBay accounts have been created and are ready for use.
* **By-laws Committee**
	+ Deb Stonehocker reported the committee has met once and began work on the statement.
	+ Chris and Deb plan to meet later this week.

**New Business**

* **Finance Committee Report**
	+ Executive Committee recommended that we give Marty, Felix, and Chris each a $25 Visa gift card in appreciation of their help to our club.
	+ Ginny Livingstone made a motion this be done. Joyce Larson seconded. Motion carried.
	+ A motion was made by Marlene Anderson that the Red Box donations be for the Administrative Assistant only. Motion was seconded by Joyce Larson. Motion Carried.
* **Mixed Up Seating**
	+ Members are disregarding the set up for Mixed Up Seating and it is causing problems at the cashier table as well as in the dining room.
	+ It was agreed that we only do this once more this year and only twice the following year.
* **Evaluation of our new Club Struction**
	+ Chris Shelton will set up some meetings in January to discuss the new structure and see if we need to change anything. She will prepare a questionnaire to identity any problems.
* **Money collected for the Des Moines and Urbandale Police Departments**
	+ Chris reported we had received $500.
		- $400 will be sent to the Des Moines Police Department and will be designated for the My Cop program.
		- $100 will be sent to the Urbandale Police Department.
* **Young Women’s Resource Center**
	+ $425 has been donated to the Young Women’s Resource Center.

Meeting was adjourned at 11:00.

Next meeting will be held on January 11, 2017 at 11:00 a.m. Note new time as there is no morning program that day.

Respectfully Submitted:

Jane Bowlin

Recording Secretary