



MEETING MINUTES

Board of Directors
PO Box 44722, Phoenix, AZ 85064

DATE: October 19, 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
JoAnn Holland, Vice President
Debra Boblitt
Gaby Cardenas
Carey Chambers via proxy
Lauren Chazal joined 11:32am
Kim Covington
Lisa Hartsock
Mary Mitchell via proxy
Heather Rausch

ASSOCIATION MANAGEMENT PRESENT

Megan Newsham

GUEST PRESENT

None

MEMBERS ABSENT

None

1. President's Call to Order and Roll Call

President, Karilyn Van Oosten, called the Board of Directors Meeting to Order at 11:31 a.m.

Secretary, Gaby Cardenas, conducted roll call. Quorum was present.

2. Items from Guests Present

No guests present.

3. Approval of Minutes from September 2023 Board Meeting

President, Karilyn Van Oosten, called for a motion to approve the minutes from the September 21, 2023, meeting.

Heather Rausch motioned to approve the minutes from the September 21, 2023 meeting; seconded by JoAnn Holland.

President, Karilyn Van Oosten, declared the motion carried unanimously.

4. Treasurer's Report

Vice President, JoAnn Holland, presented on behalf of Treasurer the financials for September 2023 and YTD financials.

JoAnn Holland reported on behalf of Treasurer the updates from the Finance Committee meeting:

- A Transfer fee has been added to align with other Sister Forums for transfer members in good standing
- Presented the 2024 Membership Dues Fee schedule
- Presented the 2024 New Membership Levels schedule
- Presented the Revised IWF AZ Bylaws

Vice President, JoAnn Holland, motioned to approve the 2024 Membership Dues Fee schedule and 2024 Membership Levels schedule; seconded by Lisa Hartsock.

President, Karilyn Van Oosten, declared the motion carried unanimously.

Vice President, JoAnn Holland, motioned to approve the Revised IWF AZ Bylaws and forward to membership to vote via email for approval; seconded by Heather Rausch.

President, Karilyn Van Oosten, declared the motion carried unanimously.

BOARD QUESTIONS | COMMENTS

The board discussed the following:

- Increased dues and fee schedule for IWF Global in 2024, 2025 and 2026
- Providing a PowerPoint slide showing the new membership dues breakdown to membership

5. Program Chair's Report

Program Chair, Heather Rausch, presented the upcoming programs.

Heather presented an update with regards to the 2024 WOW Experience in February 2024.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

6. Membership Chairs' Report

Membership Co-Chair, Heather Rausch, reported the committee met on October 12th to review the nominations and no nominees moved forward.

Heather reported a member has transferred from IWF NM and the current membership is as follows

- 110 Members (including 1 honorary member)
 - 6 dual members
 - 18 emeritus members
 - 85 regular members

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

7. Communications Chair's Report

Communications Chair, Kim Covington, reported the third quarter newsletter will be sent today to membership and thanked Gaby Cardenas and her team at Colibri Collective for their outstanding in-kind design and work on the newsletter. Kim shared our newsletter is considered one of the best newsletters within the IWF Forums.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

8. Mentorship Committee

President, Karilyn Van Oosten, reported the following for the Mentorship Committee:

- Collateral materials completed
- Developing a target list of company participation
- Developing a target list to identify mentees
- Designing the community outreach plan
- Designing social media plan

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

9. President's Report

President, Karilyn Van Oosten reported on the IWF World Leadership Conference in Detroit:

- President's Council Meeting
- Conference highlights
- IWF AZ photo session with Jeanne Herberger, 2023 Women Who Make A Difference award recipient
- Gala highlights with Jeanne Herberger and our IWF AZ Sisters
 - Reserved front tables
 - Awards Program booklet and the IWF AZ ad supporting Jeanne's recognition

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 November 2, 2023 via Zoom.

13. Adjournment

President, Karilyn Van Oosten, adjourned the meeting at 12:13pm.

Submitted by:



Gaby Cardenas, Secretary

Prepared by Catie Richman, Association Manager.