

AAUW METRO ST. LOUIS INTERBRANCH COUNCIL

stlouis-ibc.aauw.net

May 28, 2024, via Zoom at 7:00 pm

ATTENDANCE and ROSTER – Each branch has 3 votes. Total Attendees: 19

✓	In Name Order	Branch
	Betty Takahashi	STC
✓	Carol Davis McDonald	STL
✓	Christine Nobbe	KWG
✓	Deb McWard	KWG
✓	Ellen Irons	STL
✓	Grace Poertner	STC
✓	Jan Horner	BC
✓	Jan Scott	STL
	Janet Sloey	BC
✓	Jeanne Webdell	KWG
	Joyce Bluett	FF
✓	Joyce Katz	BC
	Kathleen Brown	BC
✓	Kay Meyer	KWG
✓	Lynne Roney	KWG
	Marsha Koch	KWG
	Mary Jermak	BC
	Nancy Hutchins	KWG
✓	Pamela Meyers	FF
✓	Pat Shores	BC
✓	Patty Murray	FF
✓	Rose Ann Weeks	STC
	Sage Taber	BC
✓	Sandy Brody	BC
✓	Shirley Breeze	FF
✓	Teri Brecht	STC
	Karen Francis	
18	Roster Total 27	

Name	In Branch Order	✓	Branch Names
Jan Horner	BC	✓	Ballwin-Chesterfield
Janet Sloey	BC		
Joyce Katz	BC	✓	
Kathleen Brown	BC		
Mary Jermak	BC		
Pat Shores	BC	✓	
Sage Taber	BC		
Sandy Brody	BC	✓	
Joyce Bluett	FF		Ferguson-Florissant
Pamela Meyers	FF	✓	
Patty Murray	FF	✓	
Shirley Breeze	FF	✓	
Christine Nobbe	KWG	✓	Kirkwood-Webster Groves
Deb McWard	KWG	✓	
Jeanne Webdell	KWG	✓	
Kay Meyer	KWG	✓	
Lynne Roney	KWG	✓	
Marsha Koch	KWG		
Nancy Hutchins	KWG		
Betty Takahashi	STC		St. Charles
Grace Poertner	STC	✓	
Rose Ann Weeks	STC	✓	
Teri Brecht	STC	✓	
Carol Davis McDonald	STL	✓	St. Louis
Ellen Irons	STL	✓	
Jan Scott	STL	✓	
Karen Francis			State President, Public Policy
Roster Total 27		18	

Officers and Ad-Hoc Committee Chairs (unable to attend): Betty Takahashi, ~~IBC Co-Chair~~; Teri Brecht, **IBC Co-Chair**; Carol Davis-McDonald, **IBC Finance Chair**; Patty Murray, **IBC Secretary** ~~Betty Takahashi, iAdelante!~~; Pat Shores, Barbara Lackritz; Sandy Brody, Barbara Lackritz; ~~Nancy Hutchins, Facebook Page~~; ~~Mary Jermak, Missouri in Motion~~; Deb McWard, NCCWSL; Karen Francis, Public Policy; Joyce Katz, Web Manager; Lynne Roney, Web Manager (**NCWSL = National Conference for College Women Student Leaders**)

Call to Order. Teri Brecht called this regular quarterly meeting to order at 7:01 pm. Patty Murray was Zoom host.

Introductions. We gave our names, branches, and our favorite vacation spot ever.

May 18, 2024

Co-Chairs Betty Takahashi and Teri Brecht. Teri thought the State Conference was very good. Congratulations on 10-Star Awards which went to all five of our branches, to Joyce Katz as Woman of Distinction, Susan Barley for Special Service Award, and to Pam Kulp as Notecard Winner.

Additional Agenda Items. Lynne Roney would like to discuss who is doing communications and the IBC Google Email Group next year. Ellen Irons would like to talk about next year as the St. Louis Branch will Chair IBC. See last page before Announcements.

Approval of Minutes

Minutes from the February 27, 2024, meeting were distributed before the meeting. The minutes were approved as read.

Finance

Carol Davis McDonald provided the financial report. The report will be filed for audit.

Attached. The financial report for the Annual Luncheon Event will be discussed later in the meeting.

Branch Reports

Each branch shared recent activities and upcoming events.

BUSINESS

CU Renewal Task Force. Ellen Irons. Longer-term relationships with universities will be the focus. All are welcome to join the committee.

NCCWSL. Deb McWard. Two students received scholarships. Because both students had financial support from their families and weren't traveling from St. Louis, we sent them the St. Louis to Washington, D.C. airfare and did not offer money for shuttle or food costs.

Update on Membership Renewals. No report.

International Relations Lecture Series. Kay Meyer. The planning meeting for 2024-2025 will be the second Tuesday in August, which is August 13. Lecture topics will be chosen and volunteers will sign up to find the speakers for the chosen topics. Two of our speakers from this year turned their \$250 back in. A tech person was paid this year, which made everything go much more smoothly. Next year AAUW provides the coordinator.

¡Adelante! Book Club. September will be the next meeting. ¡Adelante! is the fourth Thursday at 1:30 pm except for June, July, August, November, and December.

2024 Annual Event Comments/Suggestions. Ellen Irons.

May 18, 2024

- BC – Registration/Evaluations. Jan Horner. Went very smoothly because Carol Davis McDonald does the name tags. Evaluations' main concerns were how long the speaker program went and that Catering to You is too far away. The committee's response to this is that Catering to You meets costs, parking, and the food is good. There are more positives than negatives. Logistics planning is easier when you go back to the same place.
- KWG – Speaker/Program. Kay Meyer. The speaker felt very badly that she went too long and couldn't finish. She was very upset. Kay recommended that the evaluation form be changed to explain that the speaker and program are not the same thing as people confuse the two. "Program" refers to the printed paper at our place settings.
- SC – Fundraiser. Rose Ann Weeks. The 50/50 drawing and lottery tree are the most popular and are very easy for the committee to do. Recommendation that branches only make a donation next year and not do the branch baskets. Total raised for this event was \$1,670.49.
- FF – Publicity. Patty Murray. The publicity timeline needs to be moved up one month because of Ballwin-Chesterfield's early newsletter deadlines. A short article about the luncheon is to be sent to newsletter editors.
- SL – Arrangements. Ellen Irons. Report **attached**. Some of the issues to address next year: mic trouble, speaker trouble, people not using the mic correctly, lighting was better for pictures this year, the 7 people per table rather than 8 confused the staff, and Reserved signs on tables. Thank you to Rose Ann for setting out the signs! People started filling to-go boxes before everyone had a chance to get cake, so do not set out the to-go boxes until everyone is finished eating. As for continuing with Catering to You until a better or equal venue can be found, some venues have a minimum requirement which can be higher than our budget.
- Finances. Carol Davis McDonald. Report was reviewed.
- BL Award. Pat Shores/Sandy Brody. Lillian Boly's posthumous award was very nice. Pat has been chairing since 2009 and is handing over to Sandy Brody. Sandy worked with Pat all year to learn the process. Thank you to both ladies!
- **Suggestions for 2025 and Future.**
 - **Date 2025.** Ellen Irons moved and Jan Scott seconded that next year's date be either **March 22 or March 29**, both Saturdays. **CARRIED**
 - Committees 2025:
 - Chair – SL, Ellen Irons
 - Arrangements – KWG
 - Registration and Evaluations – STL
 - Publicity – BC
 - Fundraiser – FF
 - Program – SC
 - Barbara Lackritz Awards – Sandy Brody

2024-2026 St. Louis IBC Chair. St. Louis branch, Ellen Irons. Next IBC meeting August 27, 2024.

May 18, 2024

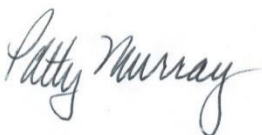
- Ellen requested that branch presidents send:
 - List of officers: Name, Position, Address, Email, and Phone
 - Branch IBC reps: 3 per branch with same information as above.
 - Branch Annual Event Rep: 1 per branch with same information as above
 - First committee meeting will be in mid-June
 - KWG rep – pending
 - FF rep – Pam Meyers
 - BC rep – Sandy Brody
 - SC rep – pending
 - SL rep – Ellen Irons
- New IBC Secretary needed.
- IBC meetings will continue on Zoom on Ellen's Zoom account. Each meeting's codes will be the same throughout the two years.
- Ellen led a discussion about ideas for the future:
 - NCCWSL. Should IBC do other projects for a fundraiser and should NCCWSL fundraising be connected with the Annual Event luncheon?
 - C/U Partnership. Visibility and marketing aspect, should IBC pay someone to have an IBC webpage? Marketing students had input. This will be a topic for August.
 - Branch support. More support for branches.
 - NCCWSL. Deb McWard commented that we have been bringing students back from NCCWSL and then leaving them on their own (our wish has been that they would share their experience with the campus, etc.) Should we consider a different use for the approximately \$1,000 we spend per student on NCCWSL?

Google Email Group and Communication. Joyce Katz. Joyce will no longer be managing the website and Google email group and had given a year's notice. No one has been found. We thanked Joyce for her excellent work! [Note: Lynne Roney has volunteered – thank you!]

Announcements. Please put the following dates on your calendars.

- ¡Adelante! Book Club – Thursday, **September 26, 1:30**, Zoom. Details forthcoming.
- **Next IBC Meeting by Zoom, August 27, 2024**
- Possible Trivia event by SC branch in September or in the Spring
- Fall IBC Meeting **November 26, 2024**

Teri Brecht adjourned the meeting at 8:10 pm.



Patty Murray

AAUW Interbranch Council Finance Report, May 27, 2024
 (Receipts and Expenditures since 2-27-2027)
 Carol Davis McDonald, Treasurer

Operating funds balance, 2-27-2024		\$6,199.70	
Receipts:			
3-2: \$950.00			
Luncheon reservations	\$880.00		
Raffle ticket pre-sales	\$70.00		
3-29: \$820.00			
Luncheon reservations	\$720.00		
Raffle ticket pre-sales	\$60.00		
Donation	\$40.00		
3-29: \$890.00			
Luncheon reservations	\$760.00		
Raffle ticket pre-sales	\$40.00		
Donation	\$90.00		
3-29: \$1,520.00			
Luncheon reservations	\$800.00		
Raffle ticket pre-sales	\$50.00		
Raffle ticket cash	\$670.00		
4-26, returned check replaced*	\$40.00		
Total:		\$4,220.00	\$10,419.70
Distributions:			
3-13, Debit 1, Catering to You, balance due	\$1,637.14		
3-23, #429, Beverly Schuetz, program speaker	\$200.00		
3-26, Debit 2, NCCWSL, registration, Shanley Windish**			
3-27, Debit 3, NCCWSL, registration, Kennedi Cope***			
3-27, #430, Marsha Koch, program printing	\$45.92		
3-27, #431, Deb McWard, E. Cohen reimbursement	\$40.00		
4-3, Bank chargeback, returned check*	\$40.00		
4-6, #432, Ellen Irons, cake and food containers	\$86.45		
5-1, #433, UHSP, airfare reimbursement, K. Cope****			
5-22, #434, Shanley Windish, airfare reimb.*****			
Total:		\$2,549.51	
Operating funds balance, 5-27-2024		\$8,370.19	\$10,419.70
NCCWSL Fund balance		\$1,134.46	
Operating funds		\$8,370.19	
Bank Account Balance (total)		\$ 9,504.65	

Erroneous deposit by bank of funds intended for K-WG account on 1-8-2024 was transferred to correct account on 3-8-2024. I did not include it as a receipt or an expenditure, but it is reflected in the bank statements.

NCCWSL Fund

	Rec'd	Spent	Balance
Balance, 7-2-2021			\$1,793.65
3-10-2022 – donations from B-C, F-F, K-WG	\$900.00		
4-3-2022 – Ck #415, CDMcD, Natalie Scheers' registration		\$165.00	
4-15-2022 – Pieces of the Puzzle donations	\$55.00		
Balance, 8-23-2022			\$2,583.65
2-14-2023 – donations from B-C, F-F, K-WG	\$800.00		
Balance, 2-28-2023			\$3,383.65
3-28-2023 – donation from StC	\$100.00		
3-28-2023 – #424, reimbursement, Eve Cohen, airfare		\$581.96	
3-28-2023 – AAUW NCCWSL, registration fee for Eve Cohen		\$565.00	
Balance, 5-23-2023			\$2,336.69
6-28-2023 – #426, Eve Cohen, meals & transportation		\$62.31	
Balance, 8-22-2023			\$2,274.38
2-5-2024 – donations from B-C, K-WG, SC, SL	\$850.00		
2-15-2024 – donation from F-F	\$100.00		\$3,224.38
3-26-2024 – NCCWSL registration fee for Shanley Windish**		\$565.00	\$2,659.38
3-27-2024 – NCCWSL registration fee for Kennedi Cope***		\$565.00	\$2,094.38
5-1-2024 – Univ. of Health Sci. & Phcy, Kennedi Cope airfare****		\$479.96	\$1,614.42
5-22-2024 – Shanley Windish, airfare reimbursement*****		\$479.96	\$1,134.46

2024 IBC Annual Spring Luncheon
March 23, 2024

Fiscal Summary

Receipts:	
Reservations	\$3,080.00
Expenses:	
Caterer/venue (77 meals @ \$22.75), mic. & speaker, linens & skirting, service charge, set up and clean up, table decoration, china, silverware, beverage station	\$2,137.14
Cake from Schnucks	\$65.46
Entertainment	\$200.00
Program printing	\$45.92
Clamshell containers	\$20.99
Fundraising supplies	\$0.00
Name badges/inserts (Carol has already)	\$0.00
Evaluation forms	\$0.00
Gratis meal (program), Bev Schuetz - \$22.75, but not a pay-out expense	\$0.00
	\$2,469.51
Profit = \$610.49	

Lackritz Award Expenses

Program printing	\$0.00
Certificates	\$0.00

Fundraising

Gift card raffle tickets	
With reservation	\$260.00
Gift card raffle tickets, 50-50 raffle, scratch-off bouquet	
On site	\$670.00
Donation checks	\$130.00
Total	\$1,060.00

Luncheon profit: \$610.49
Fundraising: \$1,060.00
Total raised: \$1,670.49

MORE DETAILS

FACTORS FROM PLANNING AND LOGISTICS POINT OF VIEW

The review of possible locations was done in July and August, 2023 and we found that:

- 1. It was very hard to find a site that meets our standards for the type and quality of food for the price point we want. Somewhat nervewracking.**
2. We were extremely glad to find Catering to You as an option, because the other two sites considered - The Christy (south) and Favazza's on the Hill (two room choices) were much higher in per person cost and also had much higher minimums. ALSO Catering to You has very low fees.
3. Our price point with Catering to You allowed us to lower the Registration fee to \$40, from the previous year's fee of \$45, which was a plus for our members from a price point of view.
4. With the publicity and outreach done, our registration numbers were higher than the previous two years (high 70's/low 80's). Combined with a good budget and well thought out fee of \$40, the event itself was actually able to show a profit of \$610.49 from sales alone (before fundraising). This is important.

Thought for next year -

- Need to find a comparable venue to make all the factors work out (might be hard)
OR – it might be time to rethink whether a sit down hot luncheon is the best format for our spring luncheon.

A FEW DETAILS/IDEAS FOR FUTURE COMMITTEE MEMBERS

- It helped that a lot of people had previously gone to Catering to You, especially Ferguson-Florissant members, and our Luncheon had been there two years prior. Getting input from other branches always is a great plus.
- The site visit and a layout map, where all committee members could have input for their areas of responsibility, were very helpful.
- Make sure to check the microphone near the beginning of set up, instead of just a little before it is needed. We had an issue that was nerve wracking for the first ½ hr.
- Make sure to let the Program presenters know their allotted length of time – our IBC luncheon program times are usually only around 30-35 minutes. We HAD to be out of the room by 2pm, and the speaker running over by 20 minutes caused us to not be out of the room until 2:15. Fortunately, Sheila was understanding and it worked out. The times were listed in the Program and Day of Event Logistics handout, but not reviewed together as a Committee. Need to double check this item next year.
- Thanks to Rose Ann, her husband and St. Charles members for setting up the signs with balloons at the turn offs into the Catering To You shopping center. No complaints of getting lost this year.

STL Metro IBC Agenda

Tuesday, May 28, 2024

Zoom 7:00 pm

Introductions- Your Name, Branch, (**Brief**) Sharing Topic: Best vacation (spot) ever!

Co-Chairs St. Charles Branch Betty Takahashi and Teri Brecht

Annual Conference- May 4- Congratulations: Star Awards Woman of Distinction: Joyce Katz
Special Service Award- Sue Barley Notecard Winner- Pam Kulp

Additional agenda items

Minutes-(Patty Murray (Emailed))

Financial Report -Carol Davis McDonald (hold for Spring Fling discussion)

Branch Reports/Updates (brief end of year comments/summer info)

Business:

CU Renewal Task Force-

NCCWSL – Deb McWard

Update on Membership Renewals- (no \$ change)

International Relations Lecture Series- 2024 & 2025- Kay Meyer

MO State Conference- Karen Francis

Adelante- Betty Takahashi/Patty Murray

2024 Annual Event- Spring Fling Comments/ Suggestions

BC- Registration/Eval- Jan Horner

KWG- Speaker/Program- Kay Meyer

StC- Fundraiser- Rose Ann Weeks

FF- Publicity- Patty Murray

StL- Arrangements- Ellen Irons

Finances- Carol Davis McDonald

BL Award- Pat Shores/Sandy Brody

Suggestions for 2025 and Future

Catering to You

Fundraiser

2025 Annual Event-Spring Fling

Chair- StL- Ellen Irons

Arrangements- Kirkwood-Webster

Registration & Eval- St Louis

Publicity Ballwin-Chesterfield

Program- St Charles (

Barbara Lackritz Awards- Pat Shores/Sandy Brody

August 2024-2026 STL-IBC Chair Branch- St. Louis

IBC Meeting August 27

Ellen Requests branch presidents send:

List of officers: name, position, address, email, phone

3 IBC Reps per branch (same info)

1 Annual Event/Spring Fling Rep per branch (same info)

Upcoming Events/Dates 2024

August 27 IBC Meeting

(Possible Trivia- St Charles in September or Spring)

November 26 IBC Meeting