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## Board of Directors Meeting Minutes

September 13, 2016, 6:00 pm

*Location:* Michele Endries's office

*Present:* Natalia Bausback (Finance), Stephanie Brown (Communications), Tara Curley (Member Services), Emily Ekland (Marketing), Michele Endries (Membership Recruitment), Liz Gaudet (Golf Programs), Emma Maceko (Events)

*Absent:* Annette Kahler (President)

Key: → = follow-up item

\* = vote

### Agenda

#### 1. Elections

The Nominating Committee of Anne Marie Roche (chair), Natalia Bausback, and Veronica Mangione has recruited and reviewed the qualifications of candidates for the Chapter presidency and three open Board positions: Annette Kahler (President), Michele Endries (Membership Recruitment), Emma Maceko (Events & Activities), and Julie Naglieri (Marketing.)

\* Vote to accept nominations: Motion, Ekland; second, Gaudet. In favor: unanimous.

→ Brown will send an email to Chapter members providing candidate biographies and a link to voting via Survey Monkey.

#### 2. Finance Update

Bausback reports expenditures are under budget, but known outstanding payables will bring them closer to budget. To prepare for the 2017 budgeting process, Bausback intends to adjust templates for greater simplicity.

#### 3. Final Putt/League Challenge

This newly combined event takes place October 2 at Saratoga Spa Golf's two courses. Gaudet said one takeaway from event organization is the need to prepare guidelines for captains so that there is consistent understanding about their responsibilities. Maceko said she started developing a memo along these lines earlier this year when she could not take a hands-on role in organizing the Chapter's annual kick-off event.

→To clarify some apparent confusion about event status, in the next email promoting the event Brown will remind members that this is the signup for the League Challenge, and it has a fee this year because league fees last spring did not include a subsidy.

#### **4. Annual Dinner**

Maceko discussed vendor recruiting and fees for the October 25 event at Shaker Ridge Golf Club: \$100 including dinner, \$75 for vendors who are EWGA members. For Chapter members, her target dinner fee is \$35. Maceko also discussed options for logoed wineglass mementos for attendees.

→ Brown will set up Constant Contact to register vendors and collect fees via PayPal.

→ Maceko will reach out to Directors to collect lists of event and league captains, championship winners, and member milestones.

#### **5. Marketing**

Ekland is following up with Chapter sponsors regarding annual renewals. Miranda Real Estate Group, which is renewing at the \$150 level, has asked the Chapter to donate a gift bag of EWGA items for an upcoming tournament. Directors discussed the concept of donating an EWGA membership at appropriate golf tournaments in the future as a means of promoting the Chapter.

\* Vote to donate EWGA goodie bag: Motion, Endries; second, Maceko. In favor: unanimous.

#### **6. Membership**

Membership now exceeds the board's 230-member goal for 2016. Endries is promoting membership at the upcoming Golf Diva event by leaving packets on the golf carts of all non-member participants.

#### **7. Additional Items**

Directors identified as a future agenda item the need to discuss the Chapter's potential liability for affiliated golf events that are promoted by but not fully controlled by the Chapter, and the possible need for clarification of this status to participants.

\* Vote to adjourn: Motion, Bausback; second, Ekland. In favor: unanimous. Meeting adjourned at 7:40 pm.

Upcoming meeting location: October 11, Brown's home.