

Women's Club at UCF, Inc.
Board of Directors Meeting
April 14, 2023, 9:00AM
UCF College of Nursing, Conference Room 321
12202 Research Parkway, Suite 300

Attendance: Margaret Osteen, Doreen Behmke, Sheri Dyer, Kathleen Banner, Cathy Solow, Linda Hennig, Wendy Jamison, Kim Bowers, Kathy Littlefield, Katie Seymour, Kathleen Haggerty.

Absent: Zalpha Hashem, Maggie LeClair, Cynthia Chamberlin, Sue Chapman, Gail Dressel, Barbara Gross.

Call to Order: M Osteen called the meeting to order at 9:05AM. A quorum of board members was present.

President's Report – Margaret Osteen

- M Osteen welcomed everyone and introduced the new officers and committee chairs.

Vice-President's Report – Doreen Behmke

- Membership Report – There are 175 members.

Secretary's Report – Kathleen Banner

- March 10th Meeting Minutes – D Behmke motioned to approve the minutes of the March 10, 2023 Board Meeting. Second by K Littlefield. All approved. Motion passed.
- Approval of the minutes from the March 24, 2023 Annual Spring Meeting was deferred until the next Board Meeting.

Treasurer's Report – Sheri Dyer

- Bank Account Balances as of March 31, 2023 –
 - Savings \$ 5068.00
 - Checking Acct. \$21,363.25
 - PayPal \$ 173.23
 - Total \$26,604.48
- Membership –
 - 175 members at \$35/\$45 = \$7,544.00
- Spring Luncheon Annual Meeting –
 - Paid attendance – 93, Comp'd 21, Total = 114
 - Final count given to UCF – 112
 - Funds Collected - \$3,251.00. Costs - \$3,415.82, Net cost to Club - \$164.82

Scholarship Report – No report

Foundation Report – Kathleen Haggerty

- From March 23 – April 12, all gifts were made to the Sheila B. Sommerville Scholarship Fund.
- K Seymour asked if donations from the Women's Club members could be separated out to show our impact.

Interest Groups – Sue Chapman (written report). Presented by Margaret Osteen.

- **New Group Leaders** –
 - Chick Flicks – Vicky Snyder has taken over from Beth Barnes.
 - Rummikub – Dona Huffman-Riddle has taken over from Sue Chapman.
 - Evening Bookclub: On the Same Page – Pat Taylor has taken over the group.
 - Great Decisions – Bemmie Eustace and Katie Seymour are co-chairs taking over from Mary Meeker.
 - Armchair Travelers I – Cynthia Chamberlain has stepped up as vice-chair for Carol Pickler.
- **Vacancies** –
 - Theater – Anna Habowski is stepping down and we are looking for her replacement.
 - Cultural Arts and Wellness – Lynn Moharam is stepping down and we are looking for her replacement.
 - The plan is to have all leadership in place by July 1st.

Meetings and Programs Committee –

- M Osteen said the March Annual Spring Meeting was a great success.
- L Hennig said they are looking at dates for a Fall luncheon.

Hall of Fame Committee – Kathy Littlefield

- The committee met last week. Costs will increase due to the increased cost of the plates. Committee wrapping up and will be on hiatus until Fall.

Sunshine Committee – No report

- Send any needs to Gail Dressel.

Newsletter Committee – Linda Hennig

- The newsletter was sent in March. Many thanks to Zalpha Hashem to putting together.
- The committee membership is pending for this year.

Special Events Committee – Sue Chapman (written report) Presented by M Osteen.

- Final plans are underway for the spring social on Thursday, May 18th from 6-8PM at the Walt Disney World Center for Culinary Arts and Hospitality. The Save the Date email was sent to the membership on Monday, April 3rd. The invitation email will go out on Thursday, April 13th.
- K Monteleone has taken responsibility as the point person for this event. The following details are from Karen (not present at meeting):
 - The venue layout has been finalized.
 - Plans are in the works for a facility tour and/or cooking demonstration.
 - The bartending service has been hired.
 - The menu will include gourmet appetizers with wine and non-alcoholic beverages.
 - The price has been set and advertised at \$20/person.
 - It is recommended that this be a member and recruiting event. Spouses are not invited, but members may bring friends as guests who may be potential members.
 - Karen is working on securing parking spaces in the Paramore Garage, along with a golf cart service to the building if needed. She is also working on a car pooling plan.

Website Evaluation Task Force – L Hennig reported for Karen Manglardi

- The Website Task Force has two potential candidate for the website refresh/redesign. The committee prepare a Website Analysis and recommendations and has shared this with the prospective candidates. The committee would like to move forward with interviews of the candidates along with at least two other committee members. The Board was in agreement for interviews but recommended at least on other candidate to be considered.
- K Seymour recommended another vendor who works with other non-profits. She will pass on contact information to Karen.

Old Business –

- L Hennig has secured a meeting room at the College of Nursing for May and June. Meeting space at UCF Health has been reserved for the Fall months.

New Business –

- 2023 – 2024 Budget – S Dyer will be asking all Interest Group Leaders to submit their budget requests. Will pass this information to M Osteen for review.
- D Behmke asked if there wasn't funding budgeted for a website refresh. S Dyer confirmed there is \$2390 available in the 22-23 budget.

Upcoming Events –

- Social at the Walt Disney World Center for Culinary Arts and Hospitality, Thursday, May 18th, from 6-8PM. No further discussion.

Future Meeting Dates –

- May 12
- June 23
- August 25
- October 13
- November 17
- January 12
- February 9
- March 8
- April 12

D Behmke motioned to accept the above meeting dates. Second by K Seymour. All agreed.

M Osteen motioned to adjourn the meeting. Second by K Littlefield. All approved.

Meeting adjourned at 10:23AM.

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APPROVED BY BOARD: _____ May 12, 2023 _____