



MEETING MINUTES

Board of Directors
PO Box 44722, Phoenix, AZ 85064

DATE: August 17, 2023

TIME: 11:30 AM

*The meeting was conducted via Zoom with options for public participation.
Some items may be taken out of order.*

MEMBERS PRESENT

Karilyn Van Oosten, President (joined 11:52am)
JoAnn Holland, Vice President
Debra Boblitt via proxy
Gaby Cardenas (joined 11:35am)
Carey Chambers
Kim Covington (joined 11:35am - left 12:22pm)
Lauren Chazal
Lisa Hartsock
Mary Mitchell
Heather Rausch via proxy

ASSOCIATION MANAGEMENT PRESENT

Megan Newsham

GUEST PRESENT

None

MEMBERS ABSENT

None

1. President's Call to Order and Roll Call

Vice President, JoAnn Holland, called the Board of Directors Meeting to Order at 11:33 a.m.

Vice President, JoAnn Holland, conducted roll call. Quorum was present.

2. Items from Guests Present

No guests present.

3. Approval of Minutes from June 2023 Board Meeting

Vice President, JoAnn Holland, called for a motion to approve the minutes from the June 22, 2023, meeting.

Gaby Cardenas motioned to approve the minutes from the June 22, 2023 meeting; seconded by Lisa Hartsock.

Vice President, JoAnn Holland, declared the motion carried.

4. Treasurer's Report

Treasurer, Carey Chambers, presented the financials for June and July 2023 and YTD financials.

Carey Chambers reported sponsorship, meeting registrations, and new member membership dues collected contributed to revenue.

Carey Chambers reported all three new members have paid their membership dues along with IWF Global being paid our half-year membership dues.

Vice President, JoAnn Holland, presented an opportunity for IWF Arizona to honor Jeanne Herberger, IWF Women Who Make A Difference Award, at the upcoming IWF World Leadership Conference in Detroit by purchasing an advertisement in the IWF Gala Booklet.

JoAnn Holland motioned to approve the purchase of a half-page ad to honor Jeanne Herberger in the IWF Gala Booklet; seconded by Kim Covington.

Vice President, JoAnn Holland, declared the motion carried.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

5. Program Chair's Report

Vice President, JoAnn Holland, presented on the past and upcoming events, reported all three new members participated in our Meet & Greet New Members at our September virtual meeting, and all remaining 2023 events are listed on the IWF AZ website.

JoAnn Holland passed along a message from Program Chair, Heather Rausch, expressing her gratitude for the assistance of securing sponsors this year by the board.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

6. Membership Chairs' Report

Membership Co-Chair, Mary Mitchell, reported on the following from the recent Membership Committee meeting:

- The committee reviewed current member data to prepare for upcoming round of applicants and top goals for membership.
- The considerations the committee will be reviewing are the top goals for membership and include diversity in all aspects which include industry, age, home residence and ethnicity/race.

Mary Mitchell thanked JoAnn Holland for pulling the data for the Membership Committee.

Mary Mitchell provided an update on membership:

- 110 Members (including 1 honorary member)
 - 5 dual members
 - 19 emeritus members
 - 85 regular members

Mary Mitchell reported the new member nominations are due by September 30, 2023.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

7. Communications Chair's Report

Communications Chair, Kim Covington, discussed in additional detail the survey results with regards to membership satisfaction, brand awareness, and mission.

Kim Covington reported on the following for the Communications Committee:

- Third Quarter Newsletter reminder will be sent and thanked Gaby Cardenas and her company, Colibri Collective, for their amazing work on the Newsletter.
- Social Media calendar planning is being finalized.
- Analytics are +18% on LinkedIn.
- A Communications Committee meeting will be scheduled in the near future.

BOARD QUESTIONS | COMMENTS

Lisa Hartsock proposed sending out the survey results to the members and JoAnn Holland confirmed the survey results shared with membership was approved at the June Board meeting.

President, Karilyn Van Oosten, expressed gratitude for Kim Covington's work.

8. Mentorship Committee

President, Karilyn Van Oosten, reported the Mentorship Committee is working on the following:

- Developing/compiling target list of companies and organizations to approach.
- Mentorship brochure collateral materials have been created by Gaby Cardenas and her team at Colibri Collective.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

9. President's Report

President, Karilyn Van Oosten reported the following items:

- Jeanne Herberger will be honored with the IWF Global Women Who Make A Difference award at the upcoming IWF World Leadership Conference in Detroit.
- IWF Arizona has the most members in history attending an IWF World Leadership Conference at 13, to date.
- Jeanne Herberger made a generous donation to IWF Arizona to support our mentorship program.
- IWF Arizona had 6 members register for the IWF New Mexico event held at the end of July.

10. Old Business

No old business was discussed.

11. New Business

No new business was discussed.

12. Other Business

The next board meeting will be on September 21, 2023 via Zoom.

13. Adjournment

President, Karilyn Van Oosten, adjourned the meeting at 12:30pm.

Submitted by:

A handwritten signature in cursive script that reads "Gaby Cardenas" with a circled initial "C" at the end.

Gaby Cardenas, Secretary

Prepared by Catie Richman, Association Manager.