

## Zonta Club of Billings

August Board Meeting Minutes  
August 4, 2009

**ATTENDING:** Nancy Curriden, Maribeth Haynes, Kathy Hildebrand, Joan Hughes, Lynette Kerbel, Donna Meehan, Jolene Rieck, Connie Sanders, Anne-Marie Wade

**ABSENT:** Deborah Brown, Shelley Hayes

Anne-Marie Wade called the meeting to order at 12:00

**TREASURER'S REPORT:** Lynette Kerbel reported the Finance Committee met and developed a draft money control/handling policy. It was agreed the Board would take the draft copy of the policy, review it this month, and vote on it in September. Lynette asked the Board to take action on the paragraphs regarding written approval from the President for any check written by the Treasurer for more than \$250, and the policy stating the Treasurer cannot write reimbursement checks without receipts. However, the Board may review a claim without a receipt and authorize payment. The Board voted to approve these paragraphs as amended.

Lynette also proposed moving some of the Club's money into CD's since the interest rate is so much higher. The Board approved moving \$6000 in Club funds to two (2) \$3000, 7 month CD's maturing in March 2010.

The August Treasurer's Report was approved as submitted.

**CORRESPONDING SECRETARY'S REPORT:** Connie Sanders reported the Club received a dues check, a bill for the P.O. Box, various newsletters and solicitations for donations. The Club also received a thank you note from Tracy Manning-Egge (District XII, Area 1, Director) for the timely submittal of Club Reports.

**FUND RAISING COMMITTEE REPORT:** Joan Hughes reported the 2010 Status of Women program meeting will be March 17 featuring a speaker with "name recognition". Profit for the Club will be made by charging more than the regular lunch rate. Funds will be raised from more than just the Club by encouraging communitywide attendance.

Trivia night is scheduled for February 20, 2010. There will be a Zonta chili night at Yellowstone Valley Brewing Co. November 6.

**MEMBERSHIP COMMITTEE REPORT:** Anne-Marie Wade reported there were no applications for membership for Board approval today. She also noted the fall kickoff/new member orientation is set for September 30, at 6:00 PM at the Western Heritage Center. Every member will be encouraged to attend and bring at least one prospective member with them. Carmen Mangis is developing an agenda for the programmed portions of the gathering. It was agreed Donna Meehan will send Carmen the last Service Project brochure she developed. Connie Sanders will get interesting photographs of Club activities to Carmen for possible inclusion in any updated brochure developed for recruiting new members.

**SERVICE COMMITTEE REPORT:** Connie Sanders reported Kathie Riggs is heading the effort to remodel a room at the MRM Women's and Family Shelter the weekend of August 21-23. Sign up sheets for labor and materials will be passed around at tomorrow's Business Meeting.

The Club received a request for volunteers for the Billings Cardboard Box City to be held on the ZooMontana grounds October 3-4. Four to five people are needed for set up on Saturday morning from 10:00 AM to noon. Three to four people are needed to serve dinner from 4:30 – 7:30PM. Connie will send around a sign up sheet at the September Club meetings.

Connie will present the Service Committee Budget at the Business Meeting tomorrow. In advance of the

meeting, she will have Anne-Marie e-mail the budget to the Board for their review and comment.

**ADVOCACY COMMITTEE REPORT:** Donna Meehan reported \$500 from the Service Committee budget was set aside as a line item for the Advocacy Committee budget.

#### **UNFINISHED BUSINESS:**

- Anne-Marie Wade & Connie Sanders will work on the Board retreat to be held at Connie's home. Details will be forthcoming. Joan Hughes noted she will be unavailable September 13-16 and September 28-29.
- There was nothing new to report on the status of the Zonta Dues Scholarship exploratory committee.
- Anne-Marie reported Tracy Manning-Egge will be visiting the Club on October 21. She will present at the Program Meeting and it is hoped the Club can put together a social function welcoming her.

#### **NEW BUSINESS:**

- No new business topics were introduced or discussed.

#### **CALENDAR & ANNOUNCEMENTS**

- ***NO PROGRAM MEETING IN AUGUST***
- August Business meeting: Noon, August 5, McCormick Café, 2419 Montana Ave. \$10 lunch
- September Board meeting: Noon, September 1, 2009, Crowley|Fleck Law Firm, TWII, 5<sup>th</sup> Floor
- September Business meeting: Noon, September 2, McCormick Café, 2419 Montana Ave. \$10 lunch
- September Program meeting: Noon, September 16, McCormick Café, 2419 Montana Ave. \$10 lunch
- Fall Kick Off / New Member Orientation: 6:00 PM, September 30, Western Heritage Center, 29<sup>th</sup> Street & Montana Avenue

Anne-Marie Wade adjourned the meeting at 12:30 PM.