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**Soroptimist International of Riverside**

**STRATEGIC PLANNING MEETING MINUTES**

**(for 2018-2019)**

**Tuesday, May 8, 2018**

First United Methodist Church

4845 Brockton Avenue, Riverside, CA 92506

**MINUTES**

**WELCOME AND CALL TO ORDER:**

Vice President Vicki Hightower called the meeting to order at 12:05 p.m.

**MEMBERS PRESENT:**  Louise Borda, Pam Bradford, Ellen Clizbe, Susan Exon, Debbie Ferraro, Edith Gingerich, Jeanne Hatcher, Vicki Hightower, Carolyn Kegarice, Joann Moore, Anh Nguyen, Linda Robertson, Lynn Scecina, Tillie Soliz, Debi Sullivan, Vickie Wheeler, Charlene Johnson, Susan Wolf

**MEMBERS ABSENT:** Carol Allain, Casey Angulo, Jana Cook, Chris Deviny, Charlene Hildebrandt, Caroline Leach, Annamarie Megrdichian, Kathy Michalak, Michelle Paradise, Kathleen Para, Janet Payton, Judy Pekarek, Glenda Richards, Karin Roberts, Colleen Walker,

Lisa Williams

**Guest Present: Shatam Odom**

**Quorum Present:** Yes

**FLAG SALUTE AND INSPIRATION:** Flag salute and inspiration were led by Ellen Clizbe.

**INTRODUCTIONS:** Members introduced themselves.

**MINUTES:** The minutes of the April 24, 2018 Business Meeting were approved as presented.

**ELECTION OF 2018/2019 BOARD:**

No nominations were made from the floor. Jeanne Hatcher moved to accept the Board as nominated. Lynn Scecina seconded the motion. Members approved unanimously. The date, time, and location of the Installation of the Board will be announced later.

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| President | Vicki Hightower |
| Vice President | Edith Gingerich |
| Recording Secretary | Jeanne Hatcher |
| Corresponding Secretary | Ellen Clizbe |
| Treasurer | Debbie Ferraro |
| Assistant Treasurer | Carol Allain |
| Senior Director | Janet Payton |
| Junior Director | Chris Deviny |
| Senior Delegate | Tillie Soliz |
| Junior Delegate | Debi Sullivan |
| Parliamentarian | Carolyn Kegarice |

**DUES INCREASE:** Members discussed the need to increase membership dues. The Board recommended increasing the dues from $150 to $165 per year starting in 2019. Life membership dues will also increase by $15. (Life memberships are no longer available.) Edith Gingerich made the motion to accept the Board’s recommendation. Joann Moore seconded the motion. Members

voted unanimously to approve increasing the membership fees to $165 in the 2019 fiscal year.

**GENERAL FUNDRAISER IN LIEU OF COMEDY FOR CAUSES:**

Vicki Hightower led a discussion of having a check writing party to raise money to run the club. It was suggested to set a goal of $3,000. Carolyn Kegarice is hosting a welcome to new members on June 30. Members will discuss further if that event should include the check writing party.

**REVIEW OF SIR MISSION, VISION AND CORE VALUES:**

The consensus was that they comply with those of Soroptimist International, and therefore no changes were proposed.

**COMMITTEE CHAIRS DISCUSSED AND ANNOUNCED:**

***Technical Committees***

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| **Committee** | Chair |
| Budget | Pam Bradford, Chair  Debbie Ferraro, Carol Allain |
| Bylaws & Standing Rules | Jana Cook, Chair  Pam Bradford |
| Club Roster | Pam Bradford |
| Fundraising | All Members |
| Hospitality | Susan Wolf, Chair |
| Inspiration | Charlene Johnson |
| Legislative Advocate | Kathy Michalak |
| Membership | Lynn Scecina, Chair |
| Parliamentarian | Carolyn Kegarice |
| Publications/Newsletter | Pam Bradford |
| Public Relations | Edith Gingerich, Chair  Website – Anh Nguyen  Facebook – Pam Bradford |
| SOLT | Annamarie Megrdichian |
| Year End Financial Audit | Pam Bradford |

***Service Committees:***

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| LYD- Dream It Be It Conference 3/16/19 RCC | Jeanne Hatcher, Chair |
| LYD – Scholarship Program | Chris Deviny, Chair |
| Salute to Service  LYD Education & Training Award  Student Volunteer Award  Gold Key Award | Judy Pekarek, Chair  Charlene Hildebrandt |
| Valentine Dessert Auction 2/7/19 Victoria CC | JoAnn Moore, Chair |
| Fall Meeting | Janet Payton |
| ATA Backpack Project | Louise Borda, Chair |
| Inspire Adopt-A-Home | Vicki Hightower, Chair |
| History Walk | Susan Exon, Chair |
| International Goodwill & Fellowship  Erlangen Exchange Program/Friendship Links | Karin Roberts, Chair |
| **PROGRAM COMMITTEES:** |  |
| Personal Projects: Script Fundraiser | Carolyn Kegarice next order July 2018 |
| Personal Projects: Restaurant Fundraiser | Ellen Clizbe |
| Personal Projects: See’s Candy Fundraiser | Vicki Hightower |
| International Goodwill & Understanding | Karin Roberts/Jeanne Hatcher |
| Valentine Dessert Auction | JoAnn Moore |
| Fall Meeting | Janet Payton |
| ATA Backpacks | Louise Borda |
| History Walk | Susan Exon |
| Inspire Adopt-A-House | Vicki Hightower |

**HOUSEKEEPING:**

1. Reminder: Committee Chairs should know the Budget funding for their projects.
2. Members discussed increasing the budget amount for Erlangen Exchange to $2,000 for 2019.
3. Janet Payton will get the new bank cards signed.
4. After July Pam Bradford and Debbie Ferraro will file the audit of books with the Secretary.
5. Vicki Hightower and Janet Payton will submit SIA Form 200 to Report the New Board.
6. Committee Chairs need to submit Celebrating Success Forms to Janet Payton.
7. Pam Bradford will send out a Club Calendar for 2018-2019.

**OTHER BUSINESS:**

1. Susan Exon discussed the need for Program Meetings to be held monthly even if special events occur. Program Meetings educate members. Our Vice President is the person responsible for arranging programs. The consensus of the members agreed with Susan.
2. Lynn Scecina discussed the need for new brochures to promote SIR. She said both the paper and the electronic versions need to be updated. Joann Moore and Judy Pekarek will work with Lynn and Vicki Hightower to update the brochure.
3. Linda Robertson is working on the design and ordering of the new T-shirts. It was suggested that the T-shirts say “service since 1948” to replace “70 years of service”. Linda will email information to members. Members signed up to order T-shirts.
4. Debbie Ferraro asked members to let her know as soon as possible if they planned to attend Spring Conference June 7-9. She will be sending in the club’s registrations this week.
5. Vicki Hightower and Edith Gingerich are coordinating SIR’s auction basket for the conference.

**ANNOUNCEMENTS**

District 1 Director Rene Myers will be the guest speaker at the May 22 Program Meeting.

**ADJOURN:** Vice President Vicki Hightower adjourned the meeting at 1:50 p.m.

Respectfully submitted by Vickie Wheeler, Recording Secretary