**Chapter Meeting Minutes**

**Zonta International ®**

**Zonta Club of Mid-Maryland**

**Thursday, May 11, 2017**

**Old Bowie Town Grill, Bowie Maryland**

**6:30pm - 8:30pm**

**Call to Order**

The meeting was called to order by Erma Barron, Zontian, and 1st Vice President at approximately 6:45pm. The meeting agenda was adopted as presented. **(**Agenda Attached). Erma Barron presided on behalf of President, Linda Andrews who was out of the country.

**Meditation**

Mediation was presented by Virginia Moore, 2nd Vice President

**Attendance**

Board Members: Erma Barron, 1st Vice President, Virginia Moore, 2nd Vice President, Cleopatra White, Treasurer, Karen Michelle, Secretary, Stanita Scott, Financial Secretary. President Linda Andrews was not in attendance.

**Members Present:** 14 Total (Attendance Attached to File).

**Minutes**

March minutes were presented by Secretary K. Michelle Fenner. After discussion, and corrections to the minutes; minutes were approved and accepted. The approval and discussion included both the March and April 2017 minutes.

**Reports**

*Treasurer’s Report*

Cleopatra White, Treasure presented the Treasurer’s report. There was much discussion for clarity regarding the $465.64 as reported for the cost of the meals at last month’s meeting at Woodmore Country Club. Sandy Campbell posed the question that the cost did not substantiate and/or appear to be accurate; based on the number of person’s in attendance and the number of person’s who’d actually eaten. Cleopatra was asked to “break out” the total cost of the meals in her report, and to provide more detail of the expenditures. Cleopatra agreed to provide a clear breakdown of expenditures, similar to that of the Operating budget. There also needed to be a clear indicator (shown in the report) to compensate for the cost of the guest speaker’s meal. Erma indicated that the current treasurer’s report should be filed for audit at a later time.

The treasurer also discussed that Zonta International wants to increase the net membership dues. Erma Barron said she would address this issue with the board in order to identify solutions. Erma expressed that the immediate priority is to identify the exact number of members who would be renewing their membership; and that we should have a better idea of the returning members by the time we have our last official meeting in June 2017.

**Summary of Treasury Report as of May 2017**

Total Income: $1,977.00 $22,174.13

Total Expenditures: $4,092.14 $18,884.14

**Net: ($2115.14) $3,289.99**

***Service Budget***

*Income $19,233.58*

*Expenditures $9,478.12*

*Net $0.00 $9,755.46*

***Net (Club) ($2,115.14 $13,045.45***

*Financial Report*

Outside of previous discussion during the Treasurer report, no additional reporting from the financial secretary is available. To date the count for the report of payments received from the last club meeting in April is **$465.64.**

**Total Rec’d thru April: $465.64** (Summary of cost of dinner per club meeting in April 2017 will be attached file included in Treasury Report and Reconciliation).

*Membership Report*

Erma Barron led the discussion regarding the membership and the renewal of membership dues. Erma emphasized the process of bringing in additional members, and those who know of individuals who’ve expressed interest in learning more about Zonta International. Erma expressed that those who are interested could begin attending meeting at any time. Erma asked Cleopatra for a recap due dates to submit our renewals, reinstatement fees, etc. There was also a quick discussion regarding the election of new officers during the FY17-FY18 year for any members who are interested.

*Programs Report*

Virginia Moore Chairperson expressed that she welcomes any discussion and ideas regarding speakers for the upcoming club year.

*Social Media Report*

Erma asked Tanya Shanklin, Social Media chairperson if she had anything to report in her area. Tanya discussed and explained need to utilize Facebook; and our need as a club to become more engaged in social media.

To recap on both the social media and program committee Unise Johnson makes a motion that the club accepts the $500 expense that was presented in honor of the *PG Cares - Brothers For A Cause e*vent the previous month; Gwen Terry seconds (2nd) the Motion. Members in attendance accept the motion via show of hands and voice “I” all in favor.

Because of the detailed discussion and changes to the minutes; and to summarize and formally approve of the April minutes by members in attendance, G. Jackie Thomas moves that we accept the minutes with the corrections to the April minutes; Sandy Campbell seconds (2nd) the motion. Members in attendance accept the motion via show of hands and voice “I” all in favor.

Erma Barron asked all members in attendance who’d attended the Area District Conference to each describe to the other members of the club the events and highlights of the event. Virginia Moore, Stanita Scott, K. Michelle Fenner, and Tanya Shanklin were each able to provide details and highlight the main areas that affect the club and overall Zonta International.

Advocacy Report

Gwen Terry a member on the advocacy committee was able provide an outline of ideas and suggestions for the upcoming year; that were discussed during an Advocacy meeting the previous week. A detailed report of the suggestions was presented to members in attendance.

*Administration/By-Laws Report*

*The were no new by-laws updates to report. But a comment regarding the approval of the by-laws was in question. A few in attendance questioned whether they’d received a copy of final version of the by-laws.*

*New Business*

There was a reminder about the upcoming conference the weekend of June 3, 2017 in Mclean, Virginia. Tracey Mitchell announced that she’d begun her new business in the area of Intelligence/Defense Contracting.

Erma expressed that she’d enjoyed the idea that those in attendance were well engaged, and that the meeting had been very productive. She expressed hope that the engagement will continue; and that each and every member can and will continue their engagement with Zonta during and outside of the club meetings. Erma closed out the meeting with a thank you to everyone in attendance.

Meeting adjourned at 8:30pm

Minutes submitted by

Karen M. Fenner

Secretary, Zonta Mid-Maryland