

Board of Directors (BOD) Meeting Minutes

400 W. Magnolia Street, Leesburg, FL
January 6, 2025 @ 10:00 a.m.

President: Rose Martens welcomed all and called the meeting to order @10:00 AM.

- There was a quorum present.
- The Pledge of Allegiance was said by all.
- Linda Way led the devotional.

1st Vice President: Barbara Howell, Ways and Means and Membership

- Membership: Perri Cook
 - Two new member orientations have been scheduled:
 - February 12, 2025, at 10:00 a.m.
 - February 19, 2025, at 6:00 p.m. for those who need to work during the day.
 - Need better support from Sponsors to help our new members.
 - GFWC Mt. Dora Woman's Club – have reached out to their membership chair. Waiting to hear back on when a good time in February would be to brainstorm membership ideas.
 - Member candidates must be stressed that this is not a social club. Laura and Perry to create a candidate list of what they need to know.
- Flight for Honor – Flyers for quilt raffle have been created and are being hung up around town. Pat Blaschka had the quilt at the Legacy Veterans Club on Friday, January 3, 2025. Sold over [REDACTED] in tickets.
- U.S. Stamps
 - [REDACTED] sold in December – put a message about the stamps on the Legacy of Leesburg message Board.
 - Sold another [REDACTED] in stamps at the Legacy tea.
 - Lake County Woman's Advocates wants to buy stamps from us to sell as a fundraiser for themselves. Jean Rudderow made a motion that GWC Woman's Club of Leesburg may sell stamps to other non-profit organizations @ a discounted price. The motion was seconded by Jane Ward. Motion passed unanimously.
 - Barbara intends to purchase more stamps as we are getting low.
- Next Quarter Auction - planned for 3/8/2025 at Arlington Ridge.
 - Laura Hannam made a motion that we get a QR code that we use to direct traffic to our website or to be used for payments. Perri Cook seconded the motion. Motion passed unanimously.
 - Barbara Howell made a motion that we setup credit card payments to go through Zeffy into the Woman's Club of Leesburg checking account. Laura

- Hannam seconded the motion. Motion passed unanimously. (*Note: Zeffy is a payment processing company that is free for use by nonprofits).
- Suggestions were taken for which two charitable foundations might receive a donation from the Quarter Auction. The suggestions included:
 - Ashley House - will be an all-female veteran transition home offering women veterans a temporary safe haven while also providing job training, counseling, and much needed female camaraderie as they work towards self-sufficiency in a secure and loving environment,
 - Take Stock of Children – mentor program focusing on Grade 9 through 12.
 - Love Extension – take food to elderly who can't get out of their homes.
 - Leesburg Elementary School – make a direct donation to the social worker account to help her aid the homeless children at the school.
 - Humane Society
 - Ashley House and Leesburg Elementary were selected by majority vote.
 - Barbara Howell made a motion that on a case-by-case basis for money's raised through our fund-raising activities a portion will be kept for administrative fees. Linda Way seconded the motion. Motion passed unanimously.
 - Barbara Howell purchased a presentation check and showed the Board members. The presentation check is to be used when giving moneys to a charitable foundation to give our pictures a more professional look.

2nd Vice President: Linda Way, Programs

- Betty from Cornerstone Hospice will be the speaker at the General Membership meeting on Monday, January 13, 2025. We will be providing her donation from the previous quarter auction at that time.

Arts & Culture: Sandi Velardo:

- Ceramics painting on Monday, January 20, 2025, at 1:00 p.m. at the Colored Easel in Leesburg.
- Melon Patch Theater on Sunday, February 2, 2025, Ben Hur, tickets \$24.

Civic Engagement: Arlene Golden:

- May limit to 1 more project this year possibly Salvation Army – Feed the hungry at breakfast/lunch or Men's Benevolence Society – feed the hungry in the evenings. Will have recommendation next week.

Education & Libraries: Dee Ream and Jane Ward: Mother's Day Jewelry activity at Leesburg Elementary School is coming up in May. Need to get together to bag the jewelry up in preparation.

Environment: Wendy Churchville: Nothing to report.

Secretary: Laura Hannam

- Barbara Howell raised concern with how the monthly financial reporting was documented in the minutes. Agreement reached to change the reporting going forward to identify Beginning Balance, Total Deposits, Total Expenses, Ending Balance.
- Laura Hannam made a motion to accept the minutes as written and change future minutes to align to agreement reached. Barbara Howell seconded the motion. The motion passed unanimously.

Treasurer: Jane Ward

- Financial Report as of 12/31/2025 – Filed for audit
 - Beginning Balance: [REDACTED]
 - Total Deposits: [REDACTED]
 - Total Expenses: [REDACTED]
 - Ending Balance: [REDACTED]

Investment Treasurer: Jean Rudderow

- Investment Report – Filed for Audit
 - Total for month ending November 2024: [REDACTED]

Old Business

- Club Calendar – Mirriam Craig provided an update on the planning of the calendar.
 - Sites selected for artistic sketches – Mote Morris House, library, Venetian Gardens, police station, fire station, veteran's park, national guard.
 - Need short descriptions for pictures and overall history of Woman's Club of Leesburg. Laura Hannam offered to assist with descriptions.
 - Calendars should be ready to go by August. Cost is \$766.40 for printing of 200 calendars (under \$4/calendar).
 - Will sell the calendars for \$10.
 - Still trying to get sponsors to help reduce cost. Karyn Lambert offered to be the first sponsor.
 - Laura Hannam motioned to fund \$766.40 for 200 calendars. Barbara Howell seconded the motion. The motion passed unanimously.
- Tracking of Member Activity - Laura Hannam informed the Board that the club calendar and tracking of member activity is currently in progress. ETA: 60 days.
- Updated by-laws being finalized – Laura Hannam informed the Board that the proposed bylaw updates are currently being finalized. ETA: 2 weeks.
- March funky fashion show – the show is scheduled for 3/29. Rose Martens will bring tickets to the general meeting to sell. The proceeds will benefit the Veteran's Flight of Honor project. Looking for basked donations.
- Changes to General Meeting Agenda discussed:
 - 11:00 to 11:20 a.m.: Call to Order

- President's Welcome, Devotion, Pledge to the Flag, Collect
- Approval of Minutes
- File for Audit of Financial Statement & Investment Statement
- Move luck of draw to right before lunch break
- Volunteer of the year – need to get the write up to Rose Martens by mid-January for submission to District 7 Chair by email not later than February 1st.

New Business

- Perri cook was selected as chair for 2025/2026 Officer Nominating Committee. Two members for her committee will be selected from the general membership at the next General Membership meeting. Committee will bring list of officer candidates to the March 2025 Board of Directors meeting.
- 2025/2026 budget planning – Jane Ward, Treasurer, will chair. The Budget meeting is scheduled for February 27, 2025, at 10:00 a.m. in the back room at Legacy club house. Barbara Howell will reserve the room.
- Financial audit – Jean Rudderow, Investment Treasurer, will chair. Audit will be the end of April. Open discussion about plans moved to March Board of Directors meeting.
- Initial discussion/planning for May Formal Tea
 - Planned for May 12, 2025 @ 11:00.
 - Joan Harpster, Chamber of Commerce Chair, does formal teas.
 - Lucille DiSanto will talk to Joan to see if she can host on this date and if it is possible to host it at Rogers Park.
 - Need to discuss at next meeting if we want to get the members to create fascinators to wear at the tea.
- Discuss 2024/2025 Member Survey – for this year, we will place a suggestion box at the March meeting to gather ideas and comments from the members.

Meeting adjourned at 12:07 p.m.

Next Board of Director's meeting: Monday, February 3, 2025.

Laura Hannam, Secretary