

**Women's Club at UCF, Inc.**  
Meeting of Board & Executive Committee  
UCF Health –University Blvd.  
Friday, Oct. 13, 2017

**Members present:** Teresa Riedel, Linda Hennig, Karen Gisel, Lynn Moharam, Margaret Osteen, Maggie LeClair, Ruthie Rieder, Kathy Weise, Zalpha Hashem, Judy Simonet, Mindy Moore, Sarah Magann

Karen Monteleone, Roberta Shoopman, Gail Dressel and Dell Shadgett were unable to attend.

**Call to order and Welcome:** Meeting was called to order at 9:04 a.m. by President, Teresa Riedel.

**Scholarship Chair Report:** Maggie LeClair reported the following:

Undergraduate Endowed Scholarship balance is \$182,783.97, with a Spendable of \$10,452.43;  
Graduate Endowed Scholarship balance is \$108,357.56, with a Spendable of \$ 9,642.82;

The undergraduate scholarship winners are: Kayla Ladez, Ashley Trautvetter, and Tyler Olechnowicz; the graduate scholarship winner is Angela Bardwell.  
They will be invited to the Spring 2018 luncheon.

**Vice President's report:** Margaret Osteen reported there are currently 140 members, which includes 12 new members.

**Secretary's report:** Linda Hennig reported the 7/14/17 Board Meeting minutes have been approved and posted to the website. The 9/18/17 Fall Membership meeting Minutes were presented and approved. These will be uploaded to the website.

**Treasurer's report:** Lynn Moharam reported a current balance in the checking account of \$18,777.66 as of 10/12/17. The balance in the Share Savings Account is \$5,041.37 as of 9/30/17. The full Treasurer's report is attached to the minutes.

**Website Report:** Zalpha Hashem reported she has been working with the webmaster to clean up some issues with the website.

**Sunshine Committee Report:** The president reported for Gail Dressel and indicated appropriate cards have been sent to members as needed.

**Newsletter:** A draft of the Fall Newsletter was available for the board to review. It will be finalized and sent to membership as in the coming week.

**Interest Group Report:** Judy Simonet reported all Interest Groups now have a chairperson. There was good response for signup at the Fall meeting. An additional Bookworms group, called Page Turners, was added; the technology group will be reorganized and renamed and there is a name change of Beauty, Health and Fitness to Cultural Arts and Wellness Group.

**50<sup>th</sup> Anniversary Planning Committee:** report by Teresa Riedel

The club's 50th Anniversary Celebration will be held at the Tusawilla Country Club on 3/2/18 from 5:00-8:00 pm. The maximum capacity will be 125. It will be a members-only event, and past presidents and special guests will be invited to attend. The Treasurer presented a budget, and

options for cost to the organization to supplement cost per attendee. There was a motion and second to increase the budget for the event to \$3000.00 to help offset the supplement. Motion passed. An option for attendees to donate for scholarships will be incorporated into this event. It is expected there will a display table of historical items and a timeline media presentation.

Samples of invitations were passed around for discussion regarding board preferences. The consensus was to have very nice invitations printed but not spend an excess amount. Invitations will also be sent out electronically.

Considerable time was spent discussing Action Items for the 50<sup>th</sup> Anniversary event. A spreadsheet of items, due dates and person responsible was developed and will continue to evolve in the coming months.

**Upcoming events: Holiday Tea**, in collaboration with Town and Gown, will be held Dec.5 from 2-4 pm at the Burnett House, home of President and Mrs. Hitt. This will be a members-only event hosted by Martha Hitt.

**Cookie Exchange:** Dec. 11, 6-8 pm at the home of Jen Rupert.  
Invitations for these events will be sent via email to the membership.

The meeting was adjourned at 11 a.m. The Board will meet next on Nov 3.

Respectfully submitted,

Linda Hennig  
Secretary

Approved by the Board with edits 11/3/17

**WOMEN'S CLUB at UCF, INC.**  
**October 13, 2017**

**TREASURER'S REPORT**

Current balance in the checking account is \$18,777.66 as of 10/12/2017. [Cash on hand is \$18,629.78.] Balance in Share Savings Account is \$5,041.37 as of 9/30/2017.

The annual renewal with the FL Department of Agriculture for Solicitation of Contributions has been filed (due 10/3/2017).

The annual filing of Form 990-N with the IRS has been filed (due 11/15/2017).

Invoice from law offices of Merrell Bailey has been paid for preparation of annual corporate minutes.

Income and expenses for the Fall Meeting 2017: Income \$2,698.54, Expenses \$3,187.12. There were 95 guaranteed reservations to include 3 comps; 12 no-shows and 2 walk-ins.

October 1 was the deadline for dues renewal. 12 members have not responded to continued follow-ups. It is recommended that they be moved to "inactive" status. At time dues are paid, they will be reinstated.

Respectfully submitted,

Lynn Moharam  
Treasurer