



## MEETING MINUTES

Board of Directors

PO Box 44722, Phoenix, AZ 85064

DATE: November 2, 2023

TIME: 11:30 AM

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

### MEMBERS PRESENT

Karilyn Van Oosten, President  
JoAnn Holland, Vice President  
Debra Boblitt via proxy  
Gaby Cardenas  
Carey Chambers  
Lauren Chazal joined 11:34am  
Kim Covington  
Lisa Hartsock via proxy  
Mary Mitchell  
Heather Rausch

### ASSOCIATION MANAGEMENT PRESENT

Megan Newsham

### GUEST PRESENT

None

### MEMBERS ABSENT

None

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

President, Karilyn Van Oosten, called the Board of Directors Meeting to Order at 11:31 a.m.

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

#### **2. Items from Guests Present**

No guests present.

#### **3. Approval of Minutes from October 2023 Board Meeting**

President, Karilyn Van Oosten, called for a motion to approve the minutes from the October 19, 2023, meeting.

JoAnn Holland motioned to approve the minutes from the October 19, 2023 meeting; seconded by Heather Rausch.

President, Karilyn Van Oosten, declared the motion carried unanimously.

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

Treasurer, Carey Chambers, reported there is no Financial report for October since the month just ended and they are in process of being prepared; and the 2023 Financial report will be reported at the next Board meeting in January 2024.

Carey Chambers reported the IWF Arizona Bylaws were approved by membership on October 31, 2023 at 5:00pm.

Carey Chambers announced an email will be sent to membership in mid-November with regards to the approved 2024 Membership Dues Levels and Categories and 2024 membership renewals are due by January 31, 2024.

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

The board did not have any questions or discussion.

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

Program Chair, Heather Rausch, presented on the 2023 programs.

Heather presented an update with regards to the 2024 WOW Experience in February 2024.

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

The board did not have any questions or discussion.

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

Membership Co-Chairs, Mary Mitchell and Heather Rausch, reported there is no update from the Membership Committee.

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

The board did not have any questions or discussion.

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

Communications Chair, Kim Covington, reported a boost in social media analytics and the content for our 4<sup>th</sup> Quarter newsletter is due on November 17<sup>th</sup> with the expected distribution the last week of December.

## **BOARD QUESTIONS | COMMENTS**

The board did not have any questions or discussion.

### **8. Mentorship Committee**

President, Karilyn Van Oosten, reported the following for the Mentorship Committee:

- Development on timelines for the program
- Designing the community outreach plan

## **BOARD QUESTIONS | COMMENTS**

The board did not have any questions or discussion.

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

President, Karilyn Van Oosten, announced she is moving to California and in 2024 will become a Dual member of IWF Arizona with her primary Forum being IWF No. California and per our Bylaws, Vice President, JoAnn Holland, will complete her 2<sup>nd</sup> year (2024) of her Presidency and Carey Chambers will serve in a dual role as Vice President | Treasurer.

### **10. Old Business**

No old business was discussed.

### **11. New Business**

No new business was discussed.

### **12. Other Business**

The next board meeting will be in-person in January 2024 with the date to be confirmed.

**13. Adjournment**

President, Karilyn Van Oosten, adjourned the meeting at 11:57am.

Submitted by:

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Gaby Cardenas, Secretary

Prepared by Megan Newsham, Association Management