

Newcomers Club of Greater Park City April 2022 Board Meeting Minutes

Date: April 6, 2022
Location: Home of Heather Tourkin

Board Members/Activity Chairs Present:

| | | |
|----------------|----------------|---------------------|
| Herb Abbe | Carol Haselton | Sallie Rinderknecht |
| Sandy Abbe | Phil Johnson | Carole Smillie |
| Kathie Beckman | June Krigman | Beano Solomon |
| Sue DeMartini | Susan Kutcher | Heather Tourkin |
| Linda Elbert | Araby Leary | Julie Wern |
| Lisbeth Fahey | Susan Niblock | |

Call to Order: 4:40 p.m. **By:** Herb Abbe

Approval of Minutes:

The Minutes from the March 2022 Board Meeting were presented for approval. They were previously emailed to the Board and there were no corrections.

Motion made by **Lisbeth Fahey** to approve the Minutes.

✓ Motion seconded and the Minutes were approved as presented.

Unfinished Business:

Internet Security Issues:

Sue Niblock reported that the committee met to find possible solutions for the fraudulent emails we are getting because all of our email addresses are in the online Newsletter which is available to the public. Sue proposed that we password-protect the Newsletter that is on the Newcomers website. She said that Sydney would not charge us extra to do this. The password would be sent out in the monthly Newsletter eBlasts. The general information about all the activities will still be visible without a password for prospective members to view. There is also a general email address on the website for people to use to contact Newcomers with questions.

Motion made by **Sue Niblock** to password protect the Newsletter and the Board Member list on the Newcomers public website and make the password available to our members.

✓ Motion seconded and passed without dissent.

☞ **Action Item:** **Araby** to email the password to new members when they join and also include the password in the eBlast each month that announces a new edition of the Newsletter is available.

☞ Action item: **Karen Scheible** to remind new members that the Newsletter is password-protected when she makes her calls to welcome them to Newcomers.

Officers' Reports:

1st Vice Presidents: Sue Niblock reporting for Ariela Shani

April Event – Park City Follies: Sue reported that twenty-three tickets have been sold for the Follies event on Sunday, April 24 and there are still seven tickets available.

Future Events:

May – Red Butte Gardens daffodils display with docent-led tour, art exhibit and lunch on Friday, May 20. The docent-led walking tours are \$75 per seven people and need to be booked soon.

Motion made by **Sue Niblock** to authorize the 1st Vice Presidents to reserve two docents at a total of \$150 for fourteen people and then wait to see if we need more.

✓ Motion seconded and passed without dissent.

June – Oakley Rodeo, Thursday, June 30. Thirty people have signed up. More tickets are available to purchase if others want to sign up.

July – TBD

August – Deer Valley Concert – Aretha Franklin, Friday, August 5. Thirty tickets have been reserved at \$43 each. Ten people have signed up.

September – Cooking class with Linda Elbert at Mindful Cuisine, September 3. \$100 per person. This will have a maximum of twenty people.

2nd Vice President: Beano Solomon

April Coffee – Speaker will be Amanda Darrow from the Utah Pride Center.

May Coffee – Speaker will be Stacy from Park City Institute.

Activity Updates:

Juliets: Lisbeth Fahey reported the April get-together will be at Lisbeth's house on Wednesday, April 20 and she invited more to attend.

Girls Gone Wild: Carol Haselton reported that the Mother-Daughter Lunch will be at the Blue Boar Restaurant in Midway on Sunday, May 22 followed by a walk at Cascade Springs. There are still openings.

Walking Group: Carol also announced that the Walking Group will be having its inaugural walk on Wednesday, April 20 meeting at Willow Creek Park.

Supper Club: Julie Wern reported that the Supper Club did not meet in March because they did not have a host. They will be meeting at Julie's house this month and have hosts arranged for the following two months. Carol Martin will be back after May and will then be running the activity.

Mah Jongg: Phil Johnson reported that the group continues to meet at the Temple Har Shalom and that they are still recommending masks but are no longer requiring them.

Book Club: Sallie reported that the Book Club will meet in person for the first time since the pandemic started. They will be meeting at the Summit County Library on Monday, April 11.

Treasurer's Report:

The Treasurer's Report for March 2022, previously distributed by email, is summarized as follows:

| | |
|--|--------------|
| o Bank Balance 2/28/2022 | \$ 12,899.62 |
| o Income - Dues | \$ 500.00 |
| o Expenses: PCC Church Rent & Security Deposit | \$ 550.00 |
| o Expenses: Website | \$ 187.20 |
| o Expenses: Insurance | \$ 1857.82 |
| o Expenses: Refreshments (Coffee) | \$ 60.39 |
| o Expenses: Utah Symphony Deer Valley Deposit | \$ 350.00 |
| o Expenses: ZOOM | \$ 31.82 |
| o Expenses: State of Utah Entity Registration | \$ 15.00 |
| o Bank Balance 3/31/2022 | \$ 10,347.39 |

New Business:

Reservations for Lunches Following the Coffees

It was mentioned that ten people said they were going to lunch after the Coffee last month but only five showed up for lunch. This is inconsiderate to the restaurants that set up for a larger number than actually come to eat. This will be pointed out at the next Coffee when the lunch count is taken and ask that we get an accurate count for the restaurants.

Online Activity Calendar:

Araby informed / reminded everyone that we are all supposed to be keeping the Board calendar up to date with all of our activities to prevent activities from being scheduled at the same time. Instructions on how to access and update the calendar were sent out with the agenda and minutes earlier in the week.

☞ Action Item: **Araby** to remind everyone and send out the instructions for updating the calendar each month when she sends out the Board Meeting agenda.

☞ Action Item: **Nancy** to remind everyone to update the calendar each month when she sends out her request for Newsletter updates.

New Refreshment Plans for Board Meetings:

There was discussion about ways to handle the refreshments for the Board Meetings rather than the host providing everything and then being reimbursed up to \$75. One suggestion was that everyone just bring a bottle of wine or a snack and not worry about duplicates or an imbalance of food vs. drink. Another suggestion was to just not have any refreshments. It was

also suggested that people bring items they are willing to take home again so that the host is not left with a lot of leftover food to deal with.

Motion made by **Beano** that for the Board Meetings everyone just bring what they want, either food or wine, and the host does not get a per diem anymore.

✓ Motion seconded and passed without dissent.

2022-2023 Budget Meeting:

A meeting needs to be organized to prepare the 2022-2023 Budget for the period of June 1, 2022 to May 31, 2023 to include the past president, current president, current treasurer and past treasurer. The hope is to have a budget ready to present at the May Board Meeting.

☞ **Action Item:** **Carol Smillie** to coordinate a meeting to prepare the 2022-2023 Budget.

Plans for Publicizing Membership Renewals:

Araby presented the plan for publicizing that Membership renewals will be due June 1. Reminders will be put in the May, June and July Newsletters and eBlasts will also be sent out in May, June and July. Anyone that has not renewed by July 31 will be dropped from the Membership list. Araby may also have an opportunity to discuss the information on KPCW as well.

Hospitality Arrangements for April Coffee

Linda Elbert reminded and confirmed the volunteers who had signed up to help with set up and clean up at the April Coffee. Beano suggested she use SignUpGenius to coordinate volunteers for future Coffees. It could be promoted to all members as a way to get more volunteers and it will also send out reminder notices to those that have volunteered.

Ballots at the April Coffee

Ballots are usually available for attendees at the Coffee to vote each year in case they did not bring or mail their own copy from the Newsletter.

☞ **Action Item:** **Araby** to have copies of the ballots at the Membership desk at the Coffee next week.

☞ **Action Item:** **Araby** to report the results of the votes collected at the Coffee to Kathie and then pass the ballots on to Kathie to be filed in the Secretary files.

Previous Years' Audits:

The previous years' audits still need to be performed. At the December 2022 Board Meeting a committee was formed to do the audits consisting of Araby Leary, Carol Haselton, Kathie Beckman, Judi Fey, and Sallie Rinderknecht. It was also suggested that Carole Smillie be added to the committee. The periods to be audited are:

- June 1, 2019 – May 31, 2020 (Treasurer: Kathie Beckman)
- June 1, 2020 – May 31, 2021 (Treasurer: Judi Fey)
- June 1, 2021 – December 31, 2021 (Treasurer: Judi Fey)

☞ Action Item: **Araby** to coordinate the date and location of the audits with the other members of the committee.

☞ Action Item: **Kathie** to send Araby the information needed to coordinate the meeting.

Announcements:

Next Board Meeting: Wednesday, May 4 at the home of Sallie Rinderknecht.

Motion made by **Sallie** to adjourn the meeting.

✓ Motion seconded and passed without dissent.

Meeting Adjourned: 6:00 p.m. **By:** Herb Abbe

Minutes submitted by:

Kathie Beckman, Secretary

Adopted by the Board during the meeting on:

May 4, 2022

Kathie Beckman
Secretary's Signature

Park City Newcomers Club
Treasurers Report March 2022

Opening balance - \$12,899.62

Income – Membership dues - \$500.00

Expenses – 6 month Rent & security deposit - \$550.00

Expenses – website - \$187.20

Expenses – Insurance - \$1857.82

Expenses – Refreshments - \$60.39

Expenses – Deposit Utah Symphony - \$350.00

Expenses – ZOOM - \$31.82

Expenses – State Registration \$15.00

Closing Balance - \$10,347.39

Please RSVP by Monday, April 4 to Araby at learyaraby@gmail.com

Agenda for Newcomers Board Meeting

Wednesday April 6

4pm for socializing, 4:30pm for meeting

at the home of Ariela Shani

12349 N Deer Mountain Blvd., Kamas UT 84036

949 526 9145

Call the Meeting to Order at 4:30 [Herb]

--Review & approve Minutes from our March 2 meeting [Kathie]

--Present and review the Treasurer's Report [Carole]

--Update on our first live general meeting in 2022 [Herb]

Old Business

--**Internet Security issues** [Herb, Sue, Nancy, Carole, Araby]

phishing update

discussion and decision on viewing the Newsletter via a password

discussion on board membership via password or similar encrypted means

--Discussion of **Online Activity Calendar** use at the Newcomers website [Nancy, Araby]

--Review and suggest new **refreshment plans for Board meetings** [Herb]

New Business

--Arrange for **2022 budget planning meeting** with the current and past president, president-elect and president-to-be, and current and past treasurer. [Kathie Beckman can help coordinate the venue and date.]

Also, further plans to review previous year audit?

--Review and confirm Newcomers **Membership Renewal Plans** [Araby]

--**Activity Chair updates & plans**

--Announce **next Board meeting** [May 4] and confirm location [Herb]

***Your suggestions and comments are always both welcome
and needed to strengthen our Club!***

NEWCOMERS BALLOT

April 2022

~~~~~  
Please review the proposed Bylaws changes below and check one of the following boxes:

☐ I **ACCEPT** these Bylaws changes.      ☐ I **REJECT** these Bylaws changes.

~~~~~

Signature _____

Signature _____

Date _____

Bring completed ballot to April Coffee on Wednesday, April 13
OR Mail completed ballot **by Friday, April 15, 2022** to:
Newcomers Club of Greater Park City
P. O. Box 980235
Park City, UT 84098

~~~~~

### **The Newcomers Board proposes the following amendments to our current Bylaws.**

Provisions proposed to be deleted are printed in ~~strikeout type~~ and new provisions to be added are printed in underlined italic type to indicate that they are new. The current Bylaws can be found on our website at [www.parkcitynewcomers.org](http://www.parkcitynewcomers.org) by clicking on the Membership tab.

- **Section 6.01 Nominating Committee is renamed to Nominations and is amended to read:**

The Nominating Committee shall present to the President(s) and President-Elect at the February Board meeting a slate of officers, listing one name(s) for each office. The slate shall be an agenda item at the February Board meeting and printed in the March newsletter. Other nominations may be made by any member with the concurrence of the potential nominee. These nominations must be submitted to the Nominating Committee before February 15 to appear on the ballot.

- **Section 7.01 Governing Body is amended to read:**

The Governing Body shall be referred to as the Governing Board and shall consist of: President(s), President-Elect, First Vice President(s), Second Vice President(s), Secretary, and Treasurer. The immediate Past President(s) shall serve in an advisory capacity.

- **New sections 7.02, 7.03 and 7.04 are added to Article VIII – Governance:**

#### **Section 7.02                      Meetings**

Meetings of the Board may be held at such time and place as shall be determined from time to time by the President or a majority of the Governing Board to act on any item of business that is within the authority of the Board. Board meetings may take place either in person, or via teleconference where a quorum of the Board, in different locations, are connected by electronic means with a technology that allows all participants to see and hear each other at the same time.



### **Section 7.03 Quorum**

At all Board meetings, a majority of the Governing Board (not including the immediate Past President) shall constitute a quorum for the transaction of business, and the votes of a majority of the Governing Board present at a meeting at which a quorum is present shall be regarded as the act of the Board. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Governing Board members, if any action taken is approved by at least a majority of the required quorum for that meeting.

### **Section 7.04 Action Without a Meeting**

Any action required or permitted to be taken by the Board may be taken without a meeting by voting via email if each and every member of the Governing Board either (1) votes for the action or (2) votes against or abstains from voting for the action and waives the right to demand that action not be taken without a meeting. Such action may be taken without a meeting only if there are circumstances that could not have been reasonably foreseen which require immediate attention and possible action by the Board, and which of necessity make it impracticable to wait until the next Board Meeting. Action shall be taken without a meeting only if the action is approved by at least a majority of the required quorum for a Board meeting. If action is taken on such a basis, the motion and the results of the vote shall be read into the minutes at the next scheduled Board meeting. Any action so approved shall have the same effect as though taken at a Board meeting.

- **A new section, Section 8.02 President-Elect, is added. Subsequent sections in Article VIII are renumbered.**

The President-Elect shall serve for one (1) year before automatically becoming President the following year for one (1) year. The President-Elect shall work closely with the President in preparation for assumption of presidential duties, including assisting and advising the President and performing other duties as assigned by the President or Governing Board. The President-Elect shall in the absence or disability of the President, perform the duties of the President and shall succeed to the position of President should the President become unable to complete their elected term of office.

- **Section 9.05 Hospitality is amended to read:**

Arranges for the refreshments and set-up for the monthly general meetings. Arranges for lunch venue to follow the general meetings.

- **Section 9.06 Mailing is deleted. Subsequent sections in Article IX are renumbered.**

~~Coordinates mailing of monthly newsletter and other mailings if needed.~~

- **Section 9.07 Membership is amended to read:**

Receives new member dues and submits them to the Treasurer, records new memberships, and maintains membership database information. Submits new member information to the Newsletter Editor, Friendship Chair, and Directory Chair. Attends the monthly Coffees to greet new members and hand out nametags.

- **Section 9.08 Newsletter is amended to read:**

Prepares the monthly newsletter for publication by the ~~third~~ fourth week of the month.

- **Section 9.09 Nominating is amended to read:**

The Nominating Committee is appointed by the Governing Board in January. They will prepare a slate of nominees for the Governing Board to be presented at the February Board meeting.

The Nominating Committee will provide to the ~~newly elected~~ incoming President(s) a list of those interested in committee chair positions.