



Board of Directors Meeting

Saturday, February 4, 2023
Lynne Warne's home:
713 Westview Avenue
Nashville TN 37205

Minutes

Board Members present: Deb Fay, Kim Hoover, Faye Knochenmus, Lisa Link, Janine Moore, Nikki Moreland, Cora Newcomb, Cheryl Pryor, Lynne Warne, Claudia Weber, Cindy Zwickel

Board Members absent: Lisa O'Neill-Sullivan

Meeting called to order at 9 am.

President's Updates: Lynne Warne

- Lynne outlined the format of the April induction meeting. Each board member will present a 1-2 minute committee report to be handed to your successor summarizing your duties and major accomplishments in the past two years. This MUST be emailed to Lynne prior to April 1, along with your position description.

President-Elect: Claudia Weber

- 2023-2025 slate of officers

President: Claudia Weber

President-Elect: Sandra MacSweeney

Programs: Mary Rolando

Treasurer: open

Secretary: Trish Cronin

Communications: Patricia Smith

Parliamentarian: Connie Allison

We did not vote on the slate since it is not complete but support Claudia's nominees so far. There won't be a separate vote by the Board. We will vote via email, along with the entire membership, prior to the April meeting.

3. Parliamentarian: Cindy Zwickel

- The latest by-law changes were presented. Janine Moore moved to approve as written, Lisa Link seconded and they passed unanimously. However, they are going back for some final tweaking regarding the quorum vs a majority of those present and will be voted on electronically as well. The new bylaws need to be printed and signed following approval, then uploaded to the member portal and filed accordingly.

4. Spiritual Life: Cheryl Pryor

- A spiritual activity for Lent will be advertised in the newsletter. We will be joining one of the parish's activities, perhaps, Stations of the Cross at Holy Rosary in Donelson.

Claudia will pursue finding a new spiritual director from the Sisters of Mercy, perhaps Sister Beth. Also, Jennie Guinn volunteered to serve as our next Spiritual Life Chair.

Faye will send Father O'Bryan a thank you note for his service to NCBWL as our Spiritual Director.

The new board should consider planning a spiritual retreat for members, perhaps like the Ladies of Charity, which does a Reflection Day that includes mass and lasts 2-1/2 hours.

5. Membership: Kim Hoover

- Membership report shows 116 paid members, 5 paid silver members and 8 honorary members for a total of 129 members. There have been 27 new members since April 2022, but there are 14 unpaid members from the prior year.
- The membership renewal letters will be emailed this year. Dues are payable by the April meeting. the new fiscal year begins April 1.

6. Treasurer: Deb Fay

- Financially, we are in good shape. See the financial spreadsheet for details.
- Revenues from dues will allow us to hire someone to maintain the website.
- Deb is working with the three local Catholic high schools to be consistent and formalize scholarship distributions.

7. Publicity/Social Action: Lisa Link

- February is The Diaper Connection
- March is The Humane Society (dog leashes and gently used blankets/towels will be collected)
- April is Catholic Charities (Kroger gift cards)
- NCBWL has a congratulatory ad in *The Register* issue dedicated to Bishop Spalding's 5th anniversary. Discussion of possibly advertising in *The Register* on a quarterly basis to advertise meetings. The total cost quoted for four 1/4-page black & white ads is \$1,124. Lynne asked Claudia to spearhead this effort if she and her Board want to pursue it.

Pearls of Wisdom: Lisa Link and Nikki Moreland

- A meeting will be held in February with the new chairs, Lauren Barca and Courtney Conklin, to pass the torch. A storage place is needed for the tubs containing materials for this event.

Communications: Cora Newcomb

- Cora has been successful in getting co-ownership permission on our website.
- Cora has also been successful in getting up to 5,000 emails per month on WIX with an additional annual cost of \$288.
- The transition plan has not been fleshed out with the incoming Communications Chair. This needs to happen in April.

Secretary: Janine Moore

- Suggests keeping minutes the way they are for the next year.
- The new secretary will be Trish Cronin.

Hospitality: Faye Knochenmus

- The new hospitality chair will be Trisha Casa Santa.

Upcoming Programs: Lynne Warne

- February 15: Donna Drehmann, Customer Experience Consultant and Children's Book Author (also an Overbrook parent) @ Coco's
- March 15: Erin Van de Voorde and Mary Katherine Wathen, two founding members of "West of Perfection." These catholic women speak nationwide on work/life balance @ Coco's
- April 19: Induction ceremony for new officers + annual meeting reports; @ the Catholic Pastoral Center

New business

- Lynne will put together new member packets and will include a form for volunteer opportunities with NCBWL.

The meeting was adjourned at 11 am.

Respectfully submitted,

Janine Moore