

Women's Club at UCF, Inc.
July 13, 2018
Executive Board/Executive Committee Meeting
9-11 a.m. - UCF Health Center
3400 Quadrangle Boulevard, Orlando, FL

Present: Teresa Riedel, Linda Hennig, Lynn Moharam, Maggie LeClair, Kathy Weise, Kathy Littlefield, Suzanne Chapman, and Mindy Moore

Gail Dressel, Karen Monteleone, Ruthie Rieder, Zalpha Hashem, Judy Simonet, Roberta Shoopman, Karen Gisell, and Dell Shadgett were unable to attend.

Call to Order: The meeting was called to order at 9:07 a.m. by President Teresa Riedel

Vice President's Report: T. Riedel reported membership updates: 10 new members, 1 rejoin, 78 renewals, and 70 waiting for renewal.

Secretary's Report: L. Hennig reported the 4-13-18 board meeting minutes were distributed via email. A motion to accept minutes as edited was made and seconded; motion passed. The 5/1/18 Annual Spring meeting minutes were distributed via email. Motion to accept minutes as edited was made and seconded; motion passed. A final copy of both will be placed on the website.

Treasurer's Report: S. Chapman presented the Treasurer's report, which is attached to the minutes. Motion made and seconded to move \$2000 from the checking account to the undergraduate scholarship fund. Discussion ensued, motion passed.

Scholarship Report: M. LeClair reported the following:

Somerville Endowed Graduate Scholarship balance \$198,730 Brought up by the addition of \$85,128.40 (\$85,000 of which is the remainder to finish out the donation of \$100,000 by Dr. Paul Somerville to honor his wife, Sheila, who was a Women's Club member. Motion made and seconded to donating \$2,000 to bring Endowed to \$200,000+; Approved.

Somerville Graduate Scholarship Spendable	\$11,142.82
Two Graduate Awards for \$2,500 to be given 2018-2019	
Two awards for \$2,500 each to be given 2019-2020	

Undergraduate Endowed - \$192,490.13 - \$7,509.87 is the goal to raise to bring to \$200,000
Undergraduate Spendable - \$10,752.43

Fundraising efforts will focus on bringing the Undergraduate Endowment to the goal amount.

Website: no report

Sunshine: Appropriate cards have been sent to members.

Newsletter: The next newsletter will be sent after the Fall meeting. Some software to facilitate newsletter layout and publishing by members was discussed. Programs and prices will be explored and presented at the next meeting.

Interest Groups: T. Riedel reported there will be tables set up at the Fall meeting for each Interest Group to have a poster or materials about their group. Attendees will be encouraged to sign up for the groups. The Art and Antique Lovers Group is in need of a chairperson. The Outdoor Adventures group will be disbanding.

An Appreciation Reception for all 2017-2018 Interest Group Chairpersons was held on June 5 at the home of Judith Simonet.

OLD BUSINESS: none

NEW BUSINESS:

Fall Luncheon: The luncheon meeting is to be held on Sept 17, 2018, 11:30-1:30 at the Tusawilla Country Club. The speaker will be Dr. Elizabeth A. Klonoff, Vice President for Research and Dean of the College of Graduate Studies.

Save the Date cards will be sent in late July. Discussion was held regarding selling chances for baskets at the event. A total of \$350 was made at the spring meeting which will be added to the scholarship fund.

Fundraising

Some discussion was held regarding possible fundraising events for the coming year.

The meeting was adjourned at 10:45 a.m. The next meeting will be 8/10/18 at 9 am.

Respectfully submitted,

Linda Hennig, Secretary

Approved by the Board August 10, 2018

**Women's Club at UCF, Inc. / Executive Board & Executive
Committee Meeting 7/13/18 Treasurer's Report - Updated
by Sue Chapman 7/15/18 Financial Account Balances**

CFE Business Share Savings	\$5,042.01
CFE Business Non-Profit	\$17,848.70
Checking	
PayPal Balance	\$105.42
Total	\$22,996.13

Membership Dues Update

New Members	10
Rejoin	1
Renewals	80
Waiting to Renew	68
Total	159

Actual 2017-2018 Budget and Proposed Budget 2018-2019

Women's Club at UCF, Inc.

Updated 7/15/2018

Expense Categories	2017-2018 Budget	2017-2018 Actual	Proposed 2018-2019 Budget
Sunshine/Honorariums 1	\$200.00	\$593.99	\$500.00
Postage & Delivery	\$50.00	\$49.84	\$50.00
Spring Meeting 2018	\$2,500.00	\$2,407.01	\$2,500.00
Fall Meeting 2017	\$3,000.00	\$3,297.82	\$3,000.00
Miscellaneous Events ²	\$150.00	\$45.53	\$150.00
Website	\$500.00	\$500.00	\$500.00
Management ³			
Legal Fees ⁴ - what for	\$500.00	\$175.28	\$500.00
Filing Fees, State of Florida	\$75.00	\$61.25	\$75.00
Bank Charges ⁵	\$25.00	\$21.55	\$25.00
Newsletter and Software ⁶	\$-	\$-	\$500.00
Fundraising Event/50th Anniversary ⁷	\$3,000.00	\$3,634.48	\$1,500.00
Miscellaneous ⁸	\$100.00	\$412.91	\$100.00
TOTAL EXPENSES	\$10,100.00	\$11,199.66	\$8,875.00

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 - webmaster

⁴Includes annual corporate minutes

⁵Includes check reorder [\$19]

⁶Includes Microsoft Published software for newsletter production and other software of technical products required

⁷Includes printing/mailling of invitations; venue/catering; take away; décor; et. al.

⁸Includes miscellaneous business supplies [e.g. stationery (\$0), brochures/business cards (\$0); binders]; toner
Additional 2018 expenses: 50th Anniv - USB's; Misc Events - Interest Groups