



CHAPTER MEETING MINUTES

August 19, 2024

Chapter House

Presiding: President, **Liz Quealy**

Recording Secretary: **Billie Tolman**

Parliamentarian: **Carol Coulter**

Liz Quealy: Welcome and Call to Order

Speakers: **Kathryn Thomas, Executive Director, People Helping People**
Kaitlyn Reynolds, Co-chair, Assisteens

Recording Secretary: **Billie Tolman**

MOTION: I move to approve the minutes of the June 17, 2024, chapter meeting.
PASSED

Officers' Reports

1. **President, Liz Quealy – Reporting**

- The Salt Lake Chapter donated \$1000 to the National Assistance League's Circle Fund in August. This fund is used to provide member training, support and technology tools. Members who wish to make individual donations may contact Liz for more information on how to donate.
- The National Assistance League is requiring all chapters to implement a new member management system called LeagueLink, which will replace the Chapter Hub. Prior to December 31, 2024, all members will be asked to create a new user name and password for use on LeagueLink. In the future, members will be able to update their profiles and must pay dues directly on LeagueLink. More information will be provided in coming months.
- Flu and COVID vaccinations will be available at the October 21, 2024, regular meeting. A sign-up sheet was circulated at the August 19, 2024, meeting; members will also have an opportunity to sign up at the September 16, 2024, regular meeting.

2. **President- Elect, Carrie Drown – No Report**

3. **1st VP, Philanthropic Programs, Merilynn Kessi –Barbara Slater, OSB Chair, Reporting**

- Due to supply chain problems impacting available clothing, bagging for OSB likely won't occur until the first week of October. The goal is to have all clothing bagged before Thanksgiving.

4. **2nd VP, Community Relations, Mary Ann Mackley; Marketing & Branding Chair, Kim Shemwell – Reporting**

- Marketing and Branding initiated an aggressive marketing campaign that will run from June through December, with monthly ads and two advertorials appearing in the Millcreek, Holladay and Cottonwood Heights Journals.

In addition to the ads, there will be a story on the cover of City Weekly in the near future, as well as an interview with Liz on FOX TV. Abby Shemwell will continue to provide weekly social media updates.

- Members have an opportunity to help earn a donation from the Target Circle Rewards Program. The donation, which could range from \$500 to \$2000, depends on votes from rewards members based on the amount spent at the store. Voting closes September 30, 2024.

Liz Quealy presenting the following motion:

MOTION: Social media/Advertising projects will only be initiated after approval by the Marketing and Branding Committee and the Community Relations Committee. All invoices for payment will be approved by the Chair of the Community Relations Committee.

PASSED

Rationale: To eliminate the perception of a conflict of interest between Kim Shemwell, Marketing and Branding Chair and her daughter, Abby Shemwell, Social Media Manager.

5. **3rd VP, Member Services, Linda Stimpson – Reporting**

- There will be a bus tour of the Rio Tinto Kennecott copper mine on Monday, September 9, 2024, at 10:30 a.m. Members who wish to carpool should meet at the chapter house at 9:30 a.m. Cost is \$6 per person, and attendance is limited to 30 people.
- Upcoming events include tours of the Salt Lake Cemetery in October, the Cathedral of the Madeleine in November, and the Governor's Mansion in December (subject to approval of Abby Cox). More information on these events will be provided as it becomes available.
- The holiday luncheon will be held on Saturday, December 9, 2024, at the Brio Italian Grille in City Creek.
- The Board will provide a salad bar luncheon at the Regular Meeting on September 16, 2024.

6. **Treasurer, Peggy Carpenter; Finance Chair, Debbie Wilkerson– Reporting**

- Eide Baily, auditors for the chapter, presented the 2023-2024 Audit Report and Financial Statements to Board members at the August 15, 2024, Board Meeting. The Board approved the audit.

	<u>This Year</u>	<u>Prior Year</u>
Total YTD Ordinary Revenue through 07/31/24	\$ 192,289	\$ 166,561
Total YTD Expense through 07/31/24	\$ 282,423	\$ 461,131
Net Ordinary Income	\$ (90,134)	\$ (294,570)
Total Net Income including investment income	\$ (66,885)	\$ (258,131)
Thrift Shop Revenue for 06/01/2024 – 07/31/24	\$ 140,377	\$ 133,075
Thrift Shop Revenue for July 2024	\$ 71,104	\$ 63,506
Total Cash in Bank Accounts as of 07/31/24	\$1,097,802	\$1,040,268
Total Invested Assets as of 07/31/24	<u>\$ 588,705</u>	<u>\$ 522,432</u>
Total Cash plus Invested Assets	\$1,686,507	\$1,562,700

Standing Committee Reports

7. **Bylaws, Val Mercer – No Report**

8. **Strategic Planning, Heidi Makowski – No Report**

9. **Technology, Ann Staples – Reporting**

- Information was recently sent to members outlining the process for logging into the chapter website and scheduling hours. If you encounter problems, please contact Ann.

10. **Thrift Shop, Susan Erickson – Reporting**

- The Thrift Shop is working with Share House, part of the Catholic Community Service's resettlement program for refugees, to provide needed household goods.
- The Joyful Saints are holding a fundraiser on behalf of OSB on August 20, 2024, from 6:00 p.m. to 8:00 p.m., at the East Mill Creek Stake Center at 3103 East 3600 South. Festivities will include a fashion show with participants wearing clothing purchased from the Thrift Shop.
- Due to inclement weather and reduced hours, only \$275 was raised at the Millcreek Arts Festival on August 17, 2024.

11. **Assisteens, Barbara Slater – Reporting**

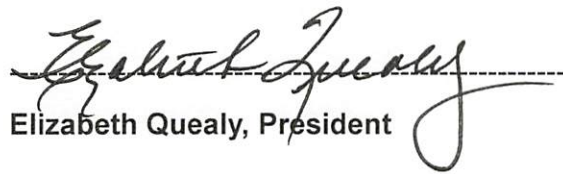
12. Consociates, Debbie Smith – Reporting

- The Woman of Distinction luncheon will be held on Saturday, October 5, at the Cottonwood Country Club. If you are able to donate a magnum of prosecco or champagne (not Cooks), please make arrangements with Debbie or Linda Stimpson to drop off at the thrift store.

Unfinished Business: None

New Business: None

Adjourned.



Elizabeth Quealy, President



Billie Tolman, Recording Secretary

MOTIONS

Actions of the Board

Board Passed August 2, 2024
No Member Vote Needed

MOTION: I move to approve the appointment of Larry Pike to the position of House Operations Chair for the fiscal year 2024-2025.

Rationale: The President-elect has the option to appoint a House Operations Chair or fill that role themselves. Absent a President-Elect, the President appointed a House Operations Chair with Board approval.

MOTION: I move to approve the appointment of Carrie Drown to the position of President-Elect for the fiscal year 2024-2025.

Rationale: Ana Facelli, the person elected President-Elect for fiscal year 2024-2025, resigned the position on July 1, 2024. The Board must appoint and approve a new President-Elect.

Board Passed August 15, 2024
No Member Vote Needed

MOTION: I move to accept the 2023-2024 Audit Report and Financial Statements as presented by Eide Bailly at the August 15, 2024, Board meeting.

MOTION: I move to approve the following members of the OSB Elementary committee: Barb Slater and Barb Sund, co-chairs, Christy Bohn, Marilyn Hildebrand, Karen Barnes, Kathy Shand, Rose Rogers, Anita Leach, Trudi Terry, Maggie Littlefield, Ann Plantin, Larry Pike, Mike Richerson, Wendy Holloway, Carol Coulter, Carrie Drown, and Gayle Hunt.

2024-2025 Chapter Calendar

August 2024

August 12	Board Reports Due
August 15	Board Meeting, Chapter House 9:30 am
August 19	Regular Chapter Meeting, 9:30 am
August 28	Consociates, Chapter House 5:00 pm

September 2024

September 9	Board Reports Due
September 11	Assistees, Chapter House 6:00 pm
September 12	Board Meeting, Chapter House 9:30 am
September 16	Regular Chapter Meeting, 9:30 am
September 25	Consociates Meeting, Chapter House 5:00 pm

October 2024

October 5	Women of Distinction Luncheon, Cottonwood Club
October 9	Assistees, Chapter House 6:00 pm
October 14	Board Reports Due
October 17	Board Meeting, Chapter House 9:30 am
October 21	Regular Chapter Meeting, 9:30 am
October 23	Consociates, Chapter House 5:00 pm

November 2024

November 11	Board Reports Due
November 13	Assistees, Chapter House 6:00 pm
November 14	Board Meeting, Chapter House 9:30 am
November 18	Regular Chapter Meeting, 9:30 am
November 20	Consociates, Chapter House 5:00 pm

December 2024

No meetings	
December 9	Holiday Luncheon, Brio Italian Grille at City Creek

January 2025

January 8	Assistees, Chapter House 6:00 pm
January 20	Board Reports Due
January 23	Board Meeting, Chapter House 9:30 am
January 27	Regular Chapter Meeting, 9:30 am
January 22	Consociates, Chapter House 5:00 pm

February 2025

February 12	Assistees, Chapter House 6:00 pm
February 17	Board Reports Due
February 20	Board Meeting, Chapter House 9:30 am
February 24	Regular Chapter Meeting, 9:30 am
February 26	Consociates, Chapter House 5:00 pm

March 2025

March 10	Board Reports Due
March 12	Assistees, Chapter House 6:00 pm
March 13	Board Meeting, Chapter House 9:30 am
March 17	Regular Chapter Meeting, 9:30 am
March 26	Consociates, Chapter House 5:00 pm

April 2025

April 9	Assistees, Chapter House 6:00 pm
April 14	Board Reports Due
April 17	Board Meeting, Chapter House 9:30 am
April 21	Regular Chapter Meeting, 9:30 am
April 23	Consociates, Chapter House 5:00 pm

May 2025

May 14	Assistees, Chapter House 6:00 pm
May 12	Board Reports Due
May 15	Joint Board Meeting, TBD
May 19	Annual Meeting, TBD
May 28	Consociates, Chapter House 5:00 pm