**DES MOINES WOMEN’S CLUB BOARD OF DIRECTORS**

**November 18, 2015**

**Call to Order**

The meeting was called to order aby President Liz Teufel at 10:05 a.m.

**Roll Call**

Present were Liz Teufel, Chris Shelton, Dee Ann Wilson, Maralynn Allender, Le Thomas, Kathy Crall, Lorna Truck, Jane Bowlin, Isabelle Lemke, Ginny Livingstone, Ruth Rasmussen, Wendy Roberts, Sheila Sapienza and Bev Watts. Joyce Larson, Nellie Bobenhouse, June Klemme, Fran Bobzin and Carol Corrigan were excused. Maureen Fialkov was absent.

**Minutes**

The minutes were approved as presented.

**Treasurer’s Report**

Marti Puff from the Finance Committee presented the Treasurer’s report for Treasurer Joyce Larson. $25.00 from the dues of 150 members have been transferred to the scholarship fund. Additional gifts have been received in memory of Monica Waters. The report was filed for audit.

**Corresponding Secretary**

The Corresponding Secretary reported that thinking of you cards had been sent to Laura Payne, Le Thomas and Joyce Larson. A thinking of you call was made to Rosemary Hillman before her knee surgery.

**Second Vice-president**

Maralynn Allender reported than the club had 10 new members. She gave an enthusiastic report on the new member luncheon that was held on October 21.

**First Vice President**

Dee Ann Wilson reported that she has solicited volunteers to decorate tables for the luncheons through December.

**President Elect**

Chris Shelton reported that seating at the President’s table had been arranged through December. On December 2 at 9:30 a.m. a general fund raising meeting will be held. Chris Shelton is planning a pilot fund raiser, a Mother’s Day Brunch, to be held on the morning of Mother’s Day. Kathy Crall will assist her. It will be open to members and their friends.

**President**

President Liz Teufel said that a member was needed to attend Sherman Hills Association quarterly meeting. Robert Warren was suggested.

**Committee Reports**

The story book project brought in $385.00.

The knitting sale which brought in $242.00 was very well done.

Proceeds from the Basket Auction were $4,295.98. Tax letters were sent to businesses that donated items.

**Old Business**

$15,000 received from the Nall estate will go to the general scholarship fund without restrictions.

Lorna Truck discussed bylaws changes which will be presented to the DMWC for adoption.

An ad hoc committee will be formed to prepare job descriptions for the new Vice Presidents to provide more explanations and avoid overlaps.

**New Business**

Marti Puff from the Finance Committee presented 2 recommendations from the Finance Committee. Proceeds from fund raisers will go into the Women’s Club operating expenses funds. All checks for non-recurring expenses of $250 or more must have prior approval from the President of the DMWC.

President Teufel reminded the board that we should not be paying sales taxes on purchases. We will send out copies of our sales tax exemption to those who need the documentation.

Kathy Crall presented an attractively printed annual report of the DMWC. It can be used for marketing to display how our works relate to our mission.

The meeting adjourned at 10:55 a.m.

Respectfully submitted,

Le Thomas

Recording Secretary