



# Accounting & Financial Women's Alliance

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## Ames Chapter

Accounting and Financial Women's Alliance  
Ames Chapter #158  
Membership Meeting  
March 16, 2016

### Call to Order:

The March Membership Meeting of the Ames Chapter #158 was called to order by President Lisa Palmersheim at 5:57 p.m. on Wednesday, March 16, 2016, at The Iowa Stater Restaurant in Ames, Iowa. Those in attendance were members: Ann Kurtenbach, Margaret Munson, Jan Duffy, Phyllis Friedman, Kayla Sander, Lisa Palmersheim, Theresa Samson, Jaimie Williamson, Cindy Sippel, & Elizabeth Bruns

A quorum was present.

### Minutes:

Theresa Samson moved that the minutes of the February meeting be approved as published in the March bulletin. The motion was seconded by Jan Duffy. Motion carried.

### Treasurer's Report:

Ann Kurtenbach presented the Treasurer's Report. The February reports were handed out. The balance in the General Account as of February 29, 2016, is \$7,491.58. The balance in the Scholarship Account as of February 29, 2016 is \$1,434.13 with an unrestricted balance of \$1,434.13. The report will be placed on file for review.

The meeting was suspended at 5:58 p.m. for the speaker.

The meeting reconvened at 7:35 p.m.

### Committee Reports:

#### A. Membership:

1. On behalf of Karen Jacobson, Margaret Munson reported that there has been no change in membership since our February meeting. We currently have 24 active members.

#### B. Program:

1. Cindy Sippel reported that the planning for the April and May meetings are still in progress.
2. Gary Botine, Vice President & CFO of Mary Greeley Medical Center, will present on the topic of Impact in Healthcare at the June meeting.

#### C. Bulletin:

1. Jaimie Williamson had nothing to report. She thanked everyone for submitting their materials on time.

#### D. Scholarship:

1. Margaret Munson reported on behalf of the scholarship committee made up of Anne Kurtenbach, Theresa Samson, and Margaret Munson. The committee recommended awarding two \$600 scholarships to deserving applicants. Jan Duffy moved that the Ames Chapter award two scholarships as recommended by the scholarship committee. The motion was seconded by Cindy Sippel. Motion carried.
2. No chapter applications will be submitted to national by the Ames chapter.
3. Anne Kurtenbach will email national regarding suggested changes to the scholarship application. We would like to keep our chapter application similar to the national application but there has been continuous confusion among applicants over the past few years on the financial piece of the application. Anne will suggest adding a line to the financial section for savings as well as request more detail on how applicants funded their expenses.

#### E. Treasurer's Workshop:

1. Margaret Munson reported on behalf of the workshop committee. The committee has drafted promotional materials for the workshop. The materials are posted on our chapter website and will be distributed via email using addresses obtained from the University of Iowa website for non-profits, the

- Iowa State University CPE conference mailing list, and the dinner train celebration mailing list. Margaret Munson is working to compile email addresses from 450 pages of data taken from the previously mentioned University of Iowa website. Jan Duffy will contact United Way. The Ames Tribune, Ames Sun, and Des Moines Register have all been contacted about possible advertisements. The committee has explored other methods of distribution, but these have been unsuccessful for various reasons. The committee is still looking for additional methods of effective distribution and welcomes any new ideas from the membership.
2. It is confirmed that the space in the Gerdin Business Building has been donated by the Iowa State University College of Business for this event.
  3. Net proceeds from the workshop will be placed in the chapter scholarship account.

Old Business:

- A. 2016-2017 Nominating Committee
  1. According to the chapter bylaws, it is appropriate for the Past President to serve as the chair of the nominating committee rather than the Vice-President. The chair for this term will remain as is, but this will be corrected for the 2017-2018 nominating committee.
  2. As chair of the nominating committee, Jaimie Williamson thanked Jan Duffy for her help on the committee. The committee submitted the following proposed slate of officers:  
President: Jaimie Williamson  
Vice President: Libby Bruns  
Secretary: Kayla Sander  
Treasurer: Kate Mulder  
Past President: Lisa Palmersheim  
Program Coordinator: Ann Kurtenbach  
Membership: Jing Li & Jan Duffy  
Scholarship: Theresa Samson, Cheryl Carlile, & Kate Mulder  
Newsletter: Cindy Sippel
  3. For the 2016-2017 year, the chapter will have a program coordinator who will be responsible for CPE records, arranging for a room and meal, and the E-vite. The responsibilities of scheduling a speaker and providing all equipment needed by the speaker will be split among the membership. Members will sign up for the month which they will be responsible at the planning meeting.

New Business:

- A. Chapter Dues Rates Form – Due March 31<sup>st</sup>
  1. Chapter dues are currently \$20.50 for all members excluding honorary and emeritus members who pay no chapter dues. Jan Duffy moved to suspend chapter dues for all members for the next one year as a temporary response to the large increase in national dues. The motion was seconded by Cindy Sippel. Motion carried. Lisa Palmersheim will submit our chapter dues rates form.
  2. Margaret Munson moved to temporarily suspend the chapter bylaws requirement for the deadline of notification of chapter dues rates. The motion was seconded by Jan Duffy. Motion carried.
- B. Changes to Chapter Bylaws
  1. Margaret Munson reported that proposed chapter bylaws changes regarding member classes and the mission statement are necessary to remain compliant with national. Cindy Sippel and Lisa Palmersheim will review this month. Margaret Munson will send proposed changes to the membership prior to the April meeting, and the vote will take place at the April meeting.

Announcements:

- A. Libby announced that Barbara Bennett was spotlighted in the Business Record – Lift Iowa newsletter for her new position.

Adjournment: Meeting adjourned at 8:31 p.m.

Respectfully submitted,

Kayla Sander, Secretary