

ADK Delta Chapter

Executive Board Minutes

August 6, 2019

Delta's Executive Board met via Zoom at 1:00 pm on Tuesday, August 11, 2020. This first-time-ever online gathering opened with a welcome by co-presidents Joanne and Pat Johnson. Joanne called the meeting to order at 1:13 pm.

Attending: Co-Presidents Joanne Swenson and Pat Johnson, President-Elect Joanne Swenson, Immediate Past Presidents Jane Mervosh and Helen Duff, Treasurers Irene Blohm and Renee Anderson-Pavek, Recording Secretary Diane Kinneberg, Corresponding Secretary Renee Putnam, Membership Consultant Carol Barry, Immediate Past Membership Consultant Marlene Mensink, Altruistic Chair Lisa Bolin, Chaplains Jodi Edmonson and Jean Ogden. **Unable to Attend:** President Elects Jean Murphy and Jennifer Feece, Historian Cindy Boese.

Reports:

President-Elect: Joanne encouraged all members to send to her, Pat Johnson, Jean Murphy, or Jennifer Feece any updates of addresses, email addresses, phone numbers for the new yearbook. It is especially important this year that current email addresses are on file for communication purposes.

Treasurer: Irene thanked Renee A-P for all of her help in preparing the budget sheets. Irene walked us through the highlights. Of note was the fact that we did not award any scholarships this past year, and that we are short on funds in checking because we only take in \$576 with dues and have no other source of income. It was also noted that perhaps our expenses will be less with the unusualness of this upcoming year due to Covid-19.

Present Balances: Checking	\$693.72
Savings	\$1,084.80
Scholarship	\$909.53

Total Assets: **\$3,076.10**

Projected Income for 2020-2021:	\$3,649.00
Projected Expenses for 2020-2021:	\$3,588.00

Discussion was held on possible expenses for the yearbook, whether we should raise local dues or do a collection to supplement our checking account, and whether we should do an October collection for the Book Project (Guinness World Book of Records for local school libraries) instead of making it a budget item. A motion was made, seconded, and passed unanimously to do a collection in October for the Book Project. A motion was made, seconded, and passed unanimously to approve the proposed budget. (See additional attachments for the budget records.)

Dues are **\$71** for International (\$40), state (\$15), and local (\$16). You may pay these anytime between now and the end of November. Send your check to Irene at 2911 Fremont Ct. SW, Rochester, MN 55902.

Recording Secretary: Diane will continue the practice of sending meeting minutes via email.

Corresponding Secretary: Renee will share correspondences at chapter meetings. Renee reviewed the attendance roster for accuracy. We presently have 36 members.

Historian: Pat Johnson shared that the website theme is the same. A virtual bulletin board will be added. Scrapbooks will change to virtual and parts will be shared at each meeting. It was recommended that a link to the website be included when minutes and messages are emailed to members.

Chaplain: **All members are reminded to share special (whether sad or happy) life events with Jodi and/or Joanne/Pat J. so we can provide Delta love and support.** Jodi will continue with inspirational messages and Jean Ogden will assist with sending cards. Instead of sending flowers per tradition, we have been sending Amazon gift cards to stay within our budget guidelines. Reimbursements to Jane (for card making) and Jodi (for gift purchases) are needed for these expenses.

We extend our deepest sympathies to Ruth Ann Morgan on the death of her husband. Also noted was Diane's upcoming (August 17) knee replacement surgery. And, on a happy note, Happy 50th Anniversary to Joanne and her husband!

Altruistic: Lisa shared the monthly altruistic projects which are the same as last year (September-Join the Journey; October-ADK Library Book Project; November-JOY; December-Christmas Anonymous; January-Crisis Nursery; February-Rochester Reading Champions; March-Women's Shelter; April-Gift of Life Transplant House; May-Running Start). The April Committee has **\$360** collected to use for a meal at the Transplant House. These monies are kept separate from the budget balances reported here.

Scholarship: We are more than fully funded to award scholarships. It was discussed that perhaps we should provide scholarships to our own active teaching members this year in light of the immense new challenges of teaching in an entirely new environment. This is an agenda item for our first meeting.

Membership: Carol shared that she had received communication from the state membership leader and surmised that her job is to make us all happy!! Ideas were shared on how we can get to know each other better during this Covid-19 year by focusing on each other's lives during our meetings. We especially want to hear from our active teachers. Could we spotlight a few members each month? Carol looks forward to working with Marlene to transition into this role. Marlene noted that the Chapter Needs Assessment is due on August 31. This has already been submitted.

Monthly Committees: Joanne will send out this schedule via email. She has talked with Twigs; they will be very flexible and understanding about our inability to meet in person. Our usual room will accommodate up to 13 people with no server; take-out orders, and bring your own beverage. The Evergreen Room would accommodate up to 25 people; take-out orders, and bring your own beverage. The Executive Board is not comfortable meeting indoors or outdoors under current Covid-19 conditions. We will schedule our September meeting via Zoom with a 6:30 pm start time on Tuesday, September 8. For members who have not used Zoom, we (particularly Joanne or Diane) are willing to do an individual meeting to help you get set up by our first online meeting.

Other Business: Jane reminded us of the need to update and distribute our Bylaws, Policies and Procedures Manuals. It was noted that we especially need to include remote elections as a policy. Volunteers are welcome to assist her in this task. When updated, these documents will be added to our website.

Agenda items were discussed for the September meeting as we have unfinished business from our missed meetings in March, April, and May to include with the normal start to a new year. Watch for the meeting notice by the end of August and then a Zoom meeting invitation to be sent via email a day or two before our meeting.

Jodi shared the idea of including a “Book Read” in place of programs during meetings this year. Jane shared the tip that we all remember to freshly reboot (shut down and start again) your computers, Ipads, or phones before a Zoom meeting to enhance your connection.

Respectfully submitted,

/s/ Diane Kinneberg