

University of Minnesota Women's Club  
Annual Board Meeting Minutes  
Town and Country Club  
May 14, 2019

President, Maggie Hoover, called the meeting to order at 10:30 a.m. and welcomed members. A quorum was established. A motion was made by Pat Luhmann to accept the Board minutes for May 15, 2018. Seconded by Fran Holmsten. Motion passed.

President, Maggie Hoover, reported the following:

- \* The last several weeks have been a time of early transition and collaboration with Barbara Swadburg, our Pres-Elect, for a smooth transition in June.
- \* Time and coordination with so many Club members as well as people outside was needed to organize the Annual Meeting and in putting the program together.
- \* She attended the New Member Coffee meeting and welcomed our newbies.
- \* She is looking forward to the Hats Off to Thee Tea next week.
- \* After visiting with Uma Venkata, our speaker at the April Board meeting/luncheon, about the difficulties female science students faced during the time Maggie was a student, Uma asked Maggie to give her an interview for the Minnesota Daily.
- \* At today's meeting we will approve the budget for next year, prices for the luncheons and elect new officers.
- \* She will introduce Barb Swadburg as our incoming president.

President-Elect, Barbara Swadburg, reported the following:

- \* As President-Elect, she visited most of the sections in 2018-19 except for the Bridge and Non-Fiction sections.
- \* She presented the following initiative to the board and titled it, "Share the Load, Simplify the Process".  
Committee chairs and Board members were asked to examine the operation of their committees and decide if they could simplify their committee processes. This initiative appeared to be embraced by the Board. However, change proved to be a difficult process for some members.
- \* The web site and the newsletter committees have undergone extensive reorganization. All Board positions, both appointed as well as elected for 2019-20 have been filled.
- \* A discussion of diversity issues was held with the Diversity Office at the University of Minnesota. To date no action has been taken by the Board on that issue.

Fundraising Vice-President, Marian Champlin, reported that we have 188 gifts totaling \$69,693 (an all-time high). Since last reporting we have added two memorial gifts and one gift honoring John Tester, husband of Joyce Tester. One-year Named Scholarships stand at 14 to date; however at the New Members' coffee at Eastcliff we were

approached by two members interested in scholarships yet this fiscal year. Invitations to the Hats Off To Thee Donor Tea on May 21 were mailed May 1. The response to date is 60.

Scholarship Chair, Georgia Nygaard, reported that the Scholarship Committee awaits the arrival of the students' scholarship applications. Sandra Monson, a long-time committee member is retiring this spring. Margaret Rowser will be joining the committee. Committee members include: Elizabeth Foley, Mary Johnson, Marilyn Olson, Sue Nelson, Margaret Rowser and Georgia Nygaard. The scholarship applications opened on April 1, 2019 with a deadline of June 15, 2019. The scholarship award per student is \$3000/yr. The Board approved an increase of the scholarship amount to be instituted for the academic year 2020-21. The committee plans on completing the scholarship process by Aug. 1, 2019. The scholarship recipients will be invited and introduced to our UMWC Fall Welcome Luncheon members and guests. Scholarship recipients will be welcome to join UMWC section activities and Conversation Luncheons. Guidelines were developed regarding their participation in UMWC activities.

Corresponding Secretary, Marian Champlin, reported that to date *Thank You* notes and *tax receipts* have been sent to 188 scholarship donors for gifts made through May 10, 2019. Two *Thinking of you* notes were sent: one to Gail Brinkworth with a heart problem and one to Sandy Gale who suffered a broken arm.

Co-Vice President for Programs, Georgia Heisserer, reported that she and Carol Cantrell are grateful to the following members: Reservation Agents, Publication Chair, Dorothy Waltz, Newsletter and Website leaders, Ginny Hanson and Millie Woodbury for their teamwork that made it go smoothly this year. Georgia and Carol are also grateful that members are more attentive to the deadlines for reservations. There were 82 paid attendees at the April 2 Conversation Luncheon. Thank you to Ruth Jones for arranging the speaker, Uma Venkata. Her topic was, "How the U of M Engineers Without Borders work to bring clean water to the world's communities." It was inspirational and informative.

Next year, the Conversation Luncheons and the Annual General Club Program costs will be increasing. All costs include taxes and gratuity. Here is an overview:

- \* Our Radisson Fall Welcome & Scholarship Luncheon will remain at \$27.00.
- \* Becketwood Conversation With a Woman Leader Luncheons will increase \$3.00 each. (The food increase is \$0.75 per plate, but Becketwood will now charge us for set up, take down, room rental and technology use. It amounts to \$3.00 per event or a 15% increase).
- \* Annual Meeting and Luncheon at the Town and Country Club prices have increased \$5.00, close to 20% from \$27 to \$32.
- \* If we attend the fall event, 3 Becketwood luncheons and the Annual Meeting/ Luncheon, the total increase will be \$14 per person.
- \* Our Holiday Tea and Hospital Benefit date is still pending because of the University of Minnesota President transition, but we foresee no changes in this venue.

We will proceed per our membership approval today.

Treasurer, Pat Luhman, reported that Operations Income YTD is \$20,181 and Operations Expense YTD is \$15,140. Operations checking account balance as of May 10 is \$22,021.

- \* Dues collected total \$12,005 compared to \$12,205 this time last year.
- \* Collected \$1,640 from 82 guests for the April luncheon and Becketwood was paid \$1,425.
- \* Food for the New Member Coffee at Eastcliff cost \$332.
- \* Newsletter costs were \$101 for printing, \$229 for addressing and mailing, and \$300 for the editor.
- \* A \$50 club memorial gift was made to the Scholarship Fund in memory of Barbara Challman.
- \* A reminder, there is \$1,600 in this year's budget to reimburse \$400 each for up to 4 members to attend the Big Ten Conference in Indiana in June. Submit expense receipts after the conference to the treasurer for reimbursement.
- \* Estimate we may be under budget by about \$2,000 by the end of this fiscal year.

Scholarship Income YTD is \$71,818 and Scholarship Expense YTD is \$58,527. Scholarship checking account balance as of May 10 is \$96,310.

- \* Received \$69,693 in scholarship and memorial gifts so far this year, which is over \$17,000 higher than total donations for all of last year. Includes \$39,000 of One-year Named Scholarships and \$30,693 in remaining donations.
- \* A One-year Named Scholarship from UMWC funds will be presented to Karen Kaler today to honor her many contributions and support as the Honorary President of UMWC.

Records & Dues, Nancy Myers, reported that as of May 14, 2019 we have 358 active members. Of these 358 members, 303 are renewal, 40 are new, 14 are carryover, and 1 Honorary. Fifty have discontinued. Total dues collected are \$12,005.

Historian, Bonnie Marten, reported that she and Peggy Tang, incoming 2019-20 Historian, met with the Digital Projects manager at the University. The slides, negatives and tapes that they delivered will be digitized. This project should be completed in 3 weeks.

Membership Chair, Lou Nelson, submitted a written report. She reported that the total number of new members this year is now 40. The New Member Coffee was held at Eastcliff on April 30, 2019. Nineteen new members attended. Logo bags from the Big Ten Conference were given to attendees at the April luncheon based on a random numbers system. Six were held back for Ruth Jones to give to next year's speakers.

Publications Chairperson, Dorothy Waltz, reported that she now has the name(s) of the member(s) who will be responsible for updating the Directory, what computer program they prefer to use and their current email address. Copies of the 2018-19 pages will be

sent by the end of this week as well as the updated deadlines for the summer and a copy of the Style Guidelines. Updated information is requested no later than June 8, 2019. Members are urged to send their summer addresses to Dorothy no later than July 6. The Bulk Mail Service does not forward our Directories.

Website Liaison, Millie Woodbury, submitted a written report. She reported that on April 25 the Website team met at her home to review and edit our Website Policy which will be presented at our June 4 Board meeting. Connie Cundy agreed to be the “keeper” of the Website Content. All pages are to be copied and sent to her and Millie. On May 16, Millie, Connie and Ginny will meet with Laura Mazuch, the Graphic and Electronic Media Designer at Printing Services to begin preliminary work of the new website. At this meeting they will learn how we begin with the Drupal Lite 8 version of software even though it is not fully developed. Millie reviewed the job description for the Website Coordinator. Editing suggestions from the team were implemented and the description was finalized. Changes were made to the Navigation. The team reviewed the layout and text from the Home page; Millie will send revised copies to the team. The History and Scholarship pages were reviewed and work began on the “Who We Are” page. Dorothy reported that she received the majority of the Interest Section “Ads” and will create a sample of what one of the Interest Section pages will look like on the web.

#### Section Reports:

Nature Co-Chair, Margie Daniels, reported that the Nature section will be enjoying Spring at Bailey’s Nurseries on Monday, May 20 at 10:30 a.m. The location is 1325 Bailey Road in Newport. After the tour of the nursery they will plan on lunch at the Tavern Grill in Woodbury. For more information call Margie Daniels or Mary Rae Sunderland.

Drama Chairperson, Abby Marier, recommended dissolving the Drama Section due to the small number of participants, lack of membership volunteering to help coordinate programs and no one stepping forward to be the chairperson. If members would like to be notified of an informal group attending plays they can contact Abby. It has been suggested that this section donate the \$94 in their treasury to the Scholarship Fund. No decision has been made.

Lynne Benz presented an update on the planning stages of restarting the International Issues Section. She reported that several dozen members have expressed enthusiasm in restarting this section and attending programs but not in helping with the planning. Therefore, it is with mixed feelings that the planning has been suspended.

Around the Campus Co-Chair, Fran Holmsten, reported that there is a change in the room and building for the May 22 meeting from what is listed in the Directory. The meeting will now occur in Room 430 Haecker Hall.

New Business:

Nominating Chairperson, Ruth Jones, thanked her committee members and presented the Slate of Officers for the 2019-20 program year:

**ELECTIVE OFFICES:**

President-Elect: Georgia Heisserer  
Vice President for Programs: Barbara Cady\*  
Vice President for Fundraising: Marian Champlin  
Recording Secretary: Bonnie Marten  
Treasurer: Sandy Gale  
Records and Dues Officer: Nancy Myers

**APPOINTIVE POSITIONS:**

Auditor: Joan Mitchell  
Conversation Chair: Ruth Jones  
Corresponding Secretary: Marian Champlin  
Historian: Peggy Tang  
Newsletter Editor: Nancy Kluver  
Publications Chair: Dorothy Waltz  
Scholarship Chair: Georgia Nygaard  
Membership Chair: Joy Chaput  
Website Liaison: Connie Cundy

\* VP for Programs, Carol Cantrell, will be serving the second year of a two year term. Georgia Nygaard moved that we approve the Slate of Officers as presented. Seconded by Pat Luhmann. Motion passed.

Treasurer, Pat Luhmann, presented the proposed budget for 2019-20. The changes made since the April meeting:

- \* Footnote description for Website expense is updated to "Estimate \$2,000 for website software and \$500 for consulting and training and removed "Advertising" from the line item name as requested by Millie Woodbury.
- \* Newsletter Editor expense category is reduced from \$1,500 to \$0 as directed by Maggie Hoover and Barbara Swadburg. Starting next year, it will be an unpaid volunteer position. This change is based on the bylaws and not initiated to reduce costs.
- \* Operations income is estimated to be \$27,875 and Operations Expense is estimated to be \$26,850.
- \* Estimate Operations checking account balance to be nearly \$21,000 at the end of June 2020.

Joan Mitchell moved to accept the budget as presented. Seconded by Elizabeth Foley. Motion passed.

Co-Vice President for Programs, Georgia Heisserer, presented the changes for the monetary increase in venues for 2019-20 program year. Jeanne Matlock moved to accept the increase as presented. Seconded by Sharon Copt. Discussion followed. Motion passed.

Fran Holmsten moved to adjourn the meeting. Seconded by Dorothy Waltz. Motion passed. The meeting was adjourned at 11:30 a.m.

Respectfully submitted by Mary Abuan and Kathi Treston.