**AGUA DULCE WOMENS CLUB**

**GENERAL MEETING MINUTES - Draft**

**33201 Agua Dulce Canyon Rd**

**January 2, 2020**

**Social Time:** 6:30 – 7:00 pm

Hostess: Charleen Mullin

**Call to order:** 7:03pm

**Attendance:** President – Nicole Higdon (NH); Vice-President – Toni Pearlman (TP); Secretary – Amanda Buchan (AB); Editor – Anne Marenco (AM); Facilities – Patty Rankin (PR); Membership – Kat Hupp (KH); Programs – Charleen Mullin (CM)

Absent: Treasurer - Terri Tersigni (TT); Health & Welfare – Sarah Brewer (SB) (excused)

**Approval of Agenda:** Approved

**Approval of Prior Minutes:** None to approve

**Board Member Reports:**

President: Opening statement

* president introduced herself, excited, productive, fun, enjoyable
* Outline of a meeting
  + Social 6:30-7:00
  + Business 7:00-7:40
  + Program 7:45 – 8:45
  + Resume business if needed 8:45 until completed
* Comment Cards
  + Fill out for Open Forum & deliver to Secretary
  + Will be addressed at end of meeting – time permitting, otherwise will be addressed individually
* Board Goals
  + renovation
  + rentals
  + policy & procedures
  + disaster preparedness
  + Membership questionnaires
  + Transparency

Vice-President: Introduced herself – No report

Treasurer – Absent, no report

Secretary – Introduced herself, no report

* Notebooks from previous years were passed to her from NH

Editor – Introduced herself

* Send pictures, announcements, etc.
* Requested website info – Mary Johnson will assist in transfer of access

Facilities – introduced herself

* Repairs
  + Roof leak due to water line break at swamp cooler
  + Urinal is broken
  + Request to equip men’s bathroom to handicap (new toilet, pull bars, remove divider)
    - Susan Slamer will contact VA to see if they will make bathrooms handicap accessible, so approval put on hold pending VA response
* Current Rentals
  + There are 2 coming up, meeting with 2019 Facilities to obtain all info relating to these bookings
* Rentals Overall
  + Crafting a new rental agreement that encompasses both prior forms
  + Noise Curfew
  + Notify Neighbors of large parties
  + Verify Insurance Policies in force – Board Action Item
    - Liability & Board
  + Enforce Stipulations in Current Agreement
    - Security Guard
      * Discussion as to when to require
    - Insurance Rider provided by renter
  + Table/chair rental fee
    - * Discussion – Board Action Item

Membership: Introduced herself

* Reinstitute badge fines (per bylaws) - $1 per infraction
  + Fines to go toward programs/hostess
* New member introduction – Donna Roe – longtime resident
* What is the membership time period (pro-rated?, if yearly from when to when)
  + Clarify in all membership forms/Country Journal
    - Discussion – January to December – Board Action Item

Health & Welfare: Excused Absence

* Susan Slamer (previous year H & W) will assist in the H & W duties for Jan & Feb 2020 due to SB impending motherhood
* Celebrated January Birthdays

Programs: Introduced herself

* Tonight’s Program – White Elephant Gift Exchange
* Taking any and all suggestions
* Reinstate “Hostess Program”
  + A member adopts a month and spearheads food for that meeting – hors d’oeuvres
  + $50 supplied to hostess for costs
  + Sent around a sign-up sheet
* February will be “Pajama Party” with “Breakfast for Dinner” – hostess Amanda Buchan

**Old Business:** Policy & Procedures

* Committee Reestablished
  + Lee Jennings temporary chair
  + Will work from prior committee’s draft

**New Business:**

* Membership Wish List Questionnaires
  + Handed out to members present
  + AM will email blast to membership
  + Questionnaires to be returned to the Secretary

**Committees:**

* Parade of Tables - Verbal Report by Mary Johnson & Julie White
  + Awaiting final bills; Final numbers & written report anticipated to be completed/submitted by January Board meeting
  + Approx. 250 in attendance
  + Approx 160 Disaster Preparedness kits purchased by community
  + $5,000 donation from Supervisor Barger for kits – to the most vulnerable in the community
* Membership Luncheon – Kat Hupp Chair
  + Requested volunteers for Committee
  + Theme –
  + Date – Saturday, Feb 8, 2020 – 11:00am – 2:00pm
  + Taco Bar, Games & Prizes
    - Discussion - Can prizes be tickets to ADWC events, Raffle Tickets, membership fee – Board Action Item
* Santa at the ADWC – Verbal report by Julie White & Mary Johnson
  + 100+ kids
  + 41 letters written to Santa – 41 letters responded to by elf Mary Johnson
  + Great crafts
  + ½ truckload of food to food pantry
  + Final numbers & written report anticipated to be completed/submitted by January Board meeting
* Renovation Committee – Verbal report by Patty Rankin
  + Committee has met 2 times – minutes available upon request
  + The electric system has been tested and is in the process of having all minor repairs made (loose connections, loose breakers, replacement of outlets, etc.). All interior outlets anticipated to be in working order by 01/10/2020
    - 1 exterior parking lot grey box with no ground
    - All exterior outlets need all-weather covers
      * No completion date for those items at this time
  + Met with Bob Milewski (works with the construction trade unions). Gave us a “plan of action” to investigate moving forward with “renovation” of clubhouse
    - Make a list of what members want to see
      * Member suggestion box – will be available for the next few meetings
    - Meet with one of his union contractor/instructors for advice/input
    - Take plans/ideas to Dave Beaumont for drawing of plans
    - Submit to Building & Safety
    - Get a politician involved to speed up the process
* Santa to A Senior – No report
* Installation Dinner – No report
* Disaster Preparedness – No report
  + Is there an official disaster preparedness committee? Board Action Item

**Motions:**

* Each meeting shall have a “Hostess” that will provide food for the meeting. A $50 stipend will be supplied to the hostess. MOTION PASSED with 1 abstention

**Open Forum:**

* Which donors requested their funds returned?
  + KH will reach out to Pam Baird for that information
  + Patti Duce suggested a thank you/update be sent to those who did NOT ask for their money back and continued to support the Club – BOARD ACTION ITEM
* Suggest Food Pantry Donation for EVERY event – Food Pantry Committee?

Meeting adjourned: 8:15 pm