



DES MOINES
WOMEN'S CLUB

Minutes
Des Moines Women's Club Board of Directors Meeting
Wednesday, June 11, 2025
10:00 – 11:30 A.M.
Hoyt Sherman Place – Byers Room

- I. **Welcome and Roll Call Summary:** The meeting was called to order at 10:00 A.M. The president encouraged all directors to personally reflect on a contribution they bring to the board.
 - a. **Present:** Directors Karen Sievers, Mary Ellen Imlau, Oxana Bedore, Lou Howell, Sheila Bingaman, Janet Mootz, Kathy Elliott, Alicia Amberg, Esther Burgett, Eileen Boggess (Club Coordinator)
 - b. **Absent:** Laura Payne (Parliamentarian) - excused
- II. **Approval of Minutes of April 9, 2025:** The minutes of April 9, 2025, were approved.
- III. **Approval of Minutes of Annual Meeting - April 2, 2025:** The minutes of the annual meeting (April 2, 2025) were approved.
- IV. **Unfinished Business:**
 - a. **Approval for Social Committee to Hold Driveway Sale Using the DMWC Name at Sharon Wilkinson's Home:** The board authorized the social committee to use the name of the Des Moines Women's Club for the driveway sale at the home of Sharon Wilkinson.
- V. **New Business:**
 - a. **Resignation of Club Coordinator:** The president shared the resignation of the Club Coordinator, Eileen Boggess, effective June 27. The Human Resource Committee will immediately pursue a replacement.
 - b. **Overview of Leadership Training on June 11, 2025:** The president updated the directors' assignments for the leadership training. The president also shared a thank you from John M. Krantz for allowing him to provide music at the closing event.
 - c. **Annual Signature Authorization of Treasurer and President for Accounts at the Iowa State Bank:** The board authorized the treasurer's (Sheila Bingaman), past president's (Mary Ellen Imlau), and president's (Karen Riley Sievers) signatures for the financial accounts at the Iowa State Bank, allowing them to write checks for 2025-2026. They also approved the removal of the following signatures from the accounts: Lubertha McClairan and Sharon Wilkinson.
 - d. **Treasurer's Report - May 30, 2025:** The treasurer provided an overview of the treasurer's report for the month ended May 30, 2025. She noted one change in that the Smith Scholarship was unclaimed due to no applications. She asked that scholarship checks be written before July 1; they will be sent out in mid-July. She indicated there will be a finance meeting on June 16.
 - e. **DMWC Maturing CDs - May, 2025:** The treasurer provided an overview of the maturing CDs, noting that the investment strategies as noted in the handbook will be followed to reinvest money upon the maturity of the CDs.

- f. **Review of the DMWC Compiled Financial Statements, May 31, 2025 - tentative based on availability of document.** This was tabled until the document is available.
- g. **Review of [DMWC Budget for 2025-2026 \(See Sheet 1\)](#). Also included is [a detailed draft of budget \(See Sheet 1\)](#):** The treasurer provided an overview of the budget for 2025-2026, noting that it is based on two years of actual budget and last year's projected budget. She recognized the generous contributions of memorial gifts and a scholarship donation. She noted that the membership allocation is based on 150 paid members. She also recognized the scholarship luncheon was replaced this year with a reception. The committee will explore the possible addition of proteins to the reception. It was also suggested that we keep data this next year regarding attendance of Des Moines Women's Club members, scholarship recipients, and family members. Sponsorships for events were encouraged by the board. The board approved the budget for 2025-2026 as presented.

VI. Reports

- a. **Club Coordinator:** The club coordinator noted her last day is June 27. She will before her departure be ordering the President's Book, writing scholarship checks, providing a detailed list of her duties, and be available to assist in the training of her replacement. The board expressed their appreciation for her leadership and contribution to the Des Moines Women's Club.
- b. **Liaisons' Reports (as needed and appropriate):**
 - i. **President (Human Resources):** The chair of the human resource committee is setting up a meeting to address the replacement of the club coordinator. She also encouraged the board and members be cognizant of the high cost of copies and that we limit copies as much as possible.
 - ii. **Past President (Past-Presidents Group):** Plan to remodel Hoyt Sherman Place kitchen being considered for this summer by the Hoyt Sherman Place Foundation.
 - iii. **President-Elect (Scholarship, Art Exhibition):** he scholarship committee chairs and members have been identified.
 - iv. **Secretary (Archive, Greeting Card):** The secretary reported she had met in May with both the chair of Archives and the Greeting Card chair. Lorna Truck has been appointed historian by the archives chair. It was suggested that the President and hostesses encourage guests at the noon luncheons to sign the guest book with name and full address; the greeting card chair will then contact each of them, encouraging them to become a member of the Des Moines Women's Club.
 - v. **Treasurer (Finance, Annual Appeal):** The treasurer shared that we would need to find replacements to chair the Halloween events.
 - vi. **Membership Director (Membership, Marketing, Social):** The co-chairs of the membership committee have been identified. The initial marketing meeting has taken place; the members will be working on rebranding.
 - vii. **Program Director (Club Programs, Departments, Events, Club Chorus):** Several meetings have taken place or are scheduled in June. The programs director will be working with the club coordinator to complete contracts for the November 19, February 18, and April 1 events. A "fifth Wednesday" event has been established for April 29, 2026; it will be a field trip to WesleyLife Meals on Wheels and lunch at Hugo's Cafe.
 - viii. **Governance Director (Internal Audit, Bylaws, Nominations):** All chairs have been identified.
 - ix. **Hospitality Director (Decorating, Catering, Cashiers, Hospitality/Greeters, Invocations):** Chairs and co-chairs have been identified.

- VII. **Announcements/Reminders (e.g., next meeting, agenda items, events):** The next board meeting will be August 13 at 10:00 A.M. in the Byers Room. The "soft opening" on August 6 will include an historic presentation by Rev. Dr. Michael Foss as Mr. Byers.

VIII. **Adjournment:** The meeting adjourned at 11:23 A.M.

Respectfully submitted by Lou Howell, Secretary, Des Moines Women's Club (June 11, 2025)