

**Des Moines Women's Club  
Board of Director's Meeting Minutes  
January 16, 2019**

Wendy Roberts, President, called the meeting to order at 10:53 AM

Wendy Roberts, President, thanked the BOD for the Christmas gift she received from the Board. It was a pair of candlesticks made in Slovenia which she said she shall enjoy as a remembrance of her term as DMWC President.

**Roll Call:**

- **Present:** Wendy Roberts, Judy German, Liz Teufel, Carol Corrigan, Bev Watts, Michelle Clark, Ellen Elliott, Pat Henson, Ginny Livingstone, JoAnne McCracken-Young, Malka Naggar, Joyce Perkins, Sheila Sapienza, Linda Thomas, Rosemary Hillman
- **Excused:** Jean Shires, Maureen Fialkov, Chris Foss,
- **Guests:** Lorna Truck, Sue Battani, Marlene Anderson, Willona Goers

**Minutes**

- **Corrections to November 14, 2018 meeting minutes:**
  - Jayne Sullivan asked to change two sentences on p. 2:
    - 1) "Tammy Schroeder is the current advisor, she is a member and a volunteer" changed to "Tammy Schroeder is the current advisor" re: investments and delete the word "volunteer".  
**Liz Teufel moved to delete the word "volunteer", seconded by Rosemary Hillman, motion passed unanimously.**
    - 2) **Linda Thomas moved to add sentence "Finance Committee makes investment decisions", seconded by Liz Teufel, motion passed unanimously.**
  - **Liz Teufel moved to change sentence on p. 2 to ".....Jayne Sullivan said investments should be reviewed yearly", Judy German seconded, motion passed unanimously.**
  - Liz Teufel asked about the motion made by Chris Foss re: changing Article X to XI in the By-Laws at the November 14 meeting. Discussion did not clarify the reason, Chris Foss was absent, Wendy Roberts suggested we leave this for now.
  - Pat Henson asked for the sentence under New Business be deleted.  
**Liz Teufel moved to delete the sentence "Pat Henson reported January 2<sup>nd</sup> Date for Employee Handbook", Michelle Clark seconded, motion passed.**

**Wendy Roberts moved to accept corrected minutes, Sheila Sapienza seconded, motion passed.**

## **IAC Report Update**

The IAC Committee, comprised of Sue Battani, Chair, Marlene Anderson and Willona Goers, presented a handout with an IAC report agenda and Phase 1 and 2 documents. Sue Battani went over the main points of each Phase and explained actions the committee is recommending to be taken by DMWC to strengthen cash handling. Sue Battani asked if the Board was in agreement for the IAC to continue their work. Liz Teufel stated HR needs to address guidelines provided for the AA and the handling of cash. Liz suggested the Board vote on the continued work of the IAC.

**JoAnne McCracken-Young moved the IAC Committee continue their work. The DMWC Board expresses their profound appreciation for all their work and stands ready to assist in any way possible. Liz Teufel seconded, motion passed.**

## **Treasurer's Report**

- Treasurer Michelle Clark distributed copies of the Treasurer's Report, the General Unrestricted Fund Detail, and the Maturing CD Lists for December 2018 and January 2019.
- Scholarships for 2018 have all been paid
- Report was filed for audit

## **President-elect report**

Jean Shires was absent, no report given

## **Corresponding Secretary**

- Bev Watts reported Thinking of You cards were sent to: Mary Sheldahl, Linda McFarlane, and Jane Bowlin

## **Vice President's Reports**

- **Membership V.P.** – Maureen Fialkov was absent, no report
- **Fund Raising V.P.** - Liz Teufel reported a profit of \$513.96 from Nut sales, Basket Auction profit \$3395.30
- **Communications V.P.** – Judy German reported Karen Sievers and Jean O'Neill are preparing advertising for the Art Auction

## **Old Business**

- **Pat Henson moved to accept corrections made to the Whistle Blower and Conflict of Interest policy during the October 10, 2018 meeting, Sheila Sapienza seconded, motion carried.**
- **Liz Teufel moved to accept the correction stating the Board vote to approve the By-Laws as they appear in the Yearbook having been corrected by Jayne Sullivan,**
- **Rosemary Hillman seconded, motion carried.**

- Liz Teufel reported she has e-mailed the handbooks to each person responsible for reviewing their handbook per their responsibility. They are to read the handbook and respond to Liz by e-mail.
- Wendy announced a large cardboard check will be presented to Robert Warren at noon on February 27 with the DMWC \$100,000 donation to the H/S Capital Campaign. Pat Henson is providing the cardboard check.

### **New Business**

- Liz Teufel presented the concerns brought to the Executive Board by Nancy Thompson at the January 9, 2019 meeting. Nancy voiced three concerns:
  - 1) Nancy believes large amounts of money donated by the DMWC should be voted on by the general membership, not just the Board. It would be a courtesy to the members.  
Jean Shires suggested the Finance Committee could provide a newsletter advising the members of a substantial donation being considered, providing opportunity for feedback. Liz will contact the Finance Committee for suggestions re: what would constitute a substantial amount.
  - 2) Nancy questioned why the number of Nominating Committee members was changed from seven to three in the new By-Laws. In researching this question, Liz found there was a misunderstanding by Nancy. There are actually five members appointed.
  - 3) Nancy asked to have the words “general membership” be added to Article V. It was determined this has nothing to do with this Article.

Wendy Roberts will visit with Nancy Thompson regarding the resolutions to her concerns.

- Michelle Clark presented re: charitable donations made by DMWC. She referred to a March 8, 2018 motion regarding how to spend the General Unrestricted Funds. She talked to Robert Warren re: going into the 5% cushion with a new project. Michelle stated DMWC has a goal to have enough income to offset expenses; if this does not happen, the club cannot go into the 5% cushion. Michelle’s question is if we want to do more charitable giving.
- In the interest of time, Wendy Roberts suggested we table this discussion for the next meeting. She said members can e-mail Michelle with their suggestions. Liz Teufel suggested Michelle talk to Lorna Truck, who is more knowledgeable re: DMWC donations in the past.
- In sharing thoughts on the new yearbook, Carol Corrigan voiced a concern re: the exclusion of seven categories of Scholarships left out of the new yearbook. There are only six Scholarships with the chairperson and committees listed, seven categories are excluded. Liz Teufel replied this could not be, as she checked on this several times. Carol replied all twenty one scholarships are not listed, nor are the chairpersons and their committees. Carol asked if her yearbook was missing some pages with this information.

Wendy Roberts adjourned the meeting at 12:01 PM.

Respectfully submitted, Carol Corrigan, Recording Secretary