



TUESDAY, OCTOBER 1, 2024 (10:15 AM)

#02 MSFV 2024 EXECUTIVE BOARD MEETING

Location: Miami Shores Country Club

Start Time: 10:22 AM

Adjourned: 11:21 AM

I. Introduction

Presenter: Susanne Rice, President

- Susanne Rice recommended that executive meetings start at 10:00 AM.
- **Motion:** Kendra Borja made a motion to approve; **Seconded** by Sunja Leon. **Motion Passed.**
- Susanne Rice reminded the board that ambassadors will be present at the start of each meeting and emphasized the importance of signing in. Members must attend three meetings to be eligible to nominate or vote for their charity of choice.
- There was discussion regarding accommodating members who miss meetings due to illness, but it was decided to monitor attendance over the year.
- Member dues collection was addressed, including updates to the payment process and the assignment of funds.
- Liangy Calli discussed the protocol for welcoming new members. Susanne Rice confirmed that there is a protocol, starting with the application, which gathers the information necessary to add members to the newsletter.
- The Welcome Committee needs to be informed when new members join.
- Sunja Leon suggested using a Google form as a cost-saving measure instead of Wixx for registration and collection of relevant new member contact data.
- **Motion:** Kendra Borja made a motion to research an online form and Zelle integration to streamline member details collection; **Seconded** by Sunja Leon. **Motion Passed.**

Presenter: Kendra Borja, Recording Secretary

- Minutes from previous meetings were distributed and reviewed.
- **Motion:** Linda Cabassa made a motion to approve the minutes; **Seconded** by Susanne Rice. **Motion Passed.**

Presenter: Helen Mendel, Corresponding Secretary (Presented by Susanne Rice as Helen Mendel was absent)

- **Updates:**
 - Shamele Jenkins will be unable to attend meetings until November.
 - Lisa DePriest's mother has been hospitalized, and Fran O'Connell will substitute for the invocation.

II. Executive Director Update: Liangy Calli

Status Reports:

- **Yearbook Status:**
 - The yearbooks will be delivered today but were unavailable this morning. Tomorrow's focus will be on distributing them.
- **Alliance Grant Report Status:**
 - The report is ready. The team will figure out proceeds and what was previously given. Discussion on using the funds for the Hero's Luncheon, possibly through gift cards or an organization donation. Liangy Calli will follow up.

Committee Reports:

- **Events:**
 - Discussed hosting possible charity-related events. Hurricane Helene relief and Thanksgiving food drive - Liangy Calli to follow up.
- **Welcome Committee:**
 - Refer to the President's Report and meeting minutes on the welcome table. Sign in members and register new members as needed.
- **Give Miami Day:**
 - The application has been submitted as far as possible. Missing information from the board was received today, and Liangy Calli will finalize the application.
 - Many of the questions related to diversity. Liangy Calli suggested introducing the concept of Give Miami Day to members through the newsletter, with a focus on the mission. Social media spotlights on grant and scholarship recipients will help build awareness through .
- **MSFV Social Media/Marketing:**
 - Currently, only a private Facebook group exists for members.
 - As a 501(c)(3), the Facebook page must be made public. Liangy Calli also recommended creating an Instagram account for outreach.
 - **Motion:** Kendra Borja made a motion to convert the Facebook group to public and create an Instagram account; **Seconded** by Linda Cabassa. **Motion Passed.**
 - The existing Facebook group will remain, and a post will be made with links to the new public pages.
 - Liangy Calli has been approached by organizations/companies wanting to advertise in the newsletter. She has limited it to member-related activities, but

wanted board input about the type of events/business activities to include.
Discussion. **Motion:** Kendra Borja moved to only include member events, not the daily business activities of outside organizations. **Seconded** by Sunja Leon. **Motion Passed.**

- **Peace Challenge (Social Media Campaign):**
 - Update was provided about the participation in peace challenges through social media.
- **Fashion Show Update:**
 - The committee has met twice. Susanne Rice has made significant progress with sponsors.

III. Treasurer Update: Jacqueline Murdocco

- Collected over \$7,000 for the year but spent \$11,000, resulting in a shortfall of ~\$3,500. This does not account for recent dues collection.
- The reserve on January 1, 2024 was more than \$10,000.
- Dues revenue has increased by \$2,000.
- Susanne Rice reminded the board that they still need to pay the printer, which will cost \$1,100.
- Sponsorships and additional dues collection are still needed.

IV. Advisor: Sunja Leon

- Several documents need to be certified and signed. There is also a need to discuss document storage.
- Kendra Borja will upload signed documents to a master Google Drive, accessible to Liangy Calli.
- **Donation Device:** The discussion was moved to next month.

V. Open Discussion/Comments

No additional comments or discussions.

VI. Meeting Adjourned

- **Motion:** Susanne Rice made a motion to adjourn; **Seconded** by Sunja Leon. **Motion Passed.**