



**Purdue Women's Club
Board Meeting Minutes
Wednesday, November 17th, 2021
Meeting Held at Klondike Public Library**

Present: Melinda Bain, Barb Bowman, Georgia Brist, Mary Caccavo, Beth Dana, Gail Fusaro, Beth Goodman, Sara Harlan, Mary Gayle Hartzell, Shay Kohne, Jennifer Maguire, Kathy McGraw, Pat Miller, Sue Peters, Joanne Small, Patty Useem, Sarah Wassgren, Anna Wilson

Absent: Rosemary Almond, Emily Blue, Hilary Butler, Lee Hua Chiang, Eileen Fitzpatrick, Terri Huddleston, Marjorie Hudson, Patty Jischke, Susan Jones, Esther Madren, Anne-Maire Markun, Dianne Renner, Corby Springer, Gina Wollin

Quorum Present: yes

President Mary Gayle Hartzell called the meeting to order at 11:03 AM.

Minutes of the September 15, 2021 Meeting

Minutes were accepted.

Treasurer's Report

The following reports were accepted for audit:
September and October 2021 Treasure's report
Balance Sheet as of September 30 and October 31, 2021
Profit and Loss Statement – September 30 and October 31, 2021.
Profit and Loss YTD comparison of September 30, 2021 and October 31, 2021.
PEFCU statements for September and October, 2021.



PWC Board Meeting Minutes

Date November 17, 2021

Additional information was received due to treasurer's inability to attend the meeting today.

- 1) I have not received documentation for three transactions using the PWC Credit Card:
 - a. 9/20/2021 at Copymat for \$352.60
 - b. 10/11/2021 at USPS for \$21.56
 - c. 10/28/2021 at Copymat for \$54.38

Please DO NOT allow Copymat employees to tell you they will send me their invoice. *They have not been responsible in doing so thus far.* Please ask for the invoice to be printed. I'm happy to pick the receipt up at your house, receive it as an email attachment or have it mailed to me with the appropriate Expense Support Form. Thank you! This is part of the audited materials for the Purdue Women's Club.

- 2) I would like to proceed with the board approved donation to Span Plan for this fiscal year (\$2,500.00). The Purdue Day of Giving is not until next spring.
- 3) I met with a Member Consultant at Purdue Federal Credit Union. The PWC 29-month CD in the amount of \$8,097.82 will mature on 12/11/2021. It has been earning 2.54% since we invested the funds on July 11, 2019. The current rollover rate (as of 11/1/2021) is 0.40% for a 30-month period. Our money market account is earning 0.10%. He recommended that we move it to the PWC Money Market account for a few months rather than locking into a long-term low rate. It has been projected by financial analysts that the inflation the United States is currently experiencing may lead to higher interest rates. I will monitor the rates for the next 5 months to determine if the board may want to move the funds to a long-term investment. The Member Consultant entered a directive into our record to move the funds at maturity to the Purdue Women's Club Money Market Account.
- 4) Finally, I dropped off the Fiscal Year 21 Treasurer's Binder to our auditor Erika Barry. We should have the results of her audit in the coming weeks. I will include her report when it is received.

Board and Committee Meetings 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

Date November 17, 2021

President (Mary Gayle Hartzell)

President-Elect (Gail Fusaro)

VP for Interest Groups (Jennifer Maguire)

It was reported that only five groups are not meeting to date, with two of them being dinner groups. However, most of the interest groups have found ways to accommodate the members comfort of meeting in person or on zoom.

VP for Newcomers and Team (Corby Springer, VP – Team Members: Rosemary Almond, Diane Renner, Susan Jones)

Membership secretary (Sarah Wassgreen)

Membership is now over 500.

Nominating Committee (Sara Harlan, Anne-Marie Markun)

Recording Secretary (Mary Caccavo) *Refer to minutes of September 15, 2021 meeting distributed separately*

Corresponding Secretary (Patty Useem)

November newsletter has been mailed to those receiving theirs through USPS, and has been emailed for those getting theirs online.

Past President (Joanne Small)



PWC Board Meeting Minutes

Date November 17, 2021

Chicago Bus Trips (To be determined once COVID-19 restrictions have been lifted)

Educational Excursions (Emily Blue, Lee Hua Chiang, Georgia Brist)

Georgis Brist was looking for guidance from the board for a Spring 2022 educational excursion. There was consensus of the board that this committee should continue with the Fall excursion (which was canceled) to Chinatown in Chicago. This excursion is outlined in the 2021-2022 yearbook on page 13. It was suggested that this committee begin sending a monthly notice to the email secretary, Sue Peters, for the “news you can use” as a reminder to look for the signup in the spring and to look at the itinerary in the yearbook. May was suggested as a possible month to shoot for, as April is pretty busy with the 100th year anniversary and the annual business meeting.

Email Secretary (Sue Peters)

Eventbrite Administrator (Anna Wilson)

Friendship Secretary (Marjorie Hudson)

Let's Do Lunch (Kathy McGraw, Esther Madren)

Kathy was questioning whether anyone has tried to sign up for the Holiday Luncheon on December 10th through Eventbrite on the PWC website.

Luncheon Coordinator (Beth Dana)

Newsletter Editor and Team (Eileen Fitzpatrick, Editor and Shay Kohne)

Publicity (Pat Miller)

PWC Volunteers! (Anne-Marie Markun)



PWC Board Meeting Minutes

Date November 17, 2021

Social Media Administrator (Hilary Butler)

SPAN Plan Liaison and Team (Beth Goodman, Liaison and Team: Sara Harlan, Patty Jischke, Hilary Butler, Melinda Bain)

Website Administrator (Gina Wollin)

Mary Gayle indicated that Gina needs at least 14 days lead time to get anything on the website. Members should please plan accordingly.

Old Business

a) 100th anniversary committee

Barb Bowman reported that this committee continues to meet regularly. This committee will be editing the PWC history booklet in January and February. This booklet will be available at the 100th anniversary celebration in conjunction with the PWC Spring Luncheon, April 7th, 2022 at Gathering Acres. Volunteers will be needed to assist with hostess duties in the future.

New Business

- a) A discussion pursued concerning the request for SPAN plan funds as outlined in the pre-meeting report. Several members offered insight into the way funds are received and distributed through the plan. Therefore, Sarah Wassgreen made a motion to approve \$300.00 to this recipient, above the \$2500.00 already earmarked as a donation to SPAN plan. Jennifer Maguire seconded the motion which passed with a show of hands. Beth Goodman will co-ordinate with Melissa Ayala, Director of SPAN plan to discern the best way to distribute these funds. These funds are to be distributed from the PWC PEFCU checking account.
- b) As the money for SPAN plan was approved last month, Patty Useem made a motion to dispense the \$2,500 donation to SPAN plan immediately. Melinda Bain seconded the motion which was passed by a show of hands.



PWC Board Meeting Minutes

Date November 17, 2021

- c) President Mary Gayle asked Beth Goodman to revisit other avenues to assist SPAN plan recipients as had been discussed by the committee pre-COVID.
- d) The executive committee requests members to adhere to the deadlines established for all PWC publications. There is a concern that delays to publications effects members ability to stay current with timely information.

General Comments / Announcements

Adjournment: Meeting was adjourned at 12:10 PM.

Next Meeting will take place on Wednesday, January 19, 2022 at the Klondike Public Library.