



**REGULAR MEETING MINUTES**  
**August 15, 2022**  
**Chapter House**

Presiding: President, **Debbie Wilkerson**  
Recording Secretary, **Kathy Ogden**  
Parliamentarian, **Val Mercer**

**Debbie Wilkerson:** Call to Order at 10 am

**Officers' Reports**

Recording Secretary, **Kathy Ogden**

**MOTION: I move to approve the minutes of the June 20<sup>th</sup>, 2022, Regular Chapter meeting.**  
**MOTION PASSED**

President, **Debbie Wilkerson**

- Passed sign-up form for flu shots
- Donations to the National Circle Fund were solicited. A donation of \$35 receives the 2022-2023 pin
- Check the roster for corrections

The Orders of the Day were changed allowing the 4<sup>th</sup> VP, Communications to speak first then proceed in order without objection.

4<sup>th</sup> VP, Communication, **Lynda Larson** – Reporting  
Communication Task Force Update

**MOTION: I move to establish a Community Relations Committee effective June 1, 2023, that would combine the responsibilities of the Resource Development and Communications Committees. The Second Vice President, Community Relations, would be the chairman of this committee and serve on the Assistance League of Salt Lake City Board of Officers and Directors replacing the current positions of Second Vice President, Resource Development and Fourth Vice President, Communications.**

Rationale: The Communications and Resource Development committees have complementary responsibilities in their outreach to the community. A combined committee would leverage the synergy between the two committees. Many past communication committee tasks are now being done by technology. With one committee there would be a unified message.

**MOTION PASSED**

President-Elect, **Diane Mackin** – Reporting

- Update on elevator repair, parking lot repair and roof leaks in the Thrift Shop

1<sup>st</sup> VP, Philanthropic Programs, **Ana Facelli** – Reporting

- OSB® Update – hired a OSB Receiving/Stocking Clerk
- Operation Healthy Teeth – 51 children receiving treatment
- Eye on the Community – bought water and clothing
- Book Bank ordered books for elementary schools

2<sup>nd</sup> VP, Resource Development, **LuAnne Lewis** – No Report

3<sup>rd</sup> VP, Member Services, **Kathy Shand** – Reporting

- Passed sign up for September meeting treats
- Asked for member's to be mentors

Treasurer, **Jackie Daniels**– Reporting

- Clean audit
- RTO 85.12%

Total YTD Ordinary Revenue through 07/31/22	\$ 151,454	\$ 149,371
Total YTD Expense through 07/31/22	\$ 191,192	\$ 139,136
Net Ordinary Income	<b>\$ (39,738)</b>	\$ 10,235
Thrift Shop Revenue for 06/01/2022 – 07/31/2022	\$ 121,186	\$ 113,926
Thrift Shop Income for July 2022	\$ 62,340	\$ 59,411
Total Cash in Bank Accounts as of 07/31/22	\$ 1,063,277	\$ 941,540
Total Invested Assets as of 07/31/22	\$ 488,818	\$ 535,143
Total Cash plus Invested Assets	\$ 1,552,095	\$ 1,476,683

### Standing Committee Reports

Bylaws, **Linda Stimpson** – Reporting

- Requested suggestions for Chairman title change

Strategic Planning, **Carol Coulter** – Reporting

- Looking for new program options
- Evaluating Operation School Bell

Technology, **Liz Quealy**, No Report

Thrift Shop, **Trish Oba** – Reporting

- Average proceeds on Wed., Thurs., Friday is \$2,500
- Average proceeds on Tues., Sat. is \$3,500

Assistees, **Kim Shemwell**, No Report

Note: Assistees meetings will now start at 6:30 pm

Consociates, **Tiffany Hall** – Reporting

Karen S. Johnson Woman of Distinction on **October 1, 2022**. The Honoree is Ann Hoffman.

- Reservation sent out
- Theme is “Harvest Kindness”

No New Business

Good of the Order

Kindness Recognition

- 7 Women and 1 man received recognition
- Award went to Liz Moon who had two recognitions

Adjourn 11:30 am

### **MOTIONS**

#### **Actions of the Board**

Board Passed August 11, 2022, no member vote needed

**President, Debbie Wilkerson**

**MOTION:** I move that the requirement that new members or rejoining members past a background check be removed from the Name-Based Search Policy .

**MOTION:** I move that coats and shirts remaining from previous sales be sold to membership for \$10.  
**MOTION PASSED**

**Treasurer, Jackie Daniel**

**MOTION:** I move to accept Eide Bailly's audited financial report for 2021-2022

**Bylaws, Linda Stimpson**

**MOTION:** I move to revise the Finance Policy as approved by the Finance Committee on August 8 by making the following changes:

**Delete Finance Policy II.Q, "Annually, the Board shall designate unrestricted net assets sufficient for one (1) year's operating and capital budgets."**

Rationale: National suggested deletion of this line item a couple years ago.

**Amend Finance Policy VII.B to read: ~~In lieu of vouchers~~, Recurring invoices, e.g., utilities and regular maintenance, shall be approved by the House Operations Chair, President-Elect, or President.**

Rationale: Correct committee title, remove confusing wording and extend approval authority to President since House Operations Chair and President-Elect can be the same person.

**Amend Finance Policy VII.C. to read ~~in lieu of vouchers~~, Email approval of invoices is acceptable.**

Rationale: Remove confusing wording and simplify.

**Amend Finance Policy X.K to read: ~~Deposits from the safe to the Thrift Shop checking account shall be made~~ Thrift Shop cash receipts shall be deposited to ~~the checking account~~ a specified account by the ~~First or Second~~ Assistant Treasurer or other assistant treasurers one (1) to three (3) times per week or as necessary.**

Rationale: Clarify handling of cash receipts by eliminating reference to a Thrift Shop checking account and remove reference to Second Assistant Treasurer, which is an undesigned role at our Chapter.

**Strategic Planning, Carol Coulter**

**MOTION:** I move that the following people comprise the Strategic Planning Committee: Heidi Makowski, Antonia White (presidential appointments); Carol Coulter, Linda Stimpson, Val Mercer, Geri Mineau, Trish Oba, Ranae Pierce, Kathy Ogden; Debbie Wilkerson, President and Diane Mackin, President-Elect Ex officio.

**Technology, Liz Quealy**

**MOTION:** I move to hire Abby Shemwell as an independent contractor to provide professional social media content at an hourly rate of \$19.00/hr.

**MOTIONS**

Board Passed 8/15/22, Members Vote 9/19/22

**Communication Task Force, Lynda Larsen**

**MOTION:** I move to establish a Community Relations Committee effective June 1, 2023, that would combine the responsibilities of the Resource Development and Communications Committees. The Second Vice President, Community Relations, would be the chairman of this committee and serve on the Assistance League of Salt Lake City Board of Officers and Directors replacing the current positions of Second Vice President, Resource Development and Fourth Vice President, Communications.

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## 2022-2023 Chapter Calendar

### August 2022

August 11 Board Meeting, Chapter House , 9:30 am  
August 15 Chapter Meeting, Chapter House  
August 24 Consociate, Chapter House, 5 pm

### September 2022

September 14 Assisteens, Chapter House, 6:30 pm  
September 15 Board Meeting, Chapter House, 9:30 am  
September 19 Chapter Meeting, Chapter House  
September 28 Consociates, Chapter House, 5 pm

### October 2022

October 1 Women of Distinction Luncheon, Cottonwood Club  
October 12 Assisteens, Chapter House, 6:30 pm  
October 13 Board Meeting, Chapter House, 9:30 am  
October 17 Chapter Meeting, Chapter House  
October 26 Consociates, Chapter House, 5 pm

### November 2022

November 9 Assisteens, Chapter House, 6:30 pm  
November 16 Consociates, Chapter House, 5:00 pm  
November 17 Board Meeting, Chapter House, 9:30 am  
November 21 Chapter Meeting, Chapter House

### December 2022

December 12 Holliday Luncheon, Marriott Hotel

### January 2023

January 11 Assisteens, Chapter House, 6:30 pm  
January 19 Board Meeting, Chapter House, 9:30 am  
January 23 Chapter Meeting, Chapter House  
January 25 Consociates, Chapter House, 5:00 pm

### February 2023

February 8 Assisteens, Chapter House, 6:30 pm  
February 22 Consociates, Chapter House, 5:00 pm  
February 23 Board Meeting, Chapter House, 9:30 am  
February 27 Chapter Meeting, Chapter House

### March 2023

March 2 **Mountain Land Fundraiser**  
March 8 Assisteens, Chapter House, 6:30 pm  
March 16 Board Meeting, Chapter House, 9:30 am  
March 20 Chapter Meeting, Chapter House  
March 22 Consociates, Chapter House, 5:00 pm

### April 2023

April 12 Assisteens, Chapter House, 6:30 pm  
April 13 Board Meeting, Chapter House, 9:30 am  
April 17 Chapter Meeting, Chapter House  
April 26 Consociates, Chapter House, 5:00 pm

### May 2023

May 10 Assisteens, Chapter House, 6:30 pm  
May 11 Joint Board Meeting, TBD  
May 15 Annual Meeting, TBD

May 24

Consociates, Chapter House, 5:00 pm