



TUESDAY, SEPTEMBER 3, 2024 (10:00 AM)

#01 MSFV 2024 EXECUTIVE BOARD MEETING

Location: Miami Shores Country Club

Meeting called by: Susanne Rice, President

Attendees: Susanne Rice, Sunja Leon, Liangy Calli, Jacqui Murdocco, Kendra Borja, Linda Cabassa, Fran O'Connell

Start Time: 10:41 AM | End Time: 11:34

I. INTRODUCTION

Presenter 1: Susanne Rice, President

- Welcome Exec Board
- Welcome table to be introduced at all future meetings for registration and payments.

Presenter 2: Kendra Borja, Recording Secretary

Past Minutes:

- Past Minutes Presented
- **Motion to approve past minutes: Kendra Borja made a motion; seconded by Sunja Leon. Minutes approved.**
- Announcements for open board positions, including a Historian to document group history.

Presenter 3: Helen Mendel, Corresponding Secretary (Absent - Susanne Rice Substituted)

- Membership updates shared by Susanne, including group members' losses and illness.

II. Executive Director

Presenter: Liangy Calli, Executive Director

Status Reports:

- Yearbook Status
 - Directory mockup distributed for review.
 - Discussion by the board regarding advertising placement and future printer options. Edits recommended based on discussion
 - 125 directories needed for this year.
 - **Motion to approve directory with changes: Kendra Borja made the motion, seconded by Sunja Leon. Motion passed.**
- Alliance Grant Report Status
 - Report detailing the grant's usage is due in December. Timeliness is crucial to remain eligible for future grants.

Committee Reports:

- Welcome Committee
 - Handouts (with hang tags) will be prepared for the next meeting, featuring a welcome note on one side and numbers on the reverse.
 - The idea is for members to gather on a Saturday and collectively distribute the hang tags at neighborhood houses.

- Give Miami Day
 - Early Giving begins in October; the main event is in November, close to the fashion show.
 - Membership is encouraged to promote the event within their circles.
 - Background on Give Miami Day was provided.
 - **Motion to create a social media post for the event: Kendra Borja made the motion, seconded by Linda Cabassa. Motion passed.**
- Peace Challenge (Social Media Campaign)
 - National Day of Peace is September 21
 - Four graphics will be created to promote the Peace Challenge
 - Challenges will encourage community engagement and promote the organization.
- Events:
 - Backpack Drive
 - 125 students benefited from this year's backpack drive.
 - A committee will be needed next year to plan earlier and prepare backpacks in advance.
 - Additional Scholarships
 - Grant funds provided extra scholarships.
 - Meals gift cards/certificates were provided to students through Chick-fil-A.

III. Treasurer

Presenter: Jacqui Murdocco

- Balance/Recent Expenses:*
 - QuickBooks has been updated with itemized payments for ads, dues, and sponsorships.
 - Transitioning payment procedures from Square and Zelle.
 - Financial update: \$7,200 in, \$2,200 out; current balance: \$7,210.
 - Liangy's birthday fundraiser raised \$559 through Facebook. Jacqui raised an additional \$50.
- **Motion to create a graphic for birthday giving fundraiser to distribute to the membership for posting on Facebook: Sunja Leon made the motion, seconded by Kendra Borja. Motion passed.**
- Membership Status:
 - Membership list has been updated.
 - New members and membership dues records are being collected.

IV. Advisor

Presenter: Sunja Leon

- Board Speaker Time Limits:
- **Motion to implement time limits for board speakers to ensure meetings last no longer than 45 minutes. Motion passed.**

V. OPEN DISCUSSION/COMMENTS

VI. Meeting Adjourned