

Women's Club at UCF, Inc.

Board Meeting via ZOOM

March 12, 2021

**Attendance:** Kathy Littlefield, Sue Chapman, Linda Hennig, Donna Albert, Teresa Riedel, Karen Gisel, Kathleen Hagerty, Roberta Shoopman, Zalpha Hashem.

**Vice President Report:** Linda Hennig reported on the Membership Status:

Per the Treasurer's records there are 183 Total members

- There has been 1 new member join since the last report in February.
- VP has reached out to prospective members and is seeking contact information for new cabinet appointees and wives of new hires at UCF.

The **New Member Orientation** was held Feb 23 at 7 pm via ZOOM with option to attend in person. Individuals who have joined since the last New member orientation on Jan 18, 2020 were invited. Only 3 new members attended (2 via Zoom and 1 in person); K. Littlefield, L. Hennig, and Z. Hashem presented. It was well received by those in attendance.

**Secretary's Report:** The minutes from February 12, 2021, BOD meeting were previously distributed via email. L. Hennig submitted edits to the VP report; minutes were approved with edits.

**Treasurer's Report:** The March 2021 Treasurer's Report is below:

**Bank Account Balances**

- Savings Account - \$5,057.74
- Checking Account - \$18,029.51
- PayPal Account - \$55.11

**Dues donation to UCF Foundation (sent end of Dec 2020): \$2110.76**

**Memorial to honor Marian Bolte –**

- \$100 Donation to UCF Foundation to the Sheila B. Somerville Graduate Scholarship

**Outcome of 2020 Spring Social Refund Initiative**

- 29 paid reservations - \$434.85 collected from members
- Refunds - 3 checks for \$45.75
- Applied toward past due 2020-2021 dues for 3 members - \$45.00
- Applied to the Holiday Tea Food Drive for 1 member - \$15.00
- Scholarship donations for 22 members - \$330

89% of members have paid 20-21 dues. Collection of 20-22 dues will begin in June.

**Scholarship: No report**

**Interest Groups:** Donna Albert reported several groups, including Needlework and Hiking, are having successful outdoor activities and others are meeting virtually. The casual bike ride on March 5 was a small group but very successful. There will be an Outdoor UCF Art/Sculpture Tour on April 7 @1pm. Attendance will be limited and members must sign up in advance with Lynn Moharam. Donna will ask Interest Group Leaders if they want to continue to chair their groups for 2021-22.

**UCF Foundation:** Kathleen Hagerty reported March 24 will be the designated "Day of Giving" for the University. Also, the Provost announced that UCF classes will resume in-person status in the Fall Semester; however, some staff positions may change if some personnel may prefer not to return to campus

**Sunshine: K. Littlefield reported appropriate cards have been sent to members as needed.**

**Website: Z Hashem indicated prior difficulties with the site have been corrected.**

**Newsletter:** Z. Hashem reported the next newsletter will go out after the Spring Luncheon. Articles and pictures are needed.

**Special Events:** R. Shoopman and K. Gisel reaffirmed the Virtual Spring Luncheon is April 19, 2021. The planning committee will continue working out details and a timetable. Karen Gisel is formally appointed to this committee. An email Invitation will be sent out this week to members.

**Ad Hoc Hall of Fame Selection Committee:** A letter has been sent to each candidate, or family member of deceased candidates, announcing their selection. Each has been asked to complete a questionnaire and send a digital photograph. Candidates will be highlighted in a slide presentation at the April Luncheon meeting. Candidates and family members will be sent a link to the spring meeting so they can view the presentation.

A certificate will be delivered or mailed to each candidate and a commemorative original plate is being commissioned to be presented at a later date. An in-person celebration will be planned for later in the year when it is considered safe to do so. The ad hoc committee will continue planning for the inaugural group but it was suggested this become a standing committee. A formal motion to do so will be presented at the April meeting. There was also discussion as to whether we need to create a position as "Historian".

**OLD BUSINESS:**

**NEW BUSINESS:** There will be some expenditures related to the Hall of Fame, such as postage, printing, shipping, flowers, certificate folders, recognition gift. A preliminary budget was presented by K. Littlefield. A motion to approve \$770 toward expenditures prior to June 30 was made by L. Hennig; second by K. Haggarty; motion passed. There will be additional expenditures later in the year with a reception but these will be addressed in the 2021-2022 budget.

**Announcements:** A board meeting will be held on April 9; a first practice session for the virtual Spring Luncheon and annual Business meeting will be held Friday, March 26, for presenters and the luncheon committee. The dress rehearsal is Thursday, April 14 at 10:00 a.m. Sue will coordinate these sessions. All presenters will record their portions of the program on Zoom as a back-up plan. The Annual spring luncheon meeting is April 19 at noon.

The Hall of Fame Committee will continue to meet and report to the Board.

## **ADJOURNMENT**

Submitted by L.Hennig

Approved <date>