

**WOMEN'S CHAMBER OF COMMERCE
of KCK BOARD MEETING
Wyandotte, Inc.
Tuesday, January 7, 2014, 8:00 AM**

Present: Arlana Coleman, Margaret Steele, Maila Yang, Ardith Deason, Pat Brune, Mary Redmond, Joy Richardson, Jennifer Ledbetter, Linda Lewis and Therese Bysel.

Call to Order: Board president, Arlana Coleman called the meeting to order at 8:06 AM.

Approval of Minutes: Margaret emailed the minutes out to the Board over the holidays. Pat made a motion to approve the minutes. Linda seconded the motion.

Treasurers Report: Jennifer distributed copies of the treasurer's report to the group. Jennifer shared that we only have 3 paid members as of January 7th. She will send invoices out to the membership this week. The balance as of 12-31-2013 was \$12,174.29. Jennifer shared that she will be able to take credit card payments at the luncheons now. There was discussion regarding whether or not the Women's Chamber should have their own PO Box. Currently, the mail has been delivered to the main Chambers address causing a delay in us receiving our mail. The group decided it was best to get our own mailbox. The cost for the PO Box will be \$124 a year. Margaret made a motion to approve the treasurer's report. Therese seconded.

Communications: Barbara sent the report to Arlana to share with the group. She was not able to attend the meeting.

COMMITTEE REPORTS

Budget: Ellen chairs the budget committee but was not able to attend the meeting. Jennifer distributed the budget for 2014.

Tax Status: Pat Brune shared with the group that the Women's Chamber cannot be considered a 501 c(3) organization because we are a chamber of commerce and donations made to us are not tax deductible. Linda made a motion for Pat to will follow-up with Ellen regarding moving forward with revising/correcting the tax status of the Women's Chamber. Jennifer seconded.

Education/Social Media: Mary shared that we might be using Donnelly College for the upcoming seminar but that we're still waiting on confirmation from them. There was discussion amongst the group regarding what they would like to see as a result of the seminar as well as which type of social media should be highlighted. Joy, Maila and Pat will put together the agenda for the event.

Membership: Therese shared that she and Jennifer met and worked on a list of members that need to be invoiced for 2014 dues. They mentioned that they had removed several names of former members that were no longer active in the Women's Chamber. Jennifer asked that everyone complete a current membership application so that we have current/updated contact information.

Website Management: Crystal McIntosh is responsible for the management of the website and has been absent for several months. She has not returned Arlana's phone calls. Arlana will try and contact her one more time to let her know that she had been asked to resign from the Board. Maila has agreed to manage the website until someone else is elected to take over those responsibilities. The Board will need to identify a new potential Board member to fill Crystals spot.

Ways & Means: Joy shared details for the Nell Hills event on February 28th. Arlana suggested that we wear our KCK Women's Chamber shirts for the event.

OLD BUSINESS

Women's Chamber Anniversary: Pat Brune shared that she had done some investigating and that the Women's Chamber was established in 1920. She found a list of presidents beginning in 1938. She will put a history of the organization together.

NEW BUSINESS

2014 Calendar: Ardith shared that we will be having our monthly luncheon meetings at Dave & Busters with the exception of the April and December meetings. There was discussion regarding where to have the April membership event.

Other: Joy shared that the United Way is in need of volunteers to serve on the agency allocations committee. Please contact her if you are interested.

Meeting Adjourned: The meeting adjourned at 9:30 AM

Following the Board meeting, Pat Brune provided a demonstration on how to utilize Twitter.

**WOMEN'S CHAMBER OF COMMERCE
of KCK BOARD MEETING
Duchesne Clinic
Tuesday, February 11, 2014, 8:00 AM**

Present: Arlana Coleman, Margaret Steele, Maila Yang, Ardith Deason, Pat Brune, Mary Redmond, Joy Richardson, Jennifer Ledbetter, Linda Lewis and Barbara Newby, Michelle Heaver, Amy Falk.

Call to Order: Board president, Arlana Coleman called the meeting to order at 8:05 AM.

Approval of Minutes: Margaret emailed the minutes out to the Board over the holidays. Jennifer made a motion to approve the minutes. Pat seconded the motion.

Treasurers Report: Jennifer distributed copies of the treasurer's report to the group. She mentioned that she had sent invoices out to the membership. The dues for 2014 are \$75. Amy made a motion to approve the treasurer's report. Barbara seconded.

Communications: Barbara shared a photo of the Piper in Motion, the band that performed at the Veterans Day event. They enjoyed the experience and offered to play the event again next year. She also shared correspondence she received for the "Dream Big" event being held in Salina as well as info for a job fair at the Sprint Center.

COMMITTEE REPORTS

Education/Social Media: Mary shared that we will not be using Donnelly College as the site for the social media seminar. The costs to have the event there were beyond what we wanted to pay. It was suggested that we contact Dave & Busters to see what they would charge. Pat Brune is working on the agenda for the April 24th event. The seminar will last from 11:30-1:30.

Membership: Therese was not in attendance. Arlana suggested that we highlight new members in the newsletter each month. Joy suggested that the new members be highlighted on our Face Book page as well.

Website Management: Maila shared that she has updated the membership list, current WC events and the new PO Box on the website. She has agreed to manage the website until a replacement is identified.

Ways & Means: Joy shared details for the Nell Hills event coming up on February 28th. Joy is working on putting together promotional materials. Arlana suggested that we wear our KCK Women's Chamber shirts for the event. Joy also shared that we have volunteer opportunities scheduled at Culvers for May 1st & October 2nd from 5:00-8:00 PM.

WCC Annual Garage Sale: Marissa asked that we identify a date so that she can reserve the conference center at the KCKCC.

OLD BUSINESS

Committee Review on Tax Status: Pat Brune's committee has not met yet. She and Ellen did have a conversation regarding the issue and it was suggested that we set up a foundation that exclusively manages the scholarship funds. The Board agreed that setting up a foundation is a good idea and asked Pat to follow up with Ellen and move forward with setting up a 501c3 foundation for the scholarship funds.

New Board Position: Crystal has left the Board. Arlana extended an invitation to Mary Redmond to fill Crystal's vacant spot. Mary accepted.

NEW BUSINESS

2014 Calendar: Arlana emailed the 2014 calendar of events and asked everyone to review it and let her know if we have something to add to it.

February Membership Meeting Agenda: Arlana mentioned that she would email the agenda for the monthly luncheon meeting tomorrow.

KCK Chamber Annual Meeting: The Chamber's annual meeting is Friday, March 7th at the Reardon Center. Arlana shared that we have 2 tickets with our membership and asked if anyone was interested in getting a table for the Women's Chamber. The Board decided not to get a table since most were already attending with the companies they work for.

Innovation Summit: The Summit will be held April 4th at the KCKCC. The Women's Chamber is sponsoring the event. Arlana has agreed to chair the registration committee for the event. She is looking for volunteers to help her on that committee. The event will last from 8:00-3:00. Pat, Mary, Barbara and Linda all volunteered to help on the committee.

KCKCC Sustainable Enterprise & Entrepreneurship Network: Arlana also shared that for \$90 a year, a business can have access to event space, cubicle space, etc...at the college. The Board agreed that it would be worth the \$90 investment for our membership to have access to space at the KCKCC. Pat made a motion that we make the \$90 investment. Amy seconded.

Nominating Committee: Amy and Linda agreed to serve on the committee. Amy will check with Sister Carol Ann to see if she's interested in serving on the committee.

Women in Business Summit: Arlana shared that the event is coming up on June 26th and that we need to start planning now. She asked if the group felt that we need to change the format of the event. It will be held at the KCKCC. Ardith, May and Jennifer volunteered to help with the event.

KCK Chamber Last Thursday Committee: Arlana shared that she attended the committee meeting. The objective of the committee is to focus on economic development in their communities. Representative from metropolitan area chambers as well as neighborhood associations attended the meeting.

Leverage KC: Arlana shared that she has a Leverage KC meeting tomorrow. She will share what she learns at the next board meeting.

Other: Arlana shared that the KCKPL Foundation is hosting a panel discussion at the KCKCC Tech Center on State Ave, March 27th at 6:00 PM that will be focusing on what's happening with education in Wyandotte County and the KS legislature.

Arlana also shared that we need someone to lead the scholarship committee. Letters need to be sent in March soliciting applicants. Amy agreed to serve but not chair it. Maila also agreed to serve. Barbara Newby offered to chair the committee. It was suggested that they contact Marissa Gray and Linda Sutton at the KCKCC for information.

Meeting Adjourned: The meeting adjourned at 9:15 AM

**WOMEN'S CHAMBER OF COMMERCE
of KCK BOARD MEETING
Duchesne Clinic
Tuesday, March 11, 2014, 8:00 AM**

Present: Arlana Coleman, Margaret Steele, Maila Yang, Therese Bysel, Pat Brune, Mary Redmond, Joy Richardson, Jennifer Ledbetter, Linda Lewis, Michelle Heaver, Amy Falk.

Call to Order: Board president, Arlana Coleman called the meeting to order at 8:03 AM.

Approval of Minutes: Margaret emailed the minutes out to the Board. Pat made a motion to approve the minutes. Jennifer seconded the motion.

Treasurers Report: Jennifer distributed copies of the balance sheet and profit & loss statements to the board. Total liabilities & equity as of February 28 are \$30,216.64. Amy made a motion to approve the treasurer's report. Therese seconded the motion.

Communications: No report

COMMITTEE REPORTS

Education/Social Media: Mary shared details regarding the Social Media Seminar on April 24th at Dave & Busters. She also distributed a proposed budget for the event based on two different scenarios. The board decided that \$25 was an acceptable fee for attending the event. Pat shared that she is still working on details for the agenda. Amy made a motion that the fee for the seminar be set at \$25. Margaret seconded.

Membership: Therese shared that the annual membership meeting will be held at the Cork House on April 9th. Therese is looking for a representative from a women's clothing store that will present on scarf tying, color marking, accessorizing, etc... Joy shared contact information for a stylist that Therese could contact. Therese also shared that she had contacted KCKCC with regard to dates for us to have our annual garage sale. She's looking at September 12-13 or the 5-6.

Nominating Committee: Amy shared that Sister Carol Ann is not able to participate on the nominating committee. Linda Lewis & Therese Bysel are serving on the committee.

Scholarship: No Report.

Website Management: Maila shared that she will update the website to reflect upcoming events.

Ways & Means: Joy shared that we earned \$80 at the Nell Hills event. There was a misunderstanding between the stores management and Joy regarding how sales from the event would be shared. Joy also shared information regarding other fundraising opportunities that she's looking into at Culvers on May 1st & October 2nd.

OLD BUSINESS

Special Committee - Foundation: Pat Brune's committee has not met yet.

Committee members: Arlana shared that she has reviewed the membership applications and wanted to make sure that someone is following up with individuals expressing an interest in getting involved with the board/committees. Arlana shared that we need to work harder at getting new members involved.

Innovation Summit: The Innovation Summit will be held Friday, April 4th, KCKCC. Mary, Margaret, Jennifer, Linda, Pat, Joy and Arlana will be volunteering at the registration tables that morning. Arlana will send an email reminder with location and time.

KCKCC Sustainable Enterprise & Entrepreneurship Network: Arlana shared that the Women's Division has the opportunity to use space for meetings at the KCKCC.

Women in Business Summit: Arlana shared that there will be a conference call on Thursday regarding the June 26th event at KCKCC, Jewell Center, 8:00 AM – 2:00 PM.

Leverage KC: Arlana participated on a conference call with Leverage KC. She shared the Women's Chamber calendar of events with the group.

NEW BUSINESS

2014 Calendar: Arlana shared the 2014 calendar of events and asked everyone to review it and let her know if we have something to add to it.

March Membership Meeting Agenda: Arlana mentioned that she would email the agenda for the monthly luncheon meeting.

Announcements: Mary Redmond shared that she attended an event at UMKC where Chelsea Clinton spoke. There were multiple women's organizations that attended this event. Arlana will make contact with UMKC and have the Women's Division added to their mailing list.

Pat Brune shared that March 27th is the KCKCC Tech Forum event titled "How Best to Access Success in Wyandotte County". There will be a panel discussing the future of education in Kansas.

Arlana shared that we need to purchase a Women's Chamber" table cloth that can be used at events. Amy made a motion for Arlana to purchase a tablecloth. Therese seconded.

Meeting Adjourned: The meeting adjourned at 8:58 AM

**WOMEN'S CHAMBER OF COMMERCE
of KCK BOARD MEETING
Duchesne Clinic
Tuesday, April 8, 2014, 8:00 AM**

Present: Arlana Coleman, Margaret Steele, Maila Yang, Therese Bysel, Pat Brune, Mary Redmond, Joy Richardson, Jennifer Ledbetter, Linda Lewis, Ardith Deason.

Call to Order: Board president, Arlana Coleman called the meeting to order at 8:04 AM.

Approval of Minutes: Margaret emailed the minutes to the board. Jennifer made a motion to approve the minutes. Maila seconded the motion.

Treasurers Report: Jennifer distributed copies of the balance sheet and profit & loss statements to the board. Deposits are a little slim this month due to not getting money deposited before the month end.

Communications: No report

COMMITTEE REPORTS

Membership: Therese shared that the annual membership meeting will be held at the Cork House tomorrow night, April 9th. We have 23 RSVP's for the event but are expecting around 30 women to attend.

Nominating Committee: Amy sent an email with the slate of officers to the board via email.

Scholarship: Barbara sent an email asking that we give feedback regarding applicants for scholarships. She was also looking for suggestions on who/what organizations to send the letter & applications to. The deadline to apply is May 23rd.

Website Management: Maila shared that she has updated the website to reflect upcoming events. She also mentioned that she tried to enroll Ardith for the upcoming seminar and was having trouble with the site.

Ways & Means: Joy shared that the next volunteer event is at Culvers on May 1st.

Therese shared that the annual garage sale will be September 12-13th at KCKCC Conference Center. Maila will send out information about the event via social media in Barbara's absence.

OLD BUSINESS

Special Committee - Foundation: No report.

Innovation Summit: The Innovation Summit was held Friday, April 4th, KCKCC. Arlana thanked all who volunteered at the event. There's a nice photo on Facebook of the volunteers.

KCKCC Sustainable Enterprise & Entrepreneurship Network: Arlana shared that no one has used the space yet. We have not received a bill for that or for the Innovation Summit.

Women in Business Summit: Arlana shared information regarding the June 26th event at KCKCC, Jewell Center, 8:00 AM – 2:00 PM.

Presidents Report: Arlana distributed a list of all the organizations she's involved in with regard to the Women's Chamber. She also mentioned that the KCK Chamber Business to Business Expo is in September at Sporting Park.

NEW BUSINESS

2014 Calendar: Arlana shared the 2014 calendar of events and asked everyone to review it and let her know if we have something to add to it.

Membership Meeting Agenda: The May 14th luncheon meeting will be at Dave & Busters.

ANNOUNCEMENTS

Pat Brune shared information regarding a fundraiser for PACES.

Meeting Adjourned: The meeting adjourned at 9:15 AM

WOMEN'S CHAMBER OF COMMERCE
of KCK BOARD MEETING
Duchesne Clinic
Tuesday, June 10, 2014, 8:00 AM

Present: Arlana Coleman, Margaret Steele, Maila Yang, Pat Brune, Mary Redmond, Jennifer Ledbetter, Linda Lewis, Ardith Deason, Barbara Newby & Amy Falk.

Call to Order: Board president, Arlana Coleman called the meeting to order at 8:07 AM.

Approval of Minutes: Margaret emailed the minutes to the board. Pat made a motion to approve the minutes. Jennifer seconded the motion.

Treasurers Report: Jennifer distributed copies of the balance sheet and profit & loss statements to the board. There was not much activity in the month of May but she is anticipating more in June. Currently, the operating account has a balance of \$16,255.78. Jennifer also shared that we have two organizations registered to sponsor the Women in Business Summit. Linda made a motion to approve the treasurer's report. Margaret seconded.

Communications: Nothing to report.

COMMITTEE REPORTS

Membership: No report.

Nominating Committee: Amy shared that the installation of officers will take place at the membership meeting on Wednesday June 11th. Ardith is bringing the flowers and Therese will provide the installation program to Amy and Arlana. Amy also shared that we have a vacancy on the board due to Michelle Heaver's resignation. Amy asked that names of potential board members be shared with her and that she will follow up with the potential candidate.

Scholarship: Barbara shared that she has received 17 scholarship applications and that the committee had met the prior evening to review. They will meet again to select the 3-5 winners/recipients. It was determined that the committee needs to create more defined guidelines for applicants.

Ways & Means: Jennifer reported in Joy's absence. The Women's Chamber earned \$256.00 at Culver's. We will be volunteering at Culver's again in October. The annual garage sale will be on September 13th at the KCKCC. We are also looking at having a fundraiser at Applebee's in November or December.

OLD BUSINESS

Presidents Report: Arlana distributed a list of all the organizations/activities she's involved in with regard to the Women's Chamber for the month of May. The group discussed their sponsorship of the PACES Luau with Love that will be held at St Patrick's Church on June 21st.

Special Committee - Foundation: Pat Brune shared that she had filed an application for the Women's Chamber to have a 501 c 3 status set up for a foundation for our scholarship program.

NEW BUSINESS

June Membership Meeting Agenda: The luncheon meeting will be held at Dave & Busters. Providence Hospital was selected to give a "commercial" before lunch. Ardith will provide the invocation.

Strategic Planning Session: We will have a strategic planning session for the board on Tuesday, July 8th at Barbara Newby's home located at 3227 N 110th (110th & Leavenworth Rd) Caenen Woods subdivision, 4:00-6:00 PM.

ANNOUNCEMENTS

Pat Brune shared information about Power of Woman, a fundraiser for Jill Docking and Paul Davis on July 10th at the Cork House.

Arlana shared information about an event at her church that will be raising funds to provide breast cancer screenings for women that don't have health insurance.

No board meeting in July

Meeting Adjourned: The meeting adjourned at 8:45 AM

**WOMEN'S CHAMBER OF COMMERCE
of KCK BOARD MEETING
Duchesne Clinic
Tuesday, August 12, 2014, 8:00 AM**

Present: Arlana Coleman, Margaret Steele, Maila Yang, Pat Brune, Mary Redmond, Jennifer Ledbetter, Linda Lewis, Barbara Newby, Amy Falk, Joy Richardson, Senator Pat Petty, Beth Hofer, Therese Bysel.

Call to Order: Board president, Arlana Coleman called the meeting to order at 8:00 AM.

Approval of Minutes: Margaret emailed the June 2014 minutes to the board. Pat made a motion to approve the minutes. Jennifer seconded the motion.

Treasurers Report: Jennifer distributed copies of the balance sheet and profit & loss statements. There was not much activity in the month of June. She shared that \$2,006 was raised from the Women's Summit. Jennifer also shared that we have one new membership. Linda made a motion to approve the treasurer's report. Pat Brune seconded.

Communications: Nothing to report.

COMMITTEE REPORTS

Membership: Therese shared that we're adding new members but she didn't have a total number.

Nominating Committee: Amy shared that Susan Allen was considering joining the board. Amy asked the board share names of possible candidates. Pat Petty shared that Barbara Kill with the Turner Community Connections has agreed to serve. Pat made the motion for Barbara Kill to serve on the board. Amy seconded.

Scholarship: Barbara shared that we will be awarding the scholarships to 4 nontraditional female students at the luncheon tomorrow. She also shared that the recipients were very excited and extremely appreciative of the scholarships.

Ways & Means: Joy shared that she and Therese are going to meet to discuss details of the annual garage sale coming up on September 13th at KCKCC. We will be volunteering at Culver's again in October. We are also looking at having a fundraiser at Applebee's in November or December. Joy is looking at possible fundraisers at Panera and the YMCA. She also shared thoughts about a possible purse auction "Purses with a Purpose". She may try and coordinate that with the April Summit.

OLD BUSINESS

Foundation: Pat Brune had no report but shared that the committee would be meeting soon.

Luau with Love Event: The Women's Chamber sponsored the fundraising event for Robert's Place and had several members attend. There will be another fundraiser on September 7th at the Frontier Steak House.

Presidents Report: Arlana shared a strategic plan update with the group as well as an update on all the activities she's participated in on behalf of the Women's Chamber. There was discussion regarding the low attendance at the Summit and it was suggested that we extend an invitation to the Leavenworth Women's Chamber to join us for networking at our September event. Margaret will make contact with Virginia Rawlings, president of the Women's Chamber to see if there's interest in getting together. Margaret will also follow-up with Heath Steele at Fort Leavenworth regarding providing a speaker that can share insight on the possible job reductions at the Fort and the impact it will have on the Leavenworth & Wyandotte communities.

NEW BUSINESS

The group discussed having a breakfast meeting in October and inviting the Wyandotte County mayors to attend and provide updates regarding their communities.

The Veteran's Day event will be on November 8th.

There was discussion regarding having a membership drive or an educational event. The group decided not to have another membership drive in 2014.

The KCK Chamber Business Expo will be on September 19th at Sporting Park. The KCK Women's Chamber will have a booth at the event and Arlana was asking for volunteers.

Next Meeting: Tuesday, September 9th, 8:00 AM

Meeting Adjourned: The meeting adjourned at 9:10 AM

**WOMEN'S CHAMBER OF COMMERCE
of KCK BOARD MEETING
Duchesne Clinic
Tuesday, September 9, 2014, 8:00 AM**

Present: Margaret Steele, Pat Brune, Jennifer Ledbetter, Linda Lewis, Amy Falk, Joy Richardson, Ardith Deason, Barbara Kill, Senator Pat Petty, Beth Hofer, Therese Bysel.

Call to Order: Board vice president, Ardith Deason called the meeting to order at 8:07 AM.

Approval of Minutes: Margaret emailed the August 2014 minutes to the board. Amy made a motion to approve the minutes. Pat Brune seconded the motion.

Treasurers Report: Jennifer distributed copies of the balance sheet and profit & loss statements. She also shared that we have 5 new members. Margaret made a motion that the report be filed for audit. Amy seconded.

Communications: Nothing to report.

COMMITTEE REPORTS

Membership: Therese shared that we now have an accurate list of approximately 70 members. Pat Brune suggested that we divide the list between board members and make personal calls encouraging the members to attend events. It was mentioned that we need to do a better job reaching out and greeting new members and guests at the monthly meetings.

Ways & Means: Joy passed around a list for people to sign up to bring raffle prizes at the luncheons. October 2nd is Culver's night. We have enough people signed up. Joy is still working on getting fundraisers coordinated at Applebee's and Panera.

OLD BUSINESS

Special Committee/Foundation: Pat Brune is working on getting 501 C3 status for a Women's Chamber Foundation.

Presidents Report: Arlana sent a report via email in her absence.

The group discussed the upcoming calendar of events.

Therese shared details regarding the upcoming garage sale at KCKCC. Therese asked for permission to purchase some clothing racks to use at the sale. Therese shared that we can begin dropping off items for the sale at 4:00 PM on Friday. She is still looking for volunteers to help work the sale on Saturday.

NEW BUSINESS

September Meeting: The September meeting will be at the Lone Star restaurant at the Legends. 14 women from the Leavenworth-Lansing Women's Chamber will be joining the meeting. Representatives from Fort Leavenworth will be sharing information regarding the recent announcement of downsizing at the Fort.

Business Expo: The KCK Chamber Business Expo will be held September 19th at Sporting Park. Therese Bysel, Mary Redmond, Amy Falk, Jennifer Ledbetter and Barbara Newby have signed up to work the Women's Chamber booth.

Entry in the 8th Annual Parade of Heroes: This event is coordinated by the Rotary West group. Ardith will check with Arlana to see if we are registered to be in the parade. It starts at 6:00 PM. We will also be serving/volunteering at Culver's that same evening.

Announcements: Jennifer shared information about a fundraiser she's doing for breast cancer. Amy shared information about the Hope and Healing event in October.

Ardith brought up discussion regarding the scholarship program and the suggestion that the scholarship awards possibly be renewable each year. Amy will share this information with Barbara and discuss at the next scholarship committee meeting.

Next Meeting: Tuesday, October 7th, 8:00 AM

Meeting Adjourned: The meeting adjourned at 9:01 AM

**WOMEN'S CHAMBER OF COMMERCE
of KCK BOARD MEETING
Duchesne Clinic
Tuesday, October 7, 2014, 8:00 AM**

Present: Arlana Coleman, Margaret Steele, Pat Brune, Jennifer Ledbetter, Linda Lewis, Amy Falk, Joy Richardson, Ardith Deason, Barbara Kill, Senator Pat Petty, Mary Redmond, Therese Bysel & Barbara Newby.

Call to Order: Board president Arlana Coleman called the meeting to order at 8:03 AM.

Approval of Minutes: The group reviewed the September Board meeting minutes. Therese made a motion to approve the minutes. Jennifer seconded the motion.

Treasurers Report: Jennifer distributed copies of the balance sheet and profit & loss statements. She mentioned that we made \$559.58 from the garage sale. She also shared that she will begin giving a verbal treasurers report at the luncheons instead of brining paper copies. Margaret made a motion that the report be filed for audit. Amy seconded.

Communications: Barbara had nothing to report.

COMMITTEE REPORTS

Membership: Therese shared information regarding the Business Expo that the Women's Chamber participated in. We gained one new member; Claire Holland. Therese felt that the event went very well and that Sporting KC was a great venue. She also shared that the event was well attended and that she had collected several business cards of women that were interested in learning more about the Women's Chamber. She will send notes to each of the potential new members thanking them for stopping by the booth.

Ways & Means: Therese shared that she was disappointed in the number of high dollar items that were donated for the sale. Women's clothing and accessories that weren't sold were donated to the Women's Resource Center at KCKCC. Profits from the event were down this year.

Joy shared that we raised around \$200 at the Culvers volunteer event and that she's looking at having a volunteer event at Panera. "Purses with a Purpose" is another fundraising/silent auction opportunity she's working on.

OLD BUSINESS

Special Committee/Foundation: Pat Brune and Jennifer met last week and had a conversation with Legal Zoom regarding getting the paper work completed to get the KCK Women's Chamber Foundation created. The expense involved by using Legal Zoom turned out to be larger than initially estimated. Pat believes that she and Jennifer can get the necessary paperwork completed without the help of Legal Zoom. She estimated that it would cost approximately \$435.00. Pat Petty made a motion to approve the expense. Therese seconded.

Veterans Celebration: Barbara shared that the Veteran's committee had met and that they have 3 new members. She shared details and plans for the upcoming November event.

NEW BUSINESS

October Meeting: The October meeting will be a breakfast meeting at the Hilton Garden Inn, 7:30 AM.

Presidents Report: Arlana shared information about the Night of Dreams event hosted by the Keeler Women's Center on Sunday, November 16th at the KCI Expo Center.

The US Chamber of Commerce sent a letter requesting that the KCK Women's Chamber become members. The group decided to decline the invitation.

Arlana shared information she gathered at a Hispanic Chamber event. The topic of discussion at the event was social media. Her biggest “take-away” from the event was the need to work more diligently on obtaining corporate sponsorships. Pat Brune will put together an outline of a marketing plan that we will spend some time discussing at the November Board meeting.

There was discussion regarding having each Board member mentor a new member. We need to do a better job of welcoming new members and getting them involved.

November Education Seminar: The event will be on November 19 and Jim McGraw will be the guest speaker. Mr. McGraw worked at Marion Laboratories and will share Mr. Kauffman’s philosophy on leadership.

Announcements: The annual Mayor’s Prayer Breakfast will be Friday, November 7th at the Reardon Center.

Next Meeting: Tuesday, November 18, 8:00 AM, Duchesne

Meeting Adjourned: The meeting adjourned at 9:29 AM

Marketing Session @ WCC Board Meeting – 11/18/2014

Opened with a general discussion of what we think the WCC does for us – who do we want to market to; what are we selling; how do we best get our purpose out to the public...

Responses:

- Networking with other women like us
- Share women's point of view on issues
- Educate – share "how to" information
- Avoid the "doing it all" trap
- Get support – personal and professional
- Social outlet

Discussed the importance of a Mission – or tag line in marketing terms

After playing with several words we settled on

WOMEN PROMOTING WOMEN THROUGH PROFESSIONAL AND PERSONAL GROWTH

In marketing terms this is still a little long so if any word smiths among you want to offer editing please feel free.

Being problem solvers by nature we often fell from the overall discussion of strategy to the tactical level of solving individual problems....here are some of those solutions which were offered. I will take these and add any additional thoughts you all have to add and stitch together a marketing plan proposal.

Greet visitors warmly to make them feel at home at all events (we don't want to be the snooty girls anymore)

Prepare printed material highlighting the benefits of belonging

Have membership applications available at all times

Find a way to keep information flowing through our variety of volunteers handling things like membership; newsletter; Facebook, etc...

Make sure that monthly programs support the mission statement/tag line

Put logos on the monthly newsletter for those companies buying group memberships

Create a content calendar for all social media production so that we know who will be posting what and when.

We discussed another survey of members to see what benefits they want to receive from WCC and that whole discussion evolved into the idea of inviting the membership into the planning process by dedicating the January meeting to a facilitated planning session – hopefully at the KCKCC event center by the lake complete with wine and snacks held late afternoon/early evening – 4 PM to 6 PM.

Please offer your thoughts by return email so I can make sure they get included in a master marketing plan and we can really prepare for the January planning session...

**WOMEN'S CHAMBER OF COMMERCE
of KCK BOARD MEETING
Duchesne Clinic
Tuesday, December 9, 2014, 8:00 AM**

Present: Arlana Coleman, Margaret Steele, Pat Brune, Jennifer Ledbetter, Linda Lewis, Amy Falk, Joy Richardson, Ardith Deason, Mary Redmond, Therese Bysel, Maila Yang, Beth Hofer & Barbara Newby.

Call to Order: Board president Arlana Coleman called the meeting to order at 8:00 AM.

Approval of Minutes: Ardith Deason had taken the minutes for the November meeting in Margaret's absence but had not typed them up yet. Pat Brune had also taken notes at the November meeting. She had sent those via email to the Board. It was moved and seconded that Pat's notes will stand as the Board meeting notes for November.

Treasurers Report: Jennifer Ledbetter distributed copies of the balance sheet and profit & loss statements. She shared information regarding activity in November. She also shared that the KCK Women's Chamber Foundation has been approved for 501 C 3 status. Jennifer will work out the details of getting a separate account set up for the Foundation.

Communications: Barbara Newby was happy to report that she has not had any emails bounce back to her after her last distribution.

Veteran's Day Event: Barbara Newby shared that the event went very well and that we came in under budget. The Veterans really appreciated the give-away items. The committee is working on details for next year's event which will be the 50th anniversary of the Viet Nam War. There was discussion regarding how to increase attendance at the event.

COMMITTEE REPORTS

Budget: Ellen Ainsworth was not able to attend the Board meeting. Arlana shared that we need to have a discretionary fund for approving immediate expenses rather than having to wait for Board approval. Pat Brune made a motion that the president have discretion to spend up to \$200 per expenditure, not to exceed \$1,000 annually. Linda Lewis seconded the motion. Jennifer Ledbetter also requested that a line item be added to the 2015 budget for office expenses. Pat Brune also asked that more detail be provided regarding the scholarship fund and general operating funds.

Education: Mary Redmond shared that the Women's Chamber has been approached by the Black Chamber to partner on the Women's Business Summit. There will need to be further discussion regarding how the proceeds will be shared. Mary will be working on the joint committee and will reach out to membership for volunteers to help. Amy Falk made a motion to pursue a joint venture with the Black Chamber. Barbara seconded.

Membership: Therese shared that we currently have 70 members. Therese and Linda will co-chair the membership committee in 2015. There was discussion regarding updating the membership application. Therese will put together a draft and email it out to the Board for comments/approval.

Website Management: Arlana thanked Pat & Maila for their work on the site. Pat asked that we provide her with minutes from any meetings that have taken place in the past. She will scan them and put them on the website.

Ways & Means: Joy Richardson asked the group to donate a purse or items to put in a purse for a "purseonality" auction/fundraiser. Arlana and Barbara shared details of the purseonality auction they attended at the Leavenworth – Lansing Women's Chamber Athena Award event. Arlana asked the Board what they thought about having a Women of the Year award event in Wyandotte County. The group will discuss the opportunity at a later meeting.

Face Book Updates: Arlana shared that Joy has been doing a great job keeping the site up to date.

Scholarships: No Report. Gayle Lee was unable to attend the Board meeting.

NEW BUSINESS

Parliamentarian: Arlana asked if the group felt we needed a parliamentarian or not. It was the consensus of the group that we do not.

2015 Marketing Plan-January Planning Session: There was discussion regarding our membership with the KCK Chamber and which membership package opportunities the group would like to choose/participate in. The group decided to participate in the annual meeting, First Friday Focus, Small Business Awards luncheon and the Business Expo. The total cost for 2015 is \$1,000. Jennifer Ledbetter made a motion to approve. Amy Falk seconded.

Holiday Celebration: Ardith shared that we have 26 reservations for the Christmas gift exchange luncheon. Arlana went through the agenda for the lunch meeting. The invocation will be done by Beth Hofer. Barbara will reach out to the membership via the newsletter requesting someone to provide the invocation at the next luncheon.

Next Meeting: Tuesday, January 13, 8:00 AM, Duchesne

Meeting Adjourned: The meeting adjourned at 9:25 AM