



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

DATE: October 17, 2024

TIME: 11:30 a.m.

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*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 (via proxy)  
Gaby Cardenas, Secretary  
Megan Ackaert (left 11:41 a.m.)  
Latasha Causey (via proxy)  
Lauren Chazal (arrived 11:32 a.m.)  
Shannon Clancy (arrived 11:34 a.m.)  
Lisa Hartsock  
Mary Mitchell (via proxy)  
Heather Rausch  
Adelaida Severson

**ASSOCIATION MANAGEMENT PRESENT**

Heather May

**GUEST PRESENT**

None

**MEMBERS ABSENT**

None

**1. President's Call to Order and Roll Call**

President, JoAnn Holland, called the Board of Directors Meeting to Order at 11:30 a.m.

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

**2. Items from Guests Present**

No guests present.

**3. Approval of Minutes from September 2024 Board Meeting**

Heather Rausch motioned to approve the minutes from the September 19, 2024, meeting; seconded by Adelaida Severson.

President, JoAnn Holland, declared the motion passed unanimously.

#### **4. Treasurer's Report**

President JoAnn Holland presented the September 2024 and year-to-date financials on behalf of Carey Chambers, who was unavailable due to business travel. JoAnn reported that the organization remains financially stable. September's income primarily stemmed from the successful ASU Gammage and Fall Dine Around programs, while expenses were predominantly related to the President's Reception, which came in under budget.

As a reminder there may not be an October financial report, as the next meeting is scheduled for Thursday, November 7<sup>th</sup>. Overall, the organization is in good financial standing.

JoAnn shared the Finance Committee met and is recommending a \$25 increase to the 2025 Regular, Sustainable, and Distinguished membership dues, to align with IWF global membership dues increase of \$25. The Finance Committee recommended Dual membership dues and Transfer Fees to remain the same as well as the Membership Levels: Sponsor, Supporter, and Patron, which regular membership annual dues are included.

JoAnn motioned to approve the Finance Committee's recommendations; seconded by Lisa Hartsock.

President, JoAnn Holland, declared the motion passed unanimously.

#### **BOARD QUESTIONS | COMMENTS**

Prior to voting, board members discussed the rationale behind the proposed increase, highlighting that it is directly related to IWF global membership. The board expressed confidence that members would be understanding of the need for this increase, considering the organization's membership dues remain comparatively low in contrast to other similar Forums.

#### **5. Program Chair's Report**

Program Chair, Adelaida Severson, reported on two most recent successful programs: Fall Dine Arouns and the Behind-the-Scenes: Unveiling the Magic of ASU Gammage, where attendees gained valuable insight from IWF AZ Sister, Shelley Cohn, on the state of arts and culture in Arizona. In addition, Adelaida and the board discussed the positive feedback and interest in repeating the Forum-to-Forum Cocktail Cafe program in 2025. Upcoming programs include:

- Nov. 7: Quarterly Virtual Meeting featuring IWF AZ Sister, Julie Funk
- Dec. 13: Holiday Luncheon & Annual Members Meeting

#### **BOARD QUESTIONS | COMMENTS**

The board discussed the modification of the format of this year's Holiday Luncheon & Annual Members Meeting. To facilitate better engagement and socialization among members, the program will begin at 11:45 am. The board's objective is to ensure that all essential business

and program aspects are completed by 12:30 pm at the latest, thereby providing our members with an hour to interact and network with one another.

#### **6. Membership Chairs' Report**

Heather Rausch, Membership Co-Chair reported on behalf of herself and Co-Chair Mary Mitchell. Their update highlighted the active involvement of the new members in various programs, demonstrating their commitment to the organization. Notably, all the new members, have chosen to contribute and join at either the Sponsor or Patron membership levels, signifying their confidence in the organization's mission and demonstrating their dedication to supporting its goals. The board acknowledged and praised the Membership Co-Chairs for their exceptional work and dedication throughout this year.

#### **BOARD QUESTIONS | COMMENTS**

The board did not have any questions or discussion.

#### **7. Communications Chair's Report**

Heather Rausch, Communications Chair, presented the plan to have members sign a media release during the Holiday Luncheon & Annual Members Meeting. Additionally, an online version is being created for those who cannot attend in person, ensuring inclusivity and accessibility. This will allow IWF Arizona to the rights to use photographs, videos, and materials for future promotional purposes via the IWF website, social media and / or marketing materials. In addition, Heather shared a recent case in which a new member's company published a press release regarding her induction into IWF Arizona. The announcement was well received in the community with positive feedback, reflecting the organizations reputable standing and highlighting our esteemed membership.

#### **BOARD QUESTIONS | COMMENTS**

The board suggested that the Communications Committee explore the possibility of regularly issuing press releases with regards to new members joining and organizational programs / events and possibly showcasing member accomplishments as long as they meet the approved criteria. The criteria would be created by the Communications Committee and then presented to the board for approval. Such efforts would serve to promote the organization's mission and celebrate its members' successes.

#### **8. Mission Advancement Chair's Report**

Lauren Chazal, Mission Advancement Chair, provided an update on the IWF Arizona Leadership Fellows Program, which is progressing as scheduled. The program aims to include 10-12 Fellows in its inaugural class, representing various regions across Arizona. To ensure flexibility and accessibility, the program will feature two in-person meetings and virtual sessions for the

remaining gatherings. The cost of the program per Fellow is still under consideration and the committee is hoping to secure a sponsor(s) for this program.

### **BOARD QUESTIONS | COMMENTS**

The board did not have any questions or discussion.

### **9. President's Report**

JoAnn Holland reported on the following items:

- Our Sister Forum, IWF Chicago is hosting one of their Signature Series events in Arizona: IWF Chicago Golf Academy, combining golf lessons and networking on February 6 -9, 2025 at the Wigwam Resort. Arizona members are invited to attend, including a welcome dinner on February 6<sup>th</sup>. This information will be sent via email to our IWF Arizona members this afternoon.
- Nominating Committee met and I will be scheduling a meeting with each board member in the next 45 days.
- As of today, five members are planning on attending the IWF Cornerstone Conference in Hong Kong
- Reminder the Holiday Luncheon & Annual Members Meeting program will begin at 11:45 am and registration is open.
- IWF Arizona Sisters, Allison Duffy and Kristine Garcia-Hernandez, have scheduled a Pop-up event for the movie screening of *SHOW HER THE MONEY* on Thursday, October 16, in Tucson and invited all members to attend. Tickets are complimentary to attend.

### **10. Old Business**

No old business was presented.

### **11. New Business**

The next board meeting will be on November 7, via Zoom.

### **12. Adjournment**

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

Submitted by:

  
Gaby Cardenas, Secretary

Prepared by Heather May, Association Manager