

**Oriental Woman's Club  
Executive Committee Meeting Minutes  
February 10, 2020**

The meeting was called to order by President Gwen Rhodes at 3:04 pm at the clubhouse. Other officers present included Vice President Rosalyn Kutchins, Treasurer Liz Tooley, and February's Secretary, Ann Stackhouse.

President Rhodes welcomed members to the EC meeting. A quorum was present.

**Minutes:** Minutes of the January meeting were read by three members, approved with corrections, and emailed to committee on 2/02/2020 by January Secretary, Sharon Morgan. Minutes were accepted for file.

**Correspondence:** A thank you note was read aloud from Betsy Hughes, Council Director for Girls on the Run (GOTR). Hughes thanked the club for the OWC donation of \$500 to GOTR for their senior scholarship recipient for GOTR participation (attachment 1).

**Treasurer's Report:** The January Financial Report was emailed to committee members on 2/02/2020. Attachments included total income and expenses ending 31 January 2020 (attachment 2), and current assets (attachment 3). Tooley stated the budget column in dollar amount shows 1/12 of annual budget which is not a relevant statistic, and she asked members to consider what information they would like to see on forthcoming monthly reports. Discussion revealed major expense for building is due to payment of insurance. Treasurer's report was accepted for file.

**Scholarship Memorial:** A motion was made by Jean Chastang and seconded to donate \$25 each to the scholarship fund in memory of deceased members Bunny Odom and Donna Mannion. The motion was approved by an unanimous vote.

**Unfinished Business:** Roz Kutchins thanked those members who assisted with the Arts Festival. She stated it was a collective effort and was a great success.

Addrean Hahn, Chair, Publicity, stated she will assist anyone who needs help with publications or advertisements for the club on TownDock or the local newspapers. The paper prefers articles by 5pm on Friday (but will accept up to noon on Monday) prior to Wednesday's printing. Submissions with a photo are published free of charge in the Pamlico News. Hahn is currently announcing the club's general meetings in the "on-going events" in the newspaper. The contact person for What's Happening on TownDock is Melinda Penkava, spouse of publisher Keith Smith.

Jean Chastang spoke on the protocol for the club's webpage that she administers with Anne Parker. Essentially, she is able to upload documents such as the monthly newsletter, general meeting minutes, etc for which a link is provided. Currently, there is no link for the EC minutes. Should a member have a request, please notify Chastang and she will contact Parker as needed.

**New Business:** Sharon Morgan requests the Oriental Women's Club Facebook page be added to a future agenda as this page is automatically generated by Facebook, and is not affiliated with the club other than referring viewers to the club's website.

It was announced that Marsha Paplham, head of the Tourism Board, was very pleased with the number of club members who signed up to assist with the Cycle NC event April 23-26.

Angie Propst, President of the Pamlico Arts Council, proposed partnering with OWC for a dessert and shag dance event when she spoke at January's GM. EC discussion evolved into the club and arts council selling tickets in order to limit attendance (club accommodates 120-180 dependent upon seated or standing) as this should prove to be a highly successful endeavor. More information will be shared with the club as the planning for this event develops.

Deborah Powers, Chair, Building Maintenance, spoke on the condition of the walkway, bathroom renovations, and cemetery mowing. First, Powers and her committee received two proposals for repair of the uneven walkway; repair is a priority as this is a safety issue. **A motion to hire Southeast Foundation & Crawl Space to repair the walkway was made by Deborah Powers. The motion was seconded and passed unanimously.** Inspector Andy Pittman quoted the price of \$1485 to repair the walkway in four places (level and seal) and provided a ten-year warranty. One-half deposit is required for work to begin. Second, the committee proposes making the current men's bathroom into a unisex bathroom. By removing the urinal, the bathroom could conceivably be handicapped accessible and be less expensive. The items removed from both bathrooms will be donated, and items purchased will be stored in the board room. The club will seek volunteers to assist with the removal of toilets, cabinets, etc. It was suggested that Powers call the inspections department to determine whether or not a building permit is required for these changes. **A motion to transfer \$8,000 from the building fund into checking for reimbursement to pay for remodeling the bathrooms was made by Deborah Powers. This motion was seconded and passed unanimously.** It is the committee's desire to have the work completed by Cycle NC weekend. Thirdly, two bids have been received for mowing the cemetery. **A motion to hire H.L. Williams Mowing to care for the cemetery was made by Gwen Rhodes. The motion was seconded and passed with two opposing.** H.L. Mowing (previously Yardbarber mowing) quoted a price of \$4500 from April-October. The treasurer will obtain documentation indicating liability insurance.

Linda Caroon, who has managed the cemetery accounts for the last 25 years, gave a brief history of the Club's involvement with Blackwell Cemetery. This involvement began in 1922. Originally, interest in Certificates of Deposit (CD) paid for mowing, however, that is not the case in today's economic environment. A CD was cashed in March for \$5,000 to be used for this expense, but was not needed as \$4000 was received in 2019 from donations from various contributors. Caroon stated she understands the club's concern that records are not computerized, and that she should no longer send cards to solicit funds. She is not adverse to continue doing the job, but seeks understanding as to why she should no longer accept donations. Her question as to why the club should no longer accept contributions to the cemetery fund was tabled. President Rhodes will contact attorney Paul Delamar, whom she has met and/or spoken to on four occasions, to determine the legalize on this debatable topic. Jennifer Walsh and Caroon will meet on the 18th of this month to begin a computerized record. The President requested cemetery records be stored at the clubhouse.

With no further business, the meeting adjourned at 4:44 pm

Submitted by Ann Stackhouse, February Secretary

Read and approved by Roz Kutchins, Gay Webster, and Katherine Reardon