

Friendship Force of Wisconsin - Madison, Inc.
Board Meeting Minutes October 18, 2017
Bridge Point Community Center

Present: Sandi Wysock, Mary Mastaglio, Gail Holmes, Janet Lonergan, Jusy Taylor, Kathy Soeck, Martha McGregor, Lois Schulz, Stephanie Sorensen, Peg Hutnik

Excused Absent: Donna Hussin, Tom and Donna Miller, Audrey Liimatainen

Additions to the Agenda:

Japanese Garden Trip and Ad Hoc Committee for Outgoing International JC compensation

Minutes of the Board meeting of September 20 and the Treasurer's report were accepted as submitted. Judy added that the current cost of website repair is \$72.50 (though additional costs could be incurred).

President's Report: Was sent to Board members prior to meeting. Please note that Adrienne Moen is stepping down as Regional Representative and Dale Moore of Cedar Rapids will be taking that position. She also outlined upcoming Board tasks we need to think about.

Standing Committee Reports:

1. Activities Committee: Mary reported that she has contacted those who have been on the committee to see if they would continue. Many will not, so she requested suggestions of people who might be good on this committee. Please send any suggestions to her. They will be meeting this coming week to plan for the future. It was clarified that this committee is to be in charge of a membership event to be held in Nov. (possibly the weekend of Nov. 11/12). A meeting place and topic need to be determined. Some ideas are in last month's minutes. We also clarified that the Holiday Party will be held in January. Notifications for upcoming events need to be sent to Donna for the newsletter by Wed., Oct. 25.

2. Outreach: A written report was sent to the Board. An application for the International Festival has been completed. Tom and Donna will be away so help is needed to coordinate this event. They are exploring publicity tools to use also.

3. Membership: Kathy Speck reported that the meeting had to be rescheduled and will be held within the next couple of weeks. The membership renewal form has been updated with some additions. The membership drive/40th anniversary event will be held March 11 at FUS.

4. Historian: Nothing new to report.

5. Journey Manager: Gail sent a report that summarized our Journeys for 2017 which have all been successfully completed as well as reminded Board members of the plans and dates for 2018 Journeys. She made a motion that we formally accept the Indonesian Club Feb. 11 - 17 for a winter experience. The dates and commitment were unanimously approved. This is the final approval for our 2018 Journeys which include outgoing to Japan and incoming from Canada. Peg had submitted a report on the great time had in Medicine Hat and they would like to come here possibly in 2020.

6. Newsletter: Next deadline is Oct. 25. It may have to be emailed again as the website will not likely be fully up and running yet.

Ad Hoc Committee Reports:

1. Board Manual: Work continues as it can be done.

2. Accumulated Funds: Martha sent a written proposal notification to all the Board members spelling out the details of how to submit proposals from committees for special things that will benefit our membership. They will be due Dec. 15 so that her committee can meet before the Jan. Board meeting and bring funding proposals that the committee deems worthy to the Board for discussion and approval consideration.

3. Reimbursement of International Outgoing Journey Coordinators: Stephanie gave a summary of the new proposal which resulted from the discussion last month. Common expenses including airfare (calculated based on prices from Chicago to a main airport in the destination country) will be charged at the rate of 5% for each participating ambassador. Individual expenses including getting to and from the airport will not be subject to the 5% charge. The purpose of this is to provide an incentive as well as a thank you to those who volunteer to take on this major responsibility. Stephanie moved that this be approved as written. It was seconded and passed unanimously. (Kathy recused herself from voting as she has applied to be a JC.) A written copy has been sent to the Board and Gail will send it to Mary for the manual.

Old Business:

1. Strategic Plans: Sandi distributed a summary of the goals we set at our strategic planning meeting with assignments of who is responsible, when it will be done and how it will be measured where possible and obvious. We have a lot of work to do in many areas. She requested that Board members think about these things and who should lead them and how they should be done. She would like to discuss this more with specific suggestions at the next Board meeting.

2. Board Meeting Time: Sandi summarized the feedback she received from Board members. While a preference for mornings was expressed, the time that most people can actually meet remains Wednesday afternoon. Options of where and when were discussed. It was agreed that Sandi would check the possibility of meeting at Lussier Community Center on the West side, but will see if we would have to pay. The other choice is to continue here at Bridge Point but move to the second Wed. of the month and start at 12:30. This would end things earlier and get us out of the competition with the food pantry held here on the third Wed. She will email the Board of the results of her inquiries.

3. Submission of our 2019 outbound requests: Our Journey requests did not overlap with others in the area. Sandi will submit our requests in this order: New Caledonai; New Zealand; Australia; Brazil with a request for two weeks of home stays.

New Business:

1. New Friendship Force Video: A powerful video has been developed and released by FFI. It would be great to find effective ways to make use of this - possibly on our website and other ways.

2. Nominations for Next Year: It is already time to think about members of the nominating committee and for officers to replace Judy and Stephanie and a new Vice President. Send ideas to Sandi.

Meeting Adjourned.

Submitted by Stephanie Sorensen