

DES MOINES WOMEN'S CLUB
BOARD OF DIRECTORS
September 10, 2014 10:00 a.m.
MINUTES

Call to Order: The monthly meeting of the DMWC Board of Directors was called to order at 10:00 a.m. by President Kathy Crall.

Roll Call: The following members were present: Kathy Crall, Liz Teufel, Nancy Ross, Marg Powell, Alice Bell, Joyce Larson, Mary Sheldahl, Maralynn Allender, Maureen Failkov, June Klemme, Ginny Livingstone, Marti Puff, Ruth Rasmussen, Dee Ann Wilson, and Sharon Creveling. Rosemary Hillman, Laura Payne, Dixie Hoekman, and Isabelle Lemke were excused. Eileen Gloor was absent and Fran Bobzin arrived late (following roll call). Guests: Rusty Goode, President of the HSP Foundation, Begie Hefner, Chair of the Barbeque and Flea Market Fundraisers and Jayne Sullivan, Co-chair of the Ad Hoc Audit Committee. A quorum was present.

Agenda Change: Due to another engagement, Begie Hefner was moved up on the agenda to speak after Rusty Goode.

Hoyt Sherman Foundation Report: Rusty Goode, president of the HSP Foundation, reported on the activities of the Foundation. Anne Olson has been hired to serve as Development Manager. Some grants have been received; however, the Foundation is still about fifteen thousand dollars short in money needed for the parking lot signage. A Foundation meeting is scheduled for Thursday, Sept. 11, 2014, to discuss raising the balance needed as soon as possible.

The HSP Foundation will be having an audit done by the new fiscal year, June 30, 2015. Currently, the budget reflects a profit. Because of the proximity and with the focus on being good neighbors, the Board has asked Mercy Hospital to have a staff member sit on the HSP Board. The new Board member is Deb Moyer, Chief Nurse Executive at Iowa Methodist Hospital

Mr. Goode intends to provide our Board with reports when there is information to impart. He was interested in gathering facts on what our members would like to see completed at HSP by the end of this fiscal year. Suggestions: 1) Enlarge the area on

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the west side in order to provide more handicap spaces. 2) Repair ceiling (to west of the 1st level elevator) and paint the entire box office area to make it more attractive to those entering to purchase tickets for shows. 3) Provide an in- depth cleaning of the house every three months.

Barbeque Fundraising Report and Flea Market Info: Begie Hefner, Chair of the Barbeque Committee, reported that the club raised \$3,080 and that Pete Wonders, a friend of DMWC, entered the rub recipe in the fair contest and it won a blue ribbon. She also solicited help for the upcoming Flea Market Fundraiser to be held on Saturday, Sept. 27. Volunteers are needed Thursday and Friday (Sept. 25 and 26) from 10:00 a.m. until 3:00 p.m.

Minutes: Motion by Liz Teufel to accept June 11, 2014 as corrected passed.

Officers' Reports:

(a)Treasurer's Report: The Treasurer's Report depicted Accounts Balances for May 31, 2013, May 31, 2014 and August 31, 2014. Explanatory notes were included. The Treasurer also reported the following: 1) All Scholarship awards have been written. 2) The Donna Emmons Bequest is now \$6,545; but will soon be debited for around \$3,400 for a large painting, currently being renovated. The remainder of the account will be approximately \$3,100. Carol Pollock has been informed of our balance. Mary Sheldahl shared that the large painting should be completed by December or later. Treasurer's report was received for auditing.

(b) Corresponding Secretary: Alice Bell reported that she had mailed eight cards since our last meeting. At the request of the president, the cards are being handwritten using DMWC note card stationery.

(c) Second Vice President: Nancy Ross reported that the first Prospective Member Coffee will be held on Tuesday, Oct. 28, 2014, at 10:00 a.m. at HSP. Nancy shared with us her unique and creative ideas for the coffee, as well as an attractive informational booklet which provides facts about DMWC.

(d) First Vice President: Rosemary Hillman was excused. No report.

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(e) President Elect: Liz Teufel is currently gathering information for the Invocation Committee in order to schedule her meetings.

(f) President: President Kathy Crall attended almost all Club department and committee meetings scheduled for the summer. She is currently working with Sue on the yearbook. In addition, work continues on the Future Planning project.

Committee Reports:

Audit Committee - Jayne Sullivan, Co-chair presented some major points from the comprehensive Audit Report that was compiled by Jayne Sullivan and Sheila Denning, and Marti Puff. The committee felt that it is not a comprehensive survey of the operations budget; but provides financial suggestions. The Quick Books reports were not accurate; but were helpful for the Finance Committee. Numerous suggestions were made on how to better keep track of our monies. One problem solved was that of lack of payment for missed luncheons. Over one thousand dollars was lost to non-payment. This will be discussed at the Luncheon Cashiers' Committee meeting. It was also discovered that there is difficulty tracking the money received from our Bean Soup fundraiser. There was no accounting for voided checks. It was moved by Liz Teufel that we accept the report of the committee. Motion carried.

Ruth Rasmussen moved that we ratify the recommendation of the Executive Committee to change the Audit Committee from an Ad Hoc Committee to a Standing Committee which would be appointed by the president and fall under the following Bylaw: "A member appointed to a standing committee for a term of more than one year shall be considered to be on a rotating scale toward service as chair of that committee the last year of the term." (Article X, Preface.)

Motion passed.

The large increase in fees to have an external audit completed by our current auditor led into discussion as to whether or not we continue external audits. We have one due in 2015. The club felt that we could have internal audits for the years in between the external ones. No firm decision was made.

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New Business:

Picture Directory - Kathy would like to have another supplement (#2) for the Picture Directory completed during this Club Year. She is considering appointing some directors to take the leadership on this project.

Future Planning - SWOT Analysis: The president announced that there is a need to have a meeting to work on future plans utilizing the SWOT Analysis. It is necessary for us to examine our "strengths", "opportunities," "weaknesses", and "threats."

The meeting will be held on Friday, October 3, 2014, at Urbandale Public Library in Room A from 9:30 a.m. - 2:30 p.m. The Urbandale Library does not allow food or drinks to be brought into the building; so one has to utilize the Chapter's Café at the library.

Location: 3520 86th Street, Urbandale, IA (South of Douglas and West of 86th.)

Stationery – There is Des Moines Women's Club note card stationery available for Department and Committee Chairs to use to send Thank you notes or so on. Stationery was distributed at the meeting. Additional stationery will be available from the administrative assistant.

Adjournment: The meeting was adjourned at 11:28AM

Marg Powell, Secretary

_____ approved

