**Women’s Club at UCF, Inc.**

**Board of Directors Meeting**

**Friday, October 10, 2014, 9:00 a.m.**

**Minutes**

**Welcome**: Mary Meeker. Nancy Marshall, Kathy Weise, Ann Simpson, Dell Shadgett, Roberta Shoopman, Judy Kuhn, Maggie LeClair were present. Beth Barnes, Bette Boston, Debby Manuel and Judy Dziuban were unable to attend.

**Vice President’s Report**: Ann Simpson. Membership. We have 87 members in good standing, 7 of them new. 52 have yet to renew. New “Contact Us” on website has led to 2 inquiries, one about membership.

**Secretary’s Report**: Minutes from the September 12 Board Meeting and from the Fall Meeting of the whole club on September 15 were approved as emailed.

**Treasurer’s Report**: Kathy Weise. Current balance in checking account is $8,548.53 as of 10/9/2014. Balance in Share Savings account is $5,005.34 as of 9/30/2014.

The Club website experienced problems in September with allowing PayPal payments by members. A computer software upgrade affected the PayPal link from our website. The issue has been corrected. The few members affected have been notified and have paid their dues.

CFE Federal Credit Union will be undergoing a systems conversion October 31-November 3rd. During that time banking services will be limited.

We received a $200 check made payable to the UCF Foundation from Beryl Colburn. Maggie LeClair will take this scholarship donation check to the Foundation.

Annual registration for the club with the Department of Agriculture as a charitable organization under the Solicitation of Contributions Act has been completed. Our official authorization date to solicit charitable contributions is now extended to October 3, 2015.

Each year the club is required to file a Form 990-N with the IRS no later than November 15th, to maintain its tax-exempt status. Form 990-N for the past fiscal year (2013-2014) has been filed and accepted by the IRS effective October 8, 2014. The next filing will be due by November 15, 2015.

**Sunshine Report**: Bette Boston. Cards sent to cheer Mimi and Jose Fernandez in Jose’s recovery from surgery, to Kathy Sidor who had foot surgery, to Chris Kisner who is recuperating from hip surgery, to Liz Medlock whose daughter is seriously ill, to Christine Fullerton who has had pneumonia, to Susie Buzan who had spinal surgery, to Judy Simonet whose son had a hiking injury and was in a car accident. Welcome cards went to new members Merrel Bailey, Mary Whittaker, Pat Bergeron, Frances Leland, and Karen Kildron. Congratulations were sent to Merrell Bailey who was named an outstanding alumna of UCF at the Black and Gold Event and to Shelia and Bill Oelfke for their 50th anniversary.

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| **Women's Club at UCF Scholarship Report and Future Plans** |  |  |  |  |  |
| **Oct-14** |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| **First Ladies Endowed**  |  |  | Undergrad |  |  $165,023.48  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| **First Ladies Spendable** |  |  |  |  $5,951.80  |  |  |  |  |
| 2 @ $2,000 each |  | 2015-2016  |  |  $4,000.00  |  |  |  |  |
| Remainder for  |  | 2016-2017 |  |  $1,951.80  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Proceeds from: |  |  |  |  |  |  |  |  |  |
|  | Auction, Clothing Sale and Donations |  |  |  |  |  |  |
|  | (Hopefully) Spendable from Endowment Earnings 2015-2016 and 2016-2017 |  |  |  |
| Should not have to fund raise for the next two years if that is what the Board decides |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |
| **Sheila B. Somerville Endowed** |  | Graduate |  |  $107,430.69  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Anticipate the Somerville Estate to be wrapped by year end |  $85,000.00  | owed from commitment |  |
|  |  |  |  |  |  |  $192,430.69  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| **Sheila B. Somerville Spendable** |  |  |  |  $3,959.36  |  |  |  |  |
|  | Beryl Colbourn Check |  |  |  |  $200.00  |  |  |  |  |
|  |  |  |  |  |  |  $4,159.36  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| 1 @ $2,000 |  | 2015-2016 |  |  $2,000.00  |  |  |  |  |
| 1 @ $2,000 |  | 2016-2017 |  |  $2,000.00  |  |  |  |  |
| Remainder for |  | 2017-2018 |  |  $159.36  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| (Hopefully) Spendable from Endowment Earnings 2015-2016 and 2016-2017 |  |  |  |  |
| Should not have to fund raise for the next two years if that is what the Board decides |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| If Endowed pays spendable either year, I will advise the Board accordingly regarding transferring funds back into the Endowment |
| Note: for Undergraduate, permission has to be granted by Dr. Mary Beth Ehasz |  |  |  |  |
| for Graduate, permission has to be granted by Dr. Ross Hinkle |  |  |  |  |  |
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**Interest Groups**: Judy Kuhn. New Member Orientation went well last Wednesday evening with a buffet supper at the Meekers’ home. Sarah Magan gave a presentation on the use of the website. Interest group leaders will be asked to send information for the newsletter to Judy Dziuban and to make their groups aware of the December on-line auction and the February clothing sale. They are updating their lists of members and encouraging renewal of membership.

**Scholarship**: Maggie LeClair. Scholarship winners names will be added to the website. Little change in investments since last report.

**Website**: Sarah Magann. Small problems in addition to Pay Pal glitch have been corrected via our on-campus contact, Jonathan. Sarah is posting minutes, events, and interest group activities on the website.

**Newsletter**: Judy Dzuiban. The newsletter will go out next week. Any information that we want included should be emailed to her.

**Old Business**:

1. Fall Meeting: Nancy Marshall and Kathy Weise. 85 meals served. All who reserved paid. Speaker was well received.
2. Spring Meeting: Ann Simpson. To be at Rio Pinar Country Club. Discussion of potential speakers ensued. All are asked to consider this in light of our theme, Exploring Diverse Cultures.
3. Clothing Sale: Roberta Shoopman: Encouraged members to alert friends on their own Facebook accounts and request that they save clothing for us and then to shop when the time comes. She will set up a schedule and ask for volunteers in early January. She already has been receiving many hangers.
4. On-line auction: Maggie LeClair. Auction items are coming in. Several members handed items to her at the meeting
5. Cookie Exchange: Sarah Magann. To be December 18 at Beth Barnes. Judy Simonet is chair with Sarah and Dell assisting.

 **New Business:**

1. Guide lines for e-Blast. “This list shall not be used for fund raising or personal sales purposes.”
2. New meeting site. Bookstore on campus near the arena in an attempt to have more quiet.
3. Holiday Coffee is to be December 4, 2014 at the Burnett House to benefit the Coalition for the Homeless. This is a “members only” event. The invitation will be sent in early November and will include a list of requested items but money is always appropriate. New members will be asked to serve by Ann Simpson.

The next meeting will be November 7 instead of November 14, 2014 and will be held at the Barnes and Noble near the arena on campus at 9 am. There will be no meeting in December.

Respectfully submitted,

Mary Meeker for Debby Manuel