

Rogers Otsego Dayton Women of Today Meeting Minutes

Board Meeting

Date: April 9, 2020

Location: Teleconference

Attendees: (bold attended)

Angela McIntire, Treasurer
Deb Iverson, Programming VP
Jane Gangl, Secretary
Lisa Baer, President
Nicole Beehler, Membership VP
Tracy Salwei, Parliamentarian / Assist Secretary
Sue Erdman, State Delegate
Janise Teske, Extensions Director
Mary, District Director MNWT

1) Approval of March 9, 2020 Executive Committee Minutes

- Approved (Motion by Tracy to approve, Seconded by Angie)

2) President's Report

- LOTS Training: Everyone except for Lisa will attend virtually (Zoom). Lisa will attend if her schedule changes. Angie is waiting to learn if the price will change, since it is virtual. Mary said it will be free if everyone prints their own materials.
- Board meeting protocol: Board meetings will just be for members. The purpose of the board meeting is to prepare for the general member meeting.
- Action Items:
 - **Angie** will submit registration for LOTS training.
 - **Tracy** will draft a policy for guest presenters at the board meeting. It will be reviewed at the next board meeting and will go to the general meeting for approval. (Board approved the process to draft policy and approve at the general meeting.)

3) Project Updates

a) Adopt-A-Park

- Lisa submitted an application for park #4 Northwood Park
- Action Items:
 - **Lisa** will work through the approval process with the Otsego Park and Rec.

b) T-shirts

- Angie received 2 forms in the mail today.
- Action Items:
 - None

c) Memory book & supplies - Historian Committee

- No update from Lisa.
- Action Items:
 - None

4) Treasurer's Report

- Budget Review: \$538 current balance of checking account.
- Replacement check: Arrived today!

- Action Items:
 - **Lisa** - Send receipts for start-up costs already spent. (Items were already approved in the budget.)
 - **Angie** - Touch base with Mary to get contact information for a Treasurer from another MNWT group for guidance.

5) **Secretary's Report**

- Paperless meetings: Prairie Center said we can use their screen for meetings.
- Prairie Center (tables/chairs): If we want to change the setup, we need to let them know beforehand. If we need the larger room in the future and have more than 50 people, the Prairie Center will charge \$25.
- Action Items:
 - **Tracy** - Will talk with the AV guy before the next in-person meeting at Prairie Center.
 - **Tracy** - Will call Prairie Center to discuss setting up a head table and chairs (classroom style) for the members.

6) **Parliamentarian Report**

- Policy updates: Amended bylaws; service area defined for donation; President appointment power. Tracy has the policies drafted.
- Action Items:
 - **Tracy** will complete policies and will send out electronically for feedback. We will review at the next board meeting.

7) **VP Membership Report**

- Membership update: One member dropped out. Change in process for new members: Angie will give Nicole the paperwork. Lisa does not need it. Two things are important for new members: 1) Updating their information on the google doc. 2) Welcoming the member
- Upcoming socials for members: Bingo social at Friendly Buffalo.
- Another meet-n-greet will be planned for September.
- New member initiation will be done at the next general meeting.
- Action Items:
 - **Nicole** will reschedule the bingo social to June.

8) **Committee Reports**

- Community Festival Committee: Rogers parade is not open yet for registration. No planning currently going on for Otsego Prairie Festival.
- Fundraising Committee:
 - Meal fundraisers are planned for July and September.
 - Malmborg's fundraiser is still planned for May 10-16. Information will be sent out next week.
 - Music: Working out costing and planning. None of the bands have responded yet. Targeting the last weekend in August before Labor Day weekend.
- Action Items:
 - **Lisa** - Send email to Sunshine and Historian committees. Check in and have them prepare a budget for the next general meeting.
 - **Lisa** - Add Malmborg's dates to the website.

9) **Virtual Meetings**

- Tracy researching virtual options.
- Mary said other MNWT groups typically use Zoom. Some benefit from a member already having a membership.
- Action Items:
 - **Tracy** will research and send out options to the board.

10) Women of Today meetings

- A member from Monticello Women of Today is unable to attend their meetings and is offering to attend our meetings as a consultant.
- District meeting is in 2 weeks via Zoom. Open to all members.
- The annual convention is still being planned for 5/16-17 at Arrowwood in Alexandria. Requesting registration but not depositing checks. Open to all members. RODWT will be chartered at this meeting. Saturday, business meeting and banquet lunch.
- Mary advises that we shouldn't worry about the US Women of Today convention. Focus on MN first.
- Action Items:
 - **Mary** will provide the Monticello's contact information to Lisa.
 - **Lisa** will send information out on the district meeting and annual convention to the members.