



Woman's Club of Palo Alto

Friendship, Self-Improvement, Community Involvement

Board Meeting Minutes March 7, 2018

Call to Order: 5:00 p.m.

Present: Sue Krumbein, Carolyn Pierce, Margo Ogus, Lolly Osborne, Meg Monroe, Carol Diamond, Mary Griffith, Judy Creek, Ellen Rosenblum, Annette Ross, Jenny Stone.

Absent: Cathy Kroymann, Lisa Sten.

Guests: Christine Shambora, Chair of the Nominating Committee.

Presentation of Nominations for FY18-19 Board

Sue amended the agenda and introduced Christine Shambora, Chair of the Nominating Committee. Christine recognized the hard work of her committee members and noted that one of the objectives of the committee was to establish defined roles for the alternates and clarify the process for selection of nominees. She noted that the process went smoothly this year with the exception of filling the positions of Treasurer and Finance Officer. There are many good candidates for these positions but they are newer members who do not meet the two-year membership requirement for Board appointment. However, for next year there is be a list that can be considered if either of these positions opens up. The selected nominees will be announced at the March luncheon, and the members present will be able to make nominations from the floor. The members present at the April dinner will vote on the nominees. Now that the Board has been informed, Christine will notify the nominees of their selection by the committee.

The list of nominees recommended by the Nominating Committee are: Sue Krumbein, President, Jacqueline Stewart, First Vice President, Carolyn Pierce, Second Vice President; Louis Rising, Treasurer; Mary Griffith, Corresponding Secretary; Tahira Piracha, Recording Secretary; Bonnie Packer, Finance Officer. For Directors term expiring May 31,

2019: Judy Creek, Ellen Rosenblum, Annette Ross, Jenny Stone, Meg Monroe. Christine provided the Board with a brief write up about each nominee. The Board accepted the recommended slate.

Approval of Minutes: February 7, 2018

The Board reviewed the minutes. Lolly noted that she was present. Acting Secretary Meg noted the correction. There were no other changes to the minutes and the Board approved them unanimously by voice vote.

President's Report

Sue reviewed her progress in getting Committee chairs for FY18-19. As she worked on this she discovered that there would be unusual turnover next year and she wants to streamline and more clearly define the function of some of these committees. So far she has identified the following committee chairs for FY18-19: Rentals: Mary Griffith through May then Mary Ann Norton; Philanthropy Grants, Margo Ogus and Sally Keyes; Outreach, Kathy McMahon and Doris Sukiennicki. She is proposing to divide the current House and Grounds Committee into two freestanding committees. Vicki Sullivan and Joan Zwiep will chair the Grounds Committee. Finding a chair for the House Committee is in progress.

Treasurer's Report

In Cathy's absence Meg presented the Treasurer's Report. She handed out an updated Income and Expense Report for February and noted that although there are some small receipts outstanding the piano concert event appears to have made a profit of \$1,400. Also now that all the receipts are accounted for the Holiday Party only cost the club \$821. There were no questions from the Board.

Finance Report

Meg presented the report on the Finance Committee's recommended FY18-19 Operating and Capital Budgets. The report included a short list of issues that will be presented to the members at the Annual Business Meeting for discussion. Meg handed out a copy of the recommended Operating and Capital Budgets for the Board's reference at the meeting. These issues are ones that have been addressed in the proposed budget but that Finance Committee members think will need to be addressed in the FY19-20 budget. There were no questions about recommended budgets.

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The Board members discussion focused on two of the issues: dues and luncheons. The concern around dues was how to build in a cost of living increase so that the operating budget (fixed costs and program costs) would not be so depending on rentals income in the future. Also so that substantial increases could be avoided in the future. The Board members were interested in what the members might have to say at the business meeting.

It was noted that the luncheon issue has become more complicated as a result of this year's experience and the growing number of members attending. It has become very difficult to find monthly hostesses and to do so it is necessary for more of the food to be prepared by a caterer. The \$1,300 now allocated may be enough for the food given the quantities consumed, but at the current member charge (\$10) we maybe barely covering the cost of the food/decorations and not addressing the other associated costs at all. These include setting up/taking down and clean up including washing dishes, laundering table cloths, and cleaning the ballroom, kitchen and Fireside room. After some discussion about the funding, the Board concluded that the price for lunch was too low, if we were going to meet the members expectations for a good speaker, nice meal, in a lovely atmosphere. It was concluded that the cost of lunch to the members should be increased to \$15, the same as is now charged for guests. Meg noted that it had been at least three years since the price of lunch was increased. The members of the Finance Committee present felt that it was appropriate for the Board to make this increase this year (effective in June), since the larger issue of dues progression will have to be addressed next year.

A motion to increase the charge to members for lunch to \$15 and keep the charge for guests at \$15 effective in June was made by Ellen Rosenblum and seconded by Judy Creek. The motion passed on a unanimous voice vote.

Committee Reports

The Board acknowledged the committee reports from the Rental and Luncheon Committees, and Sunshine included in the Board packet.

Sue commented on the progress of the Bylaws Committee on the issue of the maximum number of members in the club. She noted that she was working with Julie Jerome, Chair of the committee to clarify this issue as they continue their work on the bylaws this year.

Margo Ogus noted that the Class of 2017 is going to hold their class square dance event for members on May 1 and asked the Board to support it by attending.

Old Business

Margo is beginning the transition to chair of the Philanthropy Grants Committee for next year. She discussed the impact of the Operating Rule limitation of no more than 20% of the funds going to one grantee. This limit presents two problems. First the number of member recommended organizations is declining sharply. Second, the amount of money available in any one year means that some times the grants given are less than the cost to the agency to prepare the application. It was noted in the discussion that unlike the Bylaws, the Board has the authority to amend the Operating Rules.

After discussion Judy Creek made the motion that the Board amend the Operating Rule 9 to remove section f) that addresses the percentage of the funds available that could go to anyone organization. Carol Diamond seconded the motion. The motion passed unanimously on a voice vote.

Announcements

Lolly reminded the Board members of the list of Save the Date Activities coming up for members: March 17, a tour of the new facilities at Palo Alto High School, April 3 a history walk in San Francisco, May 23 a walking tour and lunch on the Sausalito waterfront.

Adjourn: The meeting was adjourned at 6:50p.m.

**Next Meeting: Wednesday April 4, 2018
5:00pm at the Clubhouse.**

**Minutes prepared by:
Margaret Monroe**