

Des Moines Women's Club
Board of Directors Meeting Minutes
February 12, 2020

Call to Order: A regular meeting of the Des Moines Women's Club Board was held in the President's Dining Room in Hoyt Sherman Place on February 12, 2020. The meeting convened at 9:35, President Jean Shires presiding and Chris Shelton, Recording Secretary.

Members in Attendance: Jean Shires, Pat Henson, Joyce Perkins, Marlene Anderson, Janice Cord, Chris Shelton, Joann McCracken-Young, Wendy Roberts, Ellen Elliott, Chris Foss, Mary Ellen Imlau, Malka Naggar, Bonnie Rogers, Karen Sievers, Sheila Sapienza, Dee Willemssen and Toni Van Cleve

Members not in attendance – Excused: Michelle Clark and Sheila Bingaman.

Guests: Willona Goers and Sue Battani

Approval of minutes: Wendy Roberts moved to approve the minutes. Ellen Elliot seconded the motion.
Motion carried.

Internal Audit Committee members Willona Goers and Sue Battani reported that the independent audit has wrapped up. The IAC met 17 times between June 1, 2018 and April 25, 2019 to address the 2017 audit issues. Phase 1 and Phase 2 were completed and all independent audit issues were addressed and/or resolved to the extent possible at this time. The cash controls for events and the weekly lunches have been put into place. The Internal Audit committee met 17 times between June 1, 2018 and April 25, 2019. There are some recommendations still pending regarding record keeping and documentation.

Joanne McCracken-Young moved that the Board of Directors thank and commend the IAC for all their hard work. Malka Naggar seconded the motion. **Motion carried.**

Officer's reports:

President – Jean reported there had been discussion between DMWC and HSPF in regard to printed information about the Art Exhibition. Section 4.3 of the Use Agreement says that all advertising and promotional material shall be mutually accepted by both parties. The Foundation was not completely satisfied with some of the printed materials.

The Nominating Committee has a new chairman since the original one suffered some health issues and was not able to continue. Laura Payne is the new Nominating Committee chair. The original committee was not able to meet the deadline as specified in the by-laws. It was suggested we move to delay the date for submission. Wendy Roberts moved we suspend the by-laws and delay the date for submissions of ballots to February 26th and follow the other dates in the by-laws. Joanne McCracken-Young seconded the motion. **Motion carried.**

Jean reported that Marti Puff requested that the retention of financial records move from 10 years to 7 years. Joanne McCracken-Young moved that the retention of financial records move from 10 years to 7 years. Mary Ellen Imlau seconded the motion. **Motion passed.**

Drake Women's basketball game tickets have been purchased and will be distributed.

President-elect: Pat Henson reported the Preference Sheets would be out today at lunch for members to sign up for the different committees and activities they would like to join in the 2020-2021 club year.

Treasurer: No report

Corresponding Secretary: Joanne McCracken-Young reported that get well cards were sent to Glenda O'Brien, Alice Bell and Marge Langbehn. Janice Cord, Sue Doty and Edy Fudge received thinking of you cards. Jean O'Neill received a congratulations card and 15 valentines were sent to ill, home bound and members who have moved away.

Communications Vice President: The Art Exhibition information has been updated online and sent out. Scholarship social media action has been completed. Soon it will be done for the Art Exhibition.

Joyce Perkins is starting to prepare her budget.

Fundraising Vice President: Marlene reported the final amount earned for the nut sale is \$557.40. This is about half what is earned from the plant sale.

The plant sale is coming up soon.

Membership Vice President: Janice Cord reported there will be a Prospective Member's coffee on Tuesday, March 3rd. Please send any names of prospective members to Beth and she will send them an invitation.

New members will be introduced on March 24th.

Linda McFarlane will be back to lead the DMWC Chorus at the annual memorial service.

Janice also reminded us of a Club Program featuring local musician Max Wellman.

Old Business: The State Fair Parade committee looked at a trolley for parade transportation. It was reasonably priced and holds 20-25 people. Parking is being looked into. The application for a place in the parade needs to be completed. Karen Sievers reported that the Archives committee found the original DMWC banner for parades.

A day at Glazed Expressions was suggested as a social event members might enjoy by Marlene Anderson.

Wendy Roberts is organizing a movie day to see Parasites, voted the Best Picture of 2020.

Adjournment: Sheila Sapienza moved to adjourn the meeting. The meeting was adjourned at 10:27 AM.

Respectfully submitted by Chris Shelton.