

The Friendship Force of Wisconsin - Madison, Inc.
Board Meeting Minutes, April 19, 2017
Bridge Point Community Center

Present: Sandi Wysock, Judy Taylor, Stephanie Sorensen, Gail Holmes, Martha McGregor, Janet Lonergan, Donna Hussin, Jane Kessenich, Lois Schulz, Audrey Liimatainen

Excused Absent: Lise Skofronick, Mary Lindquist, Sandy Drew

Additions to the Agenda: Adoption of new Club Profile and discussion of Presidential term of office, funding of delegates to the FFI Conference in England and changes in order of business.

Secretary's Report: Some minor corrections were made to the draft minutes prior to the meeting and the resulting minutes were approved as submitted.

Treasurer's Report: The March Treasurer's report was submitted prior to the meeting and approved as presented.

President's Report: Sent via e-mail prior to the meeting. Preparations for the Annual Meeting are in full swing with most, but not quite all, tasks accomplished. Copies of Minutes, Treasurer's Report, President's Report and Bylaw changes will be on the tables. Thanks to all who helped with the Annual Meeting. We have added 23 new members, and Dan's presentation at the Lion's Club was well received with 6 potential new members. Strategic Planning is now becoming more complex. After setting goals, finding the best methods for implementation and follow up is more of a challenge. Sandi will not resend things that FFI has sent beyond the President. Fund names are changing and Planned giving donations will now be accepted. Is anyone going to the FFI Conference? Stephanie will be attending.

Standing Committee Reports

1. Activities: We will be using Willy St. for the picnic catering on June 28 at Vilas Park and have an extensive menu for only \$15 per person (brats, chicken, potato salad, baked beans, green salad, fruit and cheese).

2. Outreach: The latest action was a presentation given to the Lion's Club by Dan Eggerding and Lise. This resulted in 6 potential new members in their 50's. We will continue to offer these when possible.

3. Membership: Nothing new, but 6 guests will be attending the Annual Meeting which we hope will result in some new members.

4. Historian: Nothing new to report.

5. Journey Manager: The written report was distributed to Board Members prior to the meeting. Plans for the three incoming journeys we have are proceeding as expected. Gail expressed our regrets for cancelling to the host coordinator in Vancouver. Peg has estimated some costs for the outbound Medicine Hat Journey as well as distance and driving time. A list of possible activities was provided by Medicine Hat. She will be discussing and encouraging participation in the Journey at the Annual Meeting as well as at a workshop at Sequoia Library for anyone interested. She is being assisted by Donna.

The Board discussed the lack of current participation by our own members, but agreed that we should go forward with the trip, advertise it in the FFI Catalogue, and interview and accept appropriate members from other clubs to make this a viable Journey.

Sandi reported we are short on International Incoming groups and that she had received two requests from FFI for incoming Journeys for 2018. One is an English language learning group from Japan, and the other is an Indonesian group who wish to experience winter. A discussion clarified that our Board members agreed that the "experience winter" group would be our first choice and the "language learners" our second. These opportunities have been offered to other Presidents/Clubs. Sandi will contact FFI and let us know the result.

6. Newsletter: Donna reminded us that the next deadline is April 26, that announcements about the picnic should go in twice to encourage more attendance.

New Business

1. Status of Sandi as a Nominee for President: Sandi reported that on Saturday a member of our Club contacted Donna, as Chair of the Nominating Committee, to report that Sandi was not eligible to serve as President again. Sandi distributed a written summary of how we came to this place. She had agreed to serve one more term IF she was eligible. Eligibility was checked with a couple of long term members who had served on the last major Bylaws revision committee. Their understanding was that she had not served two full terms as President. She had served most of Mary Babula's term first as Acting President, then the Board elected her as President following Mary's death. Sandi then served 8 months of that term as President. We currently have an Acting Vice-President, who will not serve as President.

Our Bylaws state that the Secretary, Vice President and President can only serve two consecutive terms. We do not define partial terms. If our Bylaws do not define, then we go to Robert's Rules of Order. Donna researched this in depth and reported that Robert's Rules state that anything longer than 6 months is defined as a full term. Therefore, Sandi is not, technically, eligible.

The Board discussed options for resolving this problem. It was agreed to be proactive and bring it up in the beginning of the election process. While Sandi personally would like to bring much of the work she has started further toward fruition, she is also happy to retire from this position. It will be up to the membership.

As Chair of the Nominating Committee, Donna agreed to prepare a presentation for the meeting. She will handle this part of the meeting. Sandi will leave the room. Donna will ask for nominations from the floor and anyone who might be nominated will have to agree to run for this to go forward. It is a good opportunity to remind the membership of the need for participation (more than just helping out) and that without leadership, our Club would have to dissolve.

2. Funding for participation in FFI Conference: Sandi will be unable to attend the FFI Conference in Manchester in August. It is important that someone represent our Club as there are many changes happening at FFI and we need to be connected and informed. Stephanie has agreed to go. Sandi has encouraged Peg Hutnick (Vice Presidential candidate) to attend also. She made a calculation of what it would cost, if both to chose to attend, for their registration, banquet, half a double room, and half of their coach air fare paid up to a maximum of \$450. (Current airfares are around \$800 +) It would likely be around \$3300 to \$3400 depending on airfare and exchange rates. We have guidelines for what to pay in our manual and we have budgeted \$2500 for the President to attend. In the past, we have also paid full expenses including all the coach air for other officers to go when the President did not go.

After a discussion touching on the history of who has gone and what has been paid, addressing concerns about setting precedents, emphasizing that there will not be another such conference until 2019, and reading our manual - Donna made a motion that the Board pay the registration, the banquet fee, 1/2 a double room for four nights, and 1/2 the coach fare to the conference with an upper limit of \$450 for the air fare for Stephanie and Peg if she goes. The increase in funds would be taken from our current reserves. The motion was seconded and approved unanimously. Stephanie and Peg, if going, will be tasked with attending different workshops and coming back to the Board with a prepared report.

Ad Hoc Committees

1. Annual Audit: An annual audit is to be done each year prior to the Annual Meeting. The audit has been completed and a report submitted and signed by the Chair or the Audit Committee.

2. Marketing: After several delays in finding meeting times for this committee, Terri reported to Sandi that she must step down. Other members remain available - Tom Miller,

Helen Ann Rugowski and Dave Dohler. Sandi will attempt to find a new Chair. Some names were suggested to Sandi as potential committee members.

Old Business

1. Club Profile Update: Gail e-mailed an updated Club Profile to all Board members prior to the meeting. She made a motion that we accept what was written with the addition of brats as an iconic Wisconsin thing. Approved unanimously. The update will be sent to FFI.

2. Annual Meeting: Most of this was discussed in the President's report. Gail will organize sign up tables, members were asked to bring desserts; ballots will be distributed, collected and counted by the Nominating Committee

3. Committee to discuss use of accumulated funds: this committee needs a Chair. Sandi suggests it not be made up simply of Board members who may have a vested interest in how it works. The two Members at Large are supposed to represent the membership as a whole. Martha agreed to Chair this committee. Janet volunteered to be on it. Names of potential committee members were suggested to Sandi. Sandi will pursue additional members and report to Martha.

4. Eventbrite: This tool is not being used effectively and will require more encouragement and a demonstration at a general meeting.

5. Strategic Planning: A date will need to be set for a workshop. We will need to concentrate on implementation of the goals we set previously; not making new goals.

6. FFI 40th Anniversary: We need to pursue this with a plan to mark and celebrate. Des Moines Iowa is having a party and has invited our Club to participate. It is about a 5 hour drive, so participants would need an overnight stay.,

7. New Calendonia Incoming: Janet made a motion to request a loan of \$300 for upcoming expenses as no income has been received yet from New Caledonia. Motion was approved unanimously.

Meeting adjourned.

Submitted by Stephanie Sorensen, Secretary