

Women's Club at UCF, Inc.
April 10, 2020
Board Meeting on Zoom

Present: Kathy Littlefield, Zalpha Hashem, Sue Chapman, Linda Hennig, Maggie LeClair, Mindy Moore, Roberta Shoopman, Karen Manglardi, Donna Albert, Judy Simonet, Teresa Riedel, Kathleen Hagerty. Karen Gisel

Absent: Gail Dressel and Dell Shadgett were unable to attend.

Call to Order: This board meeting was held via Zoom Teleconference due to COVID19 virus quarantine requirements. The meeting was called to order at 9:24 a.m. by President Kathy Littlefield. Kathy spent the first part of the meeting asking that each board member "check in" and say how they are doing and what is going on in their lives since the stay at home order.

Vice President's Report: Linda Hennig reported that there were no new applications for membership and no recruitment events. She reminded us to share our newsletter via email as a recruitment tool. Kathy Littlefield informed us that the UCF President's wife, Melinda Cartwright, will be invited to attend WC@UCF when the pandemic is over and normal operations resume. Linda will send her the materials when we have her contact information.

Secretary's Report: The minutes of the 3/13/2020 Board Meeting were distributed via email for review prior to the meeting. A motion to accept the minutes was made and seconded; the motion passed. The minutes of the 3/22/2020 Emergency Meeting of the Executive Board were distributed via email for review prior to the meeting. A motion to accept the minutes was made and seconded; the motion passed. Kathy Littlefield reported that she has received numerous emails from members regarding the operations of the club and COVID-19. All were supportive and positive. Teresa Riedel noted that there were no objections to the election process.

Treasurer's Report: Sue Chapman submitted the following summary Treasurer's Report.

Savings Account	\$5,055.02
Checking Account	\$19,682.73
PayPal Account	\$74.95

2020-2021 Budget

- The 2020-2021 budget must be approved by June 30, 2020.
- Proposed budget details will be sent prior to the May 2020 board meeting for discussion and approval during that meeting.

Scholarships: Maggie LeClair reported scholarships that WCatUCF funds are funded. As approved in the March minutes, Maggie specific dollar amounts, which are a snapshot at the time, will be discussed but not captured specifically in the minutes as that serves no purpose. The scholarships and the amounts awarded will continue to be captured in the minutes. Currently the WCatUCF supports these scholarships:

Sheila B. Somerville Graduate Scholarship
3 scholarships at \$3,000 each for 2020-2021

UCF First Ladies Undergraduate Scholarship
3 scholarships at \$3,000 each for 2020-2021

Interest Groups: Judy Simonet and Donna Albert reported. Judy's final responsibility is to email the Interest Group Leaders asking if they will continue their leadership role for next year. This is Judy's last year as Interest Group Chair and Donna Albert will continue in the fall.

Sunshine: No report.

Newsletter: Zalpa requested that due to inactivity of the interest groups and the club, an email be sent as there is not enough content for a newsletter. Board members can send pictures or articles to Kathy Littlefield. Kathy agreed to send an email to recap the spring.

Programs: Mindy Moore and Roberta Shoopman announced the Fall Luncheon is September 14, 2020. Speaker: Discussion continued regarding the Fall speaker. President Littlefield indicated we have some time to plan and asked Board members to give this more thought. To be discussed further at the next meeting.

Baskets and donations: Karen Gisel reported that enough baskets have been donated, but more items are needed to fill the baskets. Mindy Moore will work with the venue to secure adequate tables and space for the baskets and interest group displays.

Website: Zalpa Hashem stated that the next website activity will focus on creating pages and uploading detailed Board job descriptions that were created.

Old Business: The proposal for Round Table Discussions at the luncheon was tabled at March Board meeting. There was a Motion to take it from the Table and remove it from consideration for the Fall meeting. Discussion ensued regarding how members can become more involved with the organization.

The Friendship Social at Union West Downtown had to be postponed due to campus closing. It is to be rescheduled when conditions improve.

New Business: Fall Calendar Events: The Fall Luncheon will be on September 14 and the Orientation for new members will be October 17.

Knights Pantry Donation: Although the UCF campus is closed for classes and business, there are still some students living on campus and many off campus who need food donations. Kathleen Hagerty indicated there is a campus wide emergency fund that includes the Knights Pantry. Linda Hennig introduced a motion for WCatUCF to donate \$500 to the Student emergency fund to help students in need. Following discussion, motion passed. Zalpha Hashem suggested members be invited to make donations with some type of matching donation by the organization. Kathleen Hagerty, Sue Chapman and Zalpha Hashem will explore the process and develop a proposal for consideration at the next board meeting.

PLEASE NOTE: THE NEXT BOARD MEETING WILL BE HELD MAY 8, 2020

The meeting was adjourned at 11:00 a.m.

Respectfully submitted,

Karen Manglardi, Secretary

Approved:_____at follow-up board meeting_____