

**Des Moines Women's Club Executive and Board of Directors Meeting Minutes  
June 14, 2017**

Rosemary Hillman called the meeting to order at 9:03 a.m.

**Roll Call**

- **Present Officers:** Rosemary Hillman, Wendy Roberts, Liz Teufel, Maureen Failkov, Judy German, Isabelle Lemke, Joyce Larson, Jayne Sullivan (Parliamentarian), Chris Shelton. **Excused:** Jane Bowlin
- **Present Board Members:** Chris Foss, Janice Cord, Pat Henson, Michelle Clark, Katie Doerhoff, Bev Watts, and Victoria Lindskoog. **Excused:** Deb Stonehocker. **Absent:** Fran Bobzin
- **Present Others:** Nancy Nichols, Marti Puff,

**Minutes**

- Minutes April 12: Approved with minor corrections.
  - Marti Puff corrected information in the Treasurer's Report. The remaining balance in the Smith fund is to be used for future art restoration.
  - Victoria Lindskoog clarified details of the legal action issue of an artist's complaint. The complaint was six pages long rather than twelve, and the art work was a Fine Digital Print rather than a Poster.

***Motion made by Wendy Roberts to make corrections to the April 12 Minutes, Second by Chris Shelton, Motion Carried***
- Minutes April 26: Approved  
***Motion made by Liz Teufel, to accept April 26 Minutes, Second by Chris Schultz, Motion Carried***

**Treasurer's Report (See Attached)**

- Joyce Larson presented the Treasurer's Report.  
The checking account is low. Joyce transferred \$5000 from the Unrestricted account to the Checking account, and transferred \$1000 from the Studebaker account to the Checking account for May Day and Opening Day Entertainment Expenses.
- Filed for Audit.

**Corresponding Secretary's Report**

- Sympathy Cards were sent to Linda Noble, Dorothy Kelley, and Begie Hefner.

**Membership V.P.'s Report**

- Membership Committee Meeting is this afternoon, June 14, 2017

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

- A Budget Report form is under development. The fund-raising budget should be done during February Budget Development. The next fund-raising budget will be done prior to February 2018

**President-Elect Report**

- Wendy Roberts had no report

**Communications V.P. Report:**

- No communications report

**Old Business**

- There has been no further contact from the Gentleman on the dispute regarding his Art entry.

**New Business**

- **Nominating Committee**

Nancy Nichols will contact nominees and announce a Nominating Committee in September. Nominees include Cindy Cox, June Klemme, Alice Bell, Rosemary Rahm, Michelle Bliss, Dorothy Kelley, Sally Wisdom, Kay Hale, Nellie Bobbenhouse, Pat McGill, Paula Schaeffer, Maureen Murphy, Peg Minear and Sheila Denning.

- **Finance Committee**

- Marti Puff asked all Department Chairs for input to the budget.
- Scholarship Investment Account planning will include awards for the same Scholarships in the 2018 budget
- Gateway will increase the cost for lunch but no increase for members. Also, there is no increase in the cost of lunch to members for the credit card usage fee which is \$13.71, or \$.30 per person.
- It was budgeted and approved by the Board to use \$5000 for the external audit and \$1000 for legal expenses.
- There are no plans this year for the Flea Market, Barbecue, Bakeless Bake Sale and Raffle.
- The Card Parties make money but are not considered Fund-Raisers.
- We will continue to transfer \$25 from each member's dues to the General Scholarship Fund.
- The Agreement with the Foundation needs to be reviewed as our budget now reflects that the \$7,200 budgeted each year for office space was removed.

***Motion made by Chris Shelton to accept budget, Second Maureen Fialkov, Motion carried.***

- The Ice Cream Social for Begie Hefner will take place on July 20, 2017 during the 'Jazz in July' event. It will be held at 4:30 or 5:00 p.m. on the HSP Patio. \$500 is budgeted for this event.

***Motion made by Janice Cord to hold the Ice Cream Social Event for Begie Hefner, Second by Wendy Roberts, Motion carried***

- Marti Puff discovered that one scholarship was not redeemed for the spring 2017 school year. An ad hoc committee will be established this summer to review our Scholarship Investments and Awards history.

***Motion made by Liz Teufel to consider any Scholarship null and void if not collected within one year, Wendy Roberts Second, Motion carried***

- Kay Hale will investigate/research and purchase additional dishes, other kitchen items, and a new chair for the receptionist area.

***Motion made by Wendy Roberts to research purchase of new items for Club, Second by Victoria Lindskoog, Motion carried***

- **Announcements**

- The Club Audit will be done July 17 and 18, 2017
- Rosemary will renew the Gateway contract this summer.
- The Administrative Assistant's second Anniversary is in July. Rosemary Hillman and Wendy Roberts will conduct a performance review
- The Club Handbook will be compiled this summer.
- Club Membership Dues are due by August 1, 2017.

Meeting Adjourned 10:36 a.m.

Next Board Meeting: Wednesday, September 13, 2017 at 10:00 a.m.

Respectfully Submitted:

Judy German  
Recording Secretary