

Des Moines Women's Club

Board of Directors Meeting Minutes Wednesday, September 9, 2020

Call to Order: A regular meeting of the Des Moines Women's Club Board of Directors was held in the gallery of Hoyt Sherman Place on Wednesday, September 9, 2020. The meeting convened at 10:05 a.m. with President Pat Henson presiding.

Members in Attendance: Pat Henson, Chris Foss, Joyce Perkins, Wendy Prigge, Jo Berry, Joann M. Young, Michelle Clark, Jean Shires, Pam Deeds, Marti Puff, Sheila Bingaman, Mary Ellen Imlau

Members not in Attendance: Kathy Crall (excused), Karen Sievers (excused); Toni Van Cleve and Margie Taylor

Special Guest: Lorna Truck

Staff: Beth Oberender

Approval of Minutes: Joann M. Young moved to approve the Amended Minutes of the August 12, 2020, meeting. Michelle Clark seconded. Motion carried.

Officer Reports

President: Pat Henson informed the Board that Zoom is available for \$14.99/month for unlimited use and length of meetings. Beth will remain on summer hours of 20-25 hours/week and as needed.

The Club has an opportunity participate in the Festival of Trees this year. The tree is purchased for approximately \$200 for a 7' tree which would be placed in the boxoffice lobby. The tree is sold with proceeds going to Blank Children's Hospital. Beth is checking into further details.

A program on the Blank Park Zoo is planned for September 23. Printed invitations are available.

President-Elect: Chris Foss reported on the Strategic Planning Committee which has been active for a year and plans to continue into another year. Three Club objectives were identified and outlined in a printed handout:

- To identify DMWC market for potential members
- To identify ways to attract that market to DMWC
- To define DMWC's position in the community

Additionally, four core values were listed:

•Friendship, Continual Learning, Hoyt Sherman Place and Community Involvement

The Club mission statement developed around 2018 was reviewed noting that each of the core values is implied in it:

The mission statement reads thus:

“The mission of the DMWC is to improve the lives of our members through lifelong learning, to enrich our community through benevolent and scholarship activities, and to support the Hoyt Sherman Place Foundation in its efforts to preserve and enhance Hoyt Sherman Place.”

After discussion and best strategy for the intended practice of these core values and mission statement, Chris Foss moved to affirm the mission statement and to use it more publicly through communications. Marti Puff seconded. Motion carried.

Members will be encouraged to practice the core values and apply them to committee and department activities.

Lorna Truck reported she had met with Beth and Josh to determine what the needs are to successfully broadcast Club programs to be held in the theater. A Zoom account with a limit of 100 participants was deemed to be the most economical. Also Facebook livestream is a possibility. For those without a computer it's possible to get an audio version. To achieve the Zoom program which Josh can set up prior to the September program at approximately \$150 is needed (\$120 for a sound mixer and \$30 for a stand).

As the Club's laptop is old and outdated Michelle Clark moved to approve up to \$2,000 for expenditures to purchase a new laptop and the sound mixer and stand. Wendy Prigge seconded. Motion failed to carry.

Sheila Bingaman moved to approve \$150 expenditure for a sound mixer and stand and refer the purchase of a laptop to the Finance Committee. Joann M. Young seconded. Motion carried.

Treasurer: Michelle Clark said there were no new, significant financial activities to report. Two C.D.'s will come due this month.

Sheila Bingaman moved to increase the amount of money that can be transferred from the General Unrestricted Fund from 5% to 7% for two years. Marti Puff seconded. Four comments received from Club members were read. No further discussion. Motion carried.

Michelle expressed appreciation to Marti Puff for her comments regarding posting errors into Quickbooks. These errors are being corrected by Beth. There is a process in place to avoid these kinds of errors from happening. The process failed this year because of Covid-19 and Beth's need to work from home limiting her access to Quickbooks.

The Treasurer's report will be filed for audit.

Communications Vice President: Joyce Perkins stated that the summer newsletter had to be delayed due to the need to confirm schedules, etc. Mary Ellen needs calendar items and other news soon as another newsletter is due out. Lorna is sending reminders to artists for an upcoming Art Show.

Fundraising Vice President: Wendy Prigge is negotiating with a new vendor for the Plant Sale – Goode Greenhouse. She is also researching potential grants from Iowa Dept. of Cultural Affairs, Gannet Co., Iowa Humanities, Iowa Arts Council, America for the Arts.Og. All have varying amounts aimed at non-profits.

A website will be provided by the nut sale company with 30% profit for the Club. Also \$5 profit per each facemask sale. The bean sales will proceed after obtaining additional insurance and plastic containers for the beans.

Membership Committee Vice President: Kathy Crall's remote report to Pat informed the Board that 19 members who hadn't renewed got calls from the Membership Committee. There are 124 paid members to date.

Corresponding Secretary: Joann M. Young submitted the following:

“Thinking of You” cards to Peggy Nelson, Le Thomas, Anne Driscoll, Sharon Hawthorne, Kristy Barzen and Caroline Barzen

“Get Well” cards to Caroline Barzen, Mary Langbehn

“Sympathy “ cards to Nellie Bobenhouse and Sue Doty

There being no further business, meeting adjourned at 11:33 a.m.

Respectfully submitted by
Jo Berry

9/2020