

## **Friendship Force Knoxville**

### **Board Meeting**

**May 11, 2021**

**Present:** Jayne Raparelli, Betsy Tonkin, Bruce Robinson, Barbara Elder, Diana Lopez, Janis Robinson, Leslie Badaines, Ray Simko, Kaye Bultemeier, Sandy Kehne

**President's Report:** Jayne Raparelli opened the meeting at 2:00 p.m. via ZOOM. She gave an update on two FFK members who have health issues. Jayne will continue to monitor when TVUUC will allow outside groups to rent their Fellowship Hall, where FFK monthly Events and Board meetings were held prior to COVID-19. The Board agreed to continue their meetings via ZOOM.

**Secretary's Report:** Minutes from the April 13, 2021 Board meeting were approved. Minutes from the April 27, 2021 General Membership Event were approved.

**Treasurer's Report:** For the period April 1 through May 7, 2021, there was revenue from one new membership and expenses for a memorial donation for Jim Dennis. In the Exchange (Journey) account, there was revenue from applications for the Napa-Sonoma Journey. The Treasurer's report was approved.

**Vice President/Program/Membership Co-Chairs:** Betsy Tonkin, Helen Bachrach. The Program/Membership Committee confirmed ZOOM programs for May and June. The committee continues to work on a ZOOM program for July and a likely in-person, possibly recruiting program for November. The Committee recommends the Board approve entering into a Licensing Agreement with the Rick Steves, Inc. to allow us to stream and use Steves' Why We Travel video for a FFK program, subject to requested changes. Betsy Tonkin moved that we accept the licensing agreement. Leslie Badaines seconded. Motion passed. The Member Profile for the May newsletter will be on new member Courtney Shea. Betsy looked at IRS guidelines regarding 501(c) status; her account/tax lawyer will investigate it after tax season.

**Open World:** Betsy has asked Britton Holmes of FFI if Open World funds can be used for coordinators receiving Journey credit.

**Journey Committee Co-Chairs:** Diana Lopez and Leslie Badaines. The committee discussed plans for the two Outbound Journeys to Napa-Sonoma (Sept 8-13) and to San Antonio (Oct 1-6). Mike McDonough and Jayne Raparelli are accepting applications for Napa and have written an article for the Newsletter requesting ambassadors. Date will be set for final payment and COVID verification form. Application form goes to Jayne and Mike, while checks go to Bruce. Leslie Badaines will follow the same information and article for the Newsletter for the San Antonio Journey.

The Inbound San Antonio Journey on October 22-27, coordinated by Mike and Jayne, will be forming the host committee with both hosts and newer members. The itinerary will be set, and a budget established to present to the Board at the June meeting.

The committee determined that the COVID verification form would be emailed to both FFK hosts and ambassadors upon receipt of application, to be completed no later than 60 days prior to the Journey.

Mike will take over as coordinator of the Inbound Des Moines Journey. Dates will be set after the Dogwood Arts Festival 2022 schedule is announced. Leslie and the Australian coordinators have established the following dates: North Moreton, Oct 21-28, 2022; Gold Coast, Oct 28-Nov 4, 2022. Diana is waiting on the opening of Europe, and especially Eastern Europe, before setting any dates for a Journey to Romania. Leslie and Diana will be looking for coordinators for an Inbound from St. Louis and an Outbound to Lower Columbia. There was nothing new for Open World.

**Newsletter:** Janis Robinson said she will repeat the FFK COVID policy in the May Newsletter. The deadline for articles is May 14, and Janis would like to include in the Newsletter, with permission, a box stating FFK's present officers.

**FFK 40<sup>th</sup> Anniversary Celebration/Holiday Event:** Jayne reported that we do not have a 40<sup>th</sup> Anniversary coordinator. She suggested we have some type of celebration as part of the Holiday Event. Board decided to have the Holiday Event as a luncheon on Saturday, December 11 at the Highland Point Clubhouse where

Sandy Kehne, Betsy Tonkin, and Bruce and Janis Robinson reside. Because of the size of the clubhouse and the anticipated number of attendees, it was suggested we have a presentation about FFK's 40 years shown on a DVD in the clubhouse, have appetizers at Sandy Kehne's house which is next door to the clubhouse, and desserts at Betsy Tonkin's house across the street from Sandy's house. Janis offered to help with the DVD.

**Hospitality Chair:** Sandy Kehne. Sandy will reserve the clubhouse for the Holiday Event and coordinate the potluck and decorations. Other suggestions: Have memories of FFK in both Sandy's and Betsy's homes and recognize our Honorary Members.

**November Membership Event:** November's Event includes a business meeting with election of club officers. The Board decided to change the meeting from Tuesday, November 23, two days before Thanksgiving, to Tuesday, November 16.

**Summer Picnic:** The Board decided not to have a summer picnic this year.

**Small Dinners/Lunches at members' homes with newer FFK members:** The Board felt the dinners/lunches are valuable to get new and newer members engaged, and for us to get to know each other. We will ask members if they wish to participate. Jayne and Diana will match members, who joined after our 2018 membership drive up to the present, with hosts. As in the past, hosts will contact their guests and settle on a date and time. The dinners will be held in August.

**COVID Policy:** Betsy Tonkin moved that the Board adopt a COVID policy that any member or guest attending a FFK in-person event in 2021 be fully vaccinated. It was seconded by Bruce Robinson. Motion passed.

The meeting was adjourned at 3:35p.m.

Respectfully submitted,

Barbara Elder