

“The mission of the Friendship Force is to promote global understanding across the barriers that separate people.”

## Friendship Force of Central North Carolina Minutes of Board Meeting February 2, 2017

Main Street United Methodist Church, Kernersville, NC 10:30 a.m.

**Members Present:** Barbara North, Criket Mendezoff, Ray Kiszely, Marylin Moniquette-John, Charles John, Leroy Stokes, Charlotte Hamlin, Judy Greene, Martha Brown, Zella Harris (10)

### **Welcome and Introductions - Barbara North, Leadership Coordinator**

Barbara convened the meeting and welcomed all members. As Criket was out of town for the January meeting, Barbara invited all present to introduce themselves and their past involvement in FFCNC and then Criket introduced herself and her club activities.

### **Old Business**

--**Consent Agenda:** To orient new Board members, Barbara summarized the nature and benefits of using the Consent Agenda which was used successfully by the board for the past two years. The Consent Agenda streamlines the business meeting as reports and other information included are circulated in advance to members for review. She noted any item on the Consent Agenda can be discussed but would need to be moved to the full agenda. In the future, she will send out a proposed agenda using the Consent Agenda guidelines and solicit questions prior to the board meeting.. Reports would be referenced in the minutes and copies will also be filed with the minutes. ***The continued use of the Consent Agenda was approved.***

A question was raised about the voting role of Exchange Directors and the past-president, and it was agreed that for this year they will have voting rights. The issue will be clarified when new ByLaws are written, and Leroy agreed to consult with Pike's Peak.

### **--Minutes from January 12 – Charlotte Hamlin**

Charlotte noted that the previously circulated minutes combined notes from Ophelia Jones, outgoing Secretary, and herself. A question was raised about the information the bank requested prior to transfer of checkbook authority. Ray explained he had provided a copy of the Jan. 12<sup>th</sup> minutes to the bank manager to confirm officers and their areas of responsibility. ***The Jan. 12<sup>th</sup> minutes were approved as submitted.***

### **--Club finances and treasurer's reports – Ray Kiszely**

Ray had not distributed a Treasurer's report in advance, explaining that he had been gathering records of club finances and will be sending a report soon after a meeting with Tim Prout. He

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plans to summarize financial data in the monthly report to focus on revenue, operating expenses and Exchange income and expenses. Earlier today there was a meeting at the local Wells Fargo bank where officer signatures were changed .

#### **--Annual audit of club's financial records**

To conduct the annual audit of club finances, Barbara requested names of qualified persons and several were brought forward. She will follow up and report back.

#### **--Official board approval and acceptance of Moscow Inbound Exchange**

Since the last meeting, Martha Brown has distributed information from FFI about the proposed Moscow Inbound Exchange in the fall. ***The Board voted to accept the Exchange.***

#### **--Brazil Outbound Exchange update – Charles John**

Charles updated his recent report, noting that Ambassadors have been advised to send their money to him as Delta requires payment by wire transfer, not debit card. Individuals are to obtain their visas directly. He reported there will be a workshop and potluck at the Peiffers' home on Feb. 8<sup>th</sup> for Brazil Ambassadors where the speaker will be Brazilian native, Dr. Tadeu Coelho of the NC School of the Arts.

#### **-- Inbound Global Exchange on the Arts Update – Judy Greene**

Commenting on the information that she had sent to the board on Jan. 31<sup>st</sup>, Judy noted that FFI failed to include the Inbound Global Exchange on the Arts in the January calendar, but it will be listed in the upcoming catalog with a March deadline which may need to be extended. After international applicants are selected, enrollment will be open to domestic applicants which can help recruit new FF members. A minimum of 10 persons is needed and English proficiency is required only for appreciation of the performances. The complete schedule of events will not be available until June. The income per ambassador will be \$345 which she feels allows for club budget flexibility, if needed.

### **New Business**

#### **--Membership Report – Marylin John**

The current membership report was emailed to board members today by Judy Greene, with an updated listing of board member contact information and current club membership. Marylin reported that she will meet with Judy to review the membership materials and, as of today, club membership is 62, with several renewals in the mail. In October, dues statements will be issued

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for the next year. It was suggested a future agenda item for the board be recruitment initiatives to increase membership.

#### **--Exchanges – Martha Brown**

Martha discussed recent contacts regarding a possible domestic exchange to the Willamette Valley of Oregon in June, 2018 as well as well as interest in southern Ohio.

**--2017 Inbound Exchange from Moscow** : Martha is working with the Moscow club and Atlanta on dates to visit the Triad in November, 2017, possibly combined with an extension in Atlanta or other NC or SC clubs. Discussion focused on the viability of scheduling the Triad visit to include Thanksgiving weekend as requested by the Moscow club in terms of finding home hosts over the holiday weekend. Martha will send an email to members to determine if there are sufficient hosts.

**--Proposed Outbound Exchange for 2018:** Martha distributed a list of possible Outbound International trips and discussed an offer from a Taiwan club for Fall, 2018. After discussion, the ***Board agreed to accept the Taiwan invitation for a week’s stay with the understanding that an additional week’s tour in the SE Asia area would be added.***

#### **--Communications Coordinator – Zella Harris**

Zella described her recent work reviewing newsletters from other clubs and will develop a draft of the next FFCNC newsletter to board members for comment.

#### **--World Friendship Day and 40<sup>th</sup> Anniversary Events – Crikit Mendezoff**

Barbara opened discussion on ideas for how this club could highlight and honor March 1<sup>st</sup> as World Friendship Day and also the 40<sup>th</sup> Anniversary of Friendship Force in the next few weeks and during the year. Special events would be an excellent way to publicize club activities and recruit potential new members and ambassadors. It was suggested that a club outing to a Triad Stage play of “The Delaney Sisters” at the Hanes Brand Theater in early March would be an attractive and timely Anniversary event. Crikit agreed to explore the possibility of group discount and seating and let the board know.

**--Other issues/questions** – Barbara asked for corrections to the contact list for board members and will distribute a corrected version in the near future.

**The next meeting will be Thursday, March 2 at 10:30 a.m. at MSUMC.**

The meeting was adjourned at 12:43 p.m.

Minutes submitted by Charlotte Hamlin, Secretary

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