



Board Meeting Minutes

October 4, 2017 – 4:30 pm Henry Ford Hospital	
Leader	Anne Doyle, Board Chair
Recorder	Pat Dalrick, Administrator
Location/ Call/In	Call In: (641) 715-3580 Access code: 641808# Members Present: Anne Doyle, Ki Hammer, Joan Young, Elaine Didier, Verna Green, Vern Anthony, Laurie Horiszny, Tina Abbate Marzolf, Linda Solomon. Guests: Ruth Holmes Excused: Nancy Philippart, Dottie Deremo

Agenda	
4:30 pm	Review of Agenda: <i>A quorum present.</i>
4:35 pm	<p><u>Minutes:</u></p> <p><i>Objective: Each board member to be fully informed of IWF-MI Board Committee work to-date and provide feedback as requested.</i></p> <p>June 7 and September 11, 2017, Board Minutes reviewed.</p> <p><i>Ki Hammer moved to approve the June 7, 2017, minutes; Vern Anthony second; Unanimous</i></p> <p><i>Ki Hammer moved to approve the September 11, 2017, minutes; Laurie Horiszny second; Unanimous</i></p>
4:45 pm	<p><u>Treasurer’s Report – Ki Hammer</u></p> <p>Liability Insurance: Ki has filed with insurance agent for pricing on liability; should have something in next two weeks.</p> <p>Financial statements were distributed. Balance sheet – at end of last year put dues to National (IWF) into last year’s numbers but belong in this year’s numbers. Dues liability discussed. Prepared budget based on number of people at start of 2017. \$30,240 dues for ultimately, \$35,000 collected for 2017. New members created the budget variance as more money spent on National dues. Will be</p>

over budget on Administrative due to new member process. Planning Committee is planning to be gratis for members. \$2700 can be used for holiday party. Estimate to be a push. Need to establish how much to budget for 2018 meeting and how much dues should be for next year. Request Dottie for her costs for printing, etc., for new member process. Need input on 2020 conference expenses for budget. Will do another membership drive in 2018.

Treasurer's Report accepted unanimously.

Action: (1) Determine Budget: 2018 Membership Dues, & Holiday Meeting; (2) Dottie Deremo to submit new member process printing costs; (3) Liability Insurance information from Ki.

President's Updates – Anne Doyle

Objective: Board to be fully informed of President's work.

- **2018 Committee Chair Appointments (Membership, Nominating, Program, Engagement/Data).** Anne will reach out to Glenda Price regarding Nominating Committee information. Blanca Fauble agreed to chair Program Committee for 2018. Anne requested Board to consider becoming Nominating Committee Chair. People can 'volunteer' to serve on membership committee according to bylaws. Anne will put out a communication to entire membership to serve on this committee. Anne will talk to Dottie as to how many people. People on the 2017 committee can serve one more time. Need to get done in November.

Action: Anne talk to Glenda Price; Anne put out membership email re committee involvement; Anne to talk to Dottie regarding Membership Cmte in November.

- **2017 Annual Meeting – November** – Nothing required to vote on, otherwise, just announce Treasurer's Report.
- **BY-laws update re: Membership eligibility (professional & ethical standards).** Anne followed back on April confidential meeting discussion regarding membership eligibility verbiage to be inserted in bylaws, etc. Anne asked Laurie Horiszny what would be our next steps. Laurie advised last time we amended Bylaws, got a task force and asked for proposed language to be inserted. Then a vote by membership in order to change the Bylaws. Discussion of membership eligibility if criminal or ethical actions

occurred. Joan concerned about ethical concerns. Laurie proposed a code of conduct in order to have better parameters as to what is ethical or not.

Action: Discussed with decision of no need at this time.

- ***2020 Global Conference Update:*** Mary Kramer, Faye Nelson, Cindy Niekamp and Joanne Start (dine arounds) are included as the core group – announcing committee organization and get together after Houston Conference – schedule a meeting in November. By the first of the year roll out opportunities for people to get involved.

Action: Schedule 2020 Conference Cmte meeting in November; Roll-out Opportunities for members involvement by Jan. 1, 2018.

- ***Membership – IWF Fellow running for Mayor of Lansing.*** Anne sent her an email (Judy Brown) to join us at holiday party.

Engagement Committee Update – Tina Abbate Marzolf

Objective: Review and brainstorm ideas to generate increased attendance at monthly functions, including new members.

Tina reported her committee was charged with ensuring there has been follow-up between new members and sponsors. Linda Solomon, Tina Abbate Marzolf and Chris Dardarian made calls to sponsors and encouraged them to make personal contact with new members, asking them how IWF experience is going, are they attending events, etc. Tina drafted a New Member Engagement Survey. Dottie Deremo and Membership Committees are interested in feedback on how membership process went. Leslie Murphy and Carolyn Cassin are preparing questions for the survey. We plan to get out survey to members in November and share the results at the Board meeting in February. We will try to get the information to members in January. Linda reported Carol Goss reached out to her member – did not get call backs from everyone. Two of five responded. Tina left detailed messages requesting feedback to call her back.

Action: Finalize New Member Engagement Survey; Prepare report on member’s meeting attendance.

	<p>Anne proposed we promote our members to area communities as a Women's Leadership Speakers series. Incredible resource to give back to the community.</p>
	<p><u>New Business</u></p> <p>Anne Doyle brought up question of satellite chapters in the state – reach out to them and perhaps start a small group within their cities. Linda Solomon questioned how to solicit new members outside of SE area? Tina believes Ann Arbor, Lansing and Grand Rapids would be ripe for new members – consider outreach to discuss what is the mission of IWF. Start with asking prominent woman to host a dine around in one of the three cities.</p> <p>Action: Anne to discuss and gather more information about satellite chapters from Houston and report back and then move it forward.</p>
5:50 pm	<p>Anne requested each Board member to provide personal endeavors.</p>
6:16 pm	<p>Motion to adjourn by Elaine Didier; Second by Laurie Horiszny. Unanimous</p>
	<p>Next Board Meeting: November 1 @ 4:30 pm – Marygrove College</p>