

**Monthly Meeting Minutes -Minnesota Les Dames D' Escoffier (MN LDEI)
Feb. 27th 2020 - 6:30 PM**

Location of Meeting: Lund's & Byerly's, Golden Valley

Present at meeting: BJ Carpenter, Janice Cole, Joan Donatelle, Cindy Jurgensen, Audrey Nelson, Emily Paul_(call in), Pam Powell, Lois Tlusty

Not Present at meeting: Lachelle Cunningham, Nikki Erpelding, Amalia Moreno Damgaard, Liz Nerud, Susan Peters, Paula Zuhlsdorf

Call to order: The regular meeting of MN LDEI was called to order at 6:30 PM by President Joan Donatelle.

Review and Approve Previous Meeting Minutes: Objections to previous member meetings: Comment on old biz about sound system & cash for the programs-Cindy will clarify info about the cost with Liz & Amalia-
Correct spelling to Microgrant recipients-
Reminders for sympathy cards: Ann Stratte
Also send a Get Well Card for Barb Strand

Committee Reports

1. **Treasurer's Report: Lois Tlusty:** Lois submitted new treasurers report-
2. **New Membership Drive: Emily Paul & Lachelle Cunningham** -17 people signed up for the March 18th New Member Event-
Lois discussed & questioned the payment for **New Membership (NM) Event**, Emily responded offering to send the ***budget** she submitted on Oct 18th, 2019, including the costs she projected for the 2019-2020 *New Membership Committee* & also the approximate expense that they would incur to host the **NM Event**. As Details for the event came into fruition for Emily & Lachelle and they received estimates for catering and venue, it was necessary to request more funding.

A motion was made to give \$300 to \$400 more to Membership to help pay for the event, there was discussion, the board voted, the motion passed.

The **NM Event** is being catered by the Wedge Co-op and will be held at the **Cambria Gallery on 7th 625 2nd Ave S #101 Minneapolis, MN 55402**

3. **Urban Roots: BJ Carpenter** discussed Budget for Urban Roots with Patsy and Saba, they are really excited about the amount of \$ that our chapter is donating to them this year. Patsy and Saba have decided for alums salary, field trip to the Bee Lab @ the UofM campus, funds into stipends for parents of some of the interns to come in and teach classes using their cultural foods, also for a **kitchen side** garden to grow things explicitly for the kitchen. Lachelle noted that BJ's knife skills were mighty shiny at the roots for the home team salad cook off!

Another event will be planned for a Summer Soiree/Meeting @ the Urban Roots Garden and integrate some local brewers and ciders for the event, and perhaps a picnic operetta in the garden with pizza! (remind BJ to let Nikki know about all of these events! Dates etc.) A table for Urban Roots is designated @ the Dame It! Event.

4. Scholarships:

5. Events/Programs:

6. Fundraiser: Janice Cole lets us know that we have 14 chefs to date & hoping for a few more! Post cards being printed for marketing 2020 Dame It! Pam will bring to Dame It! Planning meeting on the 11th at Audrey's.

7. Microgrants: Audrey Nelson we awarded 3 microgrants, Audrey will be sending out more requests...

8. Newsletter:

9. Old Business: Liz Nerud and Amalia Moreno-Damgaard requested additional funds in the budget in the amount of \$6000 to purchase a new microphone to improve the quality of our programs- Cindy will review with them.

10. New Business:

Discussion about reviewing our LDEI **procedures** for each LDEI task and to file under procedures in google docs.

Where are the By Laws being kept?

Where should the board meeting minutes be kept? and when should they be filed? Pam should file reviewed and approved board meeting minutes to google docs. Request that Tanya post minutes to the website.

President & Secretary will review board meeting minutes and email Board Meeting Minutes to board to review, the board will make corrections and send back individually with comments to secretary, secretary will correct notes and then bring to the next meeting to review.

Lois Tlusty submitted procedure for new members comped fees:

Potential Member First Meeting Registration

MN LDEI will pay for the first meeting (only) a potential member attends. You do not have to register the potential member on Eventbrite. To eliminate Eventbrite fees and the extra step of reimbursement with a MN LDEI check, please do the following:

- Email the MN LDEI Administrative Assistant (Tanya Hamilton at mnlesdames@gmail.com) and the MN LDEI Treasurer (Lois Tlusty at lois.tlusty@msn.com) with the name of the potential member, the month/program she will be attending and your name.
- The potential member's name will be added to the final meeting registration list with 'comped' indicated.
- The potential member's comped fee will be added to Membership on the budget.
- The potential member and the member's names will be added to the Potential Member First Meeting tracking list.

Next LDEI Board Meeting scheduled for April 2nd 2020/TBD

The meeting was adjourned at 8:30 PM by Joan Donatelle

LDEI Board Minutes Submitted by: Secretary, Pamela Powell

* Emily Paul & Lachelle Cunningham Submit Membership Committee Budget Proposal for 2019-2020

On Fri, Oct 18, 2019 at 10:45 AM Emily Paul <ejpaul9@gmail.com> wrote:
 Just circling back here: was there any discussion or feedback on the budget below in Wed's meeting?
 Thanks and talk soon, Emily

On Wed, Oct 16, 2019 at 2:38 PM Emily Paul <ejpaul9@gmail.com> wrote:
 Lachelle and I have not had a chance to connect on budget since we just two days ago received the actuals for 2018-2019. That said, I'd like to outline and propose the following:

*Membership Committee Budget Proposal for 2019-2020

Membership Committee 2018-2019

\$558.66 YTD actual (new member welcome gifts, sympathy gestures, prospective new members' meeting program fees)

\$500.00 2018-19 Budget (+\$575**Financial Aid line item that was not reflected on in the budget you sent around but was voted upon and approved by the board at the Feb (I believe) board meeting)

***Note: This number was proposed by the executive committee and approved by the board as an amount that was both supported by funds on hand at the time and was a "trial" for 3 full scholarships and/or a combination of 1-2 full scholarships (\$175), 1-2 partial scholarships (\$85) and/or payment plan of 3 installments of \$30/ea to cover chapter dues (\$90)*

That said, and knowing we have a fairly significant amount in assets/checking, I would like to propose the following:

2019-2020 Budget: \$1,400

This amount would include the following:

- standard membership committee related expenses (new member gifts, prospective new member program fees, sympathy gestures) (\$380)
- financial aid (\$770)
- open house/info session food & beverage expenses at half or 50% of total (this would be shared event and expense with Programs) (\$250)

The \$770 for Financial Aid is a firm number that would include 4 full financial aid packages + 2 partial packages and subsequent fronted funds to be repaid over the fiscal year.

New member gifts and prospective new member fees would be slightly lower than the previous year's budget of \$500.

The open house/info session is a new expense but with our network of Dames, we should be able to host a nice reception for just shy of **\$500** total split between the two committees (Membership and Programs).

As previously mentioned, Lachelle and I have not yet had the chance to connect on this number but based on our ongoing conversations and those to date, the budget categories are commensurate with the direction(s) we would like the Membership Cmte to head in 2019-2020.