

**Des Moines Women's Club Board of Directors Meeting Minutes
April 12, 2017**

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

Roll Call

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

Minutes

- Minutes were approved as written.

Treasurer's Report (See Attached)

- Chris Shelton presented the Treasurer's Report.
- There was no movement of funds during the last month.
- The Ken and Shirley Smith Fund is being held for further restoration.
- Report filed for audit.

Corresponding Secretary's Report

- Isabelle Lemke reported the following cards were sent:
 - Sympathy: Karen Sievers, Jo Pietig, Judy German
 - Get Well: Ellen Elliott, Alice Bell, Pat Henson, Rosemary Hillman
 - Thinking of You: Charlotte Hradik, Maureen Fialkov

Membership V.P. Report

- No Report

Fundraising V.P.'s Report

- No Report

Communications V.P.'s Report

- No Report

President-elect's Report

- Rosemary Hillman reported she is still working on the Preference Sheets and finding chairmen for the committees.

Old Business

- Two of the seven proposals for Planned Giving were discussed at the Annual Meeting. Those were the \$100,000 for an endowed scholarship and retaining \$25 of member dues for scholarships.

New Business

- **Finance Committee Report**
 - Chris Shelton stated the work on the budget is continuing.
 - Marlene Anderson presented the Internal Audit Committee charter. The charter will be sent to all board members and a special meeting will be held on April 26th to vote on approving the charter. If board members have any changes, they need to be sent to Chris Shelton before the meeting.
 - Marti Puff presented the 990 tax form. (See attached)
 - The external audit approved at the last board meeting will be held on July 17-19.
- **Officers for the 2017-18 Club Year**
 - President: Rosemary Hillman
 - President-elect: Wendy Roberts
 - Communications V.P.: Jane Bowlin
 - Fundraising V.P.: Liz Teufel
 - Membership V.P.: Maureen Fialkov
 - Recording Secretary: Judy German
 - Corresponding Secretary: Isabelle Lemke
- **Board of Directors Elected for Three-Year Term**
 - Chriss Foss
 - Pat Henson
 - Deb Stonehocker
 - Michelle Clark
 - Janice Cord
- **Possible Legal Action**
 - Michael Wilson, an Art Exhibition exhibitor, wrote a 12 page letter saying he was angry with Victoria Lindskoog because she questioned his art technique. Victoria feels his entry was a giclee and should not have been in the exhibit. A giclee is a poster that has additional painting on it. He felt he had been slandered Chris Shelton wrote him a letter and sent by certified mail. She contacted Jester Insurance and will wait for further contact, if any, from Mr. Wilson.
- **Administrative Assistant's Work and Event Timeline**
 - These are to help get the needs for events into a more even work flow.
 - Chris Shelton will start with the brunch on Mother's Day.

- **Observations of the 2016-17 Club Year**
 - Chris Shelton discussed the biggest consistent problem throughout the year is the lack of communication on events between DMWC and HSP.
 - Opening and closing the building, custodial help, and AA needs have to be scheduled well ahead of time. We must have a good working relationship with the HSP Foundation.
 - There have been several staffing changes and they are not familiar with how things were done in the past.
 - Due to the increasing number of events being held now, advanced notice must be given if the DMWC needs to use the facility for meetings or any activities.

Meeting was adjourned at 10:00a.m.

Next meeting will be at 10:00 on June 14, 2017.

Respectfully Submitted

Jane Bowlin
Recording Secretary