

HCC Board Meeting

March 23, 2023

Zoom

Present~ Liza McCahan, Stacy Emanuel, Co-Presidents, Sara Carcieri, Mary Rhineman, Vice Presidents, Kathy Bourke, Treasurer, Susanne Toothaker, Recording Secretary, Heather Roberts, Nominating, Fran Gammell-Roach, Investments, Tammy Bolotow, Events, Kerry Sweeney, Amabel Allen, Membership, Kate Farrington, Communication, Anne Jackson, Emily Morgan, Classes, Sharleen Bowen, Anne Snyder, Giving Society, Sue Pakula, Buildings and Grounds and Margaret Lederer, Past President.

1. The minutes from February 23, 2023 were excepted with the exception of adding a reference to Membership information in the consent agenda.
2. Congratulations and thanks to Kathy Bourque for taking on the Treasurer's position. Sara and Fran have been helping, particularly since it is budgeting time for the next year. Our financial situation is strong with 110% goal for annual dues and 115% goal for classes. Our investment fund is making money. The draw from our larger investment account is very important (4% taken out in installments). What we don't spend goes into our General Fund. Please send in any figures you can for helping to complete finalizing next year's budget. The Treasurer's report was put on file.
3. The board has all received Helen's response to our offer. It was suggested that the Personnel Committee just make sure they have written documentation of meetings and reviews with Helen.
4. The first meeting of the Search Committee was very efficient and well done. The job is already posted on Indeed and LinkedIn. There has already been one response. Fran and Sally are working on the job description with input from Rebecca and Kate.
5. Kate and Rebecca are doing very well. Things are running very smoothly and efficiently! They are in a great frame of mind. Supply ordering is organized and the newsletter was very well done!
6. Stacy spoke to a friend in Colorado about integrated software, and he broke down exactly what we need. We want to integrate all the software we have and have them talk to each other. She is waiting for one more proposals. We

hope to be more nimble and flexible.

7. Annual dues will remain the same and are almost ready to go out. Members are helping with envelope stuffing.
8. Buildings and Grounds~ Sue Pakula, sent an update on spending since 7/1/22. \$36,000 has been spent on repairs and upgrades. She is waiting for an electrician to put more outlets in Rebecca's office and an estimate for a hanging art system. There was a discussion on how we anticipate repairs, and we should double check the list from O'Donnell about future updates to the house. There was a small discussion on a proposed letter from Sue to the Membership concerning the high expense of our present "home" and the thought about moving.
9. Heather's Nominating Committee had a meeting and will have a slate of officers by the April Board Meeting. From speaking with members, there was concern about the Board needing to be more transparent. Members need to know they can come to Board Meetings (after letting the Co-Presidents know), and maybe we can put a link in the Newsletter so members can read the Board minutes. We talked of the importance of the Executive Session for certain topics.
10. So far, the total revenue for classes for 2023 is \$36,185! A beautiful color grid was presented to visualize how busy the Club is. Things are going very well, just one problem with a new needlepoint teacher who is not answering the phone and hasn't signed her contract.
11. Communications~ Kate F., needs to meet with Stacy and Liza to see what they really want for signage. Also, need to talk about advertising opportunities. Rebecca is a good source for advertising in arts publications.
12. Tammy meets once a week with her Events Committee, and they so enjoy sharing ideas. There are 7 members all together. They are focusing on the upcoming 120th year celebration. Looking into how to promote the Club. They put together a month to month list of suggestions for ways to celebrate for 2023-2024. The Committe is working very hard, just want to make sure they have the support.
13. Giving Society~ there will be a special event for Giving Society members on Thursday, May 4, 2023. There will be a speaker on how to grow, tend,

dry and cook with herbs.

14. Personnel~ The Personnel Handbook is in the process of being updated.
15. Membership~ One more person, Sarah Gillespie, has come in. Then, an ensuing discussion on the possibility of doing another short survey on member's experience. The themes might be class participation; logistics of getting to the Club; facilities; Club growth; leadership opportunities; cost of membership and social aspects of the Club. Maybe have the results for the Annual Meeting. Thinking about a new process for new members and signing up for classes. Hopefully, more discussion in April.

Thinking of reaching out to new members and inviting them to the Annual Meeting.

Went into Executive session and the meeting adjourned at 6:05~

Respectfully submitted,
Susanne Toothaker, Corresponding Secretary