

Women's Club at UCF, Inc.
Meeting of Board & Executive Committee
UCF Health
Friday, August 11th, 2017

Members present: Teresa Riedel, Dell Shadgett, Margaret Osteen, Mindy Moore, and Gail Dressel, Linda Hennig, Karen Monteleone, Zalpha Hashem, Roberta Shoopman, Ruthie Rieder, Judy Simonet, and Mindy Moore, Karen Gisel, Lynn Moharam, Maggie LeClair, and Kathy Weise were unable to attend.

Call to order and Welcome: Meeting was called to order at 9:05 a.m. by President, Teresa Riedel.

Scholarship Chair Report: Maggie LeClair reported the following:

First Lady Scholarship account spendable now equals \$19,452.43 The Endowment balance is now \$179,409.21.

The Sheila Somerville Scholarship account spendable now equals \$12,642.82 which includes \$4,032.18 earned from the endowment.

AngelaBardwell-Owens was awarded the Graduate Scholarship, and Maggie will invite her to the luncheon. Due to some personnel changes in Student Financial Assistance, we received the scholarship applications very late. Therefore, we voted to have SFA decide on the recipients for the First Lady Scholarships.

Vice President's report: Margaret Osteen reported that approximately 41% of members have paid membership dues for 2017-18 as of August 4th. President Riedel has sent out the annual dues notice via email and will send an additional follow-up on or about September 1st. The dues are payable after July 1 and no later than Oct 1, 2017.

Secretary's report: Linda Hennig reported that the 7/14/17 board minutes have been approved and will be uploaded to the website.

Treasurer's report: Lynn Moharam reported a current balance in the checking account of \$15,271.68 as of 8/4/17. The balance in the Share Savings Account is \$5,040.11 as of 7/31/17.

Sunshine Committee Report: Gail Dressel indicated appropriate cards have been sent to members as needed.

Newsletter: Teresa Riedel reported the next newsletter deadline has been set for after the fall luncheon meeting.

Interest Group Report: Judy Simonet reported that The Beauty, Health and Fitness group has morphed into the Cultural Arts and Wellness Group. Janice Napolitano will continue to be the leader. This information should be updated on the website along with the following information. The following leaders should be listed: The Take a Hike Group--Mila Vodapyanov, Great Decisions--Mary Meeker, Gourmet II--Pat Peppler, Maj Jongg--Liz Payer, Campus Break--Karen Monteleone, and Bookworms--Amy Harrison.

Fall Luncheon: The fall luncheon is scheduled for Sept. 18th 2017 at 11:30 at the Fairwinds Alumni facility. Co-chairpersons, Mindy Moore and Roberta Shoopman, and Treasurer Lynn Moharam have met with Fairwinds personnel and are in final planning and negotiations. Our organization will pay for 30 parking spaces and a parking attendant for the event. The speaker will be Coach Katie Abrahamson-Henderson. Save the Date cards were sent out to members via email. The invitation will be sent mid-August with a reminder to follow by September 2nd. The Deadline for payment of the luncheon will be September 7, with PayPal being an option.

50th Anniversary Celebration: The planning committee met on July 20th at the Tuscahill Country Club. We have selected Tuscahill as our venue for the celebration which will be held on March 2nd from 5:00-8:00. Teresa Riedel shared the notes that were taken by Kathy Weise from the July 20th meeting. The Tuscahill contract was also shared. There was discussion in reference to whom would be invited to the event. The members present at the August meeting suggested the event be limited to members. They also agreed upon the club subsidizing the cost of each ticket by \$5-\$10.

The meeting was adjourned at 10:10 a.m. The Board will meet next on Sept. 8th.

Respectfully submitted,

Teresa Riedel

WOMEN'S CLUB at UCF, INC.

July 14, 2017

TREASURER'S REPORT

Current balance in the checking account is \$15,171.68 as of 7/13/2017. [Cash on hand is \$15,171.68].
Balance in Share Savings Account is \$5,039.47 as of 6/30/17.

Annual spring meeting minutes were forwarded to Counsel on June 7, 2017 for certification.
Certification document has been returned and signatures will be pursued. Upon completion, a copy will be returned to Counsel and original will be filed in the Corporate book.

President and treasurer will meet with the credit union on July 14, 2017 to up-date signatures on account. Past President Kathy Weise has completed a notarized form removing her from signature responsibility.

Members were invoiced on 6/30/2017 for payment of 2017-18 dues. Dues are payable upon receipt. Members with delinquent dues as of October 1 will be moved to "inactive" status. To-date there are 6 new members and 30 members have renewed.

A copy of the Compliance Requirements document was forwarded by-mail to all board members for their information. This document summarizes the legal and regulatory requirements with which the Club must comply as a 501(c)(6) organization. [Originally presented by Kathy Weise, Treasurer, on August 14, 2015.]

The 2016-2017 year-end accounting along with the proposed budget for 2017-2018 was forwarded to board members prior to today's meeting. The proposed budget will be discussed and approved.

Respectfully submitted,

Lynn Moharam
Treasurer

Approved
Budget 2017 -
2018

7/14/2017

Women's Club
at UCF, Inc.

Expenses	2017-2018 Budget	Actual YTD	Budget Variance YTD
Sunshine/Honorariums ¹	200	14	-186
Postage & Delivery	50	0	-50
Spring Meeting 2018	2,500	0	-2,500
Fall Meeting 2017	3,000	0	-3,000
Miscellaneous Events ²	150	0	-150
Website Management ³	500	0	-500
Legal Fees ⁴	500	0	-500
Filing Fees, State of Florida	75	0	-75
Bank Charges ⁵	25	0	-25
Newsletter ⁶	0	0	0
Fundraising Event/50th Anniversary Celebration ⁷	1,500	0	-1,500
Miscellaneous ⁸	100	0	-100
TOTAL EXPENSES	8,600	14	-8586

¹Electronic sunshine communication [\$50]; board designated honorariums

²Miscellaneous expenses for New Member Orientation, Interest Group Orientation, and Cookie Exchange [3@\$50]

³Retainer payable to Jonathan Hendricker July 1, 2017

⁴Includes annual corporate minutes

⁵Includes check reorder [\$19]

⁶Chair advises no budget line needed

⁷Includes printing and mailing of invitations et. al.

⁸Includes miscellaneous business supplies [e.g. stationery (\$0), brochures/business cards (\$0); binders] ;

toner for Treasurer (\$50)