

**Des Moines Women's Club**  
**Board of Directors Meeting Minutes**  
**October 9, 2019**

**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 October 9. The meeting convened at 10:02 am, President Jean Shires presiding and Chris Shelton, Recording Secretary.

**Members in Attendance:** Jean Shires, Pat Henson, Joyce Perkins, Marlene Anderson, Chris Shelton, Joann McCracken-Young, Michelle Clark, Wendy Roberts, Sheila Bingaman, Ellen Elliott, Chris Foss, Bonnie Rogers, Karen Sievers,

**Staff:** Beth Oberender

**Guests:** Liz Teufel

**Members not in attendance** Janice Cord, Mary Ellen Inmlau, Malka Naggar, and Dee Willemsen – excused.

**Approval of minutes:** Wendy Roberts moved to approve the minutes. Sheila Bingaman seconded the motion. **Motion carried.**

**Liz Teufel**, Chair of the Luncheon Cashier committee, informed the Board of some changes with the luncheon cashiers. The cashiers will now collect for all events at the luncheon cashier table. This include such events as the Winter Card Party.

Members can make or cancel reservations by informing the cashier taking their money for the current lunch. Reservations can also be made or cancelled directly with Beth by phone or email. The deadline for that process is 3:00 pm on Monday before Wednesday.

There will be a bulletin board in the vestibule with menu and program information. Other information may also be posted there.

**Officer's reports:**

**President:** On Tuesday October 29<sup>th</sup> DMWC members are invited to travel to the Brunnier Gallery at Iowa State for a tour of an exhibition of Midwest art based on a book by Lea Rawson. Lea, Hoyt Sherman Place Foundation board member, will be our docent. A painting from the HSP collection part of the exhibition. Those interested in attending will meet at HSP at 9:00 on October 29<sup>th</sup>. Visits to Reiman Gardens and lunch may also happen this day.

Some staff will be available to help members with parking and entering the building if necessary.

The yearbook replacement pages should be ready to distribute soon.

The Finance Committee is looking at alternate systems for SquareUp which is the credit card system we use. The fees we pay for this service are increasing.

**Treasurer:** It has been business as usual with no unusual financial transactions.

A CD from an endowment fund which matured for \$32,000 was divided in two parts for reinvestment. One part was for \$21,000 and reinvested for a longer time period and a higher rate. We didn't lose \$1000. The other part was \$10,000.

The report will be filed for audit.

**Corresponding Secretary:** Get well cards were sent to Helen Young, Mary Ellen Imlau, Ruth Rasmussen, Rosemary Rahm, and Dorothy Kelley. Thinking of you cards were sent to Jane Sullivan and Mary Bingaman. A sympathy card was sent to Pam McKenna.

Members will have an opportunity to create Halloween cards for our home bound members. All needed supplies will be available following the 2:00 program.

**Communications Vice President:** There will be a meeting October 23 to discuss Ovarions and the newsletter. Let Joyce know if you are interested in attending.

**Fund Raising Vice President:** The jewelry sale in July yielded \$760. The nut and plant sales raised \$527.44 and \$1058 respectively. Bean soup is listed as earning \$175.

The basket auction in 2018 raised \$3,395. This year this event will have a somewhat different look with baskets and more gift certificates.

A fundraiser with Panera's is under consideration. Members identify DMWC as the recipient of the percentage given during the 4:00 and 8:00 dinner time. A specific Panera's will be designated.

**Membership Vice President:** Membership Vice President is out of the country and will return October 9<sup>th</sup> before the Prospective Members coffee on October 22<sup>nd</sup>. Chris Shelton offered to help coordinate this event in her absence. She will call together a committee to complete the planning for this event and make the necessary announcements at lunch. 15 invitations have been sent but you may attend without an invitation.

**Unfinished Business:** President Shires asked for suggestions for Parliamentarian since Jayne Sullivan resigned for health reasons.

**New Business:** The Records Retention policy was discussed. Several questions were asked about the policy such as who has the official record? Another was what form should the official record be in? Paper?

It was suggested that Lorna Truck come and talk to us about this policy.

**Adjournment:** Sheila Bingaman moved to adjourn the meeting. Bonnie Rogers seconded. The meeting was adjourned at 11:00 am.

Respectfully submitted by Chris Shelton, Recording Secretary