

**Minutes for
Friendship Force Board of Cedar Rapids/Iowa City
December 14, 2013 at 1:00 PM at Cedar Rapids Public Library**

Members Present: Tressa Youngbear, Will Mickelson, Alice Wilkinson, Barbara Cole, Marian Wetjen, Esther Hudson, Dianne Karal, Stephanie Schulte, Cheryl Moore, Dale Moore, Vic Klopfenstein, Pat Klopfenstein.

Minutes of the November 10th, 2013 board meeting were reviewed. Dianne Karal moved and Alice Wilkinson seconded a motion to approve the minutes with correction to budget numbers. Motion was carried.

Treasurer's report: Dale Moore presented the final financial report for 2013.

<u>Account</u>	<u>2012</u>	<u>2013</u>
General Account Operating Cash	\$11,472.95	\$10,491.48
IRIS	\$847.50	\$0.00
Rockwell Grant	\$2,246.10	\$0.00
Exchange Account	3756.26	3,431.76
General Acct Net Worth	\$18,817.81	\$14,641.79

Alice Wilkinson made a motion to approve the 2013 Annual Financial Report and Marian Wetjen seconded. Motion was carried.

Dale Moore moved and Alice Wilkinson seconded to have documentation prepared to resolve issue of Open World monies being held separately in our budget. Motion was carried. Tressa and Vic will follow up on this motion.

Committee chairs were asked to bring goals with a budget to the meeting to share with the group. Tressa will compile and bring to the January meeting.

Check Signing: Stephanie Schulte made a motion that we allow four check writers, to include Past President, President, President Elect and Treasurer and we will no longer require President to co-sign a check over \$500.00 for the 2014 year. The motion was seconded by Dianne Karal and carried.

Meeting dates & programming for the year: It was decided to have our board meetings one and one half hours before our general meetings. The following activities were scheduled:
January 19th - Topic: World Conference Information
March 2nd - Topic: World Friendship Day with special guest OW ambassadors & foreign exchange students.

May 18th - Regular board meeting and event with incoming exchange
July 13th - Topic: Esther's friends from the Philippines will speak
September 14th - Board meeting & Road Rally
November 16th - Annual meeting

February, April, June, August, October would be L.E.O. months.

Discussion was held on how to include humanitarian events over the year. Tressa will include an article in the newsletter to get more ideas then the board will select several for our club to participate in.

Guidelines for Exchanges: Dianne Karal motioned seconded by Vic Klopfenstein to change the Exchange Guidelines as follows:

Under the heading of: Appointing an Exchange Director (ED) for Exchanges
Item # 3 The Exchange Coordinator will collect and submit to the Board all eligible applicants.
Item # 4 The Board will select the best match for leading the exchange. **If** only one application, a Board decision is not needed.

It was discussed that we change the wording of the guidelines regarding item #3 concerning more than one applicant for an ED. Motion carried.

Merchandise: Cheryl Moore made a motion to provide a club bag to new members when they join. Stephanie Schulte seconded it and the motion was carried.

Notes for the record:

Wayne Smith Award: An email vote was taken to nominate Vic and Pat Klopfenstein for the Wayne Smith Award in January 2013. 100% positive vote was recorded.

Website: The board did an email vote in 2013 to renew our website domain name. It was voted to approve renewal.

Motion by Cheryl Moore seconded by Marian Wetjen to adjourn the meeting at 4:00 pm.
Motion passed.