

Oriental Woman's Club (OWC) Executive Meeting

January 28, 2025

The meeting was called to order by President Ellen Blackmon. Also present: Maryellen Bickel, Linda Caroon, Jean Chastang, Carol Young, Marguerite Garrett, Susan Van Meter, Donna Crothers, Kim Hutchins, Gay Webster, Jody Riddle, Sharon Morgan and Julie Wiegand.

Minutes from the last Executive Meeting (EC) have been read, approved, and accepted for file. Volunteers to read and approve the minutes of the current meeting: Linda Caroon, Sharon Morgan, and Julie Wiegand.

Treasurer's Report: Treasurer Jody Riddle noted that Microsoft 360 will need to be purchased in February with funds coming from the Administrative Budget. Due to the proprietary nature of our current software, we can only save to the cloud, which Quicken does not recommend. Last year, the cost was \$80.

- Jody said upcoming increases in wind and hail insurance should be discussed. Being in one of NC's 13 coastal counties, we can only purchase insurance through the state, the market of last resort. We paid \$3215 for insurance for 2023-24, \$4527 for 2024-25, and next year an increase of 4% to \$4811 is expected.
- Jody proposed an increase in dues for 2026 of an indeterminate amount. Currently, dues are \$60 per year or \$30 for those joining in September or later in the year.
- Jody proposed transferring \$5000 from the OWC savings account to checking to cover an end-of-year deficit of \$949.63. She noted insurance bills come due in February. Jody made a motion to move \$5000 to checking to cover insurance costs, Carol seconded and it passed unanimously.
- The current and past treasurer will complete the club's IRS filing and 1099 forms for the cemetery this week.

Correspondence: None

Unfinished Business: Five tickets per member for the Dessert of the Month raffle will be distributed at the February meeting for desserts starting in January 2026. Sharon Morgan suggested that funds be used to purchase an AED.

Member Spotlights are still needed.

The President said members using the locked closet should keep it neater than they found it.

New Business: Jean Chastang explained to the EC some minor changes she has made to the Bylaws and Standing Rules.

- In Article VII, Section 1, of the Bylaws, the five OWC programs are listed. Home Life has been changed to Community Life, and the Garden Club has been changed to the Garden Program.

- In Article II of the Standing Rules on Accounting Procedures, Section 3 on Expenses, 50/50 Raffle was deleted.
- In Article II of the Standing Rules on Accounting Procedures, Section 7 states, “OWC Assistant Treasurer for all OWC accounts collects and pays bills but does not sign checks.” Authorized signers are the President or Vice President, and in their absence, the Secretary. Discussion followed regarding Linda Caroon’s ability to sign checks for cemetery maintenance and other matters. The Presidents suggested members think about this for discussion at the next meeting.
- Under Job Descriptions in the Standing Rules, Section 2, for Assistant Treasurers were added, and references to the 50/50 Raffle were deleted in two instances.
- Under Job Descriptions in the Standing Rules, Section 3 for Program Chairmen, the Education Program Chairman organizes the December Luncheon, but this is now a fundraiser for the Arts Program, not for scholarships. Also, the Garden Club Chairman is now listed as the Garden Program Chairman, and the Home Life Chairman is now listed as the Community Life Program Chairman.

The President asked that all program chairs and fundraiser coordinators come up with a budget for their events. For example, Julie Wiegand noted that tasting cups will need to be purchased for the Chowder Cookoff this year.

The President stipulated that if the OWC building is occupied, all doors must be unlocked.

Snow and Ice Policy – The President noted that a plan for shoveling the driveway and walkways, preventing ice buildup on the walks, etc. must be developed. For the time being, coarse Kosher salt will be available in the event of ice. Please have suggestions for the next meeting.

Yoga Donation – Lee Duer’s yoga class donated \$2400 for 2024, which will go into the building maintenance fund. It was suggested that the money be used to add gravel to the parking lot, which collects water. We must avoid the town-owned area by the fence.

Reports from Program Chairs and Activity Managers

Arts – We had 334 attendees at the student art show, with 35 from Arapahoe Charter School, 22 from the Christian Academy, 8 from Pamlico High School, 8 from Fred Anderson, and 5 from the Primary School. The Donation Jar collected \$64. The five Best in Show pieces will be displayed at Broad Strokes Gallery.

Building Maintenance Manager – We are looking for a replacement for 2025.

Cemetery Manager – Linda Caroon said the cemetery collected \$1950 in revenue and donations during 2024. Notices are sent in April to families who have relatives in the cemetery, but Linda said these are now only 10 to 15. Expenses include \$4800 for annual mowing and \$250 for pest control.

Community Life – Gay Webster reported two new members; possible meeting after Feb. 4 OWC meeting. Next blood drive will be on Feb. 7. Sharon Morgan suggested the December blood drive not be during the Spirit of Christmas, and Gay said she will look for an alternative.

Hostesses – Gay said all months are covered except November, which needs three hostesses.

Chowder Cookoff – Julie Wiegand said reservations are made for March 15, and she is now looking for cooks – it doesn't have to be an organization. Ken Belangia will provide music, and possibly the ukulele students as well. Sally Belangia will be MC. Signup for baked goods will be at the Feb. 4 meeting.

Garden Program – The Garden Program had a good planning meeting in January. Plans for upcoming meetings: February will feature Rachel Tipton on making pine cone bird feeders, March will feature Mike Russo speaking on vegetable gardening, April will be the annual Swansboro trip, and May will focus on the Plant Sale. There was discussion on using 16 concrete pavers in storage as a fundraiser.

Inspirational Reader – No discussion.

Ladies of the Neuse – Marguerite Garrett has supplies for Chowder Cookoff trophies and will sign up volunteers on Feb. 4. Trivia Night will be held on April 5, with many of the same people working as during the previous event.

Membership -- Sharon Morgan announced that OWC currently has 36 paid members, compared with 56 at this time last year. There was discussion of ways to attract new members and possible new membership categories. Ellen asked Donna Crothers and Susan Van Meter to develop marketing materials. Sharon suggested a Soup and Games event. Ellen said during February, she will look into possible designers for an updated website.

Newsletter – Will contain updated EC Officers and Program Chairs list.

Property Rental Manager – Sharon Morgan reported that February has three Saturday rentals and one Friday rental. She asked that members remove all food from the refrigerator after events.

Scholarship Manager – Susan Van Meter said Scholarship applications will be sent to the schools during the third week of February and are due on April 16.

Yearbook Editor – Jean Chastang said the Yearbook is ready to go online.

Sunshine Lady – Gay Webster agreed to this position, which entails sending cards to members and others.

Announcements: Ellen reminded all to call the Google voice phone at 252-699-0307 on your birth date.

Adjournment

Respectfully submitted by Donna Crothers