



# International Women's Forum Michigan Chapter Board Meeting

**August 23 5:00 p.m. – 6:15 p.m.**

<b>Leader</b>	Anne Doyle, Board Chair
<b>Recorder</b>	Tina Abbate-Marzolf, Board Secretary
<b>Attendees</b>	Elaine Didier, Linda Solomon, Laurie Horiszny, Joan Young, Verna Green, Nancy Philippart, Tina Abatte-Marzolf, Ki Hammer, Dottie Deremo, Vern Anthony, Anne Doyle; Ruth Holmes, Kathleen McCann. TBD Dottie Deremo
<b>Location/ Call/In</b>	<b>Conference Call Only - (641) 715-3580 Access code: 641808#</b>

## Agenda

### **Agenda Review – Doyle**

#### **Board Minutes – June Deep Dives**

*Laurie, noted that the June 14<sup>th</sup> minutes should include her name. Nancy moved to accept the minutes, with the correction; Joan 2<sup>nd</sup>; motion unanimously approved.*

#### **Treasurer's Report -- Hammer**

- Open Issue: Funding for Melbourne reception?

*We are on budget right now; We made a little money on the events so far, and we have a \$2,000 budget for the holiday party. If we get 15 members we will stay in budget. Our fund balance is healthy. The big thing is once we start doing more administrative support, we need to figure out a way to increase our dues.*

*Anne asked if we could spend some of the reserves for the administrative support. Ki said, yes but we can only do this so long. Anne is thinking we may be able to do it through the end of the year, and then look at a plan to raise dues.*

*Ki moved we add \$2,000 of administrative support to the 2018 budget, to give our Engagement and other committees more flexibility to tap into Pat's time, Elaine 2<sup>nd</sup>. Motion approved unanimously. We need to look at this budget line item for FY 2019, and develop a strategy to increase it.*

*Accept and file the budget report.*

5:00 p.m.

5:15 p.m.  
5:25 p.m.

### **Engagement/Program Committee Report – Joanne Faycurry & Kathleen McCann**

*Objective: Board members to be fully informed of IWF-MI Committee work-to-date and recommendations. Provide feedback as requested.*

*Kathleen McCann reported, that we had a 1<sup>st</sup> meeting of the new Engagement Committee at the DAC. We started out with table questions to guide our discussion. Here's some of the highlights:*

- *We talked about supporting 2020. One of the things we plan to do is to reach out to all IWF members to push their attendance at the November 2018 meeting where the 2020 conference will be the topic.*
- *We want members to be involved in the planning of an IWF meeting/event at least once every 3 years. This would mean groups of women getting together to plan an event that will engage members.*
- *It was agreed a healthy mix of dine-a-rounds and meetings that allow socialization, but include opportunities to learn. This may involve "mining" the gold of our membership rather than having a speaker come in. We agreed that dine-a-rounds shouldn't compete with meetings.*
- *Only 20% of members attended 5 or more meetings; and 20% never attended one. So, what we offer to members in terms of engagement is a mix of opportunities.*

*Upcoming Programs:*

- *Fay, Vivian, Carolyn, and Ellen are going to plan the December event.*
- *January - OFF*
- *February – Speed Dating (to allow members to meet other members)*
- *March – Mining the Member Gold*
- *April – Floreine's Event*
- *May – Bowling*
- *Dine-a-rounds and other dinners in the summer*

*There was quite a bit of dialogue around administrative support for the committee; the strong consensus was that our committee should be supported by an administrator. This includes taking minutes, and helping. The strong consensus was the we should increase dues to cover this cost. And the additional administrative costs that will be needed for 2020.*

*There was also a discussion about creating a PDF with photos of our MI Membership.*

5:30 -  
5:45 p.m.

### **Membership Committee Report – Verna Green**

*Objective: Board to be updated on status of 2018 new member nominations and Membership Committee timeline.*

*We started with 15 slots available; and ended with 17 because two members are relocating outside of MI. We have 9 applications on hand; and we expect more. We also have 11 nominees from the last recruitment effort; We have good number of new nominees from our targeted sectors (automotive; we've also got defense). Our committee will meet on Sept 6th to review the candidates and examine our ranking criteria. A copy of the recruitment calendar was distributed to all members. We've used Dottie's info as a guide; What's not shown is the end of the process when we do onboard. The last onboarding procedure was very impressive and we will use this as a model.*

*There are some latent "hard feelings" on the last process. In the application process where the applicant and the nominator get so involved, that they feel they have a real stake in getting someone nominated. A*

*member said they are reluctant to put forth nominees, because they are afraid they will not get through. We need to be sure we don't create ill will through this process.*

*The dates in the calendar are "target" dates, but we want to stick to them as close as possible. There may be a little wiggle room when we get down to collating the information.*

*Joan moved, to approve the timing for the Membership committee, with the date for board approval pending; Nancy 2<sup>nd</sup>; motion carried unanimously.*

*The 9/26 board meeting is at the Charles Wright Museum – it was agreed that we need to move the board meeting to another date (TBD). Pat will send a doodle poll out.*

5:45 –  
5:55  
p.m.

### **2020 GLOBAL CONFERENCE Update – TBD Mary Kramer & Faye Nelson**

*Objective: Board members to be fully informed of 2020 Conference Planning to date and consider recommendations from Co-Chairs re: support needed.*

*Mary and Faye have taken the bull by the horns and are moving forward with this conference. Cindy Niekamp will make a donation to support administrative support to help with the conference. The group is trying to determine if there is a way our sponsors can make tax deductible contributions to our conference. Our November meeting will give Committee Chair an opportunity to be introduced, and for members to pick which committee they want to serve on. We want everyone to get involved. There will be a regular update in the newsletter each month, and they will check in with Ann and the board regularly too.*

6:00  
p.m.

### **OPEN DISCUSSION and Board Sharing**

- **President's Update re: open issues – Administrative support**
- **Dine-Around Debrief**
- **Next Steps re: Board work**

*Geneva is leaving IWF; We do not need to refund her dues because we did pay to global for having her reactivated.*

*Joan was supposed to draft a bylaw revision; and we were supposed to get comments to her – but she hasn't gotten any feedback. Nancy's recollection was that we weren't going to change the by-laws this year....it was agreed that we would table them for now. Verna asked if we could post the bylaws to the website? Anne will be sure this is done.*

*Ann asked again if we should create a PDF of the membership? I'm not sure what this would cost, but should we do this? It was agreed yes. Best time to do this would be when we bring in the new class in November or at the Holiday party in December.*

*It was agreed we will hire a photographer to take photo's at the December Holiday party to support our development of a membership guide ☺.*

6:15 p.m.

### **Board Meeting Adjourned**

*Verna thanked everyone for their condolences on the passing of her dad.*

*Meeting adjourned at 6:15 p.m.*

*Next 2018 Board Meetings: Sept 26, 4:30 p.m. October TBD; Nov. 7 4:30 p.m.*