Women’s Club of UCF, Inc.

Board of Directors’ Meeting

January 10, 2014

1. Welcome: Nancy Marshall. Members present were Debbie Caruana, Debbie Manuel, Mary Meeker, Maggie LeClair, Dell Shadgett, Sarah Magann and Margie Sloan, newsletter editor. Beth Barnes and Bette Boston were unable to attend.

1. Minutes of last meeting: Mary Meeker for Kathy Weise. Correct as last emailed.
2. Treasurer’s report: Debbie Caruana. Balance in share savings is $8,602.70 and balance I checking is $3,916.80. We received notice from the IRS that our application for tax-exempt status was accepted, and we are exempt from Federal Income tax under 501(c)(6) of the Internal Revenue Code. The IRS form 990-N was filed electronically in November, and we received notice from the IRS that it was accepted. This filing with the IRS is due on the 15th day of the fifth month after the close of our tax period (June 30) annually. An Annual Report must be filed with the State of Florida between January 1 and May 1. The club will file near the May date so that the report will reflect the incoming treasurer’s contact information. Documents have been submitted to PayPal to update our account information. Connie Wightman, hostess of our cancelled Dec. 7 event, has reimbursed the club $2,250.00 for the cost of the event planner services which she was able to use for a holiday party. Connie joined the club on December 15.

1. Sunshine report: Bette Boston sent a written report that included actions for November, which were a Thinking of You card to Olive Gambrell who was hospitalized, a Cheer card to Don Fuller who was hospitalized serious injuries from a bicycle accident, a Get Well card to Worth Busbee, who has been undergoing difficult treatment, and a Cheer card to Amy Foster who is recovering from surgery. In December, cards went to Ann O’Leary Smith who was hospitalized, to John Shadgett who underwent tests and began treatment, to Yvette Solis-Zayas, whose son had recent surgery, and to Janice Fisher who was hospitalized.
2. Membership update: Debby Manuel and Debbie Caruana. There are now 120 paid members. Debby and Debbie have updated lists and shared a list of those who have not renewed so that other board members could review it and contact any they know who might like to renew. There has been a question of whether or not dues would be pro-rated for the last half of the year. The board agreed that the dues should always be $35 unless there is a case of need.
3. Interest groups: Mary Meeker. Beauty, Health and Fitness had a lecture from the cardiologist at Pegasus on December 3 and went to The East End Market for a tour on December 4. Both had excellent information. Regularly meeting groups—Book Worms, Needlework, Mahjonggs, Arm Chair Travelers met early in the month. Recently Gourmet II had a dinner at Beth Barnes for the beginning of Season 3 of Downton Abbey on January 5 with dress, food and décor in keeping with the show.
4. Scholarships and fund-raising: Maggie LeClair.

Undergraduate Endowed balance is $147,412.81. Undergraduate Spendable is $6,709.02. Graduate Endowed balance is $96,134.66 and Graduate Spendable is $4,026.19. A motion was made, seconded and carried to allow Maggie to put proceeds of On-Line Auction, almost $5,000, wherever needed.  A total $2,587.19 will go to round up Undergraduate Endowed to $150,000, and then $2,290.98 will go to Under Graduate Spendable to be able to award two years' scholarships. The remaining $121.83 can go into the Graduate Spendable. The On-Line Auction was dedicated to Sheila Somerville.

1. Newsletter: Margie Sloan. Margie asked for a discussion of when to put out next newsletter and how much to include. It will come out the second week in March and include a calendar, but less information about individual interest groups in order to keep the length to 3-4 pages. Margie will include pictures from the Holiday Tea and the Cookie Exchange, both well attended and greatly enjoyed. Information needs to be sent to Margie per email with any pictures and emails.
2. Old business:
3. Clothing Sale. Dell Shadgett. Because of the need to be with her husband for treatment for health concerns, Dell cannot chair this event February 26-March 3 (setup, sale, take down). She suggested options including cancelling the event. The board agreed that we did not want to cancel, but to go ahead with the event and find a new chair or co-chairs. Debbie Caruana agreed to co-chair and Nancy Marshall will ask another member to co-chair.
4. Spring luncheon. Debby Manuel. To be at Tuskawilla Country Club April 1, 2014 with Arlen and Diane Chase to speak about their archeological research in Belize. Debby will be meeting with Tuskawilla Country Club personnel soon to work on details including menu and asked for input from board per email. In accordance with our new tax-exempt status, this is to be titled “yearly meeting with lunch” which is indeed what it is as new officers will be elected and installed. The cost will be kept at $25.

1. New business
2. Nominating Committee. Nancy Marshall. A committee will be appointed before the next Board Meeting in accordance with the constitution.
3. A luncheon in Mary Dipboye’s back yard hosted by the two Marys (Dipboye and Meeker) is to occur March 21, 2014 as a fund-raiser for our scholarships. It is limited to 12 guests (not including the Marys) and will feature a menu that is based on locally available ingredients. The price is $20 dollars and openings are being offered to the Board first. Maggie is taking reservations.

1. Adjourned by Nancy Marshall.

Respectfully submitted,

Mary Meeker (in Kathy Weise’s absence)