**Chapter Meeting Minutes**

Zonta International ®

Zonta Club of Mid-Maryland

Thursday, January 12, 2017

Crofton Country Club, 6:30p-8:30p

**Call to Order**

The meeting was called to order by Zontian President Linda Andrews at 7:15 pm. The meeting agenda was adopted as presented. **(**Agenda attached)

**Attendance**

Board Members: Linda Andrews, President, Virginia Moore, 2nd Vice President, Cleopatra White, Treasurer, Karen Michelle, Secretary, Stanita Scott, Financial Secretary, Denise Dobson-McDonald, Director

**Members Present:** 20 (Attendance Attached).

**Guest Speaker**

In the essence of time, 2nd Vice President, Virginia Moore immediately introduced our guest, Aprille Ericsson-Jackson, NASA in honor of Amelia Earhart Month. During her presentation about her work-life and educational accomplishments, Dr. Ericsson-Jackson placed emphasis on the importance of education, mentors and role models for girls and women. The presentation was extensive, ending at approximately 8:21pm. (Bio & website Attached).

**Minutes**

The December minutes were submitted via email along with a few hardcopies, if needed, prior to the meeting for review. The minutes were received and approved. Secretary Karen Michelle took minutes during the meeting.

**Officer Reports**

*President’s Opening Statement*

Zontian President emphasized that we had important business to review regarding the membership, and fundraising even though time was of essence for the evening.

*Treasurer’s Report*

Cleopatra White, Treasure provided the December financial report which included total expenditures April 2016 thru December 2016. She reported that the end balance as of 12/30/2016, after all expenses was $4,033.64. (Treasury Report Attached).

Finance Discussion

Per question from Ingrid Turner regarding the continued shortfall for the cost of the meal every month, prompted a discussion about the selection of food, the venue and location of the monthly meetings. There was mention that the choices of food, and/or location could be a contributing factor for the lack of attendance. Linda interjected that one of the reasons for the shortfall is because of the lack of responses to the meeting, and that she provides an estimate on the number of attendees that will be attending the monthly meetings. Later, if we have less than twenty in attendance, them the difference is paid from the club account. Linda explains that this is one of issues we as a club must focus and resolve.

*Financial Report*

Stanita Scott, Fundraiser and Financial Secretary presented the Treasury report; and added that Eunice Johnson paid $150 for the month of December for the purchase of two tickets to the fundraiser in February that is not shown on her report, but is shown on the Financial Report for December 2016.

The Financial Secretary provided the December Report of money received. The breakdown:

1. 4 Credit Card Payments $108.00
2. 8 Check Payments $216.00
3. Check for Fundraising (2 tickets) ($150.00) (*not incl. on report or total shown*)
4. 5 Cash Payments $139.00

**Total shown on Dec. Report $436.00** (Financial Secretary Report Attached)

 **Committee Reports**

*Membership*

On behalf of the Membership Committee Rhonda Caldwell introduced and facilitated a mid-year membership survey to the membership during the meeting. The purpose of the survey is to not only spark dialog, but to gain an understanding possible issues and concerns amongst the Mid-Maryland club, and membership. A few concerns include the decline in membership attendance and engagement, meeting locations, costs of meals, etc. (Survey Attached).

*Programs Committee*

Programs Committee Chair, Virginia Moore discussed the deadline to submit any calendar of events will be February 1, 2017. She explained that each committee chair should submit any calendar of events and agenda, dates, times, etc., based on the committees they support. Virginia noted that she will be submitting email reminders out to everyone.

*Advocacy Report*

No new report from the advocacy chair.

*Fundraising Report*

Zontian Fundraising Chairman**,** Stanita Scott**,** provided more updates regarding the upcoming Murder Mystery/fundraiser. Stanita explained that due “new management” at the Woodmore Country Club, the overall cost of the event has changed. These changes include the cost to rent the venue, the food cost, and changes to the overall menu, etc. She explained that the changes to the cost should not change the overall purpose and goal of the evening. Stanita reiterated the number of other activities, such as he silent auction, cash bar, etc., are still included for the evening. The discussion included suggestions around one of the major events, the silent auction. Suggestions were discussed regarding the “starting bid”. She expressed the need for nice items to showcase for the auction worthy of a starting bid of no less than $100.

Members are reminded to please make attempts to sell at least three (3) tickets for the event. Stanita will be continued to reach out to members individually about the event. Stanita is also emailing flying to each member; as further reminder, but can also be used to submit to others. The flyer will also include payment methods. Money collected via Eventbrite, PayPal, and check. Tickets were available at the December monthly meeting. Virginia Moore, and Beverly White, will also be assisting Stanita in the outreach efforts to the membership about our Murder Mystery/Fundraiser event. The goal is to make the deadline for receipt of all monies from the ticket sales, for the event no later than January 30, 2017.

*Administration*

Denise Dobson-McDonald discussed the need for input regarding the club by-laws. So far she has only received information from one (1) committee to date. She emphasized the need to receive input from the other committees as soon as possible.

**New Business**

None.

**Old Business**

None.

**Announcements**

Linda Andrews announced an upcoming free event on February 3, 2017, but registration is needed. The event will be held at the Army/Pentagon. The event is sponsored by the Lynx and others. Please reach out to Tracey Jones for more details and information. Linda also announced that Zonta International has approved of the Zonta clubs participating in the Woman’s March the day after the inauguration. She expressed to those who may not know that Zonta Clubs do not normally support political events. But since this event represents exactly who we are as Women, this is an approved event. More information will follow regarding the event via email.

Meeting adjourned at 9:18pm

Submitted by:

Karen Michelle Fenner

Secretary Zonta Mid-Maryland