



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

DATE: January 27, 2026

TIME: 3:15 PM

The meeting was conducted in person at the Helios Education Foundation Copper Corridor room located at 4747 North 32nd Street, Phoenix, AZ, 85018 with options for public participation. Some items may be taken out of order.

MEMBERS PRESENT

JoAnn Holland, President
Adelaida Severson, Vice President
Lisa Hartsock, Secretary
Carey Chambers, Treasurer
Lauren Chazal
Shannon Clancy
Vanecia Kerr
Hershey Khan
Mary Mitchell
Heather Rausch
Mindy Weinstein

MEMBERS ABSENT

None

ASSOCIATION MANAGEMENT PRESENT

None

GUEST PRESENT

None

1. President's Call to Order and Roll Call

President, JoAnn Holland, called the Board of Directors Meeting to Order at 3:23 PM. Secretary, Lisa Hartsock conducted a roll call. Quorum was present.

2. Items from Guests Present

No guests present.

3. Approval of Minutes from November 2025 Board Meeting & Annual Members Meetings

President, JoAnn Holland, called for a motion to approve the minutes from the November 20, 2025, meeting and Annual Members Meeting on December 12, 2025. Heather Rausch motioned to approve the November Board Meeting minutes from the November 20, 2026, meeting and Annual Members Meeting on December 12, 2025; seconded by Adelaida Severson.

President, JoAnn Holland, declared the motion passed unanimously. Abstaining from the vote from the November 20, 2025 board minutes were new 2026 board members, Vanecia Kerr and Mindy Weinstein.

4. Treasurer's Report

Treasurer, Carey Chambers, presented the financials the YTD financials.

Financial Position

- Year-end cash balance totaled \$36,996, slightly ahead of prior year.
- Funds consist primarily of cash, with remaining balances in prepaid expenses and prepaid membership dues to be recognized in the next fiscal year.
- Temporarily restricted net assets totaled \$4,797, representing donations designated for specific purposes.

FY 2025 Budget vs. Actuals

- Total Revenue: \$79,721 vs. \$74,890 budgeted (approximately \$4,800 favorable variance).
- Total Expenses: Under budget by \$1,756 due to savings in chapter administration and meetings/events.
- Results: Budgeted break-even: actual surplus of approximately \$6,500.
- Enhanced holiday luncheon expenses were absorbed within budget following cancellation of the President's Reception.

Year-Over-Year Comparison

- FY 2025 revenue increased to nearly \$80,000 from approximately \$67,000 in FY 2024.
- Growth was driven by increased donations, sponsorships, and in-kind contributions.

Treasurer, Carey Chambers, presented the proposed FY 2026 budget, noting:

FY 2026 Budget

- Conservative revenue assumptions aligned with prior-year actuals.
- Expenses structured to ensure spending does not exceed realized revenue.
- Audit fees included due to fiscal-year timing.
- Increased allocation for the New Member Welcome Luncheon based on member feedback.
- Monsoon Madness budgeted as a self-funding/no-host event.
- Conference travel stipend for board president maintained at \$7,000.

Treasurer, Carey Chambers, called for a motion to approve the FY 2026 budget; seconded by JoAnn Holland.

President, JoAnn Holland, declared the motion passed unanimously.

Treasurer, Carey Chambers, reported on the Forum's first independent audit which began in November 2025 for FY 2024 financial statements with Snyder and Brown CPAs. This audit will enable our Forum to apply for grants and fundraising opportunities. The audit is expected to be completed in the first quarter of 2025.

Treasurer, Carey Chambers, reported on the 2026 members renewals as of January 26, 2025, which is trending with the exact same percentages of renewal as of the same time period from the previous year.

BOARD QUESTIONS | COMMENTS

The board discussed and reviewed status of the 2026 membership renewals.

5. Program Chair's Report

Program Chair, Lauren Chazal, began by thanking those who attended our "Celebrate 2026" no-host happy hour and welcomed two transfer members, one from Oklahoma, and the other from Washington state on Tuesday, January 13th.

Upcoming Program:

- Conversations Unplugged – January 29, featuring an Arizona member, Dr. Connie, "The White House Doctor"

Lauren reported informal networking opportunities are being revitalized through no-host happy hours and morning coffee gatherings. Initially registration will be required for these events to assess participation levels, and eventually, these gatherings will also be listed on our website without needing registration. She shared it is the hope these initiatives will provide more flexibility and opportunities for our members to connect.

Lauren reported there may be the possibility of a March Breakfast Roundtable with one of our member's and her IWF Fellow mentee if schedules permit.

Lauren reported discussions are underway with leadership to confirm a Breakfast Roundtable hosted and sponsored by the Greater Phoenix Economic Council.

A program calendar will be shared at next month's board meeting.

Lauren invited Membership Chair, Heather Rausch, to present a new Signature Series program, Leadership Roundtable. Heather introduced this collaborative series leveraging the power in conversation and experiences shared amongst preeminent women leaders – our members. This structured 60-minute fast-paced, solution driven discussion will focus on real-world insights and shared experiences leading through complexity and constant change where members will share challenges, resources, and practical approaches while learning how peers are navigating today's evolving landscape.

Membership Chair, Heather Rausch, motioned for the new Signature Series, Leadership Roundtable, with a launch planned for March and logo to be approved by the board via an email vote, if needed, to be approved; seconded by JoAnn Holland.

President, JoAnn Holland, declared the motion passed unanimously.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

6. Membership Chairs' Report

Membership Chair, Heather Rausch reviewed focus areas with a continuation of current membership guidelines and recruiting priorities, hosting a New Member Welcome Luncheon, as well as continuing our alignment with adhering to global guidelines, with a single annual nomination cycle with the nomination deadline of May 30, 2026.

Membership Chair, Heather Rausch, introduced the Legacy nomination policy, honoring the four creators (Barbara Barrett, Betsey Bayless, Jeanne Herberger, & Mary Jane Rynd), of our Forum with the opportunity to each nominate one qualified Arizona woman leader per cycle. These nominations will bypass the Membership Committee and go directly to the Board and new member slate for consideration, provided:

- The nominee meets IWF Arizona qualifications
- It is supported by the current Membership Chair and Board President
- Membership capacity allows per our bylaws

All nominees will be held to the same membership standards and fees. An abbreviated nomination form will be created for Legacy nominations. This pathway is ideal for exceptional candidates who may fall outside current recruiting priorities and are strongly endorsed by our creators. This honors our creators' legacy while supporting the continued excellence of our Forum.

Membership Chair, Heather Rausch motioned for the Legacy Nomination process and our Membership Qualifications, recruiting priorities, and one annual nomination cycle with a deadline date of May 30, 2026, just as we had done in 2025 be approved; seconded by JoAnn Holland.

President JoAnn Holland, declared the motion passed unanimously.

BOARD QUESTIONS | COMMENTS

The board discussed how smooth the 2025 process was along with the outstanding communication. In addition, the board shared the research and feedback gathered from other Forums.

7. Communications Chairs Report

Communications Chairs, Hershey Khan and Mindy Weinstein, were introduced by the President in their new roles for this year. They will be meeting next week to review their oversight of all social media, quarterly newsletters, and creating collateral materials for our Leadership Fellows Program, Women Opening Doors to Women.

BOARD QUESTIONS | COMMENTS

The board reviewed the 2025 fourth quarter member survey and discussed the importance of responsiveness with member communications and acting on feedback trends.

8. Mission Advancement Chair's Report

Mission Advancement Chair, Lauren Chazel, reported members generously contributed \$1,700 to the Leadership Fellows program during our recent Holiday Luncheon. She thanked everyone for their support and noted that donations are welcome at any time. She reported that our

established bank account for this program currently holds a total of \$4,811.30, comprising donations received from the past three holiday luncheons, along with accrued interest.

Lauren shared their committee will be collaborating with the Communications Committee to create promotional materials and messaging for the Fellows Leadership program launch. These resources will be featured in our first quarter newsletter, enabling members to spread the word.

Lauren reported the committee aims to unveil the program statewide in early April, with applications accepted until July 1. Our goal is to select 6 to 12 Fellows for the September launch, and encouraging them to apply for the IWF Global Fellows program in 2027.

Our 9-month Leadership Fellows program will launch in September with an in-person meeting immediately followed by the President's reception so members and their guests may meet our Fellows. The remaining meetings will be held virtually with the final meeting held in-person in May 2027. And then we'll be assisting them with completing their IWF Global Fellows application with the hope that several of them will be accepted into the global program.

BOARD QUESTIONS | COMMENTS

The board did not have any questions or discussion.

9. President's Report

President, JoAnn Holland, shared the following:

- We have ten members attending the IWF Cornerstone Conference in London in May with 4 members waitlisted
- The IWF global President's Meeting is scheduled via Zoom in March
- In 2027, IWF global dues will increase to \$225 per member

10. Old Business

No old business was presented.

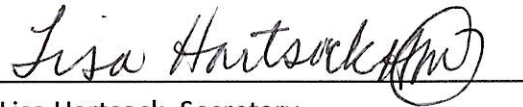
11. New Business

The next board meeting will at 11:30 AM, on Thursday, February 19, 2026 via Zoom.

12. Adjournment

President, JoAnn Holland, adjourned the meeting at 4:46 PM.

Submitted by:

A handwritten signature in cursive script that reads "Lisa Hartsock" followed by a circled monogram "LH". The signature is written over a horizontal line.

Lisa Hartsock, Secretary