

University of Minnesota Women's Club
Annual Board Meeting Minutes
May 11, 2021
Virtual Meeting via Zoom at 10 a.m.

Attendees: Barbara Burleigh, Barbara Cady, Barbara Cohen, Elizabeth Brady, Marian Champlin, Connie Cundy, Kathy Callinan, Carol Cantrell, Barbara Cady, Marlys Diekoff, Sandy Gale, Liz Grimmer, Catherine Holtzclaw, Fran Holmsten, Susan Hopp, Georgia Heisserer, Maggie Hoover, Veronica Johnson, Pat Kirchner, Nancy Kluver, Linda Lorenz, Pat Luhmann, Susan Madison, Bonnie Marten, Nancy Meyers, Georgia Nygaard, Mary Ann Palmer, Bonnie Russ, Carole Senty, Diane Schweizer, Lynn Slifer, Barbara Swadburg, Roberta Shellenberger, Dorothy Waltz, Millie Woodbury, Diane Young

Call to Order and Establishment of Quorum at 10:31 a.m. – Georgia Heisserer, President

- Welcome to our University of Minnesota Women's Club Annual Business Meeting. As your President during 2021, we have endured a world pandemic. I can report that during this year, I have been involved in many meetings with our Board of Directors, elected, appointed, the standing committees, and have closely followed the sections. I can assure you, this club is guided by strong and smart women.
- What impresses me most is the encouragement and kindness you all show one another on a regular basis as you collaborate to solve club problems. Whether before the Pandemic, or during the pandemic, I can tell that folks like what you're here for. Some are here for intellectual stimulation. We have that. Some are simply here for friendship. We certainly have that. Some are here to support the University of Minnesota scholars. Our support is stronger than ever. Many are here for all those things.
- Congratulations to you all as we suffered together this we carried on. I feel like a stumbling bear, emerging from hibernation! Some of you may feel the same way. Now it's time to muster up the old us, plan agendas for the coming year, and renew our enthusiasm. Wait until you hear what our women have planned! Dust off your calendars, get out your pens or pencils and be ready to rev up the ranks. Bring in a friend and strike up some conversations. Connecting with one another is what this is all about. Plus, connecting is good for our health.

Approval of Minutes

Marian Champlain made a motion seconded by Connie Cundy to accept the minutes as distributed. Motion passed.

Vice President for Scholarship Fundraising – Marian Champlain

- Through April 23, 2021, we have 170 gifts totaling \$97581. In that figure are 21 Named Scholarships. To date we have \$18,871 more than at this time last year.
- The Scholarship Fundraising Committee met on April 29 with 7 working members including the latest addition, Lynn Slifer. and 7 Ad Hoc members. As UMWC scholarship fundraising has broadened and become more complex over the years, it has been the plan of the Scholarship Fundraising Committee to expand the committee, with the hope that many of the tasks can be shared. The meeting yielded offers from three members to take on responsibilities.
- Marian Champlin has been working closely with Diane Young to make sure that Diane's transition to the UMWC's VP for Scholarship Fundraising is smooth and seamless. Meanwhile, Marian, who will become Chair of Named Scholarships (formerly called One-year Named Scholarships), has been reviewing and fine-tuning the process of attracting Named Scholarship donors.

President Elect – Susan Hopp

- It's been a busy, enjoyable year, assisting President Georgia and navigating the COVID unknowns. I took my task seriously to learn the organizational and administrative functions of the UMWC, had countless conversations about the workings of the club and our mutually beneficial relationship with

the U of M Foundation. To learn more, I sat in on the Scholarship Fundraising Committee, the Finance Committee, and the Conversations Committee.

- I loved working with Georgia and loved getting to know the Club. Attending the 9 Interest Sections via zoom to meet members was a highlight and I will finish the round when more sections are active. I might just have to join most of them - they're well run and stimulating.
- Planning for next year, the Nominating Committee was my big, pleasant surprise and where I learned the most. The committee was fabulously supportive, and this truly got me to know the club and our volunteers who choose to fill our elected and appointed positions! I had the pleasure of calling those "positions" to check in and then working out adjustments as issues arose.
- I look forward to next year - so much behind-the-scenes planning has been in the works to make it memorable! Thank you! Susan Hopp, President Elect, May 11, 202

Corresponding Secretary – Barb Burleigh and Marian Champlain

Marian introduced Barb Burleigh who has jumped right in to take on duties of Corresponding Secretary. Barb gave the following report:

- Condolence notes sent to:
 - The Family of Kay Blair on her passing. March 20, 2021
 - Patricia Kirchner on the passing of her husband John. April 23, 2021
- Thinking of You notes sent to:
 - Ardella Norenberg concerning the stroke suffered by her husband Curt. April 1, 2021
 - Jocelyn Kuo concerning the passing of her mother. May 1, 2021

Vice Presidents of Programming - Carol Cantrell & Barb Cady

- In spite of the fact that we did very little, the past year has been extremely frustrating. We were on the verge of shifting our Board meetings and Conversation Luncheons from Becketwood to Midland Hills when everything came to a grinding halt.
- We did manage to establish dates for most of our upcoming season, but there are so many unknowns that it is difficult to proceed with any certainty. Will we actually be able to meet safely in person? How many of our members will be willing to participate? Will Eastcliff be open to us? (Campuses will open on August 2.)
- We are working to get prices set and reservationists on board so we will have the necessary reservation slips prepared for inclusion in the next directory. A contact has been signed with the Doubletree for the Fall Welcome and Scholarship Luncheon. Maggie Hoover and Barbara Cohen are reservationists for the luncheon along with the help of Kathi Treston and Mary Abuan.
- We are in the process of recruiting new members for the program committee.

Treasurer – Sandy Gale

- Sandy will work this next year on redesigning the Treasurer position from one person to two. Sandy Gale and Sue Madison will be co-treasurers. Sue will work on scholarship and deposit the checks.
- During the next year, a group will work on defining how the co-Treasurer positions will work and make recommendations for changes to the bylaws.
- We will hire a tax preparer to file our tax reports for the scholarship fund. The scholarship fund is a 501c3 organization and reports to the IRS used to be easy to do online. But because we raised so much money the club had to increase reporting requirements that involve complex forms. The report is due in fall.

Conversations – Ingrid Lund and Maggie Hoover

- The Conversations Committee met in April to plan the speakers for the February and April 2022 luncheons. Kirsten Delegard, director of the Mapping Prejudice Project, will speak on November 9, 2021. Several candidates agreed to be speakers.
- Present at the meeting were Maggie Hoover, chair, Barbara Swadburg, co-chair 2021-2022, Ingrid Lund, Georgia Heisserer and Susan Hopp.

- Next year will be an exciting year when we can again meet in person, enjoy a delicious lunch, and hear informative and interesting speakers in person.

Historian – Bonnie Marten

Demolition on the UMWC office in McNamara will begin soon. I am waiting to hear where we will pick up our mail before the new office is ready.

Membership Chair – Carol Senty for Joy Chaput

- The membership committee welcomed one new member in the past month. There were 11 new members this year.
- Our committee sends to new members an email welcome letter with detail of the club's current and upcoming events that are on our calendar.
- The committee also sends by regular mail, materials, and information regarding section opportunities.
- Prior to Covid we sent each new member a name tag.
- After a new name tag design is implemented, we hope to resume sending name tags in summer, and we hope to have real live-time meetings so that we can use our name tags.

Newsletter Editor – Nancy Kluver

- The May-June newsletter was posted online April 30 and was sent to U of M Printing Services April 21 to print and mail. Our goal was to get the newsletter to members slightly earlier than usual so they could read the profiles of UMWC leadership included in the issue before voting on the officer slate at the annual meeting in May.
- In addition to the leadership profiles, the newsletter included information about the May 11 annual meeting and our speaker Lorna Landvik as well as a final column from President Georgia Heisserer and an introduction to President Elect Susan Hopp. We also published the names of UMWC donors to the 2020-2021 scholarship campaign and a short feature about member Maggie Reed, who established The Margaret and Peter Reed UMWC Scholarship after the death of her husband, Peter.
- Our Online Extra story introduced members to Olivia King, an impressive scholarship recipient who plays goaltender on the University of Minnesota women's hockey team. And we included a short tribute to long-time member Kay Blair, who died in March.
- Looking ahead, the deadline for the September-October 2021 issue is Monday, August 16.
- Thank you to all members who submitted articles and photos for this issue and the previous four. A big thank you to our designer Robert Waltz, who skillfully, efficiently, and cheerfully puts together all of the bits and pieces every issue.

Directory Editor – Dorothy Waltz

Transfer of "Publications Chair" Responsibilities

With increasing age, I find I'm losing my ability to handle the multiple responsibilities involved in the full range of the club's publications. Other members, primarily Susan Hopp and Carole Senty, have volunteered to take over most of the graphic design tasks and the implementation of many of these responsibilities. These include name tags, place cards and the redesign.

2021-22 Directory

- I look forward to continuing to edit and publish our annual Directory, with the technical assistance of my husband, Fred Waltz, and the many supporting contacts and proofreaders.
- To facilitate the publication of the Directory this year, deadlines are pushed back one more time. I will soon send to current Officers, Committee Chairs, and Section Chairs an e-mail message with a list of the Officers and Section Contact Members who were responsible for the information in the current 2021-22 Directory. In this message, I will ask for the name(s) of the member(s) who will be responsible for providing information to me for the upcoming 2021-22 Directory. Immediately after that, in late May, I will begin the work on next year's Directory by sending copies of this year's pages to each responsible member to use as a template for next year's information. Attached to this

report is a copy of the 2021-22 Directory deadlines, which were established based on the guidance given by the Board in May.

Summer Addresses

Please remember to urge any members who will away from their home address in mid-August-September to send their summer addresses to Dorothy Waltz by June 20th! USPS Bulk Mail Service does not forward our Directories. Thank you very much for your help with this. Directory will be mailed in last August/early September.

Records and Dues Officer – Nancy Myers

We are down by 50 members. Several discontinued but many may be back once we can meet in person. The Club has done well in a pandemic year.

UMWC MEMBERSHIP

	@6/30/2019	@6/30/2020	@5/11/2021
TOTAL ACTIVE MEMBERS	359	353	301
Renewal	300	308	288
New	44	34	11
Carryover	14	9	0
Complimentary	1	2	2
Deceased in current year		2	0
Deceased / Discontinued	52	43	64
TOTAL DUES COLLECTED	\$12,145	\$12,040	\$10,466

‘Carryover’ designates members who joined in March through June in the prior fiscal year.

The list of new members & directory changes is always available, if anyone needs it.

Scholarship Chair – Georgia Nygaard

Scholarship season is upon us and in late April our UMWC Scholarship Committee received 39 student applications. In receiving these applications, I was told that there are at least a couple dozen additional UMWC scholarship applications that were being processed for eligibility. This first “round” of student applications that we are reading look very good. We are anticipating a busy season and additional applications soon.

Website Liaison – Connie Cundy

- The May-June newsletter was posted on the website and emailed to all members on the list. Updates were made to the Quick Updates page on the website.
- The job descriptions for elected offices, appointed positions, and Interest Section leaders have been posted with the positions on the website. They are posted as PDF documents but can be switched to word for updating. Thank you, Bonnie Marten.
- I have scheduled and hosted Zoom meetings for the Board. Zoom invitations have been emailed to all members for the Annual Business Meeting and Conversation Program via Mailchimp. I continue to update the contact list for Mailchimp.
- Zoom recordings of various programs have been posted on the website.
- The annual Art Section show has been posted on the website. Thank you to Fred Waltz for putting it together and to all who contributed.
- Please refer to Quick Updates for new information, corrections, or updates and schedule changes. Send an email to have information posted on the website.

- Thank you for using the website to keep other members up to date!!

Section Reports

Around the Campus – Liz Brady announced a program that was postponed due to COVID. An in-person program about chocolate is planned for November 16. Fran Holmsten asked members to send ideas for programs.

Hikers – Nancy Kløver announced that the first hike was May 10, 2021 at Como Park. The overnight event has been planned.

Modern Literature – Marian Champlain will be the 2021-22 chair and books have been selected. 15-18 members participated each month. Zoom has worked so well, it will continue.

Movies – Elaine Savik will take over as chair.

Music – Barbara Cohen is looking forward to a regular schedule in 2021-22.

Mystery Lovers – Carol Cantrell stated that several members dropped out this year. Membership is 20 with 10-12 meeting in person. Zoom attendance was 5-6. Carol and Marian will meet to talk about how to successfully use Zoom for the book club.

Nature – Diane Schweizer stated that Nature had four successful Zoom speakers this year. They will integrate Zoom into some of the program for 2021-22. Linda Lorenz and Margie Daniels are on the program committee and a trip to an apple orchard is planned for fall.

Needle Arts – Carole Senty stated that it has been a quiet time for Needle Arts. They donated baby blankets, hats, and shawls in the winter. They will solicit donations for fall.

Non-Fiction – Millie Woodbury stated that books were selected last week via email. Zoom has worked out almost better than in person.

Out to Tea – Connie Cundy stated there were no in person events this year. The group will start again in late summer or fall.

Restaurant Ramblers – Barbara Cohen stated that they plan to meet on May 19 at the Tavern Grill in Arden Hills.

Vagabonds – Barbara Burleigh thanked Fred and Dorothy for the 8 programs this year. Having the program on Zoom brought in lots of visitors. The next session is May 21 with the topic of the Galapagos Islands. The group is not sure whether they can go back to meeting in person at 1666 Coffman. Zoom will be incorporated for winter sessions. The group is open to suggestions for programs and speakers. A fall session will feature Dorothy and Fred's trip to Copper Canyon in Mexico.

Women's Health Issues – Kathy Callinan announced that the May session on Osteoporosis awareness was changed from May 7 to May 27 at 10 a.m. An in-person session about exercise planned for November. Two in-person sessions will be planned for 2021-22 on topics such as kidney function, agism, or healthy feet. A speaker from St. Cloud state is available for Zoom sessions. The secretary of the section, Barbara Smith is 92 years old, and President Georgia recently played tennis with her.

New Business

Presentation of the slate of candidates for election to the 2021-2022 board. – Barbara Swadburg

The nomination committee met in February and March to interview candidates. At the April 6 business meeting, the board approved the slate of officers. Candidates are presented for membership approval. Vote was taken to accept the slate of officers and 38 members voted.

The Nominating Committee members are Barbara Swadburg, Chair, Maggie Hoover, Co-Chair, Georgia Heisserer, Susan Hopp, Nancy Kluver and Georgia Nygard. The Committee met for several sessions during February and March, and interviewed potential candidates for the slate of recommended candidates for the Board in 2021-2022.

The Slate of candidates for elected officers is:

President Elect, Catherine Holtzclaw

Vice Presidents for Programs, Barbara Cady and Carol Cantrell

Vice President for Scholarship Fundraising, Diane Young

Recording Secretary, Bonnie Marten

Treasurers, Sandy Gale and Sue Madison

Records and Dues Officer, Nancy Myers

The Committee requests approval of the Board for the Slate.

Presentation of Appointed Officers- Barbara Swadburg

In addition, Officers of Appointed Positions are as follows:

Auditor, Peggy Tang

Newsletter Editor, Nancy Kluver

Directory Editor, Dorothy Waltz

Website Liaison, Connie Cundy

Corresponding Secretary, Barbara Burleigh

Historian, Liz Grimmer

Presentation of the 2021-22 Budget – Sandy Gale

- The budget was approved by the board at the April Business Meeting. There is no budget to approve for the Scholarship Foundation.
- Sandy walked members through the proposed budget as based on actual expenses this year (see next page). There was less income in dues this year, and there was no luncheon income. Expenses for 2021-22 are estimated at \$16,000 based on the new venue and fees will cover luncheon expenses and the new member coffee.

University of Minnesota Women's Club					
Operations Account					
Proposed Budget for July 2021 through June 2022					
	4/6/2021				
	ACTUAL	ESTIMATED	BUDGET	VARIANCE	PROPOSED BUDGET
	7/1/20 - 3/23/21	3/24/20-6/30/21	7/1/20 - 6/30/21	7/1/20 - 6/30/21	7/1/21 - 6/30/22
Beginning Balance	\$20,133.60	\$18,395.12	\$20,133.60		\$16,380.12
INCOME					
Dues	\$10,396.00	\$35.00	\$12,075.00	(\$1,644.00)	\$10,675.00
Meeting and Luncheon Income	\$0.00	\$0.00	\$15,800.00	(\$15,800.00)	\$15,800.00 (1)
Other Income - Name Tag/Directory Replacement	\$5.00	\$0.00	\$0.00	\$5.00	\$0.00
Total Operating Income	\$10,401.00	\$35.00	\$27,875.00	(\$17,439.00)	\$26,475.00
EXPENSE					
Meeting and Luncheon Expense	\$0.00	\$0.00	\$16,000.00	(\$16,000.00)	\$16,000.00 (2)
Luncheon Speakers	\$0.00	\$250.00	\$400.00	(\$150.00)	\$400.00
Memorials-UMWC Operations to Scholarship	\$100.00	\$50.00	\$550.00	(\$400.00)	\$500.00
Printing/Addressing/Postage/Copying/Mailing	\$5,367.14	\$1,000.00	\$6,500.00	(\$132.86)	\$6,500.00
Technical Support	\$6,672.34	\$500.00	\$1,000.00	\$6,172.34	\$2,000.00 (3)
President's Fund	\$0.00	\$150.00	\$300.00	(\$150.00)	\$300.00
Big Ten Conference	\$0.00	\$0.00	\$1,600.00	(\$1,600.00)	\$0.00 (4)
Miscellaneous Other Expense	\$0.00	\$100.00	\$600.00	(\$500.00)	\$600.00
Total Operating Expense	\$12,139.48	\$2,050.00	\$26,950.00	(\$12,760.52)	\$26,300.00
Net Operating Income / Cash Flow	(\$1,738.48)	(\$2,015.00)	\$925.00	(\$4,678.48)	\$175.00
Operations Account Balance	\$18,395.12	\$16,380.12	\$21,058.60		\$16,555.12
(1) Meeting venue is changing, but estimate of reservation fees to cover food and non-food costs is not available at this time.					
(2) Estimate assumes luncheon reservation fees will be sufficient to cover luncheon expenses. Also includes expenses for Interest Section Chairs Breakfast, one New Member Coffee event and board meeting coffee service paid with club funds.					
(3) \$5,000 was special expense for scholarship and speaker videos.					
(4) Biennial Big Ten Conference will not be held this year. The \$400 each for up to four members' attendance will not be needed until 2023.					

- Tech support increased last year due to COVID. \$5000 was the expense for the scholarship video and including speaker videos, the total expense was \$6672. \$2000 is budgeted this year to cover expenses for the website and for Zoom.
- There is no Big Ten meeting planned until 2023, so did not need to be budgeted this year.
- That leaves a surplus of \$175. There is more in the operating account balance than we budget for.
- Sandy Gale made a motion seconded by Maggie Hoover to accept the budget for next year. Motion passed.
- Budget will be updated at the end of the year.
- Sandy thanked Connie Cundy helping her practice to share her screen on Zoom.

Adjournment at 11:28

Maggie Hoover made a motion seconded by Fran Holmsten to adjourn the meeting. Motion passed.