



PURDUE WOMEN'S CLUB
Minutes of the November Board Meeting
Wednesday, November 1, 2017
West Lafayette Public Library

Present: Marchell Baker, Emily Blue, Barbara Bowman, Linda Dolby, Rene Ferguson, Sara Harlan, MaryGayle Hartzell, Dorothy Hughes, Patty Jischke, Jeanna Jones, Sandy Komasinski, Esther Madren, Ann McCracken, Kathy McGraw, Mary Anne Robinson, Carol Rosborg, Cigdem Sheffield, Ronda Walsh-Schwab, Sarah Wassgren.

Absent: Erin Britton, Danielle Cohen, Connie Davis, Cherry Delaney, Kimba Dunsmore, Lisa Hoverman, Kathy Matter, Jeannie McCoy, Karen Mullen, Sue Peters, Jacky Ralph, Debby Sherman.

Quorum Present: Yes

President

Emily Blue called the meeting to order at 11:02 a.m.

Minutes of October Meeting

Corrections to the October 2017 minutes were to remove medical details from the resignation statement provided by Gretchen Bertolet, and replace her words with "personal issue". In discussion of postage and printing of yearbooks, Sara Harlan advised that her name was inadvertently added, and the correct person should have been Sarah Wassgren. Emily said she would make the changes to the minutes. Linda Dolby moved the minutes be approved as changed, Carol Rosborg seconded and the minutes were accepted as corrected.

Treasurer's Report

Carol Rosborg presented the treasurer reports for one and four months, ending October 31, 2017, the balance sheet as of October 31, 2017, and the cash disbursements for the month of October 2017. Carol stated that the bank statements were not yet available for a complete report. In discussion of the treasurer's report, Emily stated that with concentrated expenses for activities such as the Educational Excursion, the PWC credit limit must be increased. The suggested new limit is \$10,000. MaryGayle Hartzell moved to accept the Treasurer's Report, Cigdem Sheffield seconded and the treasurer's report was accepted.

Board and Committee Reports

In discussion of the Website Administrator report, it was suggested that major events such as the Hammer Down Cancer luncheon remain on the website year round. This allows new members to see what kinds of events are available, and encourages anticipation and planning for major gatherings by all members in the coming year.

Regarding the Chicago Bus trips, Jeanna Jones reported that the fall trip is full, and at the moment no one is on the waiting list, although it was expected that would change. Jeanna discussed that the fall trip is always well-subscribed, but the spring trip has fewer participants and is usually subsidized with profit from the fall trip. In discussion about the spring trip, suggestions included moving the date out to May for warmer weather, but not so far out as to interfere with graduation and vacations; consider moving to a Saturday; if Wednesday, advertising specific theatre matinee offerings available on the specified tour date. Rene stated that these details can be included in spring newsletters if she is given the information before publication date.

MaryGayle Hartzell offered her appreciation for interest group leaders who have already submitted membership lists.

Regarding the Holiday Luncheon, it was suggested that given the diversity of our membership, not all may understand the term “grab bag” gift. It was agreed that in the interest of keeping the luncheon cost down and to clarify the intent, the grab bag gift would be defined as a gift of \$5 or under, or a white elephant gift.

New Business

A. Potential Holiday Gathering on December 10 (Emily Blue)

Given close timing of the proposed leadership gathering on December 10 to the Holiday luncheon on December 8, and knowing that most PWC leaders will be in attendance, Emily suggested we cancel the December 10 event and celebrate at the Holiday luncheon instead. This was positively received.

B. Recommendations for Outside Financial Reviewer (Emily Blue)

Discussion centered on what the word “outside” really means. Emily proposed that a person not involved in the financial workings of PWC, and not a member of the board, could serve as an independent financial reviewer. Conversely, an independent reviewer would not need to be a member of the PWC. Emily’s recommendation was seconded by Marchell Baker and the recommendation passed.

C. Yearbook Format/Cost Constraints (Cigdem Sheffield)

Following up on the discussion introduced at the October 2017 meeting, Cigdem Sheffield provided additional cost data for yearbook mailings. The PWC yearbook formerly had cost \$1.82 each to mail, but due to changes in the Post Office assessment of packaging resulting from our spiral binding, our costs have jumped to \$3.65 for each yearbook mailed. Cigdem also discussed feedback from the current publisher of our yearbook. We are currently utilizing the narrowest bindings, and have exceeded the size for which center staples can be used. Suggestions were made to both reduce the number of yearbooks mailed, and to reduce the size of the yearbook to eliminate the special binding. These suggestions included:

- Delivering newcomer yearbooks in person when new members attend meetings.
- Printing and mailing only personal information – names, addresses and phone numbers – and recommending members be directed to the website to find the latest information for interest groups and club events.
- Printing the information in two separate small books that could be center stapled and mailed flat.

Additional options, including a discussion of printed versus on-line yearbook options, is documented in the minutes of the October 2017 meeting. At the October meeting, Emily took an action to set up a meeting to discuss further, with Patty Jischke, Sarah Wassgren, and Linda Dolby.

D. Interest Group Approvals (MaryGayle Hartzell)

MaryGayle brought forth two proposals for new interest groups. Noon Test Kitchen is a group that had been successful in the past. In the group reprise, Jean Norberg will be the chairperson. The group will meet in member homes on 4th Fridays, from noon to 2:30. Members will prepare dishes in advance and bring food to share. The intent of the group is to create an environment in which members can try new foods, recipes, and have fun. The motion was brought forth by MaryGayle, seconded by Carol Rosborg, and passed.

The second interest group, Helping Hands, was described by Marchell Baker. Knowing how successful financial donations have been to the Span Plan, this group would focus instead on donations of time. Group members would not need to commit to a single cause or charity, but with this group, members could support multiple needs in the community, with a single focused donation of time. The groups serving monthly are anticipated to be between 5 and 50. A priority would be placed on serving the three libraries that host PWC meetings. Proposed events in 2018 include de-decorating the Haan Mansion in January, supporting the Women's Archives at Purdue in February, and Joyful Journey in March. Other needs could include nursing homes, the genealogy library, cleaning the Wabash, and Food Finders. The organizer would be Kathy Matter, although she would not necessarily serve as the point of contact. Discussion points:

- Helping Hands is a name that already exists for several national groups. We need to have a more distinct name that includes the PWC designation.
- This does not fit the description of a traditional interest group, and may belong instead under an umbrella of a larger philanthropic group. But an interest group may be a great way to get started and gauge interest.
- Should there be a philanthropy board position?
- The Point of Contact for the group would need to be clarified.

Old Business

Constitution Review (Emily Blue)

Emily has set up a meeting with Rene Ferguson and Linda Dolby to begin the process of a constitution review, and has invited all board members to attend. The changes are intended

to be visionary and not clerical, meaning a good discussion is anticipated. The Special Constitution Working Session will take place on Saturday, December 2nd from 9-11am at Kathy McGraw's Home (509 Shady Creek Drive, Lafayette). Pastries and beverages will be provided. Attendees must RSVP to Emily Blue.

General Comments

Linda Dolby suggested that for external groups such as the proposed PWC Helper interest group, we should consider purchasing PWC shirts to represent ourselves. Discussion revealed that PWC merchandise is available through the website, but that not many members are aware of this.

Sandy Komaskinski discussed the dues model for other groups in which she participates. In these groups, members who elect to receive materials on-line pay less than those members who require paper mailings and copies. Whether this model would be implemented by the PWC, and how much the delta would be, would need to be determined by a committee.

Rene Ferguson, Ronda Walsh-Schwab, Erin Britton and Carol Rosborg are the members of the PWC Philanthropic/Finance Committee. Rene reported on the current and immediate needs of Span Plan participants. A written report was provided outlining the current PWC financial status, the funds available to support immediate needs, proposed plans to create a monthly contribution program to help more student parents, and the vision for future endowments to support non-traditional students into the future. Rene discussed an immediate need to supplement the PWC direct member contributions. It was moved by Linda Dolby and seconded by MaryGayle Hartzell that PWC provide \$3,735.00 immediately to the Span Plan. It was also moved by Linda Dolby and seconded by Sarah Wassgren that the PWC move \$7,500.00 to a 20 month Certificate of Deposit with the Purdue Credit Union.

The next meeting will take place on Wednesday, January 3rd at 11:00 a.m. at the West Lafayette Public Library (either Elm or Walnut Room on second floor), 208 W. Columbia Street, West Lafayette.

The meeting was adjourned at 12:10.

Respectfully submitted,

Mary Anne Robinson
Recording Secretary