

**Minutes of Des Moines Women's Club Board of Directors Meeting Held on  
February 8, 2023**

**Meeting called to order** by President Janice Cord at 10:00 a.m. in the Byers Room, Hoyt Sherman Place.

**Roll Call:**

**Present:** Marlene Anderson, Janice Cord, Chris Foss, Mary Ellen Imlau, Cindy Lane, Jean O'Neill, Marti Puff, Martha Stephenson, Sherry Wilkinson, Joann McCracken Young

**Excused absence:** Mary Madison, Carolyn Kuhn, Carol Corrigan

**Non-voting:** Parliamentarian Toni Van Cleve, present; Club Coordinator Eileen Boggess present

**Minutes** of the January 2023 board meeting were approved.

**President's Report:** Janice Cord reported Pam Deeds has resigned from the Board of Directors. She then thanked everyone for their enthusiasm about her presentation as Miss Texas, her son's Club program, and her President's Project. February and March will be busy with a variety show hosted by the Club chorus, scholarships, and the Art Exhibition. She reminded Board members to respect Robert's Rules of Order during Board of Directors meetings.

**President-Elect:** Sherry Wilkinson reported the nominating committee has met. She will be creating a schedule for the next Club year which will follow a similar schedule as the 2022-2023 Club year. On February 18, Club members who are attending the game will meet at Drake Diner at 12:00 PM prior to the Drake Women's Basketball. The next day trip will be to the Henry Wallace House.

**Parliamentarian:** The Board accepted the recommendation by the bylaws committee to rename the position referenced on the table of organization that the board adopted at its November meeting from "at-large director" to "history and decorating director".

**Past President:** Chris Foss reported posters for *Once Upon This Stage* have been posted in 11 senior resident centers. Deerfield Retirement Community has reserved their van for that evening and are interested in receiving more information about events at Hoyt Sherman Place.

**Treasurer's Report:** Marlene Anderson reported she posts at the bottom of each report how much has been transferred to/from the DMWC checking account to/from various funds so future treasurers can have a timeline record. This month \$200 was transferred from checking to the General Scholarship Account representing \$25 of dues/membership contribution of 8 new members to scholarships for October through December 2022. \$314.71 was transferred from Iowa State Bank Holiday Acct. to the checking account for decorations for the 4<sup>th</sup> quarter in 2022. January 2023 Maturing CD Report reflects the following Club action on Edward Jones's 1/27/23 statement: \$12,000 of the General Unrestricted Account cash balance was invested in a six-month, 4.5% CD. A Betty Sargent Bishop Memorial donation of \$500 has been received and deposited to the Iowa State Bank Checking Account. Marlene indicated the Finance Committee recommends memorial donations such as this be recognized at luncheons and in the weekly E-blasts in the future.

The Finance Committee has agreed with Marlene's recommendation to begin laddering short-term CDs of less than one year, utilizing cash balances in various DMWC investment funds to add revenue by further taking advantage of the current high CD market. The six-month CD purchased

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in the General Unrestricted account this month reflects this new investment strategy and additional six and nine-month CDs will be reflected in next month's reports.

Marlene does not intend to serve as treasurer in the upcoming year; however will mentor the upcoming treasurer. She reported Joan Tiemeyer has resigned from the Finance Committee and Lubertha McClairan has accepted an invitation to join the Committee.

**Audit:** Finance Committee chair Marti Puff reviewed the final draft of the 2022 external audit. It was approved by the Finance Committee and needs approval by the Board of Directors. It was moved and seconded that the Board approve the audit. Motion carried. This year's audit was a partial audit, and the cost was \$4,000. Copies of the audit will be distributed as follows: DMWC office, Club president, and Archives, Internal Audit and Finance Committees.

Chris Foss agreed to research written Gift Acceptance policies from other organizations that the Board of Directors can consider for a DMWC policy. This policy is necessary per the audit.

**Membership Vice President:** Karen Riley Sievers reported we currently have 162 members, 22 of which are new members. In February, postcards will be sent to new members inviting them to the Art Exhibition events. There will be a new member introduction on April 26 and the membership committee will be asking members to recruit new members to sign up in March through May to receive an additional one to three months on the new memberships.

**Fundraising:** Cindy Lane reported there will be a spring plant sale at Goodes Greenhouse which will end before Mother's Day. Next year, the fundraising committee will not be selling nuts and candy during luncheons but will continue to sell them online. They are eliminating the fall plant sale but continuing to sell poinsettias. The price of bean soup will increase to \$5.00 a bag.

**Corresponding Secretary:** Joann McCracken Young reported she sent one thinking of you card, 14 Valentine Day cards, and two get well cards. Members of the BOD signed and wrote personal messages on the Valentine Day cards during the meeting.

**Club Coordinator:** Eileen Boggess reported that there were 184 completed scholarship applications this year.

**Art Exhibition:** Judith Frank reported the Opening Tea will take place from 1:00-3:00 PM on March 5 and the Gallery Night will be 5:00-7:00 PM on March 10. They will be renting lighting for the Art Exhibition and will be requesting an increased budget for next year. She is requesting that a Past President volunteer to pour the tea.

**New Business:** It was moved and seconded that the seven positions for which the Club is seeking nominations to present at the 2023 annual meeting will be for one-year terms and previous experience on the board of directors shall be required only for the President-Elect. For other positions, various leadership services within the Club may be considered. The motion was approved.

The meeting adjourned at 11:17 a.m. The next Board meeting is scheduled for March 15, 2023.

Respectfully Submitted,

Eileen Boggess, Club Coordinator