



**Assistance League of Salt Lake City
Board Meeting
November 12, 2020
MINUTES**

Presiding: **Linda Stimpson, President**
Recording Secretary, **Alisa Parks**
Parliamentarian, **Carol Coulter**

ANNOUNCEMENT: With concern for the health and safety of our membership and taking into account Governor Herbert's Coronavirus guidelines, the Assistance League® of Salt Lake City's Board of Directors met in person at the Chapter House, while observing social distancing, wearing masks and including at-risk members by teleconference call.

Present: 2020-2021 Board: **Linda Stimpson, Alisa Parks, Carol Coulter, Heidi Makowski, Barbara Slater, Geri Mineau, Jackie Daniels, Shireen Mooers, Ranae Pierce, Lynda Larsen, Randi Sager, Antonia White, Val Mercer.**

Via Teleconference: **LynnMarie Cooper, Barbara Engen, Ana Facelli**

Linda Stimpson: Called Board meeting to order at 10:05 AM

Officers' Reports

Recording Secretary, **Alisa Parks**

Minutes of the October 15, 2020, board meeting were approved by the reading committee and electronically distributed to board members.

President, **Linda Stimpson – Report Filed**

- Board Minutes - Should we save Board minutes electronically on Master Data File? Currently, the Recording Secretary is saving electronic copies on a USB and placing a paper copy in the Chapter House Minutes drawer. Board minutes typically include action items, not discussions, and need to be accessed from time to time without traveling to the Chapter House. Acknowledged confidentiality issue.

Linda, Alisa, and Barbara Engen will meet to propose some guidelines.

MOTION: I move to approve the following Consent Agenda.

From the Thrift Shop Chairman, **LynnMarie Cooper**

I move to have the following people named to the 2020-2021 Thrift Shop management team: Susan Erickson, LaRee Dickson, Liz Moon and Nancy Scott.

From the Bylaws Committee

MOTION: I move to approve the Policies of Assisteens® Auxiliary as amended by action of National Assistance League June 2020.

Rationale: Assisteens Auxiliary and the Board is authorized to conform the Policies of Assisteens®Auxiliary as if adopted by the members of the auxiliary.

MOTION PASSED

President-Elect, Heidi Makowski – Report Filed

The IWave machines were installed in the HVAC units on both the Thrift Shop and Chapter House. Heidi is working on contracting with a new snow removal company.

1st VP, Philanthropic Programs, Barbara Slater – Report Filed

Operation School Bell completed bagging and distribution for the year except for adult size coats which will go to some Junior High Schools. Bagging protocols developed this year may be used again next year.

2nd VP, Resource Development, Geri Mineau – Report Filed

Over \$13,000 has been received in response to the Annual Appeal. A “soft request” for donations will go out to Thrift Shop email customers. An online Donation tab has been set up on the Website.

3rd VP, Membership, Ana Facelli – Report Filed

Volunteer hours are down compared to last year, members were reminded to turn in their hours. A new Spotlight on members has begun. One nomination has already been received.

4th VP, Communications, Val Mercer – Report Filed

Treasurer, Jackie Daniels – Report Filed

Regular Meeting Request: Financial Update and Budget Revision Motion

	<u>Current Year</u>	<u>Prior Year</u>
Total YTD Ordinary Revenue through 10/31/20	\$ 354,195	\$ 393,843
Total YTD Expense through 10/31/20	\$ 489,024	\$ 571,328
Net Ordinary Income	(\$134,829)	(\$177,486)
Thrift Shop Income for 06/01/2020 – 10/31/20	\$ 187,225	\$ 283,078
Thrift Shop Income for September	\$ 55,905	\$ 74,251
Total Cash in Bank Accounts as of 10/31/20	\$ 603,350	\$ 622,555
Total Invested Assets as of 10/31/20*	\$ 431,691	\$ 418,831

From the Finance Committee.

MOTION: I move to revise the 2020-2021 operating budget from \$934,530 to \$722,530.

Rationale: To adjust revenue and expenses due to Covid-19.

MOTION PASSED

Standing Committee Reports

Thrift Shop, LynnMarie Cooper – Report Filed

Donation drop-off hours have been changed to 12 noon – 3 p.m. on days the Thrift Shop is open due to the large quantity of donations coming into the Thrift Shop.

Temporary signs have been put up in the Thrift Shop windows to help transition to the new hours. Social Media is bringing in more shoppers. **LynnMarie** requested we encourage members to support our social media sites by “sharing” posts.

Technology, Barbara Engen – Report Filed

Bylaws, Shireen Mooers – Report Filed

Shireen reported the Bylaws Committee continued its work on term limits. Proposed wording to amend Bylaws 4.05 was submitted to **Kim Sparling**, NAL regional Bylaws consultant. **Kim** advised against all three “exception” wording options proposed to allow additional consecutive terms to be served in the event a successor could not be found. A conference call was held on November 11, 2020 with **Kim**, attended by **Shireen, Carol Coulter, Val Mercer, and Linda Stimpson**. **Kim** explained the following motion is unacceptable because NAL is concerned a Member of the Board could then potentially serve “indefinitely”:

I move to amend Bylaws Article 4 Board, Section 4.05 Terms of Office: After “No member shall be eligible to serve more than two (2) consecutive terms in the same office”, add “except when necessary if no successor is elected and assumes office.”

Kim had no alternative wording to suggest. She advised that if a Member of the Board has already served two consecutive one-year terms and the Nominating Committee can't fill that position with a new successor, the Nominating Committee should leave that position vacant on the slate. Members then vote on the slate and the *incoming* Board is responsible for filling the vacant position by appointment per **Bylaws 4.10 Vacancies**.

Therefore, **Shireen** stated no further amendments to **Bylaws Article 4, Section 4.05** will be proposed; **Bylaws 4.05** will remain unchanged and the issue is “put to rest”.

Education, **Lynda Larsen – Report Filed**

Strategic Planning, **Ranae Pierce – Report Filed**

Chapter/Auxiliary Liaison **Randi Sager – Report Filed**

The Assisteens® Auxiliary November 11, 2020 regular meeting was cancelled due to COVID-19, but the governing body met to compile 50 turkey boxes for Palmer Court. In addition, they assembled 50 gift pouches for boys and girls who reside at the homeless shelter during the holidays. The governing body also reviewed the Policies of Assisteens® Auxiliary as amended by action of National Assistance League June 2020 and passed a motion conforming their policy.

Consociates, **Antonia White – Report Filed**

Consociates continue to work in small groups following safe practices to assemble Assault Survivor Kits and Baby Bundles.

Unfinished Business –

From the Special Committee on the Merger of Membership and Education Committees

Lynda Larsen said the committee, composed of **Ana Facelli, Lynda Larsen, Heidi Makowski, Val Mercer** and **Geri Nicastro** completed their work regarding integration of the Membership and Education Committees. If the following motion is passed by the board and membership, work will proceed next in the current Education and Membership committees regarding revised committees, positions, and titles.

MOTION: I move to establish a Member Services Committee effective June 1, 2021; the Third Vice President, Member Services would be the chairman of this committee and serve on the Assistance League of Salt Lake City Board of Officers and Directors replacing the current positions of Third Vice President, Membership and the Education Chairman.

Rationale: The current Membership and Education Committees' goals are directed at increasing member satisfaction, completing chapter and national administrative requirements, and conducting member enrichment activities. The overarching goals of the proposed Member Services Committee are the same. However, the new committee structure improves the alignment of responsibilities, provides consistency and efficiency, and eliminates duplication and confusion while maintaining focus on member fulfillment. The committee would consist of the Third Vice President, Member Services, subcommittees, chairs, and managers similar to our Philanthropic Programs and Thrift Shop Committees.

MOTION PASSED

New Business – None

2020-2021 Board Meeting Adjourned: 11:18 A.M.

MOTIONS

Actions of the Board

Passed Board November 12, 2020

No Member Vote Needed

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Rationale: Assisteens Auxiliary and the Board is authorized to conform the Policies of Assisteens®Auxiliary as if adopted by the members of the auxiliary.

MOTIONS

Passed Board November 12, 2020

Member Vote Needed November 16, 2020

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MOTION PASSED

MOTIONS ON THE FLOOR

Passed Board October 15, 2020

Placed on the Floor October 19, 2020

Member Vote Needed November 16, 2020

MOTION: I move to amend Bylaws Article 5 Nominations and Elections, Section 5.01

Nominating Committee: Delete "This committee shall meet in person."

Rationale: Necessary due to June 2020 National template change allowing nominating committee to meet electronically.

Bylaws 5.01 will read:

5.01 Nominating Committee. In September, the Nominating Committee shall be elected. Two (2) members and one (1) alternate shall be elected by and from the Board and three (3) members and one (1) alternate elected by and from the voting membership. The Chairman and Vice-Chairman shall be elected by and from the Nominating Committee. No member shall be eligible to serve two (2) consecutive years. The Recording Secretary shall call the first meeting of the Nominating Committee. ~~This committee shall meet in person.~~

MOTION: I move to amend Bylaws Article 8 Standing and Special Committees, Section 8.02 Elective Standing Committees, (e) Education; delete "and review and update job descriptions."

Rationale: It is more efficient, less redundant, to have one committee review job descriptions.

8.02 to read:

8.02 Elective Standing Committees.

(e) Education. The Education Chairman shall be Chairman of this committee. This committee shall be composed of Nova Orientation Chair, Chapter Newsletter Editor, Third Vice President/Membership, Mentor Chair, and members as deemed necessary to establish training and education programs for the Board, committee Chairs, and chapter members including new voting members; prepare and distribute the chapter newsletter; ~~and~~ maintain a resource library. ~~and review and update job descriptions.~~

MOTION: I move to amend Bylaws Article 8 Standing and Special Committees, Section 8.02 Elective Standing Committees, (g) Bylaws; add "and review and update job descriptions;"

Rationale: More efficient, less redundant to have one committee review job descriptions.

8.02 to read:

8.02 Elective Standing Committees.

(g) Bylaws. The Bylaws Chairman shall be Chairman of this committee. This committee shall be composed of the Parliamentarian, and members as deemed necessary to amend chapter bylaws, standing rules, and policies as directed by the Board and membership; ~~and~~ maintain chapter bylaws in conformity with bylaws of National Assistance League; ~~and review and update job descriptions.~~

MOTIONS TO PLACE ON THE FLOOR

Passed Board November 12, 2020

Place on the floor November 16, 2020

Member Vote Needed January 25, 2021

From the Finance Committee:

MOTION: I move to revise the 2020-2021 operating budget from \$934,530 to \$722,530.