SWBA Board Meeting Minutes

November 13, 2022

The meeting was called to order by Director Joy de Beyer at 9:00 am. Additional Board members in attendance: Aurora Brown, Nancy Bruce, Diane Koczur, Jaye Hanley, Sheri Vandeventer, Karen Blair, and Lynn Bloom. Not present: Kris Shelley and Marge Carl. Present from General Membership: Di Meredith, Evette Callahan and Lisa Hamel.

1. Approval of September 11, 2022 Minutes: Sheri moved and Aurora seconded a motion to approve the September, 2022 Minutes with revision. Unanimously approved.
2. Approval of October 6, 2022 Minutes: Following discussion, and pending further input and revision, the Agenda Item is tabled. Minutes will be submitted for approval via email.
3. Treasurer’s Report: No formal report was circulated. Joy reported that income since the last meeting was just over $130.00, and expenses were approximately $2,934.00. Remaining balance is a little under $30,000.00. Sheri moved and Diane seconded a motion to table approval pending distribution of the Treasurer’s Report.
4. SWBA Membership 2022: Following discussion on membership fees, Diane moved and Sheri seconded a motion as follows: 2023 fees are set at $65.00, $40.00 if paid by January 31. After January 31, new members will have 30 days to pay the discounted $40.00 fee. After June 30, fees are half price. Unanimously approved.
5. Review of Draft SWBA Board Rules & Responsibilities: Sheri moved and Karen seconded a motion to table creation of a committee to work on Rules & Responsibilities until January - once the new Board is in place. Unanimously approved. Di noted that she received a box of historical documents from Jackie Luzak.
6. Elections (Directors v Officers): Sheri noted that the Board approved three Nominating Committee members: Aurora, Nancy and Lynn. Joy will also participate ex officio. Sheri moved and Joy seconded a motion to appoint Aurora as Chairperson of the Nominating Committee. Unanimously approved. Following review and discussion of the proposed SWBA Board Application, Aurora will make suggested revisions and submit the final version for review by December 3rd. The Nominating Committee will review applications and compile a list of nominees for Board of Directors. If the list of nominees is small, voting at the AGM will be by raise of hand. Vote for a larger group will be by paper ballot. Membership status may be checked at the AGM prior to handing out ballots. Joy will draft, and circulate for review and comment, an email explaining the election process to the Membership. Diane will post the Board Application to the SWBA website.
7. SWBA Books & Records: Sheri noted that documents/historical information have not been archived. All agreed that, in January, a committee will be formed to review and archive documents and related historical information. Tabled to January.
8. Update on Covid Advisory Committee Members: Tabled.
9. Holiday Party Plans: Sheri moved and Joy seconded a motion to approve a budget of $4,500 for the Holiday party/AGM. Unanimously approved. Joy moved and Sheri seconded a motion to approve a charge of $20.00 per non-member guest. Joy will send out an Evite, along with information on a 50/50 raffle, toy drive, and basket submission. Di will organize the toy drive.
10. AGM Agenda: There will be no invited Speaker on the agenda. Agenda Items will include: Election of new Board members; Treasurer’s report; Annual Report, including scholarship information; Questions from Membership. A new “Members Meeting” will be discussed and planned in January, along with development of committees.

Meeting adjourned at 10:49 am.

Respectfully submitted,

Lynn Bloom