



**TLC Women's Giving Circle  
Chair Meeting  
August 17, 2022**

Barbara Najmy called the meeting to order at 10:45, having established a quorum was present. Those present: Barbara Najmy, Jennifer Alopeh, Julie Swan, Deborah Callahan Stratton, Nancy LePain, Lauren Hirsch, Ruth Harshman

Barbara asked each member to record three things for which she is thankful on a 3X5 card which was collected. Jennifer initiated a discussion of actions regarding members in arrears of payments. Lauren explained that two weeks after her deadline for submittal of payment, she would provide the list of those not current in payments to Barbara and Jennifer who would contact them. If that is unsuccessful in getting members current, those not current will be placed in a default position, where they will be removed from the rosters, and their payments to date will be defaulted to the Circle. If a woman chooses to return at some future date, she must become current in her financial contractual obligation with the Circle and Manatee Community Foundation. The proposed bylaws do state: The Governance Board shall determine the continued membership status of those women in arrears.

Jennifer discussed the negative 'chatter' that occurs from time to time in TLC which relates to lack of communication with the membership and the decision-making process. We all must encourage members to get involved with a committee and to be part of the process. Drafts of correspondence should go to the board members before being sent to the membership.

Barbara is still working on the fall membership meeting at 3:00 in later September at our clubhouse. Town Hall may be an option as well.

**Fundraising/Social - Julie**

- Turkey Trot
  - Met with organizers (Jeff and Elizabeth Waddle, David Ahrens) and social committee including Jose George and Stephanie Lang
  - Discussed registration fees which, per David and Jeff who are experienced runners, are expected at events - \$25 adults and \$15 child (17 and under) which includes the t-shirt
  - Discussed sponsorship levels which are still under consideration, awaiting guidance from our experienced runners
  - Fran B has secured 1 \$1,000 and 1 \$500 sponsors
  - Discussed adding SAS as recipient of partial race proceeds



- Need to address payments/banking Lauren and Terry are working to provide a peer-to-peer payment app for Circle events. Some apps have transaction fees. They will resolve the issue.
- Beach Bistro – Barbara \$125 price point - Event being tabled.
- Holiday Luncheon –
  - Jennifer had tentative dates 11/28/22 and 12/19/22 at Ritz Golf Club. It was decided to look elsewhere for this event – perhaps interactive event at Sofia’s, or the Lodge, or Cooper’s Hawk.
- Social/fundraising combination happy hour
  - Sofia’s – Main St LWR – Sip, Savor and Socialize - this event is A GO!
    - Julie met with Chef, owner, Angelo
    - Date 10/3/22 5-7
    - Cash Bar, appetizers \$15!
    - Can have whole restaurant, 150 max – members and guests welcome
    - Provide a few baskets for raffle, perhaps raffle ticket tree – easy.
    - Draft flyer was reviewed.
    - The Board decided that proceeds from this event will be retained in WGC checking account to cover administrative operating fees that are being incurred by Circle volunteers.

#### Finance - Lauren

- Fund 1: Our current balance is \$95,605.75. While the Circle had significant contribution to our endowment fund, it has lost over \$19,000 in the market as of Q2. Fund 1 is invested with MCF; and the market is down quite significantly in 2022.
- Each year after July 01 we ask MCF for our “disbursement” from Fund 1 to Fund 2. This year we received \$2,824 and it is currently deposited into Fund 2.
- Fund 2: our balance is \$12,607.03 and is reflective of the \$2824 from Fund 1 and individual contributions made to Fund 2.
- Update Fund 2: 20 women contributed \$8150; 17% of Circle membership supported this effort to raise funds for Fund 2.
- Membership Outlier update: Making progress; after two more weeks, Barbara and Jennifer will contact the few outliers remaining.
- Barbara has a TLC WGC checking account at Truist. Chair, Co-chair and Treasurer should have signatory access to account. Lauren and Terry to determine peer-to-peer payment app so members can pay their pledges and donations via that method. Our fund-raising activities can be deposited into TLC WGC account and then write checks from that account rather than personal accounts.



- Margie Meyers will help with P&L statements in QuickBooks for each Event. Deborah offered to purchase QuickBooks for Circle use.

### **Outreach - Deborah**

- Julie has stepped down as chair, Deborah and Liz Calasans to co-chair
- Committee to email to all members soliciting outreach opportunities
- Sneakin' Back to School was a huge success, providing 335 pairs of sneakers and countless socks. There was great press coverage, notably Jay Heater and East County Observer.
- "Embracing Our Differences", August 31, organized by Diane Cohen; 12 volunteers so far
- Manatee Elementary  
Home Society, USF, TSIC, and others to provide a holistic model of education  
Deborah will research further and report at next meeting  
Some concerning educational grading at Manatee elementary, discussed with Susie Bowie
- SAS - Supporting School Attendance  
Barbara and Jennifer had a call with this small local non-profit that deals with the basic hygiene needs of kids so they can attend school - "period poverty"  
There is a need for feminine products, umbrellas, rain ponchos, deodorant, etc.  
After discussion, their need is financial as well as some possible hands-on opportunities.  
Deborah working on grant application with them and we will consider funding from turkey trot. Discussion regarding adding SAS to Circle Turkey Trot flier.  
Connected TWIG and SAS to consider synergies in purchasing and dealing with schools and kids in care.

### **Membership - Barbara**

- No new updates, has meeting scheduled, Friday, August 19<sup>th</sup>, will update afterwards
- Remains active, doing one-on-one solicitation
- Josephine is planning coffee klatch

### **Grants - Nancy**

- Nancy has reached out to the committee to arrange a meeting to begin grant selection process which was in November last year with checks given before the end of the year
- For this grant cycle the committee will use the process from last year - request nominations from membership and committee to determine recipients, based on submissions

### **Social Media & Communications - Jennifer and Barbara**



- Committee only has 4 confirmed members. Considering the list of responsibilities for the committee, we will definitely need more. Additionally, since most of our responsibilities, i.e. press, website, writing etc. require some level of experience/expertise, and some, like website, are almost a daily task, it narrows the pool significantly.
- Social Media Committee Needs/Womanpower – newsletter, press, photographers, s secondary person to help with Facebook/Instagram maintenance (Fran has continued to maintain), two people to assist with design/creation of website and maintenance, 1-3 people to assist with design/creation/graphics of flyers/invitations/graphics
  - We need a centralized calendar for events and meetings
  - TLC Newsletter – Jennifer Alokeh has been updating with Chelsea weekly
  - Completed graphics for Sofia’s social event with Julie

#### **Governance - Ruth**

- Barbara and Jennifer continue to massage the bylaws prior to submission to legal and MCF