

**National League of American Pen Women
Palm Springs Branch
Board Meeting Minutes
Desert Falls Country Club
January 19, 2010**

Present: Joan Petit-Clair, Marge Dodge, Lynne Spreen, Pat Dugas, Kathy Bjork, Cheryl McFadden, Carol Mann, Joanna Jacobs, Tammy Coia

Meeting called to order at 9:35 a.m. by President Joan Petit-Clair.

December minutes were approved as written.

Board Member Reports

- 1st VP Programs and Special Events—Marge Dodge

Monthly Programs

- Program this month is Maureen Gilmer gardener, author, host on DIY network, syndicated gardening column, etc.
- Program next month is Patricia Taylor Lee, Artistic Director of the Virginia Waring International Piano Competition.

WOD 2010

Three honorees selected will be announced today:

- **Jacqueline Bachar**, producer and hostess of her radio show on KPTR, AM 1340. She features internationally known authors, local authors, people in the arts and local charities. (Nominated by Dawn Spitz.)
- **Denise DuBarry-Hay**, President of the Palm Springs Women in Film and Television, producer of “Shoot the Hero”, Developer of infomercials and other feature films. (Nominated by Iris Anderson.)
- **Barbara Mortensen**, “The Opera Lady” presents live simulcasts from New York of Metropolitan Opera at local movie theaters. (Nominated by Audrey Moe.)

Planning meetings on: January 5th, we selected honorees and assigned tasks. Susan Heiligman doing invitations, Laura Lee doing owl awards, Judie Ruzek and Lynn Spreen doing Pick a Flower..

Future meetings, the first Tuesday of the month—February 2nd, March 2nd, and April 6th from 10 a.m. to 12 noon at the Berger Foundation.

Pick-a-Flower donation of a weekend stay at the “Top of the Park Lane” the newly remodeled executive floor at the Helmsley Park Lane Hotel in New York City. Donation made by friend of Barbara Mortensen, Ann Zaccarelli, Executive Assistant to the General Manager at the hotel.

As an aside, Marge suggested that the President’s agenda be e-mailed to board members by the Friday before the Board Meeting since several Board Members did not receive an agenda prior to this meeting. Discussion followed and it was agreed that Board Members would submit their reports to Joan no later than that Friday and Joan, in turn, would distribute the agenda by then.

- 2nd VP Membership—Lynne Spreen
 - No report. No new members. Dawn Spitz has sent material for application for National membership.

- 3rd VP Newsletter—Pat Dugas
 - Everything went fine last month and she wanted to thank Jenny Gumpertz for proofing and formatting. Also, she expressed that for fairness submissions to Whoo’s News should be alphabetical. Notification of due dates for dues will appear in a letter to the membership as well as in the newsletter.

- Treasurer—Kathy Bjork
 - BOH—A/O 1/19/2010 = \$6,951.11 Complete report on file with Treasurer and Recording Secretary
 - Two scholarships in the amount of \$2000 are outstanding awaiting recipient/school action.
It was moved and seconded that the 2010 scholarship has to be used by April 15, 2011. All members agreed.

- Corresponding Secretary—Carol Mann
 - Thank You note was sent to Julie Warren, Speaker @ December luncheon
 - Thinking of You, Get Well cards sent to:
 - a. Joan Petit-Clair
 - b. Anice Schwartz
 - c. Cynthia Frohlichstein
 - d. Kathy Bjork
 - e. Dessa Reed

 - Thank You note received from Mary Barrer

- Historian—Anice Schwartz
 - Not present. No report provided.

- Hospitality Chair—Joanna Jacobs
 - Attendance numbers are down. Only 22 reservations for today's luncheon. Joanna stressed that those who reserve and do not cancel within 24 hours are expected to pay. No exceptions.

- Scholarship Chair—Tammy Coia
 - Sending letters out before March to school counselors.

- Publicity Chair—Susan Heiligman
 - Not present. No report

- Webmaster—Judie Ruzek
 - Not present. No report.

Old Business

- Position clarifications to Lynne Spreen. Lynne reported she is still missing some of the Board job descriptions and needs asap.
- Slate of officers for 2010-2012—Carol Mann
 - President—Joan Petit-Clair
 - VP Programs Joanne Hardy and Rita Steffen to serve as Co-VP's (*)
 - VP Membership—Lynne Spreen
 - VP Newsletter—Dodie Cross (to be confirmed)
 - Treasurer—Kathy Bjork
 - Recording Secretary—Cheryl McFadden
 - Corresponding Secretary—Carol Mann
 - Historian—Anice Schwartz (**)

*Marge Dodge expressed her concern that two people sharing the position of 1st Vice President is too vague. She said that we need to determine, from the onset, which of the two 1st Vice Presidents will assume the position of President if the acting President resigns or is unable to perform her duties. Marge is very concerned that this ambiguousness could lead to potential problems. Carol said she will check with Joanne Hardy and Rita Steffen to determine who will act as President should the need arise.

** Joan will contact Anice re: historian position.

- Not on the ballot but continuing:
 - Hospitality Chair—Joanna Jacobs
 - Scholarship Chair—Tammy Coia
 - Publicity Chair—Susan Heiligman
 - Webmaster—Judie Ruzek

Discussion followed regarding setting up a committee to serve as backup for the Webmaster. Pat Dugas and Shirley Brenon have both agreed to serve on this committee.

New Business

It was suggested that the bylaws be updated to provide a time limit for Provisional membership. It was suggested that Provisional Memberships be eliminated for two years as we attempt to bring up the status of current Provisional Members to Active status with the help of mentors. Also, we should start recruiting for Active and/or Associate members. Discussion followed. Marge Dodge moved that we place a one-year moratorium on new Provisionals from May 1, 2010 to May 1, 2011. Seconded by Kathy Bjork. Motion carried.

It was moved and seconded to adjourn the meeting at 11:15. Motion carried.

Respectfully submitted
Cheryl McFadden
Recording Secretary