A close up of a flower

Description automatically generatedBoard Meeting Agenda

Home of Roxanne Bogdan

Tuesday, October 5th, 2021

10:40pm

Agenda

Board members present:

Gisele Davies, Jill Lambouses, Roxanne Bogdan, Paula Johnston-Hutka

1. **President’s Comments – Paula Johnston-Hutka**
2. Official Appointing of new Board Members – Mary Ann Kilpatrick & Cyndy Lane, Outreach

The board voted to add Mary Ann Kilpatrick & Cyndy Lane to VP of Outreach.

The board also voted to add Suizan Schacher and Prerna Sachdeva to Outreach

Paula made the motion, Gisele 2nd. Motion passed 4-0

1. General Meeting – October 21st Tea Party – The Chocolate Angel, Plano
2. Next Board meeting – November 2nd at 10:30am - Location?

Location will be Roxanne Bogdan’s home, 6701 Overbrook Dr., Parker 10:30am

1. November General Meeting – November 18th

Location will be at Lee Anna Turrentine’s home, 5310 Estate Ln., Parker

1. **Secretary’s Report – Roxanne Bogdan**
   1. September Board and General Minutes

-Minutes were sent out via email. Paula made the motion to accept the minutes, Jill 2nd, motion passed 4-0.

-Roxanne explained that general meeting minutes will be put on the website and at the next general meeting, the membership will vote to make them official.

1. **Treasurer’s Report – Jill Lambouses**
   1. Balance in account

Jill presented her treasurers report:

9/6/21 Balance $14,471.17

Income: $2,691.45

Expenses: $2417.11

Current Balance: $14,745.51

* 1. Pending Bills to be paid

Outstanding Checks: $146.00 & $2,271.11

Jill also explained how she is now reporting. Discussion was had on perhaps budgeting and perhaps a policy manual to explain policy and procedures for incoming chairs to our positions. She was also concerned about low membership. Communication was talked about and there will be a push for membership and Nov. Meeting tickets to boost sales. An email will be sent out to all email addresses we have regarding these two issues.

Jill will be researching alternative payment methods like Venmo and/or Zelle for our members convenience when paying PWC for activities/membership, etc.

**4. VP Outreach – Mary Ann Kilpatrick/Cyndy Lane**

a. Acts of Kindness report - Roxanne will contact Kimberly to get something sent to Trisha Fecht due to her hospital stay and Diana Abraham for the passing of her father.

b. Angel Wings project status Discussion was had about this program. Everyone liked the idea that we would again bless the Parker Mobile Home Community. Instead of blessing a few families, this year we will be asking for each child that lives there to give a “want” and /or a “need” and their wishes will become our angels for our tree. This way we can bless an entire community. The tree will be placed at Parkerfest, Our October Tea, & our November general meeting. Roxanne will contact Bethany Ulteig to get that communication started with Mary Ann.

**5. VP Programs – Kimberly Hinshaw/Gisele Davies**

a. Discuss October General Membership Meeting – Tea Party plans and help needed. Currently only 5 people are signed up. Email “mini newsletter” will be sent out again to bring attention to this. Will add Jill’s phone number to people who don’t want to pay online. Favors were discussed and left overs will put used for a basket for the WOTG in March.

Parkerfest is coming up on Oct. 24

b. Looking ahead to November meeting

Discussion was had regarding Gisele’s email “mini email newsletter” blast.

**6. VP Fundraising – Suizan Schacherer (absent)**

Paula will reach out to Suizan to have small meeting to discuss fundraising ideas. She will let the board know when the mtg. is so others can attend and discuss ideas.

* 1. Number of and dollar amount of contributions received to date

This was discussed in Treasurers report

b. November Vendors

c. Report on other sales

**7. VP Membership – Tricia Fecht (absent)**

Due to medical reasons, Tricia might be out for a while. Roxanne Bogdan will contact her to see what capacity she will be able to help. The membership list and nametags will be requested from her.

a. Memberships received – Total - Number of new/renewals

b. Follow up with Activity Group Chairpersons for paid dues

c. Campaign to increase number of memberships

**8. Parliamentarian – Kristin Azbell** absent

a. Comments

**9. New Business – Paula Johnston-Hutka**

Clubs picking up their plans

Encouraging members via newsletter and social media

-April 14th is tentative Candidates Night. That will be the April meeting. There will be further discussion when all board members present.

-Website: Proposed bylaws will be placed on line for members to review.

-Current membership is 42

-Meeting minutes and by laws will be downloadable off the website

**Adjourn 12:55pm**