

Minutes for GOVERNING BOARD MEETING – May 5th, 2023, 9:00-10:00am

We are a network of successful REALTORS® advancing women as professionals and leaders in business, the industry and the Communities we serve.

Presiding Officer: Rwan Rasheed, President, Delta Network

In Attendance: Local and State Governing Board: Rwan Rasheed, President; Melissa Deltoro, President Elect; Michele Dotson, Treasurer; Cynthia MacDermott, Events Director; Claudia Mauri-Rodgers, Membership Director; Salena Garcia, Membership Chair; Paul Wong (District Vice President)

Members: Tonia Neilson (DAR CEO); Virignia Viera Mitchell (DAR President/Women's Council of REALTORS Delta Past President); Jody Drewry (DAR Director/Women's Council of REALTORS Delta Past President); Jodi Marfia (DSCSF Director/Women's Council of REALTORS Delta Past President); Kelly Franco (Strategic Partner); Stephanie Whiting.

Topic	Discussion	Follow-up Required
Call to Order	9:03am	
	Pledge of Allegiance: Cynthia MacDermott Mission Statement: Claudia Mauri- Rodgers Statement of Purpose: Michele Dotson	
Review of Agenda	Reviewed and Approved May 5, 2023 Agenda. Claudia Mauri-Rodgers, Cynthia MacDermott 2 nd .	N/A
Review of Minutes	Reviewed April 7, 2023 Minutes. Michele Dotson requested the following amendments: Treasurer financial report 1. Line item 2 to read “Ordered Billhighway Anywhere Device to replace the use of square.” 2. Spelling correction – final line item “reconciliations” With the corrections; Approved by Michele Dotson, Cynthia MacDermott 2 nd .	Amend and sign approved minutes.
Reports (Available on our MicroSite)	Financial Audit Committee – April 25, 2023 Profit and Loss – April 2023 Budget vs. Actuals – April 2023 Balance Sheet – Bank of the West – April 2023 Balance Sheet – BillHighway – April 2023	Reviewed. Item Closed.
President Rwan Rasheed	The following motions were made between April 18, 2023 - April 28, 2023: 1. April 18, 2023 - Network to purchase flowers for Salena Garcia (Motion Passed) 2. April 19, 2023 - Network to run “Buy One Ticket, Get One 1/2 Off” special for Vintage Tea Party (Motion Passed) 3. April 24, 2023 - Network to reassign 2023 Spring Conference ticket purchased by Network for First Vice President to LA/Beverly Hills Treasurer. LA/Beverly Hills Network to reimburse Delta Network for cost of ticket. (Motion Passed) 4. April 25, 2023 - Network to return soccer tickets donated for Vintage Tea Party’s silent auction to Trevor Frey (Motion Passed) 5. April 25, 2023 - Network to cancel Fashion Show for 2023, putting more focus on planning the	N/A.

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	<p>Network's 2 other major fundraising events: Day at the Races and Wine, Chocolate and Friends. (Motion Passed)</p> <p>6. April 26, 2023 - Per Diem for President and Event Director to be added to President's prepaid card for 2023 Spring Conference. (Motion Passed)</p> <p>7. April 27, 2023 - Network to keep 50 CAR Expo tickets and sell remaining 50 Tickets to members. (Motion Passed)</p> <p>8. April 28, 2023 - Network to purchase 100 CAR EXPO tickets for \$150. The cost of the tickets was not included in the 2023 budget but required by all Networks in CA. (Motion Passed)</p>	
	<p>2024 Board Position Applications have been sent out to all members per our Bylaws Effective November 2022, every board position for 2024 will be an elected position. Our Local network no longer appoints any positions.</p> <p>Candidate Review Team 2024; Consists of Lisa Hultz, Maggie Hurtado, and Cecily Tippery. Applications are due May 12th, 2023 by 4pm.</p>	<p>Melissa Deltoro will send out additional email requesting eligible members interested to submit applications to our Candidate Review Team 2024.</p>
	<p>Strategic Partners Update – continue to build relationships and promote the benefits of being a Strategic Partner for Delta Network.</p> <ul style="list-style-type: none"> • Rich Mendoza-Iron Oak Home Loans-Silver Level • Blue Diamond Home Inspections-Silver Level • First American Home Warranty-Silver Level <p>First American Home Warranty-Silver Level (first/out of three installment made May 2nd) Next installment to be made in July and last will be made in October</p> <p>Waiting on check from Super Home Warranty at Silver Level</p> <p>Waiting on Wells Fargo Home Mortgage check to be sent for Gold Level</p>	<p>Follow up on receipt of payments.</p>
President Elect Melissa Deltoro	<p>Spring Conference updates – All local board positions will be elected moving forward. Applications due May 12 by 4pm. Elections to be held July 21st at 4pm, location to be determined.</p>	<p>Melissa Deltoro will confirm location by the next BOD (Board of Directors) meeting, June 1st.</p>
	<p>Midyear updates – Rwan Rasheed will be attending.</p>	<p>Report at our BOD meeting, June 1st.</p>
	<p>CAR EXPO Tickets (50/100) will be sold at our events beginning now – Fall State Meeting. The remaining 50 will be submitted on behalf of the Delta Network.</p>	<p>Sell all the tickets at future events until sold out.</p>
	<p>Wine, Chocolate and Friends event – Venue and date to be confirmed.</p>	<p>Melissa Deltoro will meet with committee members to finalize details.</p>
First Vice President	<p>Vacancy.</p>	<p>N/A</p>

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Treasurer Michele Dotson	<p>Current reports are available on our MicroSite for members review. Balances as of 4/30/2023: \$31,274.97 Total Liabilities and Equities. \$6,579.09 – Bill highway; \$24,233.33 – Bank of the West; \$462.55 – Prepaid cards Motion for Treasurer and Events Director to be issued a Prepaid card through BillHighway. Michele, Melissa 2nd. Discussion – Purpose for the Treasurer is recurring monthly charges; for Event Director is Booking venues, catering, and events supplies. Oversight is greater with the prepaid cards as the funds must be allocated and reconciled against our budget prior to funds being approved and used. (Motion passed unanimously) Findings from Financial Audit Committee were shared with board members. See attached report. Standing Rule review to be scheduled to review accounting changes associated with BillHighway platform.</p>	<p>Treasurer and Event Director to order Prepaid Cards through BillHighway. Rwan Rasheed will schedule Standing Rule review to address changes necessary to utilize BillHighway platform.</p>
Event Director Cynthia MacDermott	<p>Vintage ParTea – 17 people 13 members 4 future. Final P&L to be finalized prior to our June 2nd Board Meeting. Membership Meetup April 26th was well attended. Day at the Races – Lisa Goins is Chair, buses hold 55 people, promote event through all avenues. Potential Ideas for events at Delta Coves - Bunko or poker night. Continue discussion and confirm date and time. As a Strategic Partner we want to host an event and increase their visibility.</p>	<p>Michele will prepare Final P&L report for Vintage ParTea for June 1st BOD meeting. Day at the Races – All Board Members to promote event and increase attendance. Delta Coves Event – Cynthia and Salena will confirm event theme and date time.</p>
Membership Director Claudia Mauri-Rodgers	<p>As of last meeting 53; Currently 56 Members. Renewing Members include Martha Vierra Parsons. New Members include Rich Mendoza, Kelly Snowden and Leigh Moody. Wine Down Wednesday – Great success would like to continue with this event throughout the year.</p>	<p>N/A.</p>
Old Business	<p>N/A</p>	
New Business	<p>Next board Meeting is currently scheduled June 2. Day at the Races is also on the June 2nd. The next meeting will be moved to June 1st at 8:30am. Paul Wong - Terminology update: District Vice President, Women’s Council or Realtors, Networks. Seeking member to fill vacancy – to be appointed by Rwan Rasheed, President</p>	<p>Rwan Rasheed will update the calendar invite and Zoom for the next Board Meeting. Seek fulfillment of the Vacancy of the First Vice President position.</p>
Adjourn	<p>Adjourned 9:52am</p>	

Minutes Recorded by Melissa Deltoro – President Elect

DocuSigned by:

Rwan Rasheed

Rwan Rasheed, President, Women’s Council of Realtors, Delta

6/14/2023 | 12:01 PM PDT

Date Approved: