

**Minutes of Des Moines Women's Club Board of Directors Meeting Held on  
March 15, 2023**

**Meeting called to order** by President Janice Cord at 10:01 a.m. in the Byers Room, Hoyt Sherman Place.

**Roll Call:**

**Present:** Marlene Anderson, Janice Cord, Pam Deeds, Chris Foss, Mary Ellen Imlau, Carolyn Kuhn, Jean O'Neill, Marti Puff, Karen Riley Sievers, Martha Stephenson, Rose Marie Webb Sherry Wilkinson, Joann McCracken Young

**Excused absence:** Carol Corrigan, Judith Frank, Cindy Lane, Mary Madison

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

**Minutes** of the February 2023 board meeting were approved upon a motion from Marti Puff.

**President's Report:** Janice Cord praised the art exhibition, which had 140 entries and lots of volunteer help. She reported that plans for scholarship day are coming along well and lauded Club Coordinator Eileen Boggess for meeting the demands of managing the art exhibition and the Club scholarship applications at the same time.

**President-Elect:** Sherry Wilkinson seconded the comments about the exhibition and the coordinator. She reported meeting with the treasurer and the Finance Committee and highlighted the importance of selling tickets for the theater anniversary concert. She said that preference sheets will be available for the members at the March 22 luncheon. A simplified version will be available on paper, with a more detailed version available on the Club web site.

**Parliamentarian:** Toni Van Cleve presented the revised bylaws and standing rules prepared by the Bylaws Committee. The bylaws are amended to reflect the nine-member board and to remove much of the operational details about the officers, committees, scholarships, and club procedure. That information will be included in a new Club Handbook to be developed over the summer. Because of the volume of the revisions, the new bylaws are presented as revised, without showing the specific changes from the current text. Karen Riley Sievers made a motion to accept the bylaws as presented. The Board must consider the bylaws at two meetings, so no vote was taken.

**Past President:** Chris Foss reported that two weeks out from the "Once Upon a Stage" show, only 300 tickets have been sold. Planners hoped for 400. There are several conflicting events in the community. Chris also reported that a committee has been formed to create a policy on fundraising and acceptance of gifts for the club (as recommended by the external audit reports). The Finance Committee will review the proposed policy.

**Treasurer's Report:** Marlene Anderson reported changes in CD investments to ladder time periods and amounts to maximize income while ensuring that sufficient funds are available when needed for club expenses and scholarships. No transfers from the general unrestricted fund have been needed so far this year. However, earnings from mutual funds have been routed to cash rather than feeding back into the fund.

Marti Puff reported that the Form 990 tax report has been compared to the May 2022 statement and with minor updates is ready to file. She has ordered five copies of the external audit report.

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Marti has request budget estimates for departments and committees. An ongoing question has been whether mailing expenses are to be accounted for in the individual budgets or reflected in the overall office budget.

**Membership Vice President:** Karen Riley Sievers reported that Club membership stands at 165. There are 25 new members, with three considered to be in the class of 2023-2024. The Membership Committee is working on the program introducing new members set for April 26 and the Memorial Hour set for May 3. Seven club members have passed away this year, but only one of those was a current member. The Committee also plans to get photos of each membership class.

**Corresponding Secretary:** Joann McCracken Young reported sending 14 valentines to homebound and distant members as well as sympathy cards to Robert Warren, Mary Ellen Imlau, and Laura Payne; get well cards to Lola Rundle, Marcia Kirkeby, and Jean Shires; and “thinking of you” cards to Paula Schaefer and Sharon Hawthorne

**Club Coordinator:** Eileen Boggess reported that all scholarship winners have been notified. She will also send letters to the winners’ parents and emails to all unsuccessful applicants. Next year’s art exhibition will be chaired by Stephanie Asklof and Kathleen Murrin due to the resignation of Mary Madison. Mollie Pins has resigned from the Hoyt Sherman Place staff to take a position at the Des Moines Science Center. Eileen and Sherry have proposed a calendar for 2024 Club activities and submitted it to Allison Fegley of the Hoyt Sherman Place staff for approval.

The meeting adjourned at 11:05 a.m. A brief Board meeting is planned after the March 22 program to approve changes in the bylaws so they can be presented to the membership at the annual meeting on April 4. The next full Board meeting is scheduled for April 11, 2023.

Mary Ellen Imlau, Recording Secretary