



**Purdue Women's Club  
Board Meeting Minutes  
Wednesday, October 9, 2019  
West Lafayette Public Library**

**Present:** Marchell Baker, Connie Davis, Linda Dolby, Nancy Eldridge, Susan Hardy, Sara Harlan, Sarah-Louise Kerney, Jennifer Maguire, Kathryn Matter, Becki Moore, Sue Peters, Tonya Redmon, Joanne Small, Sarah Wassgren

**Absent:** Emily Blue, Hilary Butler, Eileen Fitzpatrick, Beth Goodman, Lisa Hoverman, Sandy Komasinski, Esther Madren, Ann McCracken, Susan Robey, Cigdem Sheffield, Debra Sherman, Ruth VanMatre

**Quorum Present:** Yes

**President Linda Dolby** called the meeting to order at 11:31 AM.

**Minutes of the September 11, 2019 Meeting (Sarah-Louise Kerney)**

Marchell Baker made a motion to approve the September 11, 2019 meeting minutes. Connie Davis seconded the motion. The minutes were approved by voice vote and will be placed on the PWC website in the leadership archive.

**Treasurer's Report (Tonya Redmon)**

After reviewing highlights of the Treasurer's Report, Tonya requested that anyone making a bank deposit be sure to email her with the pertinent information for that deposit (specific deposit amount and what it is for ... e.g., Spring Luncheon reservations).

Joanne Small made a motion that the Treasurer's Report be accepted for audit. The motion was seconded by Becki Moore. The Treasurer's Report was accepted for audit.

**Board and Committee Meeting Reports** were distributed separately prior to the meeting as part of the pre-meeting packet. The following notes are *additions* as a result of discussion at the Board meeting.



## **PWC Board Meeting Minutes**

**October 9, 2019**

**President (Linda Dolby)** asked for an evaluation of the Fall Luncheon and Interest Fair and was told that there were 10 people who did not pick up their name tags. There may have been some confusion so the process will be reviewed for possible ways to streamline it.

### **VP for Newcomers and Team (Jennifer Maguire, Ruthi Krynak, Sylvia Vaughn)**

In addition to the report in the pre-meeting Board and Committee Report packet, the following items were noted:

- Recruiting events are done until spring.
- There will be a candy cane tour at McCord's on November 20<sup>th</sup>.

### **Nominating Committee (Sarah Wasgren)**

- Sarah reported she received 6 names for the open positions but, when approached, each of the 6 said “no”.
  - Linda asked Sarah to do an article for the Newsletter and to include job descriptions from the Constitution.

### **Educational Excursions (Connie Davis, Debby Sherman, Susan Hardy)**

In addition to the report in the pre-meeting Board and Committee Report packet, Connie reported that she has sent thank you notes.

### **Email Secretary (Sue Peters)**

Sue reported that the 20<sup>th</sup> of the month is the deadline for submitting information to be included in any PWC emails (such as *PWC News You Can Use for ...*).

### **Friendship Secretary (Sara Harlan) – report provided live at meeting**

### **Let's Do Lunch (Becki Moore, Esther Madren)**

In addition to what was reported in the pre-meeting packet concerning the holiday luncheon, Becki reported that the cost will remain \$20 per person this year. The menu will include both vegan and vegetarian options, CC will once again provide the musical entertainment, and there will again be a “Yankee swap”.



## **PWC Board Meeting Minutes**

**October 9, 2019**

### **Newsletter Editor and Team (Lisa Hoverman, Kimba Dunsmore, Dorothy Hughes)**

In addition to what was reported in the pre-meeting packet, the following points were made:

- There is now a new format available on the PWC Women's Club website for submitting articles to the newsletter. Please use that.
- Also, submissions are to be sent to the "official" newsletter email ([newslettereditor@purduewomensclub.org](mailto:newslettereditor@purduewomensclub.org)) rather than directly to the Lisa's email or that of a member of the team.
  - Becki Moore requested that there be some type of acknowledgement of receipt issued to those who submit articles.

### **Publicity (*Open*)**

### **PWC Volunteers! (Kathy Matter and Eileen Fitzpatrick)**

In addition to what was reported in the pre-meeting packet, the following information was discussed:

- Kathy reported that, even though this group has had several requests, they do not want to become involved in fund-raising activities.
  - Linda asked Kathy to respond accordingly to a specific request she received.
- Linda asked Kathy to add her to the email distribution of emails emanating from this group.
- Kathy reported that the group will be working at Food Finders the same day as Let's Do Lunch.

### **SPAN Plan Liaison (Beth Goodman) *No report this month***

### **Website Administrator (Ann McCracken)**

After some discussion, the Board agreed with the following comment in Ann's pre-meeting report: *"I think the Latest News" page has run its course. Since we have The News You Can Use email, the Latest News page has become redundant.*"

### **New Business**

All three of the following items were covered in the pre-meeting committee report packet. Refer to the information on the Nominating Committee above for the additional comments.

- New Publicity Chair needed



## **PWC Board Meeting Minutes**

**October 9, 2019**

- New Website Administrator needed
- New Eventbrite Coordinator needed

### **Old Business**

- Business Cards were made available to Board members.
- PWC Stationary will be a continued agenda item at the Board's next meeting in November

### **General Comments / Announcements**

**President Linda Dolby** adjourned the meeting at 12:14 PM

**Next Meeting** will take place on Wednesday, November 13<sup>th</sup> at 11:30 AM at the West Lafayette Public Library (20008 W. Columbia Street) in the Elm Room on the second floor.