

**Minnesota Women of Today
Finance Committee Minutes
March 7, 2020 10:00 AM
Star Bank, Eden Prairie, MN**

1. Call to Order by Chair Amy Pumper at 10:19 AM.
Members present; Lisa Hahn, Brenda Sather, Michelle Kocak Jones, Laura Gaylord, Jeny Ohr, Cathy Shuman, Mary Hanson, Jane Hanson, Jane Holmberg, Katie Castro, Amy Pumper.
2. Volunteer for secretary - Jane Hanson volunteered to be secretary.
Additions to Agenda - none
January 4, 2020 minutes were approved as presented.
Email votes:
The motion (Golbuff/Hansen) to sell 100 boxes of Walnut Grove Fudge for \$6 per box at Annual Convention with a cost of \$3 per box has been approved with 9 yes votes and 0 no votes with 5 not voting.
The motion (Castro/Shuman) to approve a charge \$182.00 per chapter for insurance coverage from March 4, 2020 – March 4, 2021 at a total cost of \$9,971.24" was approved with 12 yes votes, 0 no votes and 2 non votes.
Special Zoom Meeting: The motion (Hanson/Homyak) to make three annual payments up to \$440 to the MNWT Foundation for the new copier beginning with the 2020-2021 year passed.
3. Chapter Service Center Report – Katie Castro
 - a. CSC update
 - New chair purchased
 - New CSC laptop is on the radar as being needed in the next year or so
 - Sent a list of subordinate chapters to IRS for 990
 - Working to make sure that CSC is giving correct info to chapters in process of filing 990
 - b. Insurance Update – billings sent out to chapters
M/S/P Jane Hanson/Lisa Hahn move to not charge insurance to newly extended chapters for first year from charter date and prorate the second year from anniversary date or full year whichever is less.
 - St. Joseph and Rogers/Otsego/Dayton will not be charged for this current year of insurance from March 2020 to March 2021.
 - c. Copier purchase – copier should be delivered next week. Will work with foundation to establish the lease plan.
4. Ways & Means Report – Jane Holmberg
 - a. Store update:
 - Sales at Winter State were good; sold out of anniversary glasses and sold some pins
 - M/S/P Katie Castro/Mary Hanson to purchase 50 garment bags with cost not to exceed \$250 and selling price of \$10 each.
 - M/S/P Cathy Shuman/Jane Hanson move to purchase 200 assorted colored pens with a cost not to exceed \$175 with a selling cost of \$1.50.
 - b. State Store Coverage at LOTS and Annual Convention – Cathy will work with Jane Holmberg for LOTS coverage if needed.
 - c. Raffle update – \$1500 profit.
 - d. 50/50 Raffle at Annual Convention banquet. Cathy/Katie have tickets.
 - e. Vendor Sales –
 1. Annual – Fudge – Cindy Golbuff
 2. Sheets Galore

- M/S/P Katie Castro/Jeny Ohr move to hold Sheets Galore fundraiser at Winter 2021. Jane Holmberg will firm the dates.
- M/S/P Jane Hanson/Cathy Shuman move to hold a lucky buck at the area meetings for \$15 state store gift certificate at each area meeting. Amy will prepare the gift certificates.
- Katie will work on the paypal ap to be able to use at Area Meetings/LOTS.

3. Fall State – checking on Tupperware or Howard Soap vender sales.

f. Special Fundraisers

1. Canterbury fundraiser – Jeny and Amy will continue co-chairing.
2. Target Field – Amy checked on this and not feasible for our group.

5. Finance VP Report – Amy

- a. Financial reports – were distributed and reviewed.
- b. (200) loss for Winter State.
- c. Receivables were reviewed. Chapter insurance billing is making the receivables high right now.
- d. M/S/P Jane Hanson/Mary Hansen move to remove the **\$183.04 expense from prior year from MVP Awards budget line #544 and move expenses to the officer budget line #169.01.** (corrected 5/22/20)

7. Unfinished Business

- a. Finance Committee members – members up for renewal are Lisa Hahn, Cindy Umland, Mary Hansen, Cathy Shuman, Laura Gaylord, Cindy Golbuff, Jane Hanson, Jane Holmberg, Sharon Erickson, Wendy Homyak, and Brenda Sather.

8. New Business

a. Policy on Extension Expenses

M/S/P Jane Hanson/Lisa Hahn move to recommend policy change to be voted on at EC meeting at Annual convention as follows:

Policy M.3. Extension Expenses

- ~~a. Each District Director shall be reimbursed at current Executive Council rate, roundtrip for two visitations during the extension process if the extension is completed.~~
- a. Each District Director shall be reimbursed at current Executive Council rate, round trip for mileage at the following pro-rated amounts for each completed extension:
 - 1.) Fall State Meeting - Two (2) chapter visitations.
 - 2.) Winter State Meeting – One (1) chapter visitation.
- b. Manuals for newly extended chapters will be provided by the State Store Manager at no cost to the chapter.

9. Next Meeting May 22, 2020 – Resurrection Church, Monticello
Budget Meeting in the Afternoon (2:30 pm); Meeting starts at 6:00 pm

10. Adjourned at 11:47 am