



MEETING MINUTES
Board of Directors
PO Box 44722, Phoenix, AZ 85064

DATE: March 21, 2024

TIME: 11:30 AM

***The meeting was conducted on Zoom with options for public participation.
Some items may be taken out of order.***

MEMBERS PRESENT

JoAnn Holland, President
Carey Chambers, Vice President | Treasurer
Gaby Cardenas
Shannon Clancy (arrived 11:41am)
Lisa Hartsock
Mary Mitchell (arrived 11:35am)
Heather Rausch
Adelaida Severson

ASSOCIATION MANAGEMENT PRESENT

Heather May

MEMBERS ABSENT

Megan Ackaert
Latasha Causey
Lauren Chazal

GUEST PRESENT

None

1. President's Call to Order and Roll Call

President, JoAnn Holland, called the Board of Directors Meeting to Order at 11:33 a.m.

Secretary, Gaby Cardenas conducted a roll call. Quorum was present.

During the meeting, a quorum was initially established. However, quorum was subsequently lost at 12:46 p.m. Following the loss of quorum, the meeting continued for the purpose of reporting and discussion only. No formal actions or decisions were taken in the absence of quorum. The meeting adjourned at 12:55 p.m. without further business.

2. Items from Guests Present

No guests present.

3. Approval of Minutes from February 2024 Board Meeting

Adelaida Severson motioned to approve the minutes from the February 15, 2024, meeting; seconded by Gaby Cardenas.

President, JoAnn Holland, declared the motion passed unanimously.

4. Treasurer's Report

Vice President | Treasurer, Carey Chambers, presented the financials for February 2024 and YTD financials.

The IRS 990 will be completed and filed to meet next month's deadline.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

5. Program Chair's Report

Program Chair, Adelaida Severson provided an update on the March No-Host Happy Hour and the Upcoming April 2 Breakfast sponsored by the Flinn Foundation. Adelaida shared that the program with the Governor's office has been approved and they are working to find a date.

BOARD QUESTIONS | COMMENTS

Members shared their experiences attending virtual Global Passport programs hosted by Alabama and Massachusetts.

JoAnn discussed that there are more visiting IWF members interested in attending programs while in town. The board discussed making Arizona members' attendance the priority when capacity is an issue by delaying visitor registration until after local members have had the chance to RSVP. The board also discussed charging visiting members to register for programs that have no charge for Arizona members.

President, JoAnn Holland, motioned to approve a nominal fee of up to \$50 for visiting IWF Forum Sisters who wish to attend events when there is no cost for our IWF Arizona members; seconded by Carey Chambers.

President, JoAnn Holland, declared the motion carried by unanimous vote.

6. Membership Chairs' Report

Membership Co-Chair, Heather Rausch, reported that May 30th is the deadline for applicant nominations for membership. There will be an update in the upcoming newsletter that includes demographics and information about underrepresented industries.

BOARD QUESTIONS | COMMENTS

JoAnn Holland presented a request to make a membership renewal exception for two members who missed the membership payment due date which included a board discussion. Following the board discussion a motion was made.

President, JoAnn Holland, motioned to make a one-time exception to allow the reinstatement of two regular members who missed the membership payment due date. IWF Global will be notified with this request. The motion was seconded by Shannon Clancy.

President, JoAnn Holland, declared the motion carried by unanimous vote.

7. Communications Chair's Report

Communications Chair, Heather Rausch, reported on the Forum's LinkedIn Page. Heather shared that Carey Chambers introduced her to Karen Leland, VGP Trust's Chief Communications Officer, who has offered to be a resource. Heather asked the board to include their IWF Arizona affiliation on their bios and to engage with the forum's LinkedIn posts. Lisa Hartsock volunteered and is serving on the Communications Committee.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

8. Mentorship Chair's Report

President, JoAnn Holland, reported on behalf of the Mentorship Chair that the rebranding efforts have started. Committee Chair will be meeting with IWF Jordan next month.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

9. President's Report

JoAnn Holland reported on the following items:

- The redesigned newsletter will be emailed on April 1 with the focus of highlighting our members which includes a happy birthday page and a new section entitled, Meet Our Esteemed Members.
- Finance and Audit Committee for 2024 are Carey Chambers, Adelaida Severson, and JoAnn Holland.
- JoAnn reviewed highlights from Global's Governance meeting:

- Global is going to use IWF AZ's Bylaws and Conflict of Interest Policy as one of their templates recognizing their comprehensiveness.
- Global surveyed all the forums about their governance policies and procedures. Our Forum performed exceptionally well and met all of the metrics.
- Twenty-one members will be attending the 50th Anniversary & IWF World Leadership Conference in New York City from May 15 to May 17. This is a record-setting number! Additionally, JoAnn along with the IWF Arizona logo have earned the distinction of Patron Partner of the conference, owing to JoAnn's generous restricted donation.

10. Old Business

No old business was presented.

11. New Business

No new business was presented.

12. Other Business

The next board meeting will be on April 18, 2024, via Zoom.

13. Adjournment

President, JoAnn Holland, adjourned the meeting at 12:55 p.m.

Submitted by:



Gaby Cardenas, Secretary

Prepared by Heather May, Association Manager