



NWHC Aggie Moms Club  
Board Meeting  
Tuesday, May 5, 2020

<b>Call to Order</b>	<b>Kara Merkel</b>	Called to order 7:10
<b>Invocation</b>	<b>Becky Schultz</b>	Invocation given by Karyn Friesen
<b>Attendance</b>	<b>Members Present</b>	Kim Zapalac, Karyn Friesen, Kiersten O'Malley, LaDonna Nobbe, Tammy Woodeshick, Melissa Weldon, Dawn Soukup, Martha Vehlewald, Kathy Ashmore-Hemann, Sue Robinson, Ramona Stehle, Anne Cline, Bonnie Vogt, Laura Lawhon, Melissa Ross, Rhonda Steubing, Kara Merkel, Wendy Shair, Melissa Gardner, Denise Hutton, Samantha McGee, Jennifer Clark, Tina Carroll
	<b>Members Absent</b>	Dena Peavler, Melinda Avilas, Rebecca Schultz, Sarah Ross, Mary De Vos, Lucy Davis, Diane Cameron, Jessica Orbe, Pat Thompson, Chrissy Spring, Olga Bautista
<b>Welcome</b>	<b>Kim Zapalac</b>	This is Kim's last board meeting. She welcomed everyone and expressed her gratitude for everyone to be able to stay in touch. Happy to have had a successful year and be handing it over to Karyn Friesen
<b>Minutes</b>	<b>Tammy Woodeshick</b>	Karyn Friesen motion to approve both sets. Sue seconded. Accepted as sent
<b>Treasurer Report</b>	<b>LaDonna Nobbe</b>	3950 for boutique income. Read a letter from century tree project support. Sent us a referral check of \$20 from our club. Andy Duffy. Several members need to send \$\$ to Ladonna for Virtual boutique purchases and for registration. Kim Zapalac asked about paperweight fees coming out. No questions Kiersten O'Malley motion to accept. Melissa Ross 2nded all approved. Links for membership need to go to the membership page not the online form.
	<b>Beginning Balance</b>	\$20,830.91
	<b>Total Income</b>	\$ 5,145.60
	<b>Total Expenses</b>	\$ 320.38
	<b>Net Income</b>	\$ 4,825.22
	<b>Current Bank Balance</b>	\$25,656.13
	<b>Discussion</b>	Kendra Scott giveback earned \$369 and we should receive the check in 6 weeks. They will partner with us for a fall event

Virtual B is running well. Have raised almost \$4000 minus shipping costs and supplies. We have shipped and boxed over the last two weekends. The pillows are very popular and preordering. Kim Zapalac



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asked how many orders. Tammy reported approximately 30 people bought an average of \$80 in items. Several people bought multiple items

Credit card machine fees. Ladonna Nobbe suggested that we may want to get rid of the credit card machine and use only square because of the fees. Jennifer Clark would like to get rid of it and use only square. Karyn Friesen agrees. The only pro to keeping the machine is letting Montelongos use the machine at Family weekend. LaDonna Nobbe will check with Wells Fargo to see if we need to keep the membership/fees contract with them for the credit card machine. Kara Merkel suggested that we may just want to go with square because Jennifer Clark is familiar with it.

Virtual Boutique reconciliation is challenging. LaDonna Nobbe is pulling the reports from square to cross reference the deposits into the account. LaDonna Nobbe reported that we are not able to do a Venmo account.

Kara Merkel asked if we needed to vote on this as a board. LaDonna Nobbe will find out if there is a fee if we shut down the credit card machine account. Kiersten O'Malley asked if we shut it down now what happens if we want to re-activate it. LaDonna Nobbe will have the info to make a decision at the June cross over meeting.

In March LaDonna Nobbe wrote out 6 checks, mailed them, but the recipients have not received them. They are lost in the mail. Fee to stop payment is \$31 per check. She will re-write the checks and will notify the recipients that they will need to destroy the checks if they do get delivered. 3 of the checks were for care package refunds. One was the insurance check for over \$700. Kim Zapalac suggested that we put a stop payment on that check. LaDonna Nobbe will mail out new checks.

Audit: LaDonna Nobbe and Jennifer Clark will complete the Audit on June 22<sup>nd</sup>. Another board member will be asked to join as well. The books need to be complete and up to date through May and audit done in June. There is no need for LaDonna Nobbe to be off the account by June 1.



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**Membership Report**

**Dawn Soukup,  
Melissa Weldon  
& Martha  
Vehlewald**

Dawn reported that there are 35 members so far. 2 are new the rest are renewals. \$625 in donations so far. Discounted membership will continue through May. For student organization distribution, 52 members voted, 20 of which were board members for a total of 216 votes. LaDonna Nobbe asked what her next step was for dispersing funds to student orgs. Kiersten O'Malley offered to help and offered to help her get in touch with Tracy Quiroz for assistance. Kara Merkel said that the amount of money we give to student organizations depends on the bank balance after scholarships and after allotting the \$10,000 to run the club for next year. Ladonna Nobbe suggested until we have a better feeling of how much \$\$ there is we need to hold off on determining an amount to give to student organizations.

*ADDENDUM: VIA EMAIL: LaDonna Nobbe motioned that we us \$6000 of our remaining funds for donations to student organizations.*

*Yes votes from: Rhonda Steubing, Melinda Aviles, Tammy Woodeshick, Martha Vehlewald, Dawn Soukup, Bonnie Vogt, Melissa Ross, Ramona Stehle, Sue Robinson, Rebecca Schultz, Melissa Weldon, Laura Lawhon, Karyn Friesen. Kathy Ashmore-Hemann abstained*

Karyn Friesen suggested holding some money back to put back into the endowments.

Ladonna Nobbe asked about how the endowment funds are distributed. Rhonda Steubing stated that she will be writing a letter to the university to tell them who received the scholarships. The funds coming from our general account will then need to be sent to the university. Rhonda Steubing will find out who to write the check to for the funds coming from our general account. Rhonda Steubing reach out to Pat Thompson for guidance.

Marth Vehlewald asked about starting the discussion about Howdy bags. Kiersten O'Malley said that we could start asking for coupons and donations now if we wanted to. We may be able to use the Care Package city of college station donations bags left over from care packages. Martha Vehlewald will contact the city of college station as well. Karyn Friesen mentioned talking to the visitor's bureau also.

**Ways & Means**

**Melinda Avilas**

No report at this time



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**Communication** **Laura Lawhon, & Melissa Ross** Tammy Woodeshick and Laura Lawhon will get the newsletter on the website tonight. Asked when Virtual Boutique ends. May 10<sup>th</sup> is the date right now, but it may run through June. Website front page is updated.

Melissa Ross asked for information to be sent to her with any links or updates for her to post on Facebook. Links for joining need to go to the membership page.

**Programs** **Kathy Ashmore-Hemann** No report at this time

**Boutique** **Sue Robinson, Ramona Stehle & Dena Peavler** No report at this time

**Social Events** **Tina Carroll & Chrissy Spring** No report at this time

**Care package** **Kathy Hemann** No report at this time

**Hospitality** **Anne Cline** No report at this time

**Spirit of Service** **Olga Bautista** No report at this time

**New Business** Minutes for the May general meeting will include the 20-21 slate of board officers so accounts can be changed.

Question of when book awards will be drawn. At the May meeting as planned. Karyn Friesen will pick up the box from the distributorship.

Jennifer Clark and LaDonna Nobbe will meet and close out the books together. Names for new President and new Treasurer will need to be added to the accounts. Treasurer forms are due by May 31<sup>st</sup> to close out the books for the fiscal year.

Summer Mixers: Kiersten O'Malley June 22<sup>nd</sup> or July 5<sup>th</sup>. Thoughts are that the 22<sup>nd</sup> would be too early. Kiersten O'Malley asked what were the best day for summer mixers. SAT and SUN were best. We did a Tues, Sat and a Sun last summer.

Summer mixer save the date cards need to be sent out. Melissa Weldon needs to send/fax the request for addresses to the university. Samantha McGee volunteered to fax the form for Melissa Weldon. Melissa Weldon will send a copy to Samantha to get faxed. Melissa Weldon will send form to Martha Vehlewald as well.



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Karyn Friesen asked if we could just pick 3 dates so the cards can be printed. Quick Kopy prints the cards and addresses them from the list sent by the university.

Concern about if we change the dates. Guests are asked to RSVP so there shouldn't be that many lost if the dates do change.

Suggestion of mid-July or end July and August. Kiersten O'Malley will host 10:00a July 18<sup>th</sup>. Tammy Woodeshick will host July 7:00p 28<sup>th</sup>, LaDonna Nobbe will host 2:00 August 1<sup>st</sup>. Location addresses are printed on the cards. Address will not be posted on social media. Martha Vehlewald will handle RSVPs for summer mixers. Martha Vehlewald will text Melissa Weldon the hostess contact info.

Cross over meeting date will be the first Tuesday in June. In person if possible. If not then via Zoom.

#### New Board:

Boutique positions are still open. Dawn Soukup will be transitioning off the board next year. Need to find a mom to join the membership team Publicity does not need to be filled as it is covered by other communications people. Historian is still needed. New members have stepped up for fundraisers. Need Traditions liaison. Need Service volunteer.

Motion to accept slate of officers as presented LaDonna Nobbe. Kathy Ashmore-Hemann seconded. All approved. This will now go to the general meeting. Kiersten O'Malley suggested we post on all our media outposts.

In the bylaws, a committee of 5 board members led by the Past President builds the next terms' board. Everyone needs to think about who might be willing to step up for this committee next year. Need to look for people who might want to get involved in the fall.

Kiersten O'Malley will take care of getting the list of new board to Laura Lawhon and Melissa Ross for posting.

General meeting Zoom call invitation to include the slate of officers. Tammy Woodeshick will email to the general membership.



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Kim Zapalac: discussion about the Ring day signs. Since this had passed it was suggested that signs be done for graduates instead. Kim Zapalac asked for a volunteer to take on this project if we decide to do it.

Melissa Gardner has a contact who can do a 12x18 sign for \$6 and \$1 for the stake. If we were to order we could get them by the end of the week.

We would be able to design it as a generic sign. Wendy Shair asked about Logistics. Karyn Friesen said that the membership for the club who did the ring signs did a divide and conquer approach to get them distributed to the addresses who ordered. There are 35 members who have graduates.

Kara Merkel suggested a central pick up for signs. Question about distributing graduate paper weights. Kim Zapalac hoped that the graduated parents would attend the Howdy meeting so the paper weights can be handed out.

Martha Vehlewald volunteered to take on the sign project. Suggested that we stick to our membership only for the distribution. Melissa Gardner volunteered to order and pick up the signs and get them to Martha Vehlewald.

Motion to purchase 40 signs for graduates at \$7, Karyn Friesen. Melissa Ross seconded. \$240 total expenditure. All approved. Martha Vehlewald asked Kim Zapalac for the list of graduates. Dawn Soukup will get the addresses to Martha for delivery route planning purposes.

Zoom general meeting set up by Tammy Woodeshick.

Kim Zapalac share her end of year message and gift to everyone.

Motion to adjourn Karyn Friesen, seconded by Melissa Ross.

**Meeting  
Adjourned**