

Minutes of FFGM Board Meeting April 3, 2017

Present:, Dee Birschel, Dale Harmelink, Sara Harmelink, Rosie Haas, Mary Hauser, Dave Kalan, Ann Line, Doris Mueller, Sue Pack. **Excused:** Anne Szczygiel, Donna Baldwin- Haut, Ed Kelley, Gary Drescher, Joe Geck, Mary Goek.

Meeting was called to order at 6:30 PM by President Sara Harmelink.

1. Minutes - **Motion** was made by Ann Line and duly seconded: To accept the minutes from the February 6, 2017 board meeting as emailed. Motion carried unanimously.

2. Treasurer – Dale Harmelink reported.

- Cash Accounts: General Checking Account: \$9,624.55. General Restricted Account: \$10,000. Restricted Accounts: \$4,951.47. Total Cash: \$24,576.02.
- Operationally, income and expenses: 2017 to date, actual income is \$3,635.00 and actual expenses are \$2,565.77 leaving \$1,069.23 excess income over expenses.
- Membership: 2017 to date, 104 members with 50 singles and 27 families.
- Exchange/Journey Account balance: Florida Outbound Journey \$0. Brazil Outbound Journey \$13,036. 2017 total Exchange/Journey Account balance is \$15,036.00.
- IRS Tax Return: Tax return will be filed soon. It's not due until May.
- Financial Audit: Ed Kelley has agreed to conduct the audit again this year.
- After discussion,

Motion was made by Doris Mueller and duly seconded: To accept the Treasurer's report subject to audit. Motion carried unanimously.

3. 2017 Schedule

- 5th at 5 social gatherings– Dale Harmelink reported.
 - April 5 – Kochanski's Concertina Beer Hall – Anne Szczygiel
 - May 4 – Milwaukee Art Museum -Cris Reischl
 - June 5 – Sara and Dale Harmelink – Brazil celebration
 - July 5 – Dee and Don Birschel
 - August 5 – Joe and Barb Geck
 - September 5 and beyond – Volunteers needed
- Outbound to Clearwater, FL, March 1-8, 2017. Ambassador Coordinator (AC) Ann Line reported that the Journey went well and any issues were reported to the host club.
- Outbound to Florianapolis, Brazil, April 20 – May 9, 2017. AC's Dale Harmelink and Joe Geck. Dale reported that 10 ambassadors are going. Planning is going well.
- Inbound from Dayton, OH, June 7-12, 2017. Rosie Haas and Ann Line are co- AC's. 15-17 ambassadors are expected and home hosts are needed. Several planned activities will be open to the club.
- Ambassador gifts - Rosie suggested that the club purchase and sell string or tote bags to hold items given to incoming ambassadors. After discussion, there was not a consensus of agreement so further discussion will be held in the future.
- Prospective Member Event, July 18, 2017, Kneeland Walker House in Wauwatosa. Rosie Haas reported. Goal is to obtain new members. Each FFGM member is to submit to the membership committee the names of people to receive invitations. It will be an open house where people can come to learn about Friendship Force and meet enthusiastic members. A committee meeting will be held April 5th and include discussion of the budget for the event. After discussion,

Motion was made by Dale Harmelink and duly seconded: That the budget for the prospective member event is capped at \$1,000, but that the amount can be revisited at a later date if needed. Motion carried.

- Annual Picnic – July 25, 2017, Wirth Park. Planning continues.
- World Conference in Manchester, England, August 25-28, 2017. Dave Kalan, Gary Drescher, Sara and Dale Harmelink will be attending.
- Inbound Global Themed Journey – The Best of Milwaukee, September 14-21, 2017. Open to Vietnam and the world. Dave Kalan is facilitator and co-Host Coordinator (HC). Sue Pack is co-HC. A maximum of 20 ambassadors can be accommodated. Three applications and several inquiries have been received to date. After discussion,
 - **Motion** was made by Dale Harmelink and duly seconded: To approve an expenditure of \$800, out of the transportation fund, for bus rental for the Global Themed Journey. Motion carried unanimously.
- After further discussion,
 - **Motion** was made by Dale Harmelink and duly seconded: To authorize the treasurer to pay a deposit of \$500 to Shully's Catering for the 2017 Global Themed Journey. Motion carried unanimously.

4. 2018 Schedule

- Outbound Mexico City and Tuxtla Gutierrez, January 2018. Clubs have been contacted, but no response. Donna Haut and Ann Line are interested in being co- AC's
- Regional Super Conference, Cincinnati, OH, April 20-22, 2018. Representatives from the Midwest, Great Lakes and Southwest regions will attend. More information will be coming.
- Inbound English Language with Japan, Mid-summer, 2018. Dave Kalan will serve as the facilitator. HC is Gary Drescher. Joe Geck may be interested in being co-HC. Any others interested should contact Sara Harmelink.
- Inbound Alajuela, Costa Rica, September, 2018. HC's are needed. Rosie Haas may be interested.

5. Activities – Mary Hauser and Ann Line reported on recent and upcoming events.

- Spring Fling and 40th Anniversary Celebration, April 2. 54 members attended and all went well.
- Annual Picnic, July 25, Wirth Park. The committee will meet soon.
- Book Club - The first meeting will be April 6 at Ann Line's. 10 members have expressed interest in attending the first meeting. The book is Stolen Lives: 20 Years in a Desert Jail, by Malika Oufkir. The club will meet every other month.
- Other activities are still in the planning stages, e.g. a neighborhood tour and the annual meeting.

6. Fund Raising - Donna Baldwin-Haut and Ed Kelley. No report.

7. Membership – Rosie Haas. Prospective member events discussed under 2017 schedule.

8. Community Outreach- Sue Pack reported that a few people have volunteered for the Palermo Pizza Hunger Task Force project, April 12.

9. Vice President – Ann Line.

- Photos in the annual directory. We discussed and agreed that member photos would be a good addition to the directory. Participation would be optional. Dale volunteered to take the photos at member events.
- Stipends for home hosts. Several clubs provide reimbursement for gas or other expenses or a flat fee for home hosts to cover some of the expenses for hosting. Discussion was tabled until the next meeting.

10. Communications/Website/Newsletter. Doris Mueller.

- Doris reported that the FFGM ad would appear in the next issue of the Voice.
- She noted that if we want articles on members or stories of friendship she will need someone to conduct the interviews.
- She is looking for people to serve on a Communication Committee to cover social media, newsletter and website. A May committee meeting is planned.
- The deadline for the next newsletter is April 15.

11. President – Sara Harmelink

- Update of FFI profile and FFGM website is done.
- FFI communication-request for membership list and email information. Discussion tabled until next meeting.
- Maintaining membership records within our own club including membership interests etc. Discussion tabled until the next meeting.
- By-law and Board Manual revisions to further define President, Vice-President and Treasurer duties. We also discussed incorporating new terminology for Exchanges. After discussion,
 - **Motion** was made by Doris Mueller and duly seconded: To accept the committee's recommended amendments to the duties included in the Board Manual. Motion carried unanimously.
 - **Motion** was made by Mary Hauser and duly seconded: To accept the committee's recommended changes to the duties in the By-Laws and provide a draft to the general membership for consideration. Motion carried unanimously.
- We discussed adopting the new terminology for exchanges. After discussion,
 - **Motion** was made by Ann Line and duly seconded: To accept the new terminology and incorporate it into the club documents. Motion carried unanimously.
- Option to create a domestic outbound in 2018 during May, June or October. Discussion tabled until the next meeting.

12. Next Board Meeting: **Monday, June 12, 2017** at St. Matthew's Lutheran Church, Wauwatosa, **6:30 p.m. NOTE DATE CHANGE.**

Meeting adjourned at 8:30PM

Respectfully submitted,

Dee Birschel, Secretary