



Board Meeting Minutes

May 16, 2019

Sycamore Annex, 635 Old Orchard Drive, Danville

Attendees: Deb Wechsler, Chris Ritter, Bette Felton, Sandy Shalon, Marsha Anderson-Landau, Liz Williams, Joanne Quijano, Bev Nidick, Kathy Harkins, Susan Terzouli, Monika Witte

Meeting called to order at 5:45 by President Deborah Wechsler

Consent Agenda

- 1) Minutes from April Meeting Deb and Joanne will prepare
- 2) Financial Report – Chris Ritter
 - Transfer \$906.67 from TT back to local Scholarship
 - CD account opened for \$5000 for reserve fund- 9 months 2.3% interest maturity in Jan we can renew. \$2856 remains in savings probably to use for 50th celebration
 - We need to change the Executive officers every new Board.
 - FUNDS accounting. Tax ID number issue needs to be addressed.
 - Shape the Future memberships are being collected and booked now. Renewals will be booked for next year.
 - \$4714 YTD profit.

Propose to have a committee look at processes and procedures for accounting for our charitable donations that pass through our accounts. Treasurer, President, Funds rep, Scholarship rep

Preliminary Budget Proposal 2019-20 – Chris Ritter

VOTE Marsha moved and Bette seconded to approve the preliminary budget as amended in the meeting. Passed unanimously

Kathy McKnight's Passing

Kathy's daughter Diane wants to set up a Tech Trek scholarship Kathy McKnight Memorial Scholarship. Donations preferred to ARF or TT. Deborah will write up something for Advocate. Next month we will have details about donations

Installation and Member Appreciation – June 6 - Liz

- Mary Ellen is doing the program.
- Awards and recognition. 50 year members – Marsha ordered and framed certificates for Roseann Krane and Mary Ellen Brown. Funds donors will be handled by Mary Ellen & Bev. \$250 and above for Funds and TT.

- Food and Drink – desserts and light refreshments, coffee, wine and soft drinks.
- Setup and Decorations – 2 8 fts for Membership and 50 yr
- Publicity – 6:45 pm NOT DINNER; RSVP to phone number Joanne home phone.
- Julia Miner will help with setup and decorations.

Garden Tour recap – Kathy Harkins for Tena

- Publicity increase next year; more locations than EB Florist. Flyer ready sooner.
- Thanks to all who helped, esp Bette for her home; everyone loved the gardens; lots of words of “best garden”
- Successful tour. Weather helped. 445 tickets. Several on Sat. significant 16,513.26 ticket sales. Last year was similar and might have been 25% higher than the prior year.
- Carol H and Julie G baskets. \$1600.
- Total 18,113.26. plus quilt \$513 for creative endeavors. Theresa Cheung was the winner.
- Robert Landau refreshments did a great job. Many donations of sweets.

Scholarship Committee Update – Liz & Chris

4 action item areas from Committee:

- 1) Online application
- 2) Creative Endeavors scholarship amount – 110% of the others? Mary Mix wants this to be above the other scholarship amounts. Committee will continue working on the amounts.
- 3) Recruiting. Bette comments on representatives at Cal State EB from SR. We are not publicizing well enough.
- 4) SPF setup for tax deductible account. We need a project director = scholarship Chair. Project Treasurer would be the Branch Treasurer. Commencement date Sept 1 if we submit on July 1. Long term followup is not existent. Put in the grant that we will be in touch with recipients. Metric of success and long term followup plan are needed.

Tech Trek update - Monika

Offered a 9th slot and our alternate is thrilled. Paperwork completed. Another spot might come available. Bette moved that contingent on a 10th position open we move funds from Scholarship back to TT. Marsha seconded. Unanimous approval. Spanish translator for Ice Cream Social? Bev will check; Deb will contact past girls to check if they can attend.

Reminders/Announcements

Installation/Appreciation – June 6, 6:45 pm

Meeting Adjourned at 7:50pm