

FLWGA Board Meeting November 15, 2021

The November board meeting was called to order by President, Becky Rice, at 10:04 a.m. at Betty Detrich's house on the back patio. A quorum was established with 6 of the 7 board members in attendance. Those attending were Becky Rice, Sue Ellis, Betty Detrich, Rosemary Calderon, Leslie Tieszen, and Dixie Randle. Vicki Flood, Karren Herron, Deb Tornblom, Fran Wisner, and Jean Plummer were also in attendance.

Secretary Report –

The October 2021 board meeting minutes were previously transmitted to the board members in attendance at the meeting for input, and the final copy was sent to the board and posted on the website.

Treasurer Report –

Betty Detrich previously provided via email to all board members a copy of (i) the Balance Sheet as of October 31, 2021, dated 11/03/21, (ii) Reconciliation Detail of the Checking Account for the period ending 10/31/2021, (iii) the 2021 Profit & Loss Budget vs. Actual January through October 2021 dated 11/03/21, and (iv) the Profit & Loss for October 2021 dated 11/03/21. She reported that there is \$6,600 in the bank reflected on the Balance Sheet and the liability for the Hole-in-One Club will be paid out. There are no holiday expenses or the payment by our sponsor, Betty McKean, included in these financials, although the check from Betty has been received and is now in the bank. Betty also reported that the expense report has been started for the Hole-in-One Club, and she has given it to Rosemary. Rosemary requested that the entire amount be paid to her in cash so that she could distribute cash to each of the winners. After discussion, it was agreed that Betty would write one check to Rosemary and that she would be responsible for distributing the equal amounts among the winners in cash.

Social Report -

In Pam's absence, Betty Detrich provided an update on the year-end Holiday Party, which she had previously provided via email to the Board as follows.

Sponsor – the check has been received. The sponsorship sign is made. Leslie will obtain easel from the Amenity Center to display it. Judy will let Leslie know the details about delivery for the centerpieces.

Charity – Becky will get the names of the 2 representatives so name tags can be made.

Flyer & signup – 59 are signed up as of 11/11 at 10:52 am. As of the board meeting there were 81 signed up.

Catering – Cakes - Wines – all is planned. Purchases to be made the week before.

Santa – the suit fits and he will be there on 12/1.

Gifts – we will package the gifts at Deb Tornblom's on 11/18 at 10:00 am. Helpers are welcome.

Decorations and dessert supplies – all have been planned and purchased.

Music – has been planned

Name tags – tags have been purchased

FLWGA Board Meeting November 15, 2021

Membership Report –

Leslie reported that we currently have 153 members and that as of the date of the meeting she has received 66 renewals. She has sent out one reminder and will send out another reminder a week from Friday. Leslie reported that any pictures that we want published in the FL Lifestyle Magazine are due by November 19th. Sue advised that the pictures from the Closing Day Scramble / luncheon were on the website and that she would work with Leslie to obtain a picture for submission to the Lifestyle Magazine. Leslie also reported that there will be a table at the holiday party for membership, and she will also have a basket on the table for monetary donations to the charity.

Vice President –

2022 Membership Application: Sue presented a form of Membership Application for use next year 2022 to Karen Herron to review for accuracy regarding Karen's contact information.

Administrator Updates for 2022: We are now limited to only 10 administrator user licenses; under our old system we had 24. Therefore, where we are going to need to determine a way for coordinators to coordinate access. Sue wanted to add Karen right away, so it was discussed that Brooke could be removed, since she will no longer be providing backend results of regular playday.

Website Updates for 2022: Sue reported that during the last week of December, she will switch over pages to the new 2022 information, and in early January, she will send out an email for us to check for accuracy.

Google Drive: Sue reported to the new board members who were present that this year we started using Google Drive to store documents, such as procedural documents, financial statements and meeting minutes. The President and Vice President both have access to the drive, and anything that we think should be stored should be forwarded to the Vice President (Sue Ellis) for upload.

Miscellaneous: Sue and Becky have been updating the procedures for the Portal User Manual, and they asked that we encourage people to use it as we are asked questions about the Portal. They are also proposing to remove certain annual items from the Handbook, such as board members, coordinators and local rules, and post these separately, so that we do not have to update the Handbook every year.

Sue also advised that the GoDaddy renewal will occur on November 23, 2021, and it will automatically withdraw from the bank account, and the renewal for the Golf Software will be due on February 28th when it ends. In early February or late January, she will get a count of the total members for the appropriate number of licenses.

Golf Director Report –

Rosemary previously provided her written Golf Report and delivered the information during the meeting. A copy of the Report is included with these minutes. In response to a question posed by Becky, Rosemary advised that she had approximately 20 volunteers who assisted her in the various golfing events this past year, and that did not include their committee volunteers.

President Report –

Board of Director Transition: Becky announced and introduced the new Board members. The newly elected Frisco Lakes Women's Golf Association board members for 2022 are as follows:

**FLWGA Board Meeting
November 15, 2021**

President: Vicki Flood
Vice President: Sue Ellis
Golf Director: Rosemary Calderon
Treasurer: Betty Detrich
Secretary: Deb Tornblom
Membership Director: Karren Herron
Social Director: Jean Plummer
Past President: Fran Wisner

Becky also advised that she had put together a document with critical items and due dates, which might assist the new Board in its transition, and she requested that we review it and add anything that we may think is beneficial. She will be reviewing the document with Vicki Flood during their transition meeting. She also advised that she has already obtained the room for the Kickoff Party and has rooms for the Board meetings every month for the second Tuesday at 2:00 p.m. So, if the new board decides that date and timing does not work, then they will need to make any necessary changes to the room assignment.

Becky advised that she did not see the need for the December meeting. We can keep it on the calendar for now, but she does not anticipate that we will have it. Betty advised that she will be sending out the November financials during early December, and Becky advised that Judy Merritt will be performing the yearend financial review.

After a few other discussion items, Becky adjourned the meeting at 11:07 a.m.