**Women’s Club at UCF, Inc.**

Board of Directors Meeting

 UCF Pegasus Health

 Friday, April 8, 2016

**Welcome:** Meeting was called to order at 9:05 a.m. by president, Sarah Magann.

Members present: Maggie LeClair, Sarah Magann, Mary Meeker, Lynn Moharam, Dell Shadgett, Judy Simonet, Ann Simpson, and Kathy Weise.

Beth Barnes, Bette Boston, Karen Monteleone, Ruthie Rieder, Jen Rupert, and Roberta Shoopman were unable to attend.

**Vice President:** Ann Simpson There are 135 members including one new member.

**Secretary:** Lynn Moharam Board minutes dated March 11, 2016 were approved by e-mail and have been posted to the website. A thank you letter was sent to Bruce Whisler for his generous donation to scholarship funds.

Lynn will follow up with letters of appreciation to all who donated to our scholarships since July 1, 2015. It is recommended that the UCF Foundation provide donor lists on a quarterly basis so that thank you letters can be sent in a timely manner.

Secretary continues to forward newsletters to members not receiving e-mail.

**Treasurer:** Kathy Weise Current balance in the checking account is $13,438.69 as of 4/6/2016. Balance in Share Savings Account is $5,024.16 as of 3/31/2016.

A check in the amount of $100 was forwarded to the UCF Foundation (First Ladies Endowed Undergraduate Scholarship) to recognize the long-standing contributions to our organization of Bette Boston.

A Budget Variance Report YTD 4/6/2016 was presented. Miscellaneous Business expenses exceeded the budgeted amount by $176 due to an unplanned toner purchase and some New Member Orientation expenses. However, this overage is more than offset by positive budget variances in several other categories.

The annual report to the Florida Secretary of State is due by 5/1/2016 and will be filed following the election of new officers at the Spring Luncheon Meeting.

**Spring Meeting:** Ann Simpson Monday, April 11, 2016, Heathrow Country Club, speaker Anne Taylor, development director I-Dignity

 As of 4/6/2016 attendance is anticipated to be 73 persons including the speaker and 14 guests. [52 members have paid for the Spring Luncheon Meeting and 20 have indicated they will pay at the door.]

 Program details and timeline were reviewed.

**Scholarships:** Maggie LeClair Balances in the scholarship funds are as follows: First Ladies undergraduate *spendable* $11,755.05 and *endowed* $160,967.75; The Sheila B. Somerville graduate *spendable* $5,950.84 and *endowed* $100, 234.22.

 Maggie also reported that $6,189.77 will be transferred to the spendable funds of the First Ladies Scholarship from the endowed fund [July 1, 2016]. Maggie will advise the board by or before the next meeting as to the disposition of these funds [i.e. return all or part to endowment].

 Karen Monteleone reported that $10, 832.19 has been donated YTD 4/7/2016 to scholarship accounts from Club members, University faculty/staff, and friends of UCF [115 gifts from 30 donors].

**Sunshine**: Bette Boston by e-mail. Friendship to Jen Rupert on father’s surgery, to Margie Sloan on upcoming surgery, and to Anna Habowski as she deals with family concerns. Cheers to Debby Manuel on successful knee surgery and to Debbie Harrison as she recuperates from a broken ankle. Congratulations to Judit Szente as recipient of an “Excellence in Faculty” award.

Sympathy to Karen Kildron and Ellen Schatz on passing of loved ones.

 Upon Bette’s retirement, 2016-17 officers will determine how contact will be made with members in the future.

**Newsletter:** Ruthie Rieder The third newsletter of the year was published in late-March so that the Spring Luncheon Meeting could be promoted. It was packed with good information!

 It was suggested that future issues feature new member bios as well as Club members achieving special recognition.

**Interest Groups:** Judy Simonet All Interest Group chairs are in place for 2016-17. An orientation will be scheduled in the near future.

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**Website:** Jennifer Rupert No report

**Old Business:**

1. **Revisions to WCUCF Constitution and Bylaws:** Revisions were discussed. Sarah Magann moved that revisions to the Constitution and Bylaws be presented to the membership for approval at the Spring meeting. Maggie LeClair seconded and the board approved. Revisions will be sent to the membership by e-mail at least ten days prior to the meeting.
2. **WCUCF brochure and business cards:** Karen Monteleone and Sarah Magann are finalizing revisions and printing. Brochures and cards will not be available in time for the spring meeting.

**New Business:**

1. **WC@UCF Pins:** Board members suggested that instead of pins we explore permanent nametags. Lynn Moharam will explore options and get pricing.

**Announcements:**

1. **Upcoming Club Events:** Spring Meeting Monday, April 11, 2016; Fall Meeting Monday, September 19, 2016
2. **Board Meeting Calendar:** Sarah Magann/Kathy Weise A transitional meeting of boards is scheduled for Friday, May 13, 2016 at 9 a.m. in the UCF Pegasus Health Center conference room.
3. **May** **Board Meeting:** Sarah Magann/Kathy Weise Agenda items to be considered:
4. President’s recap of 2015-2016 year.
5. Distribution of scholarship account appreciation over corpus.
6. Evaluation of spring meeting tabletop discussions re: interest groups and fundraising events.
7. Permanent name badges
8. **Crystal Ballroom Open House:** Sarah Magann and Dell Shadgett have accepted an invitation to explore possibilities for a future event.

Meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Lynn Moharam

Secretary