

**Women's Club at UCF, Inc.**  
**Nov. 3rd, 2017**  
**Executive Board/Executive Committee Meeting**  
**9-11 a.m. - UCF Health Center**  
**3400 Quadrangle Boulevard, Orlando, FL**

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

**Call to Order:** The meeting was called to order at 9:04 a.m. by President Teresa Riedel

**Vice President's Report:** Margaret Osteen reported there are currently 140 members, 137 of whom have paid. This total includes 14 new members.

**Secretary's Report:** Linda Hennig reported that the Fall Membership meeting minutes have been posted to the website. The 10/17/17 board meeting minutes were distributed for discussion and approval. Several edits were offered, and minutes were approved as edited. Corrected copies will be sent out to the board electronically and posted on the website.

**Treasurer's Report:** Lynn Moharam presented the Treasurer's report, which is attached to the minutes. A discussion was held regarding members who have not yet paid dues, but are participating in the interests groups. Non-renewals are being moved to inactive status

**Scholarship Report:** Maggie LeClair reported the following balances:  
First Ladies Endowed Scholarship: \$184,068.92  
Graduate Endowed Scholarship balance is \$109,131.15, with a Spendable of \$9,642.82;

**Website:** Zalpha Hashem indicated the Website has been updated with the Interest Group changes and names of new group leaders. In addition, there has been extensive cleanup of member addresses. A problem was noted that it is possible to sign in to the member list and group calendar without a password. The board recommended keeping the membership information password-protected.

**Sunshine :** No items to report

**Newsletter:** President Riedel thanked Ruthie Rieder for an excellent job on the fall newsletter. The newsletter has been distributed to the membership via email and will be uploaded to the website. The next newsletter will be in February and will highlight the 50<sup>th</sup> Anniversary Events.

**Interest Groups :** Judy Simonet indicated the Night Maj Jong is no longer an interest group. There may be a new daytime group organized. The Interest group calendar is located under events tab. She suggested it be moved to Interest Group tab so all interest group information is available without searching elsewhere to find it.

**Upcoming events:**

**50th Anniversary Planning Committee** Teresa Riedel presented an update for the Anniversary event. Date: March 2, 2018 , Time: 5:00-8:00 pm.

Location: Tuscawilla Country Club

The Planning committee will meet again on Dec. 8.

A chart of responsibilities, as determined at the last meeting, was distributed to the board. Areas still needing attention are the timeline media presentation, displays and posters and invitations.

**Hoilday Tea**

Date: December 5<sup>th</sup>, 2017

Time: 2:00-4:00 p.m.

Location: Burnett House

Hosted by Martha Hitt

The event is for Members Only

Servers will be recruited by Margaret Osteen and Linda Hennig will coordinate servers on-site. There was a motion and second to join with Town and Gown to give a Restaurant Gift Certificate to Mrs. Hitt. Motion Approved.

In addition, items for the Coalition for the Homeless will be collected at the tea and donated in the name of Martha Hitt.

**Cookie Exchange**

There is a conflict with the original date of Dec. 11; the board approved changing to December 12th, 2017-- Time: 6:00-8:00 pm

Location: Jen Rupert's House

Hosted by Ranetta Guinn and Jen Rupert

**Spring Luncheon** Roberta Shoopman announced the Luncheon would be held on May 1st , 2018, at the Tuscawilla Country Club

The meeting was adjourned at 11 a.m. The Board will not meet in December; Next meeting will be January 19.

Respectfully submitted,

Linda Hennig, Secretary

Approved (electronically) by the Board 12/4/17

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**TREASURER'S REPORT**

Current balance in the checking account is \$17,566.73 as of 11/2/2017. [Cash on hand is \$17,455.21.] Balance in Share Savings Account is \$5,042.01 as of 10/31/2017.

Dues remain outstanding from five members. Three are actively participating in interest groups, and dues must be collected for continued participation. Recommend that these three remain in active status until dues can be collected; and the other two be moved to inactive status.

Copies of "fictitious name" filing and certificate including attorney's statement as of July 2013 have been provided to the Club Secretary who will file again in 2018.

Respectfully submitted,

Lynn Moharam,  
Treasurer