

May 19, 2009
NATIONAL LEAGUE OF AMERICAN PEN WOMEN
PALM SPRINGS BRANCH
BOARD MEETING
DESERT FALLS COUNTRY CLUB
9:30 a.m. – 11:30 a.m.

Officers/Chairs present: Audrey Moe, Marge Dodge, Shirley Coombs, Pat Dugas, Kathy Bjork,
Carol Mann, Judy Fabris; Chair Kathryn Jordan

Guests: 2009-2010 Officers Lynn Spreen, Cheryl McFadden, Chair Joanna Jacobs

Handouts distributed: Financial Report for Women of Distinction in the Arts – Marge Dodge
Programs and Special Events Report – Marge Dodge
Bylaws given to new board members present – Marge Dodge

President Audrey Moe called for motion to approve minutes of April 17, 2009. So moved by
Marge Dodge. Seconded by Kathy Bjork.

President set luncheon agenda with Board input.

Board Reports

- 1st VP Programs – Marge Dodge
 - Report on Women of Distinction in the Arts Luncheon
 - Receipts - \$8,016 Expenses - \$5,065.48 Profit - \$2,950.52
 - Three articles appeared in *The Desert Sun*.
 - Discussion of the idea of raising money for scholarships at the monthly luncheons with an *ongoing series* of small events.

- Discussion of selection criteria for Women of Distinction.
- May 19th luncheon – 33 reservations, five guests.
- The 2009-2010 Membership Directory will be distributed to members attending the luncheon. Directories for those members not in attendance will be mailed. A letter inserted in the Directory thanks members for their dues and advises of their tax deduction.
- The 2009-2010 Program Selection Meeting will take place at the Berger Center Thursday, May 21, 2009, from 10-12 a.m.
- 2nd VP Membership – Shirley Coombs
 - Certificates will be presented to Cheryl McFadden, Nina Simoni and Dolores Carruthers.
 - 2008-2009 new members: Carolyn Eade Blaker (L), Fritzie von Jessen (L), Cheryl McFadden (L), Nina Simoni (L), Dottie Reiss (L), Cynthia Slater (A/L), Dolores Carruthers (P), Elizabeth Boyd (P).
 - The names of approximately 14 prospective members will go to incoming VP Membership Lynn Spreen as well as all necessary paperwork, forms, etc.
 - P.O. Box key has been passed to Kathy Bjork.
- 3rd VP Newsletter – Pat Dugas
 - Board members should pass any ideas, suggestions for newsletter to the editor.
 - Discussion of possible newsletter in June or July. Decision to 2009-2010 Board.
- Treasurer Kathy Bjork
 - BOH \$12,230.28. Complete report on file with the Treasurer and Recording Secretary.
 - From this amount - scholarships, national and state dues will be paid, leaving approximately \$3,000.
 - Renewals – if a member decides not to renew, submit intent by letter. This letter enables the member to be reinstated at a later date, if they so choose. If a letter is not submitted, the former member must re-qualify.
 - Scholarship donations in addition to Flower for a Scholar totaling \$350.00 received from guests or respondents.
 - The IRS tax return has been filed by Marge Dodge. Good for the year.
- Outgoing Recording Secretary/Incoming Corresponding Secretary Carol Mann

- A thank you note will be sent to Mel Haber, May 19th luncheon speaker.
- Thank you/tax deduction letters will be sent to Scholarship Donors who donated to Flower for a Scholar independently.
- Recording Secretary materials will be given to Cheryl McFadden, incoming secretary.
- Corresponding Secretary materials turned over to Carol Mann by outgoing secretary Judy Fabris.
- Scholarship Chair Kathryn Jordan
 - Six \$1,000 scholarships will be awarded.
 - Motion by Kathryn Jordan to add one more scholarship, a continuing scholarship, to be given to a previously awarded student returning for a second year of college. Seconded by Kathy Bjork.
 - After discussion, Kathryn Jordan amended motion for the continuing scholarship to be in the amount of \$500. Seconded by Judy Fabris.
 - President called for the question. Approved.
 - Motion by Marge Dodge for a committee to examine by-laws re: scholarships. Seconded by Judy Fabris. Approved.
 - The first Bucket Raffle will be held at the luncheon to benefit scholarships.

Old Business

- Membership Directory completed and ready for distribution. (See Section - 1st VP Programs.)
- Outgoing board members are to turn over necessary materials to incoming board members.
- Outgoing President Audrey Moe will turn over necessary materials re: procedures, ideas, ongoing/unfinished business to incoming President Joan Petit-Clair.
- Any new ideas should be submitted to Joan Petit-Clair.

New Business

- Marge Dodge queried if anyone interested in assuming the position of National Letters Chair. Finding no one, the National Letters Chair Notebook will be returned to National to seek elsewhere.
- Board members should review By-laws.
- Membership and Scholarship Certificates were signed by the appropriate officers.

Meeting adjourned at 10:38.

Respectfully submitted,

Carol Mann

Recording Secretary