

**Des Moines Women's Club Board of Directors Meeting Minutes
February 15, 2017**

Note: Due to incimate weather, the meeting scheduled for February 8, 2017, was moved to February 15, 2017.

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

Roll Call

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

Minutes

- Minutes were approved as written.

Treasurer's Report

- Chris Shelton briefly discussed the attached report. There was no movement of funds.
- **Filed for audit**

Corresponding Secretary's Report

- No Report

Membership V.P.'s Report

- Prospective Member Coffee will be held on March 7, at 10:00 a.m.
- Meet New Members will be held on March 22..
- Any member joining from March 1st through the end of this club year will pay full membership dues but dues will cover all of the 2017-2018 year.

Fundraising V.P.'s Report

- Tickets go on sale at the February 22nd Club meeting and will be available every other week until the event or until all 200 tickets are sold.
- Tickets go on sale to the Public on March 6th.
- The Summer Card Party is being planned.

Communications V.P.'s Report

- The committee has been working on promotion for Scholarships, Art Exhibition, and Sherman Family Reunion.

President-Elect's Report

- Rosemary Hillman is working on Preference Sheets.

Old Business

- **Planned Giving**
 - The Planned Giving committee presented ten proposals for changing the focus of Club giving from Scholarships to community-based programs.
 - Finance recommended the Club membership have an opportunity to see these proposals before the Board votes on them.
 - They will be made available on Wednesdays for the next two weeks to members.
- **Club Structure Evaluation**
 - An evaluation form for each position was emailed to members of the Executive Committee and Board of Directors.
 - A meeting will be held on February 22nd at 9:30 a.m. to discuss these forms.

New Business

- **Finance Committee**
 - The work on the budget is just beginning.
- **Marketing Committee**
 - See attached
 - Karen Sievers presented the Marketing Guidelines.
 - The first sentence of the first paragraph of MARKETING FUNDS was changed to the following:

The Marketing Committee will propose its budget to the Des Moines Women's Club (DMWC) Finance Committee by January each year for approval.
 - A motion was made to adopt these guidelines by Rosemary Hillman. It was seconded by Marlene Anderson. Motion Carried.
- **Internal Audit Committee**
 - Report will be given to the full Board. The committee wants to meet with Finance before making recommendations.
- **Planned Giving Committee**
 - A copy of their recommendations were handed out to the Board to read and discuss at a later meeting.
- **National League of American Pen Women Convention**
 - Their convention will be held in Des Moines in April 2018. DMWC has been asked to be a co-sponsor of the event. This would mean having a lunch at Hoyt Sherman for the members which DMWC would host.
 - DMWC would not have any financial obligation.
 - Jane Bowlin is looking into their membership to see if any of their members are or have been members of DMWC.
- **Standing Rule**
 - The words "before scheduling" should be removed from the second standing rule approved in February.

- A motion was made by Lorna Truck to remove this wording and seconded by Liz Teufel. Motion Carried.

- **Gift for John Bryan**
 - A retirement gift will be given to John Bryan
 - It will be a gift card from Orvis, a sporting goods company, in the amount of \$100.
 - Chris Shelton will purchase the gift card.

Meeting was adjourned at 11:00 a.m.

Next meeting will be March 8th at 10:00 a.m.

Respectfully Submitted:

Jane Bowlin
Recording Secretary