

Minutes of FFGM Board Meeting August 7, 2017

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

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

- Minutes - Motion** was made by Rosie Haas and duly seconded: To accept the minutes from the June 12, 2017 board meeting as emailed. Motion carried unanimously.
- Treasurer** – Dale Harmelink reported.

Motion was made by Rosie Haas and duly seconded: To accept the Treasurer’s Report from the June 12, 2017 board meeting, subject to audit. Motion carried unanimously.

Cash Accounts: General Checking Account: \$9,534.44. General Restricted Account: \$10,000. Restricted Accounts: \$4,151.47. Total Cash: \$23,685.91. Operationally, income and expenses: 2017 to date, actual income is \$3,796.50 and actual expenses are \$3,267.38 leaving \$529.12 excess income over expenses.

Membership: 2017 final- 104 members with 50 singles and 27 families.

Exchange/Journey Account balance: Dayton Inbound Journey -\$209.30. Global Themed Journey \$3,609.00. 2017 total Exchange/Journey Account balance is \$5,818.30.

IRS Tax Return: 2016 tax return has been filed. Also, the 2012-2015 returns have been filed and are complete. Acknowledgement is attached.

Motion was made by Mary Hauser and duly seconded: To accept the Treasurer’s Report subject to audit. Motion carried unanimously.
- Financial Audit:** Ed Kelley reported that the 2015-2016 audit is complete and found no material accounting or financial reporting issues. Recommendations were noted and it was agreed that the yearend financial reports should be distributed and approved by the Board at their February meeting each year.

Motion was made by Doris Mueller and duly seconded: To accept the 2015-2016 audit report as prepared by Ed Kelley. Motion carried unanimously
- President** – Sara Harmelink

Nominating Committee – Consists of one board member and two other members. Rosie Haas volunteered to chair and find other committee members. The committee will need to nominate someone for the positions of secretary and treasurer for the term beginning in 2018.

Board meeting times - Whether to meet during the day or in the evenings was discussed. After a show of hands, it was agreed that we will meet in the evenings for 2018.

Domestic Outbound and Inbound in 2018-2019. Santa Barbara, CA has requested to host us in 2018. Sara will contact them with our availability in late Feb – early Mar or late Oct to early Nov. We will host them in 2019. Clearwater, FL has requested an inbound. We will suggest late May-early June 2018.

Adult Spelling Bee – Sept. 9 with Adult Literacy Center of Ozaukee County. Volunteer spellers are Gary Drescher, Marisue Zillig and Carol Loomis. Joe Geck is the alternate. Rosie Haas and Bob Blazich are coordinators.

2019 Inbound Hosting Availability Form – The form is due on August 15 and we agreed to accept one inbound international journey with a minimum of 10 and a maximum of 20 ambassadors. January – March and Late November – December are months to avoid. The Outbound Request Form is due November 1. An email will be sent to members listing the possible locations for an outbound journey. They are requested to respond with their priority list by late September.

Request from Adrienne Moen. At her request, we discussed home visits to potential home hosts, host and ambassador behavior, evaluations, training from Atlanta and the need for travel medical insurance for both inbound and outbound journeys. No definitive decisions were made and further discussion may take place at a future meeting.
- 2017 Schedule**

5th at 5 social gatherings– Dale Harmelink reported.

September 5 – Al and Pat Forsythe at Grant Park; October 5 – Laurene Harschutz; November 5 – none at it’s the day of our annual meeting. December and beyond – Volunteers needed

Inbound from Dayton, OH, June 7-12, 2017. Rosie Haas and Ann Line were co- Host Coordinators (HC's). 10 ambassadors came and overall the journey went well. There was discussion of how to handle the \$200 excess income over expenses. After discussion of the valuable service provided by Menomonee Valley Partners,

Motion was made by Rosie Haas and duly seconded: To donate \$50 to Menomonee Valley Partners as an honorarium for the complimentary services provided to the journey. Motion failed to carry.

It was felt that any unbudgeted excess should be returned to the club as the club also covers any shortfall. In future all anticipated expenses should be included in the journey budget.

World Conference in Manchester, England, August 25-28, 2017. Several members will be attending.

Inbound Global Themed Journey – The Best of Milwaukee, September 14-21, 2017. Dave Kalan is facilitator and co-Host Coordinator (HC). Sue Pack is co-HC. To date 20 ambassadors have applied with 2 on the wait list. Home hosts, dinner hosts and day hosts are needed. Planning continues.

Open World October 13-21. Delegates are from Ukraine and the subject is improved English education in secondary schools. Mary Hauser is the chair.

November 5 – Annual meeting, North Star Bistro, Brookfield

6. 2018 Schedule

Outbound Mexico City and Tuxtla Gutierrez, mid- January 2018 to mid February. Clubs have been contacted and we are waiting for more information on the dates. Donna Haut and Ann Line are co- AC's. Up to 20 can participate. A possible extension to the Yucatan is being planned

Regional Super Conference, Cincinnati, OH, April 20-22, 2018. Representatives from the Midwest, Great Lakes and Southwest regions will attend. All members are encouraged to consider attending.

Inbound English Language with Japan, Mid-July, 2018. Dave Kalan will serve as the facilitator with FFI and Northern Illinois and co-HC. Gary Drescher. Is co-HC. Dave is working on a date in conjunction with the Northern Illinois Club.

Inbound Alajuela, Costa Rica, September, 2018. HC's are needed. Rosie Haas is interested.

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

Annual Picnic, July 25, Wirth Park. A Mexican theme and entertainment. Plaza Garibaldi was the caterer. 55 people attended.

Book Club - The next meeting is 1:30 September 7th at Mary Hauser's home. Book is "The Island" by Victoria Hissop. Mary Goek will host the November meeting. Book is "The Nightingale".

Annual Meeting - Nov. 5 at North Star Bistro, Brookfield.

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

9 Membership – Rosie Haas.

Prospective member event, July 18. The event went very well. Expenses were \$889. 55 people RSVPd and 44 attended. 13 have joined to date with several more interested. A welcome letter is going out shortly. New member mentor guidelines are being finalized.

10. Community Outreach- Sue Pack. 5 members participated in the Sikh walk.

11. Vice President – Ann Line. No further report.

12. Communications/Website/Newsletter. Doris Mueller.

The deadline for the next newsletter is August 15. Five members have signed up for the September 11 computer class.

12. Next Board Meeting: **Monday, October 2** at St. Matthew's Lutheran Church, Wauwatosa, **6:30 p.m.**

Meeting adjourned at 8:15PM

Respectfully submitted,

Dee Birschel, Secretary