

University of Minnesota Women's Club
Board Minutes
September 5, 2017
Becketwood

President, Millie Woodbury, called the meeting to order at 10:00 a.m. and welcomed members. She introduced our new parliamentarian, Maggie Hoover. A motion was made by Fran Holmsten to accept the UMWC minutes from the June 6 Board Meeting and from the June 27 Special Board Meeting. It was seconded by Pat Luhmann. The motion passed.

President, Millie Woodbury defined the attribute of leadership. She emphasized that everyone on the Board is a leader, that we are organized and have made a commitment to a purpose. Several quotes on leadership were stated such as "Leadership is taking responsibility while others are making excuses." She then recognized Dorothy Waltz, Marian Champlin, Ginny Hanson, Carole Senty and Maggie Hoover who exemplify those qualities of leadership.

President-Elect, Maggie Hoover reported that she has been in charge of two events: First, the Section Chair Breakfast and Briefing, which took place on September 5 prior to the Board Meeting. All Section Chairs and Co-Chairs were invited to participate and almost all sections were represented. The purpose of the meeting was to offer support and encouragement to the Chairs as well as clarify their roles and positions on the Board. They also received detailed instructions regarding their displays at the Fall Welcome and Scholarship Day Luncheon and other current information to share with their section members. Chairs and Co-Chairs could then ask questions and offer feedback. Second, organizing the second New Member Coffee at Eastcliff on September 21. Karen Kaler will welcome new members and several Board members will speak about the important activities of the Club. The invitations have been sent and responses are coming in. Finally, she is working with the events coordinator at the Radisson to provide van transportation for scholarship recipients, if needed. Barb Swadburg and Joni Mitchell will be the van concierges, riding the hotel van to pick up students. She extends a thank you to everyone working with her, especially Dorothy and Fred Waltz for printing the invitations. She has been working closely with Millie Woodbury, attending the Communications Task Force meeting and the meeting with Michelle Liam Anderson of the UM Foundation.

Fundraising Vice-President, Marian Champlin, reported that thank you notes and tax receipts have been sent to 29 scholarship donors for gifts made through September 4, 2017, totaling \$15,173. This figure includes a \$12,000 gift from our guardian. This is the 4th straight year that she has made a gift to cover four scholarships. As the scholarship amount was raised to \$3,000 she raised the amount of her gift by \$2000! The big news is the One-Year Named Scholarships. This year we have 7 scholarships. They are:

- * Delores and Cecilia Education Scholarship
- * Evelyn Hurwicz Law Scholarsh
- * Evergreen Science & Engineering Scholarship
- * Frances Brown Paulu International Affairs Scholarship
- * Hendrik Jan Oskam Physics Scholarship
- * LaSell Mechanical Engineering Scholarship
- * Robin Cantrell Dance Scholarship

On September 7 there is a Major Donor Wine and Cheese event for donors of \$200 or more to be held at Becketwood. The cost is underwritten by UMWC members who are already among the major donors. The appeal letter will go out in October featuring Contessa Boorman, a Carlson School of Management student, who received one of our scholarships last year and was awarded the Francis Brown Paulu International Affairs Scholarship this year. She will attend the Major Donor Event to share what our scholarships have meant to her and her educational goals.

Program Vice President, Barbara Cohen, reported that the UMWC Program Committee is looking forward to another year of fascinating and thought-provoking programs for our members, beginning with our annual Fall Welcome and Scholarship Day Luncheon on Tuesday, October 3. This is always one of our best-attended club-wide events, so be sure to sign up by September 25 (and bring a guest - or two!).

Treasurer, Pat Luhmann, reported that as of September 1, 2017 Operations Income YTD is \$2,362 and Operations Expense YTD is \$1,025. Operations checking account balance as of September 1 is \$11,420. Scholarship Fund Income YTD is \$3,173 and Scholarship Expense YTD is \$45,000. Scholarship checking account balance as of September 1 is \$34,119.17. Key items include:

1. Collected \$2,310 in dues.
2. Spent \$775.00 for printing a new newsletter preprint shell which should last about two years.
3. Paid Lisa Carlock Hill \$250 honorarium for web developer work.
4. Sent \$45,000 to the U of M Foundation in early August for 2017-18 scholarship awards, which included \$21,000 from 7 new one-year named scholarships. In addition, our 5 UMWC endowed funds at the Foundation disbursed \$69,400 and an anonymous UMWC member donated \$12,000. An amazing combined total of \$126,400 in scholarship awards for 2017-18 was disbursed to 43 student scholars from all our donor sources!
5. Several board members met with Michelle Lian-Anderson, Chief Development Officer, at the U of M Foundation. She graciously provided information about the UMWC funds at the Foundation and how it functions on our club's behalf. Another meeting will be scheduled to continue our productive conversation and strengthen our partnership to provide scholarships.

Records and Dues, Nancy Myers, reported that as of June 6, 2017 there are 372 active members. As of September 1, 2017 seventy-eight members have renewed their membership, there are 10 new members, 14 carryover members, and 1 Honorary International member. Total dues collected is \$3,010.

Corresponding Secretary, Marian Champlin, reported that get well notes were sent to Barbara Cohen, Mary Abuan, Lois Stahl, Joan Rathbun, Sue Zuriff and Alta Oben and Jane Starr.

Historian, Bonnie Marten, reported that she met with outgoing historian, Susan Fuller. Susan oriented Bonnie to the position, to the guidelines established for archiving, and turned over the keys to the office. Elisabeth White assisted with archiving and will stay on the committee as an advisor as needed. Susan created an index of the items in each box that will be sent along with the box to University Archives this fall. Martha Arneson completed the archives of the Scholarship Committee. Millie Woodbury requested that Bonnie research when dues were increased over the years.

- * When the U of MN Faculty Women's Club became U of MN Women's Club in 1991-92, the dues were \$16.
- * 1995-2002 - Dues were \$18.
- * 2002-2004 - Dues were \$22.
- * 2004-2005 - Dues were \$25 and have been \$25 ever since.

Membership, Lou Nelson, reported that Membership committee members (Diane Schweizer, Carole Senty, and Rolaine Wright) met in July with Millie Woodbury and Nancy Myers. Carole Senty, at no expense to UMWC, has reconciled the lists of members who received permanent name tags at luncheons last year and sent permanent name tags to members of record who had not attended an event. She included a note about the purpose of the new name tags. The new UMWC Directory includes a re-order form for members who have lost their permanent name tag. There are 10 new members as of July 1. These new members have received a welcome e-mail and name tag. They will receive a directory and the latest newsletter by mail. Rolaine Wright will speak about membership at the New Member Coffee on September 21, 2017.

Newsletter Editor, Ginny Hanson, reported that the UMWC newsletters will vary in length. Members should send her informational section changes (if different from what it is in the Directory) and short important announcements.

Publications Chair, Dorothy Waltz, reported that 500 Directories were ordered. The 2017-2018 Directory was printed and mailed to 379 members in August. Multiple copies will be given to the President, Pres-Elect, Membership Chair, Records and Dues Chair, Historian, Directory Editor and 100 to Membership Committee. Dorothy thanked all officers and section chairs for submitting information and proofreading their material. Special thanks to Barb Burleigh and Barbara Cohen for expert proofreading and Nancy Myers for insuring accuracy with the membership listings. Website Liaison, Kathy Ball and Webmaster, Lisa Carlock Hill, have updated the Directory information on our web site: www.umwc.umn.edu. Dorothy extends special thanks to her husband, Fred Waltz, for providing his technical expertise, his encouragement and selfless caregiving as she recovered from leg wounds. Dorothy has donated 2 easels with UMWC Logo Prints for use at events.

Scholarship Chairperson ,Georgia Nygaard, reported that the Office of Student Financial Aid sent the Scholarship Committee 59 eligible applications to receive scholarship funds. Forty-three scholarships were awarded for the academic year 2017-2018. Funding for these scholarships came from the following sources:

- * The UM Foundation, contributing \$70,131 through endowment funds.
- * An anonymous donor contributed \$12,000 through the UM Foundation.
- * UMWC members contributed \$24,000.
- * Thanks to Marian Champlin, Vice-President for Fund Raising, the new One-Year Named Scholarships contributed \$21,000.

The total amount of money available for scholarships totaled \$127,131. Total scholarship money dispensed was \$126,400. After awarding the scholarships to the recipients, \$731.00 was returned to the UM Foundation to be used next year for scholarships. Thank you notes from the scholarship recipients will be compiled and placed on the tables at the Fall Welcome & Scholarship Day luncheon for UMWC members to read. A formal invitation letter for the luncheon was sent to the scholarship recipients. An R.S.V.P. is requested by Sept. 20, 2017. Transportation for the recipients to the Radisson Hotel will be provided at both campus locations. Reservations for this transportation service is requested by Sept. 20, 2017. The contact person for transportation is Maggie Hoover. Invitations were also sent to Michelle Lian-Anderson, Nate Rosckes and Robert Burgett at the UM Foundation.

Scholarship Chairperson, Georgia Nygaard, presented a synopsis of the meeting with the UM Foundation and UMWC members on August 30, 2017. The meeting was planned to help coordinate and support each other in the scholarship partnership process. In attendance were: Michelle Lian-Anderson, the Chief Development Officer and University-Wide Scholarships Chair at the UM Foundation, Millie Woodbury, UMWC President, Maggie Hoover, UMWC President-Elect, Marian Champlin, UMWC Vice-President for Fund Raising, and Georgia Nygaard, Scholarship Committee Chair. Discussion revolved around our combined objective and efforts to provide scholarship funds to eligible students in need of financial assistance and who are academically qualified. The discussion was informative, transparent as the scholarship partnership process was reviewed as well as the annual report on Endowments. Topics discussed were the following:

- * UMWC members knew that \$25,000 was necessary to open a new endowment fund at the UM Foundation - a new learning was that this endowment could be established over 5-years by paying \$5,000 each year for 5 years.
- * The difference between an endowment fund and an UMWC fund was reviewed; one difference being available cash immediately through UMWC funds or long-term perpetual funds that provide ongoing funding programs through the UM Foundation.
- * Individuals can donate any amount of money to any established endowment fund.
- * Review of the various endowments that are currently established and identification of certain funds that the University continues to match. (This match-fund program was established during President Brunicks term as a means of off-setting the tuition increases at the University - President Kaler

relays that these current matched fund programs will continue at this time but no new matching funds will be established).

Now, due to our joint efforts with the UM Foundation, the UMWC is recognized as a Scholarship fund-raiser program. The advantages for our partnership are:

- * that securities & memorial gifts are non-taxable through the UM Foundation - a definite advantage to the donor,
- * handling of estate monies is much simpler through the UM Foundation, and
- * services for processing donations and gifts are free through the UM Foundation.

Website Liaison, Kathy Ball, reported that she forwards information for the website to Lisa Carlock Hill. In July, Millie, Lisa and Kathy discussed plans for an easier way to update the site. They will be working on that this year. At the Interest Section Fair, preceding the Fall Welcome and Scholarship Luncheon on Oct. 3, Kathy will distribute questionnaires about the current use of the website attempting to increase member's awareness and use of this important communication tool.

OLD BUSINESS:

Big Ten Planning Committee Chairperson, Cherie Hamilton, submitted a written report. Cherie reported that on June 16-18, the UMWC hosted 26 delegates from eleven universities for the 17th Biennial Big Ten Conference of Women's Organizations at the Common's Hotel on the Minneapolis campus. UMWC delegates were: Cecelia Boone, Barbara Cohen, Cherie Hamilton, Maggie Hoover, Sheau-Ping Hu, Ruth Jones, Pat Luhmann, Georgia Nygaard, Carole Senty, Dorothy Waltz, Millie Woodbury and Rolaine Wright. They joined with the hosted delegates exchanging ideas and information to encourage mutual communication and cooperation. UMWC Honorary President, Mrs. Karen Kaler, welcomed the delegates and invited them for tea and a tour of Eastcliff. The theme for the Conference was "Empowering Today's Women". Guest speakers were Maureen Ramirez, former University Regent and local school board member and Lori Sturdevant, editorial writer and columnist for the Minneapolis-St. Paul Star Tribune. Indiana University will host the next Big Ten Conference in 2019.

NEW BUSINESS:

President, Millie Woodbury, shared a new idea called Guest Quest. It is a way of encouraging members to bring guests to our luncheons with the hope that guests will become new members of our club. Members who bring guests will have their name put into a drawing (multiple chances for members who bring more than one guest). The drawing will take place at each luncheon and the member's name drawn will receive a free luncheon pass to be used by May, 2018. Guest Quest will begin at the Fall Welcome & Scholarship Day Luncheon.

Lou Nelson was asked by a UMWC member if personal information in our Directory is protected? After discussion, Lou Nelson moved to put an article in the Newsletter and

Website asking that UMWC Directories be disposed of by shredding. Seconded by Fran Holmsten. Motion passed.

Millie Woodbury initiated a discussion on whether the UMWC has liability insurance in case of injury at a UMWC meeting/luncheon. After discussion, it was decided that the Finance Committee will research the insurance question/concerns.

Millie Woodbury asked if the UMWC is doing enough to recruit and retain members? She is looking for members to be a part of the New Comer's Task Force.

Pat Holmsten moved to adjourn the meeting. Seconded by Cynthia Vars. Meeting adjourned at 11:25 a.m.

Respectfully submitted by Mary Abuan and Kathi Treston.