

Hillcrest Committee Meeting

March 2, 2020

The March 2, 2020 Hillcrest Committee meeting was held at the home of Karin Dailey. Jenn Stringer presided over the meeting for President, Anne Barry. Jenn Stringer called the meeting to order at 10:34 a.m. and 30 members were present. Jenn Stringer thanked Karin Dailey for hosting and the lunch committee that consisted of Yvette Provosty, Carolyn Ferguson, Anne Jantzi, Edie Chezik and Anusha Weerakoon.

Old Business

Approval of the January 6, 2020 Meeting Minutes

Cathy Theen moved that the January 6, 2020 minutes be approved and Lara David seconded the motion. A vote was taken and the minutes were approved.

Treasurer's Report

Mary Jo Hoftiezer reported for Linda Maddux and gave the Treasurer's Report (see attachment). She reported that the Statement of Financial Position showed our total assets as \$212,935.91 as of February 25, 2020. The Statement of Activity July 1, 2019- February 25, 2020 showed our total for donations from auction parties in lieu of cooking, donations and memorial at \$7,112.26. Our total Hillcrest Committee Ball income was \$223,162.10, total revenue was \$234,452.02, total operations were \$1,938.32, total business expenses were \$1,786.35 and the total expenses were \$40,040.02. And finally our net revenue was \$194,412.00. Mary Jo also noted that the Ball expenses were less this year because the Gambees donated 50% of the wine and Larks did not charge us any corkage fee. Due to the Hillcrest Committee's concerns with Lark's for the 2018 Ball, they agreed not to charge us a corkage fee for the 2019 Ball. Mary Jo also noted that more money was paid this year to the credit card companies. The general credit card processing fees were \$4,238.37 and Greater Giving Processing/Service fee was \$2,507.36. Greater Giving Software also charges a user fee of \$150.00. So the total Greater Giving Software and Credit Card Processing was \$6,895.73. Two factors accounted for the increase, first the Ball generated more money this year than last year and secondly \$53,000 was charged using American Express credit cards. American Express charges 2.59%, Visa and Master Card charge 1.99% and Greater Giving charges a 1.6% credit card processing fees. Mary Jo also noted that there was an increase in our insurance expenses, due to expanded coverage for all of the Hillcrest parties. Judy Gambee moved that the

Treasurer's Report be approved and Cathy Theen seconded the motion. A vote was taken and the Treasurer's Report was approved.

Correspondence Report

Jenn Stringer reported for Barb Raniele that a card was received from Excalibur, Anne Root and family. She thanked the Hillcrest Committee for its love and support in delivering the yellow rose after the passing of her son Ben. Jenn also read a card from Dr. Brian Druker at the Knight Cancer Institute. He thanked the Hillcrest Committee for its ongoing support of cancer research. Marialice Wright suggested that the Hillcrest Committee write a thank you card to All Your Treasures to thank them for giving us a discounted price on our storage unit. Jenn Stringer suggested we get a thank you card and have everyone sign it at our April meeting.

Data Base Manager Report

Patti Diehl reported that the list of the 2020 Hillcrest Committee parties are online at our website. We will no longer have any printed handouts. She also wanted to remind party chairs to contact the buyers of your party as soon as possible to set a date. As soon as a date has been set, please contact her with that information so it can be posted on the website. The information regarding first half and second half cooks hasn't been generated yet. Karin Dailey will work with Patti on that project. Patti reported on the Excalibur Outreach Effort. She passed around a clipboard so current members could sign up to contact an Excalibur member. The following is a list of talking points:

1. Affirm the importance of the Hillcrest Committee's purpose and the Excalibur member's years of service
2. Confirm the Excalibur member's personal information (email address, cell number, address)
3. Ask what their preferred form of communication would be? (phone calls or emails)
4. Do they have an interest in staying active? If so, at what level of participation? Would they like to stay connected with communications only, attend some meetings, cook for a party or work a party?
5. Are they aware of the Hillcrest Committee's website and the members link? If so, would they like help getting access to the member's link?
6. Are they aware of the Hillcrest Committee's Shutterfly website for viewing pictures of the Hillcrest Ball and all the parties? Would they

- like access to the Shutterfly website? If so, Jenn Stringer can send the Excalibur an invitation to request access to the website.
7. Would they be interested in an annual gathering for Excalibur members and current members? Currently we invite Excalibur members to attend our June meeting.
 8. Do you have any questions or comments regarding the Hillcrest Committee?

If you were not at the meeting, Patti will email the Excalibur Member List to you. You can sign up, as well as see the list of talking points. Once you have contacted the Excalibur member, please email the information you have collected to Patti.

Hospitality/Yellow Rose Report

Christin Sherbourne reported that she delivered a yellow rose to Excalibur Anne Root for the passing of her mother-in-law. Her mother-in-law, Betty Root, was an Excalibur member for 23 years. Christin also delivered a yellow rose to Excalibur Ann Istel for the passing of her stepmother, Donnis Lausmann.

New Business

Treasurer's Budget Proposal for 2021

Mary Jo Hoftiezer reported on the Budget Proposal for 2021(see attachment). She reminded everyone that our budget year begins in July of 2020 and runs through June 2021. We anticipate 2021 revenue from Auction party buyouts, donations and dues will be \$2,000 and with the Hillcrest Committee Ball our total income will be \$162,800. The 2019-2020 Actuals for income was \$234,452.00. Our total Ball expenses in 2019-2020 were \$35,481.00. The proposed 2021 budget includes \$155,891.00 in total expenses. Christin Sherbourne moved that the Treasurer's Budget Proposal for 2021 be approved. Nancy Suvoy seconded the motion. A vote was taken and the motion was approved. Mary Jo also reported that a down payment was made to the Rogue Valley Country Club for the 2020 Hillcrest Ball. Christin Sherbourne signed a venue agreement for three years with the RVCC. The agreement reserves the first Friday in December for the 2020-2022 Hillcrest Balls. Mary Jo also handed out Certificate of Liability Insurance forms to the party chairs. Party chairs should inform their venue of our insurance coverage. Party chairs should also keep this form in their file for the party. Party chairs not present at today's meeting, please contact Mary Jo Hoftiezer or Linda Maddux to get the Certificate of Liability Insurance form for your party. Mary Jo also reminded everyone that the

Paddle Parties get a \$1,000 budget, except the Diner en Blanc Paddle party gets a \$2,000 budget. All the other parties get a \$300 budget. There was a discussion regarding payments in lieu of cooking while there isn't a policy, the money has always gone directly to the party chair rather than to the treasurer. Receipts can also be submitted to the treasurer for reimbursement with the budgeted funds.

New Member Proposals

The following people made new member proposals:

- Christin Sherbourne
- Kate Empasis and Nancy Suvoy
- Stephanie DeBoer
- Cindy Bottasso
- Ayano Istel
- Marialice Wright
- Karen Porschet Miller

Just a reminder, we vote on prospective new members at our April meeting. If you have any additional people to recommend as new members, please email President, Anne Barry before our April meeting. Also, if you will not be able to attend the April meeting, please give a proxy to someone who will be attending. Our Corresponding Secretary, Barb Raniele will hand out acceptance letters to the sponsors after the voting has been completed. The new members are expected to attend an orientation, as well as the May and June meetings.

Introduction of Ball Chairs

Jenn Stringer announced that Dana Smith and Paden Voget would be our new Ball Chairs. They announced, "Calling all Flappers and Dappers to the Roaring 20's 2020 Hillcrest Ball!" Dana and Paden also asked last year's Ball committee chairs to let them know if you want to hold the same position for this years' Ball.

The meeting adjourned at 11:50 a.m.

Respectfully submitted by Sue Nolan-Olson, Recording Secretary