



BOARD MEETING  
WEDNESDAY, MAY 1, 2019  
FineMark National Bank & Trust  
800 Laurel Drive, Naples

Minutes  
APPROVED

PRESENT: Gigi Stewart, Maria Lane, Suzie Kountz, Anne Thomas, Susan Harris, Sally Kellogg, Susan Hickey, Joan Lewis, Diane Frisicaro, Karen Lutz, Dusti Beaubien, Charlene Barnette, Maryanne Dignan, Gina Finch, Denise Hadley, Mary Beth Jones, Melissa Mc Clayton, Connie Mockenhaupt, Annalinda Ragazzo, Gail Reifsnnyder, Sharon Sparrow, Nancy Taylor, Heidi Varsames, Donna Lindberg  
EXCUSED: Sherry Whalen

President Gigi Stewart called the meeting to order at 9:35 AM. She welcomed the Board to a fantastic new year. She reminded all of our mission statement. Board members were asked to introduce themselves and to state Board position and whether one was a returning Board member or a new member.

ORIENTATION: Gigi introduced League Club member and Board Governance consultant, Pam Becker. Pam thanks the Board for volunteering time and energy for the organization. She reminded us it is “best practice” and “good governance” to hold a Board Orientation with each incoming new Board. Pam discussed what it means to serve on a Board and the legal responsibilities of a nonprofit Board. She outlined the role of the Board in an all volunteer organization. Pam addressed the fiduciary responsibilities of a Board member. She reminded us that a Board member needs to understand, raise questions and use best judgement. She spoke of the governance hat we wear reminding us to speak with one voice. Ms. Becker asked that we read the handouts and then sign the conflict of interest disclosure, gift policy and disclosure form and review the Whistleblower policy. These must be submitted annually and kept on file in the TLC office. The Orientation lasted approximately 45 minutes.

PRESIDENT REMARKS: Gigi reviewed handouts in blue Board folders and asked that we read each and respond as needed. Handouts and forms included: Board Contact List (review to make sure correct), Board photos to be provided at a later date, Board Meeting dates, Job Descriptions, Decisions Requiring Vote, Goals and Objectives and TLC Letterhead. Reminded us of the new post office box number (P.O. Box 413005-203). Reviewed office procedures, member resources (Online and Offline) and office access (Monday, Wednesday, Thursday, (9AM – Noon); or by appointment. Gigi asked Treasurer Suzie Kountz to review items in blue Board folder pertaining to Treasurer’s role. Suzie highlighted the following: money handling guidelines, tax exempt policy, steps for reimbursement, TLC policies including signing of contracts, leases, official documents, expenditures, budgeted and not

budgeted. She explained meeting and event policy for member reimbursement. She went over the request forms to be used: expense reimbursement form, refund request form, and check request form.

Suzie stated Operating Budget included in Board Report, unchanged, solvent and balanced. Statement of Financial position included in Board Report for each member to review as is 2019 Fund-raiser and Statement Summary.

#### MINUTES OF THE APRIL 3, 2019 JOINT BOARD MEETING (submitted by Julia Wade)

Correction, Endowment Chair from Karen Riner to Sharon Sparrow.

Motion to approve the minutes with corrections was made by Donna Lindberg and seconded by Connie Mockenhaupt, passed unanimously.

#### MINUTES OF THE APRIL 9, 2019 ANNUAL MEMBERSHIP MEETING

Correction misspelling of Kountz and correction 501(C) (3)

Motion to approve the minutes with corrections was made by Donna Lindberg, seconded by Maria Lane, passed unanimously.

The annual minutes remain posted as unapproved until approved by the general membership at the April 2020 Annual Membership Meeting.

#### TREASURER'S REPORT: Suzie Kountz

- Board members received the financials in the board packet. Statement of Financial Position, Operating Income & Expense Budget vs. Actual and Fundraiser 2019 Income & Expense Summary included.
- Motion to approve the monthly financial report was made by Suzie Kountz, seconded by Maria Lane, passed unanimously.
- Treasurer Elect Karen Lutz presented two resolutions.
- Past President, Charlene Barnette be removed as a signer of all The League Club, Inc. bank accounts.
- Karen Lutz moved we accept the resolution. Gail Reifsnyder seconded, passed unanimously.
- Be it resolved that the following League Club officers be appointed (or continued) as signers of all The League Club, Inc. bank accounts: Georgan Stewart, President; Maria Lane, President Elect; Suzie Kountz, Treasurer; and Karen Lutz, Treasurer Elect.
- Karen Lutz moved we accept the resolution. Gina Finch seconded, passed unanimously.

#### ACTIVE AGENDA

VP COMMUNICATIONS Anne Thomas

- April 5<sup>th</sup> Briefcase Breakfast Facebook post is now the most engaging post of the 2018/19 year and the Easter Instagram post #NaplesTables is in the top five most engaging posts of the year.
- People can now see the full circle of what we do, how we raise money and how we give it away.
- On social media alone we have reached almost 3,000 people with our story.
- Social media posts published by agencies who were awarded grants at the Briefcase Breakfast were shared to our Facebook page, and print media coverage was posted on the News page of our website.
- Anticipate that in the next 3 months more pieces of print media in Naples Illustrated, Design and Décor and eBella.
- Check carefully your specific area of Logo guide posted in the Resource section of the website, let Anne know if it needs updating.
- Communications working towards getting Board packet on line.

VP COMMUNITY Susan Harris

- Reported an important CIC goal this year is to increase awareness among 600 plus League Club members about where our fundraising monies go and how our continuing support impacts the local community.
- To date over the past 30 years we have invested \$4.5 M into Collier and Lee counties.
- Monies distributed this year totaled nearly \$344K
- Next year's efforts are already underway.
- May - recruiting for both CIC and Screening Committee, Document preparation for grant process
- June – emails to 250 agencies.
- July – expect 100 letters on intent to reviewed by the Screening Committee.

VP DEVELOPMENT Sally Kellogg

- Working with FineMark and their underwriting of 2020 Patron Party and Briefcase Breakfast.
- Lunch with Julie Farah at Suntrust to explore the possibility of their partnering with us.
- Seminole Casino has invited us as guests on May 24<sup>th</sup> to a performance by Lynda Carter, Empowerment of Women.
- Asked if any Board Members might have an introduction into Beasley Broadcasting.
- Committee meeting planned.

VP EDUCATION Susan Hickey

- Susan presented 2019/20 Education/Meeting Schedule
- November 8, 2019 Social Media Seminar at The Club at the Strand
- December 5, 2019 Holiday Luncheon at Kensington CC
- January 15, 2020 Leslie Hindman Appraisers, Antique Roadshow at Vineyards CC
- February 20, 2020 Judith Belmont, M.S., LCP, Author, Health and Wellness Coach at Collier's Reserve CC
- March 24, 2020 Max Stone presentation and photography exhibit on South Florida and the Everglades at Naples Sailing and Yacht Club
- April 14, 2020 Annual Meeting and Luncheon at Audubon CC
- May 8, 2020 Rebecca Maddox, Developer of Celebration Park, presentation on redevelopment of East Naples Art District at Naples Botanical Gardens

VP FUNDRAISING Joan Lewis

- Fundraising Committee recommends raising price of Naples Tables ticket to \$350. At 2019 wrap up committee meeting committee voted unanimously to raise the ticket price in 2020.
- Last ticket price increase for fundraiser was in 2015 for the 2016 luncheon/speaker
- Joan reported cost of meal welcome drink and use of tent for set up the day before event has risen
- Discussion tabled until June 5<sup>th</sup> Board meeting, Joan will take to her Committee for a vote.

VP MEMBERSHIP Diane Friscaro

- Diane presented five new members: Catherine Looby McCourt, Reese Motley Reynolds, Karen Parsons Schmidt, Connie Walker Fuller, Catherine Ward Funderburg

Diane moved we accept these five women as new members. Maria Lane seconded, passed unanimously.

- Reported four resignations; Virginia Coskery Craig, Judy Folberth Eakin, Carol Kurtz Horsman, Caryl Fernandes Wilhoite

Diane moved we accept with regret the resignations of these four members. Gail Reifsnnyder seconded, passed unanimously.

- Death announcement for Kathy Reardon Johnston and Carolyn Peters Schoonmaker
- Diane reported TLC total membership as of May 1, 2019 to be 608 members.

EVENTS CHAIR Dusti Beaubien

- Committee met April 19 with 14 committee members attending
- Events planned for summer
  - June 13, 2019, Summer luncheon at Grey Oaks Pool Café
  - July 11, 2019, Luncheon “Dejeuner Delicieux” at the French
  - September 12, 2019, “Celebrating Food and Friends” at Suzie Kountz’s home, 6PM
- Additional events planned
  - October 24, 2019, Girls Night Out, Black and White, at Baypointe community area of Naples Cay
  - November 14, 2019, Welcome Back at Hole in the Wall
- Committee agreed three remaining dates used for a casual dinner dance on January 30, 2020 with location to be determined; March 11, 2020, a bus trip to Morikami Japanese Gardens; April 22, 2020, end of season event (big surprise)

INTEREST GROUPS CHAIR Gina Finch

Gina moved we accept the new Food & Wine ETC. interest group. Nancy Taylor seconded, passed unanimously.

Gina moved we accept the new Pony Canasta interest group. Maria Lane seconded, passed unanimously.

- Food & Wine Etc. to meet first Friday of each month (except January), with each member asked to chair a monthly meeting or to assist the chair. Attendance at 3 meetings required.
- Pony Canasta group will meet Wednesdays at 1 PM in the Pelican Marsh Community Center, interested call Joanna Magel. She will also provide instruction.

FUTURE PLANNING CHAIR Mary Beth Jones

- Mary Beth reported future planning for 2019/20 directed to carry out the following under direction of the President.
  - Lead future planning process of TLC with Board approval
  - If needed, review, manage, update the Vision statement with Executive Committee input
  - Review discussion topics presented to/by President and from Board for consideration and identify issues of study to make recommendations to the Board for action
  - Develop long term goals/timelines for Board approval and action
- Future Planning Chair and President request each Board member review your job description and other jobs that may include you as a part of their description to further clarify how we collaborate/communicate as committees.

ENDOWMENT FUND CHAIR Sharon Sparrow (Report prepared by Mary Lou Schwartz)

- Sharon reported Endowment Fund balance as of 4/30/19 was \$203,158.
- Community Foundation of Collier County has completed combining, for TLC accounting clarity our Designated Fund and our Endowment Fund.

CORRESPONDING SECRETARY Sherry Whalen

- President Gigi read report prepared by Sherry
- Condolence card sent to Jay Johnston, husband of Kathy Johnston
- Condolence card sent to family of Carolyn Schoonmaker
- Get well card sent to June Kroeschell

OTHER BUSINESS

- Gigi reminded all of the Board gathering at 5:30 PM on May 5, 2019 at her home.
- Donna Lindberg, Recording Secretary asked Board members to adhere to Board report schedule sent earlier to each by email.

Meeting was adjourned at 12:10 PM

Respectfully submitted,  
Donna Lindberg  
Recording Secretary



