

**Friendship Force of Wisconsin - Madison, Inc.**  
Board Meeting Minutes January 13, 2021  
Via Zoom

Kathy Speck Kemeny called the meeting to order at 12:30.

**Present:** Kathy Speck Kemeny, Diana Rodum, Mary Juckem, Peter Kaufman, Magdi Sebestyen, Gail Holmes, Stephanie Sorensen, Mike Lambert, Doug Johnson, Sandi Wysock and Lise Skofronick, Dorothy Baldwin, Agnes Rona.

**Minutes.** The motion to accept the minutes from the December 9, 2020 meeting was seconded and passed.

**Reports.**

**President's Report.** Kathy commended how active our chapter has been, organizing so many activities. Her letter also announced the plan to finalize our 2021 budget today and organize for our annual financial audit. At the December FFI Midwest Leaders meeting, it was reported that FFI does not plan to develop a policy requiring vaccinations for FFI journey participants, and suggests that any such requirements be developed by local chapters.

**Treasurer's Report.** Refer to Mary Juckem's Treasurer's Report which had been sent by email to the board.

- The board had no questions about the report. It was moved and seconded to accept it and post it for audit and the December report was approved by unanimous vote.

**Journey Coordinator.** Refer to Stephanie's Journey Report which had been sent by email to the board.

- The question of whether inbound participants and hosts should be required to prove with medical documentation that they are vaccinated for covid-19 was discussed. Kathy reiterated that is up to our chapter to decide this and proposed that an ad-hoc committee be formed to draft chapter requirements, and request input from Hank Weiss, who is an epidemiologist. This plan received informal, unanimous agreement.
- Stephanie led a discussion regarding journey information to be given to the Historical Society, and what should be considered private and therefore, not released. It was moved, seconded and unanimously decided that the proposed list be approved:
  - Names of all journey coordinators
  - Journey Number(s) and Dates
  - List and photos of Hosts and Ambassadors (names only - no emails, phone numbers, addresses)
  - A short description of the Club/area being visited or from which the Ambassadors are coming
  - A copy of the schedule of activities

**Program Committee.** Refer to Mike and Magdi's Program Report which had been sent by email to the board.

- Magdi requested feedback on the online events she and Mike have posted on the website and there was discussion of how to obtain feedback.
- The board encouraged Magdi to continue to post links to appealing events as long as she was comfortable doing that research and work, as the information about the events was appreciated by the board as a good service to provide to our now remote membership.

- Mike cautioned against our broadcasting of events that are pay-for-view as it may be illegal to distribute access to a group from a single payment. However, he will check out if non-profit organizations may legally provide group access to members.
- Mike is planning games nights for members to play trivia, and other games.
- The February newsletter will list programs, and more imminent offerings will be sent to members by Mail Chimp.

**Activities.** Refer to Gail's Activities Report which had been sent by email to the board.

- There were many successful activities since our last meeting.
- Second Harvest will meet twice in January.
- Gail thanked Tamas Gaal for offering to lead the new snowshoeing and cross-country skiing activity. There have been two skiing events with five participants each time.
- Magdi suggested that a Madison Museum of Contemporary Arts (MMOCA) fundraiser 5K walk be proposed as an activity for members to join in, individually or as a group, any time from January 15<sup>th</sup> to the 31<sup>st</sup>, with online registration and a \$35 fee apiece.

**Outreach.** Refer to Dorothy's Outreach Report which had been sent by email to the board.

- Dorothy has reached out to the Madison International Festival taking place February 27 to inquire on participation and is waiting for a response.
- Dorothy has tried to locate a contact to the Milwaukee FFI chapter to find out if they participated in the Milwaukee Holiday Fall Fair, and if so, how and what they presented. Kathy will give her contact information which was not available on their website.

**Membership.** Refer to Lise's Membership Committee Report which had been sent by email to the board.

- Lise reported that 83 members have submitted their renewals and she contacted an additional 12 who state they want to continue their membership. She reported an estimated 95 members.
- To generate more members, all members are encouraged to spread the word and recruit.

## **Ad Hoc Committees**

**Electronics.** Refer to Sandi's Electronics Committee Report which had been sent by email to the board.

- Sandi reported on the research she and Peter are doing to allow easier member access to our website. The two-factor authentication for access is onerous and alternatives are being studied. A Google non-profit account would enable a share drive on which the board and specified others may share documents. Free access to GoToMeetings is included, but it is noted to be less easy to manage than ZOOM.
- It was noted that documents should be in PDF form when they are applied to the website to prevent changes. Peter will survey the Board to find out what machines and applications they use to develop documents.

## **New Business:**

### **2021 Budget: Mary**

- The 2021 Proposed Budget spreadsheet was displayed for discussion. Refer to the website for this document.
- Mary explained that it was based on a projection of 100 members in 2021.
- It was clarified that the member fees listed will be for 2022 membership fees collected in 2021.
- The requested \$500 budget for the Membership Committee was discussed, and it was duly motioned, seconded and unanimously approved as an optimistic projection to cover

recruitment activities later in the year, should health conditions allow, and otherwise would be a credit available to the 2022 budget.

**Annual Financial Audit: Kathy**

- Mary and Kathy have asked George Wysock (who is a CPA) to head the audit committee, and Peter will participate to assist with the audit and with ZOOM.
  - A request for another member to join this committee will be posted in the newsletter.
  - The audit will be completed by the end of February for presentation at the March Board meeting and the annual meeting held in April.
  - It is expected to be a simpler audit due to the dearth of expenses due to our scaled back activities.
- A motion to approve the audit plan was made, seconded, and passed unanimously.

**Newsletter. Agnes.**

- Agnes requested that members send her copy to post in the newsletter by January 25.
- Agnes requested that officer candidate bios be submitted for the April newsletter. She will define a word limit.

**Events Calendar. Peter**

- No issues.
- Peter gets information to post from the newsletter, as well as information about newly created events from the event organizers.

**FFI. Kathy**

- Kathy encouraged us to try to look regularly at the FFI website to stay informed.
- FFI is trying to find ways to popularize the organization and appeal to more and younger people.
- One of the developments to come is an FFI online account for every member.
- A new FFI fee structure is imminent, eliminating the journey fees and increasing the annual membership fee to an as-yet undetermined amount.

Meeting adjourned at 2:30.

Next meeting is February 10, 2021 12:30 – 2:00.