

University of Minnesota Women's Club
Joint Board Meeting Minutes
June 8, 2021
Virtual Meeting via Zoom at 10 a.m.

Attendees: Barbara Burleigh, Barbara Cady, Joy Chaput, Barbara Cohen, Marian Champlin, Connie Cundy, Carol Cantrell, Sandy Gale, Liz Grimmer, Catherine Holtzclaw, Fran Holmsten, Susan Hopp, Georgia Heisserer, Maggie Hoover, Nancy Kluver, Pat Luhmann, Susan Madison, Bonnie Marten, Nancy Meyers, Georgia Nygaard, Marilyn Olson, Mary Ann Palmer, Elaine Savick, Carole Senty, Diane Schweizer, Barbara Swadburg, Dorothy Waltz, Millie Woodbury, Diane Young

Call to Order at 10:04 by Retiring President's Message – Georgia Heisserer

Presentation of gavel to incoming President Susan Hopp

- Georgia handed the gavel to Susan Hopp and noted that her mother Dorothy Hopp was president in 1973-74. "The Club is behind you all the way and we are here to help you, just ask."

Susan Hopp's Acceptance Speech

- Thank you, Georgia! I am so honored to follow in your footsteps, and I had the most wonderful time getting to know you this year. And what a year it was! Kudos to you for the heartfelt uplifting messages throughout the pandemic. We all passed the test and stayed connected.

Just for fun, I wrote you a little limerick.

I offer my thanks at year's end.

To Georgia our Prez I contend

that you learned how to zoom

from your living room

to keep us all close to our friends.

And zoom we did! We learned the "new" but we also had enough of the "old" to stay comfortable. This next year we'll continue to find a "new normal" and adapt as we reflect on what works and what's important to us and imagine new possibilities.

- I am so proud to be a part of this strong, multi-generational and multi-purposed organization. As I move into the presidency, I'm a bit disadvantaged by not having had a normal year to learn the ropes, so please bear with me if I stumble. Remember, this is a club of volunteers and we're all just doing the best we can and learning as we go. Be kind and caring. Luckily, we are supported by amazing mentors who have gone before us and we're surrounded by spirited, smart, capable women. It's pretty special.
- That said, I encourage you to be even more involved, volunteer, support our causes, use some of those hard-earned skills to help our club thrive. "Engagement" might be a word you'll hear me say this year. Be engaged with the club, share your talents and interests. Enjoy. Stay connected and build meaningful relationships. Pay it forward.
- So, what can you expect from me? I am committed to be a thoughtful, hard-working guide as we navigate the future together. As many of you know, I come from a self-employed design business background and by nature have an entrepreneurial mindset. So, I tend to be process and project oriented, action and results driven, straightforward and transparent. Understanding the big picture is important, so I ask a lot of questions, listen well and love problem solving. I rely on others, delegate, plan ahead but roll with the unexpected punches, and do not micromanage. I will lead from a position of service. The Club is well managed and full of women who like things done well.

- I surely will make mistakes and probably step on toes if I move too fast, but you can count on me to do my absolute best to make sure that we have a club we can proudly promote to our colleagues, friends, and family.
- Thank you for trusting in me. Never hesitate to call or email me with any concerns and new ideas.

Approval of minutes from May meeting

- Correction was requested by Barbara Cohen as to reservationists listed for the luncheons.
- Fran Holmsten made a motion seconded by Barbara Cady to approve the minutes as corrected. Motion passed.

Reports:

Programming Vice Presidents – Carol Cantrell and Barb Cady

- I am happy to report our end of the year with the pandemic and no face-to-face meetings.
- We are excited to go forward in 2021-2022. We have met with Doubletree for our fall Welcome and Scholarship luncheon, and we have met with and completed the tasting at Midland Hills. This is where we will meet for our board meetings and conversation luncheons.
 - We have secured all the dates and determined the menus for
Board meeting Sept 21 , 2021 at 10:00 a.m.,
Board Meeting Nov. 9 , 2021 at 10:00a.m. Conversation Luncheon at 12:00 p.m.
Board Meeting Feb.8 , 2022 at 10:00a.m. Conversation Luncheon at 12:00 p.m.
Board Meeting April 5 , 2022 at 10:00 a.m. Conversation Luncheon at 12:00 p.m.
 - The cost of each luncheon will be \$27 per person.
Cost of the meals is comparable to luncheons in the past. The additional cost is for taxes, service charge and gratuity.
We will not be charged for set up or room rentals.
We are excited about the new venue as it is very inviting with ample room for parking, bathrooms, coat room, handicap accessible and has a separate event entrance on the east side of the building. And the food was delicious.
 - We also have secured volunteers for registration for all events and Diane Glynn has agreed to do centerpieces for us for the Welcome and Fall Scholarship Luncheon.
- Discussion about the September board meeting which is scheduled as in-person at Midland Hills as opposed to a Zoom meeting. A continental breakfast is scheduled, and members can pay at the door. Georgia Heisserer stated that in the past the Club paid for room, coffee, and rolls for board meetings at Becketwood.
- Barbara Cady made a motion seconded by Carol Cantrell to move to an in-person board meeting on September 14 with the Club paying for the initial board meeting. If a luncheon is held the same day as a board meeting, the Club will cover the board charge. Motion passed.
- Becketwood in 2019 charged \$23, Double tree \$27 and Town and Country \$32.
- The budget was not based on \$27. Barbara Cady made a motion seconded by Fran Holmsten to raise the luncheon fee at Midland Hills from \$23 to \$27 to cover extra costs of pandemic service charge for Nov., Feb., and April.
- Pat L. as amended motion increase cost/change in venue will it affect our attendance.
- Hiking group has an overnight event planned those conflicts with the September 14 board meeting. September 7 was considered, but that is during Rosh Hashanah. Catherine Holtzclaw made a motion seconded by Nancy Kluver to move the board meeting from Sept. 14 to Tuesday September 21 if Midland Hills can accommodate that date. If not, meeting will be via Zoom. Motion passed. Marian Champlin recommended using the website to post the notice.

Fundraising Vice President – Marian Champlin welcoming Diane Young

- Marian Champlin stated that Diane Young has great experience and will further cement the UMWC relationship with the Foundation. Diane said that she is excited to serve and will continue working on the platform that Marian built. Diane stated that her husband is a University of MN professor, and they live in University GROVE. She wants to expand participation in the mission of scholarship and committee work with donors. Marian will continue leading the one-year named scholarships initiative, and she worked for one year on documenting the information Diane needs.
- Through June 4, 2021, we have 174 gifts totaling \$100,001. In that figure are 21 Named Scholarships. To date we have \$17,745 more than at this time last year and 19 more gifts. If all goes well, we may award as many as sixty \$3,500 scholarships for the 2021-2022 academic year at the University of Minnesota.
- Extensive planning and cooperation between myself and Diane Young during the past year means that Diane has the information and the tools to take the reins as the Vice President for Scholarship Fundraising for the UMWC. Welcome, Diane, we know that you will do a fantastic job for us.
- The final meeting of the Scholarship Fundraising Committee on April 29 included 7 working members including the latest addition, Lynn Slifer. and 7 Ad Hoc members. As UMWC scholarship fundraising has broadened and become more complex over the years, it has been the plan of the Scholarship Fundraising Committee to expand the committee, with the hope that many of the tasks can be shared. The meeting yielded new offers from three members to take on responsibilities as follows:
 - Ginny Hanson chairing the 2021-22 annual appeal.
 - Carole Senty preparing receipts and thank-you notes for gifts under \$200. (Marian will continue receipting and thanking major donors for gifts of \$200+).
 - Lynn Slifer is taking the lead doing research on our special project for Information Management and Access.
 - Continuing: Marian Champlin as Chair of Named Scholarships (formerly called One-year Named Scholarships).
 - We still need a recording secretary for the Scholarship Fundraising Committee. In the September/October newsletter we will place an ad in the “Help Wanted” column for a Recording Secretary for the Scholarship Fundraising Committee.
- Marian Champlin has been working closely with Diane Young to make sure that Diane’s transition to the UMWC’s VP for Scholarship Fundraising 2021-2022 is smooth and seamless. Meanwhile, Marian, who will become Chair of Named Scholarships (formerly called One-year Named Scholarships), has been reviewing and fine-tuning the process of attracting Named Scholarship donors.

Treasurer’s Report – Sandy Gale welcoming Sue Madison

- Operating budget was emailed to members and is included at the end of this document.
- Finance committee will decide the funds to be transferred to the University Foundation and decision will be made in June or July. Year-end treasurer’s report will be ready in July.
- Sue Madison is co-treasurer. She has been a member of the UMWC for 3 years, was a software engineer and has been treasurer for other organizations. Sue is eager to learn the job and to get to know the board members.
- Sue and Sandy will reconfigure the treasurer position going forward. The committee will work on bylaws to reflect the reorganization. Scholarship checks will be sent to Sue.

Records and Dues – Nancy Myers

- No new members joined in the last month.

- As of 6/8/21 there are 301 active members of which 288 were renewal, 11 were new, 2 complimentary members and 64 deceased/discontinued members. Total dues collected: \$10,466,

Auditor – Pat Luhmann welcoming Peggy Tang

Peggy joined the UMWC in 2018 and was Historian in 2019. She worked in Information Systems technology and ran her own small business. Peggy enjoys traveling and hiking.

Newsletter – Nancy Kliver

The club was active despite the pandemic. Nancy along with Robert Waltz will be working on the newsletter for the coming year.

Directory Editor – Dorothy Waltz

2021-22 Directory in process

I have sent to current Officers, Committee Chairs, and Section Chairs an e-mail message with a list of the Officers and Section Contact Members who were responsible for the information in the 2020-21 Directory. In this message, I asked them to provide the name(s) of the member(s) who will be responsible for providing information to me for the *upcoming* 2021-22 Directory.

I have almost finished sending copies of this year's pages to each responsible member to use as a template for providing next year's information. Included with that was a Directory Style Sheet to encourage uniform abbreviations and number styles as well as capitalization rules for the University of Minnesota.

Summer Addresses

Please remember to urge any members who will away from their home address in mid-August-September to send their summer addresses to Dorothy Waltz by June 20th! USPS Bulk Mail Service does not forward or hold our Directories. Thank you very much for your help with this. Hope to mail directories before the end of August.

Transfer of "Publications Chair" Responsibilities

I really appreciate that Susan Hopp is leading the effort to find a member volunteer to take over most of my graphic design tasks. These are projects that add a lot to the smooth and happy functions of our Club. Looking for another volunteer with computer skills to make name tags, note cards, invitations, posters, certificates, and dietary tents.

- Carol Senty thanked Dorothy for her work. It will take three people to replace Dorothy!

Website Coordinator/Liaison – Connie Cundy

- Send any changes to Quick Updates for posting on the website. Hiking and Bridge groups are using the website for meeting information.
- Remind and encourage others to use the website. It is the fastest way to get information to members.
- Elected officers please send a jpeg photo to Connie for the website.

Corresponding Secretary – Barb Burleigh

Barb took over as Corresponding Secretary about 3 months ago. Let her know of the need to send a note to members. A member reported that Agnes Wolf Hugo's husband is dying of pancreatic cancer.

Historian – Bonnie Marten welcoming Liz Grimmer

Liz was the membership chair of the Art section. She is excited to learn about the work of the historian. She has a neighbor who has agreed to help. Bonnie stated that there are two projects waiting to be worked on.

Conversations Committee – Maggie Hoover welcoming Barbara Swadburg

- Barbara, incoming co-chair is exciting to be meeting in person this year.
- The Conversations Committee met in late May. Present were Maggie Hoover, Barbara Swadburg, incoming co-chair, Georgia Heisserer, and Susan Hopp.
- The committee has secured Gabrielle Clowdus to speak at our February luncheon. She is the co-founder and CEO of Settled.org. She will speak on homelessness and a particularly innovative solution. The committee is also working on the possibility of offering a special event with a speaker via Zoom, the first week of March. They have invited Janee Harteau, former Chief of Police for the Minneapolis Police Department.
- We are especially excited about the speakers we are inviting as well as the opportunity to hear them in person and to see each other.

Membership Committee – Joy Chaput/Carole Senty welcoming Georgia Heisserer

- The membership committee is currently made up of 5 members.
- The membership committee is responsible for setting up a table at the fall welcome event to help sign up new members and answer questions.
- The membership committee greets new members with a welcome letter and informational materials about the different sections. They also send name tags to new members. (Currently the practice is suspended until a new design is produced for name tags.)
- The membership committee send a reminder letter to those members who have not renewed their membership by the deadline.
- The membership committee plans and hosts a new member coffee event in the spring of the year. This did not take place in 2020 or 2021 due to COVID-19.
- Joy Chaput has been the chairperson of the membership committee for two years, the usual timeframe for a chairperson's assignment. A new committee chair will take over for the 2021/2022 fiscal year. Joy introduced new membership chair, Georgia who stated that Carol Senty has been the backbone of the committee for many years. Georgia will promote every member bringing in one new member.

Scholarship Committee Report June 8, 2021 - Georgia Nygaard

- The UMWC Scholarship applications opened on April 1st for students to apply for a scholarship for the academic year 2021-2022 and application deadline was Tuesday, June 1, 2021. Each year the number of applications has increased; this year we received 137 UMWC Scholarship applications. Last year the number of applications was 129, and 100 the year before. In the initial reading of the applications, they are impressive and there is a diversity of academic areas of study and ethnic diversity of candidates.
- After the completion of reading all the student applications, our committee will meet together to review the students and determine the recipients. We are grateful for the generosity of our UMWC members allowing us to provide several UMWC Scholarships through the Office of Student Finance.

Section Reports

Around the Campus – Fran Holmsten stated that the session about chocolate planned for 2020-21 will take place in November. The committee is lining up other programs.

Bridge Group 2 – Marilyn Olson stated that the group is meeting in members' homes as of June 3. Meetings are being planned going forward.

Hikers Section – Nancy Kliver stated that there are building their schedule with a June 15 deadline. An overnight event is planned for Eddy's resort at Lake Mille Lacs, Sept. 13-15.

Modern Literature Section – Marian Champlin is the new chair. The group will continue meeting over Zoom which has been successful for them, along with a few in-person sessions. Membership fee is \$5.00, since the group has purchased a Zoom membership. Scholarship Fundraising committee will use their Zoom membership.

Music Section – Barbara Cohen stated that the group is discussing live music venues opening up. During the pandemic they had watched recorded performances and reviewed them as a group.

Movie Rendezvous Section – Elaine Savick stated that since the Uptown and Edina theatres permanently closed, the group is searching for alternatives.

Mystery Lovers Section – Carol Cantrell stated that membership has dropped by 1/3rd during the pandemic. The hope is that Applewood Pointe will again open to their group, so they can meet in-person.

Needle Arts Sharing – Dorothy Waltz stated that this is not a section where members meet, but they create needle work. Members have knit 70 hats for the children's hospital along with prayer shawls. She invites anyone who knits or crochets to donate items for the hospital.

Out to Tea Section – Connie Cundy announced that the group would meet for tea in August or September. The schedule will be in the directory.

Vagabonds Section – Barb Burleigh stated that the group had 8 Zoom sessions during the pandemic thanks to Fred and Dorothy Waltz. Attendance has been half of what it is in person. They are not sure if 1666 Coffman will be open to them in fall.

New Business

Progress report: Design updates of stationery, name tags and membership brochure – Susan Hopp

- **Stationery:** Dorothy Waltz is helping me fine-tune a tight list of potential needs for letterheads, note cards, and envelopes, and I will be contacting these “usual suspects” to confirm in the next couple of weeks. The designs will have the updated logo and coordinate better with the look of the newsletter and website.
- **Name tags:** I am working with the membership committee to create a new updated look. The name tags will be distributed in the fall, and we will continue to use our existing name tags until the new ones are ready. (Note to self: the membership committee is doing it, and it's being paid for with a gift from a long-time member)
- **Membership brochure:** Nancy Kluver is reviewing the copy and we will work together on this redesign. We have just begun the process.
- The board will be kept informed and involved as we move forward on all of these projects. Our plan is to have everything ready by the end of summer.

Help wanted:

- As Dorothy has stepped back to concentrate on the Directory, the club now has the urgent need to find a new creative person to take over the design of the many communications items Dorothy has been doing. These are fun, easy, and important pieces, and templates are available.
- For now, we're calling this position an appointed position - communications materials designer. Some examples include:
 - Social invitations
 - Luncheon place cards, dietary tents
 - “Welcome” Easel sign, section table signs and sign-up sheets
 - Certificates

- Please contact me or Dorothy for more information and to suggest potential candidates. We need your help!

Meeting of Section Chairs - scheduled for June 22 at 2 p.m. Georgia Heisserer and Susan Hopp will meet with section chairs for a brainstorming session discussing plans for the coming year and sharing ideas.

Adjournment – Maggie Hoover made a motion seconded by Georgia Heisserer to adjourn the meeting. Motion passed. Meeting adjourned at 11:36 p.m.

University of Minnesota Women's Club Operations Account (Federal Tax ID 41-6021447) April 1, 2021 through May 31, 2021				
	Actual 2019-20	Budget 2020-21	YTD 2020-21	Current Period
Beginning Balance as of July 1st	\$20,860.20	\$20,133.60	\$20,133.60	
Income				
Dues	\$12,040.00	\$12,075.00	\$10,466.00	\$70.00
Meeting and Luncheon Income	\$8,337.00	\$15,800.00	\$0.00	\$0.00
Other Income - Replacements-Name Tag/Directory	\$5.00	\$0.00	\$5.00	\$0.00
Total Operating Income	\$20,382.00	\$27,875.00	\$10,471.00	\$70.00
Expense				
Meeting and Luncheon Expense	\$8,288.26	\$16,000.00	\$0.00	\$0.00
Conversation Luncheon Speaker Honorarium	\$0.00	\$400.00	\$250.00	\$250.00
Memorials-UMWC Operations to Scholarship	\$400.00	\$550.00	\$150.00	\$50.00
Printing/Addressing/Postage/Copying/Mailing	\$5,430.34	\$6,500.00	\$6,051.84	\$684.70
Technical Support	\$4,990.00	\$1,000.00	\$6,672.34	\$0.00 (1)
President's Fund	\$0.00	\$300.00	\$0.00	\$0.00
Big Ten Conference	\$0.00	\$1,600.00	\$0.00	\$0.00
Miscellaneous Other Expense	\$2,000.00	\$600.00	\$21.45	\$21.45 (2)
Total Operating Expense	\$21,108.60	\$26,950.00	\$13,145.63	\$1,006.15
Net Operating Income / Cash Flow	(\$726.60)	\$925.00	(\$2,674.63)	(\$936.15)
Operations Account Balance	\$20,133.60	\$21,058.60	\$17,458.97	

(1) Formerly Website and Computer Resources. Budget assumed this item includes computer support resources for virtual meetings.
(2) Historian Expenses

Addendum

President Elect – 2020-21 Annual Report – Susan Hopp

It's been a busy, enjoyable year, assisting President Georgia and navigating the COVID unknowns. We learned to zoom and talk more on the phone. Although nothing was "normal" this year, I am confident that with enough support I will still learn the ropes well enough during my presidency. We certainly learned to be flexible and resilient, and the club remained strong.

I took my task seriously to learn the organizational and administrative functions of the UMWC, had countless conversations about the workings of the club and also our mutually beneficial relationship with the U of M Foundation. To learn more, I sat in on the Scholarship Fundraising Committee, the Finance Committee, and the Conversations Committee.

Attending Interest Sections via zoom to meet members was a highlight and I will finish the round when more sections are active. I found them well run, stimulating, and full of smart, engaged women. I sadly did indeed miss the in-person conversations normally used to meet them on an individual basis, but I tried to make my presence known enough for them to recognize me next year!

Planning for next year, the Nominating Committee was my big pleasant surprise. The committee was fabulously supportive, and this truly got me to know the club and our gracious volunteers who choose to

fill our elected and appointed positions! I had the pleasure of calling those “positions” to check in and then working out adjustments as issues arose, such as helping to reorganize the positions of treasurer and scholarship fundraising leads.

With my graphic design background, I volunteered to help with some design needs of the club, as Dorothy Waltz pulled back after years and years of designing everything. Already in the works, this coming summer will be busy with redesigning the membership brochure, helping with the name tags as needed, and updating all of the club stationery. I will continue to assist in finding a new “appointed” designer to help with the many smaller communications needs.

I look forward to next year - so much behind-the-scenes planning has been in the works to make it memorable! Thank you! Susan Hopp, President Elect, June 7, 2021