

# Friendship Force of Wisconsin Madison Inc.

Board Meeting Minutes, October 16, 2015

The Chamber of Commerce Building

The following Board members were present: Sandi Wysock, Janet Lonergan, Judy Taylor, Gail Holmes, Lois Schulz, Helen Ann Rugowski, and Maggie Dohm

Excused Absent: Mary Lindquist, Mary Babula, Donna Hussin, Stephanie Sorensen

Meeting opened with update on Mary Babula's health. Still in the hospital with major health issues. If interested in sending cards, mail them to her home and Mary Mastaglio will get them to her.

Agenda: No additions

Secretary's Report: Lois Schulz, approved as presented. Helen Ann Rugowski will take notes at the November meeting in Lois' absence.

Treasurer's Report: Judith Taylor, approved as presented

Presidents Report: Sandi Wysock, Vice President.

1. Committee job descriptions have been completed for Historian, Membership, and Outreach. Maggie Dohm will work on completing a job description for member at large and present it to the board.
2. Motion made by Sandi Wysock to approve Nancy Brown as co-chairperson with Stephanie Sorensen on the Outreach committee. Seconded by Gail Holmes, passed.
3. We had a discussion about the roles of activities committee and outreach. Sandi will get outreach committee and interested parties for activities together and determine their roles and what we want, and report back to the board with an updated job description for approval. This will include the annual meeting in the spring, fall festival, and our summer picnic and who would be in charge etc.

Old Business:

Not for Profit status: Sandi Wysock and Mary Babula. As required for the 501 3C paperwork, we have set up a g-mail account. At the same time a g-mail was set up for meetings, membership, and outreach. These e-mail accounts can be used by membership to communicate with the various committees as needed.

[ffwis.general@gmail.com](mailto:ffwis.general@gmail.com)

[ffwis.meeting@gmail.com](mailto:ffwis.meeting@gmail.com)

[ffwis.membership@gmail.com](mailto:ffwis.membership@gmail.com)

[ffwis.outreach@gmail.com](mailto:ffwis.outreach@gmail.com)

Luggage Tags and Pins – Gail Holmes, No change. Tags and Pins are still available for sale. Contact Gail if you need more.

Exchange Director Workshop has been postponed indefinitely. International is offering an ED Training program on the website October 26<sup>th</sup> at 3:00, and October 27<sup>th</sup> at 9:00 pm. This would not replace or change our approach to the Exchange Director position but would give you more information and possible ideas for being an ED within our club.

General Membership Meeting: Helen Ann Rugowski, Sandi Wysock & Gail Holmes Committee. November 17<sup>th</sup>, 2:00 PM at the Fitchburg Library. Guest speaker Adrienne Moen, Regional Field Representative for Friendship Force will be guest speaker. After the meeting, pizza and dessert will be served. Adrienne will be in Madison from the 15<sup>th</sup> to the 18<sup>th</sup> of November. We will be having a pot luck supper and a

restaurant meal while she is here. If you are interested in attending, contact Helen for more information and see which meal would fit your interest. Get the word out!

Outbound requests for 2017: By November 1<sup>st</sup>, we are required to send to International our request for outbound exchanges. The following list is a result of the recent survey by our membership with most requested to least: Guadeloupe 12, Medicine Hat 10, Chili 7, and Brazil 5.

Motion made and seconded by Helen Ann and Janet Lonergan to approve this list and send it to International. Passed.

The board went over the questionnaire to International as to what the club would like in regard to the exchanges for 2017. How long the home stay should be, number of people in the exchange-minimum/maximum, extended travel time. This was completed very similar to last year. If you are interested in details, contact Sandy Wysock as she will have a copy of the questionnaire.

New Business:

Goals for 2016-Sandi is asking all our board members to consider what goals they have for 2016. Her goals include 20 new members, complete 501 C3, and create a finance committee to establish a budget and spending goals. Your suggestions will be appreciated.

#### Exchange Director Report – Gail Holmes

Gail met with Nancy Brown, CO-ED for the Cleveland County, England exchange from May 10-17, 2016. Stephanie Sorensen, the other CO-ED, is traveling out of the country. Nancy had several details to resolve. We discussed the number of participants for the exchange home stay (12) and the number required based on pricing to participate in the four-night extension based in Edinburgh, Scotland (10). One couple who won't be able to travel were replaced by another couple. There remains an opening for a single woman who will also participate in the extension. Nancy will advertise the opening with an email to the membership and will make a deposit with the tour company for 10 people. The ambassadors will meet to coordinate their travel plans and any extensions.

Gail also contacted a former ED to ascertain his willingness to be the ED for the Nashik Riverside Club inbound exchange from India in July 2016. An additional week would be spent with the Cedar Rapids, Iowa club. He declined due to a full plate. Another person is considering this opportunity as a first-time ED and would like to have an experienced CO-ED.

Cleveland County, UK, Outbound, May 2016-Marjorie Moore, contact for their club. Nancy Brown & Stephanie Sorensen CO-ED's

Nashik Riverside Club India, Inbound proposed July 2016. Kishore Ganguarde, contact for their Club. This exchange to be coordinated with Cedar Rapids club for a second week. July 2016

San Jose, Costa Rica, Inbound proposed September 2016, Gloria Sandoval contact for their Club. This exchange to be coordinated with San Diego Club. September 2016, Mary Mastaglio ED

Committee Reports Standing:

Communication –Dave Dohler-Website. Future communications – [www.ffwis.org](http://www.ffwis.org) Dave has revised the web page adding a link to the agenda and a link to the minutes. And has added new photos. Take a look!

Membership – Mary Lindquist –Mary Lou Martino has club house available for receptions for new members/potential new members. Renewals for 2015 were due December 15<sup>th</sup>.

Newsletter – Donna Hussin-articles to Donna by Midnight, Wednesday, midnight October 21<sup>st</sup>.

Outreach- Stephanie Sorenson & Nancy Brown. Book Club, 7:00 October 27<sup>th</sup>. Underground Girls of Kabul at Helen Ann Rugowski home. Helen's address: 7350 Tree Lane, Madison.

Historian – Janet Lonergan nothing to report

Highway Clean-up-- Sarah Rankin. Poor turnout this time. We might need to look at this next time so see just how much interest there is in helping and if we want to continue.

Speaking Opportunities: Possible PLATO in November, Lake Edge Church February, PEO May. This will be discussed with Outreach and Activities to determine whose role this should be and then follow up with directives.

Committee Reports – Special Committees:

Ad Hoc Committees:

- (1) Selection format for ED's and ED Treasurer/Update to Ed manual – Mary Lindquist. No report
- (2) Craft Group – no report as we haven't had any meetings!

For November there will be an abbreviated board meeting at the Fitchburg Library on the 17<sup>th</sup>, at 1:00 PM before the general meeting which will start at 2:00. This will be a short meeting as there will be set up necessary before the general meeting.

Motion made by Lois and Gail to adjourn – passed!

Respectfully submitted,

Lois Schulz, Secretary.