

# Gateway Chapter Board Meeting Notes

## Thursday, July 26, 2018

### Call the meeting to order:

**President** (Janice Marsh): The meeting was called to order at 11:15 A.M.

### Review of minutes:

**Secretary** (Mickey Knutson):

1. There were no corrections of posted minutes from the previous board meeting, March 2018.
2. We had no correspondence to share or discuss.
3. No motions for action by the membership or by a board member.

### Officer Reports:

**President** (Janice Marsh):

1. Reviewed agenda, printed reports and timeline.
2. The current calendar and calling tree (attached) were approved by the Board.
3. The Board approved the recommendations for the Standing Committee Chairs, serving August 1, 2018 through July 31, 2019. Vicki Sauter – Philanthropy, Ellen Ippolito – Social/Sunshine, Janice Marsh – Webmaster, Stephanie Hornsby – Workshops.

**Membership** (Nancy Feldman): We had three new members join in May which puts our membership at 64. Nancy is working on updating the rosters for our first member meeting in September. There was discussion on items to be included in the New Member packets.

**Programs** (Julie Cook): Julie Cook presented two projects for the 2018-2019 year and received approval from the Board for both projects. The Chapter name badge, along with the lettering and finishing will be the project(s) for the fall meetings, including conclusion of the Posies and Patterns from the past year and starting the new UFO. The winter and spring project is a USA Flag Sampler. Julie has included incentives for the programs and is continuing to work out the details and schedule. She will be meeting with her committee in August.

Julie is also refining the chapter name badge pattern and will coordinate with Membership (Nancy Feldman) to have the pattern reinstated into the new Membership welcome packets.

**Public Relations** (Donna Beaman): Donna received approval from the Board to have 100 copies of the new tri-fold printed and folded. Tri-folds will be distributed to the three local needlepoint shops and included in member packets.

### Special Committee Reports:

**Stitch-Away:** Jan Poneta and Hanna Evens (Kathy Scioneaux absent) gave an update on having a Stitch-Away in October of 2019, at Cedar Creek Resort. Dates are for two nights, Sunday, October 13, 2019, to Tuesday, October 15th. The required deposit has been waived but we need

to get a contract signed ASAP to hold our dates. The resort contract stipulates that the resort furnishes all food and beverage which includes meals and all stitching room snacks and beverages. No food and beverages are to be brought onto the resort by attendees. The Board is considering this contract and will look at cost for members and a non-refundable deposit for members to pay upon signing up for the retreat. Jan Poneta will work with CC Resort to negotiate holding the dates until this is introduced to the members at our September meetings.

**Philanthropy** (Vicki Sauter): Vicki was absent. She has proposed working with Circle of Concern food pantry in Valley Park to donate the Birthday bags as we did last year. Approval for this project postponed until further details can be considered.

**Social (Ellen Ippolito)**: Ellen reported that Regina Mohan suffered a fall and is in the hospital for a cat scan.

The Spring luncheon at Barb Smiths house was very successful and per Ellen “the most fun ever”. Due to weather conditions the lunch was indoors on the porch which was a perfect area for our group. Nancy Feldman won the drawing for a one-year dues paid in the local chapter. Megan Holmes donated a \$20 gift card from the Needlepoint Clubhouse which was won by Mary Carol Kleusner.

### **Other Officer Reports:**

**Fundraising** (Stephanie Hornsby, Kathryn Nagy absent): Printed report. They have cancelled our agreement with the Pie restaurants. We will continue with massages at the spring and fall retreats and are planning to sell merchandise at the EGA convention in St. Louis next year. Continuing to research additional fundraising opportunities for our Chapter.

**Newsletter** (Leigh Hullverson-Out of town): Printed report. Newsletter is late this month as Leigh still needs articles. Julie Cook will send info about the programs for the coming year and Jan Poneta will submit a “Save the Date” for October 2019.

**Treasurer** (Kathy Scioneaux absent): Janice has a printout of the May June report. As of June 30, 2018, we have \$8,380.51 in the account. It is time to have an audit and there was discussion on getting this done this summer.

**Webmaster** (Janice Marsh): No report.

**Workshops** (Stephanie Hornsby): Printed report. Stephanie is looking for ideas for our Workshops. It was suggested that she get a strong committee together.

### **Unfinished Business:**

1. Janice Marsh and Jan Poneta volunteered as a special committee to “Review Bylaws & Standing Rules” for 2020. This review includes “Chapter Record Retention.”
2. Regards the “Calling Tree”, it was approved to use the current calling tree to notify members of cancelled meetings or urgent updates.
3. The following were approved:
  - a. UFO
    - (i) UFO begins at the October meetings (bring two different “uncompleted by 50%” canvasses for member vote).
    - (ii) UFO ends at the September meetings (\$10 club donation if UFO is not completed)
  - b. Fall Retreat at the Needlepoint Clubhouse
  - c. Spring Retreat at Sign of the Arrow

- d. Spring Luncheon at location TBD

**New Business:**

1. Need volunteers for Treasurer Audit review, this is usually done in the summer. *Establish a Treasurer Audit Special Committee to complete an audit of the previous years financial records by August 30 and present findings to the Board of Directors. The approved annual financial report by the Board will be published in the September issue of Needlepoints.*

Ellen Ippolito and Janice Marsh volunteered their husbands for this audit. Also, two members names were suggested: Linda Aboussie and Kathy Scioneaux. This is pending.

2. Suggestion to increase Membership with an incentive to current members was approved by the Board.
  - a. Establish a member drawing activity “Bring a Friend to Needlepoint”. Approved.
  - b. If member friend joins, current member’s name entered into year-end drawing. Approved.
  - c. Year-end drawing offers a “Year’s Membership” to Gateway Chapter of \$22.00. Approved.
  - d. Treasurer validates the drawing entries through May meeting. Approved.
  - e. Drawing held at Spring Luncheon. Approved.
3. Suggestion to increase attendance at Spring Luncheon. Approved.
  - a. Include an attendance drawing for a certificate donated by each shop of \$20.00. (Needlepoint Clubhouse, Sign of the Arrow, First & Last)
  - b. This is to be coordinated and managed by the Chairperson and Co-Chair of the Spring Luncheon. Approved.

**Adjourn the meeting: Meeting concluded and adjourned at 1:10 P.M.**

*Any member is eligible to move to adjourn the meeting (requires a second and a majority vote) or President can call for further business and can adjourn the meeting.*