

Friendship Force of Wisconsin - Madison, Inc.
Board Meeting Minutes – February 13, 2019
Bridge LakePoint Community Center, 1917 Lake Point Drive, Madison

The meeting was called to order at 12:32.

Present: Peg Hutnik, Kathy Speck-Kemeny, Martha McGregor, Mary Juckem, Gail Holmes, Stephanie Sorensen, Magdi Sebestyen

Excused absence: Janet Lonergan, Sandi Wysock, Helen Ann Rugowski, Tom Miller, Donna Miller, Audrey Liimatainen, Agnes Rona

Minutes. Stephanie Sorensen moved that the minutes be approved as submitted, Gail Holmes seconded, and the motion carried.

Treasurer's report. Mary Juckem is working with Judy Taylor to complete transition of accounts and clarify the use of checkbooks by journey treasurers.

President's Report. Peg Hutnik reported that Agnes Rona has accepted a two-year commitment as newsletter editor with the first edition to be posted on March 1. She would like all articles to be submitted to her by February 20.

Journey Coordinator. Stephanie Sorensen had no additions to her report.

Activities Committee. Gail Holmes reported that only a few members were interested in the Garden to Glass Experience at Olbrich Gardens so that it would be cancelled. Second Harvest service activity for January was cancelled because of frigid weather. Bobbi Vrooman is working on a March LEO at an Irish pub.

Membership Committee. Helen Ann Rugowski did not submit a report prior to the meeting but she sent a report by email with a script to be used when she contacts the members who did not renew. Several members of the board requested that a question asking why they decided not to renew to help facilitate retention of our members. Peg Hutnik said that the mentoring program should be started again or be more active.

Outreach Committee. The International Festival is on February 23 and all the time slots for attending the booth are filled. Tom Miller has prepared materials for distribution.

Historian. Peg reported that Janet Lonergan, Mary Linquist and Donna Hussin have consolidated all the files through 2018 into four boxes which were sent to the State Historical Society at the end of January. They recommend that this exercise be done every five years. When the journey reports are completed a Final Report in electronic format will be sent to FF International. A paper copy will be submitted to the journey coordinator and then the historian. The journey treasurer sends their report to the board treasurer with all the receipts and check. A form is available for reimbursements. Peg set up an ad hoc committee to work with journey treasurers on record keeping and any forms that may be required for a potential audit. Stephanie Sorensen, Mary Juckem, and maybe George Wysock will be this committee.

Ad Hoc Committees:

Accumulated funds. Martha McGregor stated that there were no changes. She will forward the requests for funds to Mary for accounting.

Board Manual. No report

Technology committee. Sandi Wysock will work to standardize submission of items for the calendar.

Old Business. Open World is on track for the week of March 22-30. An article including sign-up form for the welcoming dinner will be sent to the newsletter for club members to attend and meet the attendees.

International conference will be July 23-27 in Boulder Colorado. There is a budget item of \$1250 to send 5 members to the meeting. Kathy said that we should consider awarding these monies to members who might be interested in taking a leadership role. Peg said she would include an invitation to interested members in the president's report to be published in the March newsletter.

2019 budget was tabled to the March meeting. Going forward the responsibility for the budget will be given to the treasurer and the president. The committee chairs will submit their requests during the development of the budget. Kathy suggested that these requests should reflect the goals that each committee would like to accomplish that year. Stephanie would like to change the date that the officers begin to an earlier month instead of the current month of September. This will require a revision of the by-laws.

The Annual meeting will be April 7. Gail Holmes has reserved a room at the Zor Shrine building for the event. Audrey Liimatainen will prepare centerpieces for the tables. Kathy Speck has met with Upstairs Downstairs catering and they have worked out a menu of items that have an international flair in a tapas style to be served as a buffet. The members arrive at 11:30 for registration and ice-breaker, and 12:00 is the meal. Business meeting will last approximately 45 minutes. Slides of last year's journeys will be available for viewing. A trivia game may be on the tables for members to complete.

New Business. Newsletter. Agnes Rona has graciously accepted a two-year commitment to be editor. Kathy Speck moved that the board accept Agnes Rona as newsletter editor for two years, Mary Juckem seconded, and motion carried.

Nominating committee. Peg asked Sandy Drew to be chair, Reta Haring and Dorothy Baldwin to serve on the committee. A motion was made by Mary Juckem to accept the committee, Gail Holmes seconded, and the motion carried.

Host/Ambassador Coordinators. Audrey Liimatainen and Tom Miller have volunteered to be ambassador coordinators for the Australia journey. Martha McGregor and Pat Fleming have volunteered to be host coordinators for the Aichi journey, Kathy Johnson has volunteered to be host coordinator for Medicine Hat journey. A motion was made by Stephanie Sorensen to accept the above as coordinators for the up-coming journeys, Gail seconded, and motion carried. Stephanie requested that the journey coordinator title be changes to Journey Chair; Peg so moved, Gail seconded, and the motion carried.

The next meeting will be March 13, 2019 at the Bridge Point center.

Meeting was adjourned at 2:43.

Respectfully submitted by Martha McGregor.

