



Women's Council of Realtors, Monterey Peninsula Network, Monterey

Regular Meeting of the Governing Board  
January 6, 2023

Location: Zoom Presiding: Alecia Hull – President

Attendees: Letty Veitengruber, Ryan White, Liz Williams, Christine Riise, Aimee Ramos, Stefani Souza, Samantha Richards, Jan Burnett, Mae Lamb, Monica Browning, Alecia Hull, Debora Sanders

Meeting called to order at 9:06 am

**Review of Agenda & Minutes of Last Meeting:** Under Events, the date for the Walk/Run should be noted as January 7<sup>th</sup>. Minutes approved with noted change.

**A Financial Report: Debora Sanders –**

Union Bank Balance is \$32,721.27 Mechanics Bank Balance \$5,677.46. Bill Highway Balance \$1,527.33. Square Account \$635. Uncategorized Income is noted as Raffle Ticket Sales from Sept 2020. We are unable to re-assign because they line items have been reconciled. It will remain as noted. Current balance for CD: 2 year statement expires 01 June

**Year in review:** We overspent by approx. \$1,800 for 2022 and we were off forecasted budget approximately \$9,543. Budget for 2022 was \$71,235, Balanced Budget for 2023 is \$92,423 so an increase of approx. \$21,000. It is an aggressive budget which we will need to monitor.

Over/Under Spend Highlights: Ended at 86.6% of forecasted budget. 72% of fundraiser budget. Members only event-127% but made approvals to treat members. Industry events-94.4%. State meetings – 116.16%, National meetings – 81.10%. Installation lunch was 144.97%. Donations and Sponsorships-55%.

2023

**B. Membership: Jan Burnett & c/o Membership Stefani Souza**

Number of new members in December - 0. 79% Realtor and 21%

National Affiliate Members. 87 Members, 69 Realtors & 18 Affiliates. Jan mentioned there is a glitch on membership renewals, and National is working on this currently.

**C. Events – Mae Lamb:**

- January 7<sup>th</sup> – Membership Run/Walk Event 8 am. – Blue Adobe will sponsor and bring snacks/drinks - Date correction, Event is January 7<sup>th</sup>
- February 23<sup>rd</sup> – City Officials Panel – 8:30 a.m – first meeting recap - Adam from MCAR is reaching out to possible panelists. Alecia is reaching out to Hyatt (possible discount for 2 event there: City Officials and MCAR Education event CRES).
- Met on January 5 to discuss City Officials meeting. Kimbley Craig working is confirmed, still working on other panelists. Event is Feb 23<sup>rd</sup>, but may need to change. We are trying

to get new Monterey Mayor, Tyler. Embassy Suites would cost approximately \$40-\$50/ticket worst case scenario. Bayonet and Blackhorse would be \$40-\$45.

- Alecia recommends installation to November versus December.

**D. Hospitality:** nothing to note this month.

**E. Strategic Partners– Samantha Richards & Alecia Hull**

Alecia sent out 'Thank you' notes to All strategic partners from the year. Samantha and Alecia will start recruiting strategic partners for 2023. We currently have Sotheby's for \$1,500 and Morgan Stanley for \$1,500. Confirmed Sotheby's \$1,100, Mod Movers \$1,600, Treehouse Mortgage \$500, Wells Fargo \$1,600, Morgan Stanley \$1,600. Alecia and Samantha reaching car dealerships. Letty reaching Cardinale dealers. Karen and Debora reaching out to El Estero. Stefani speaking to contractors.

**F. Communications – Stefani Souza**

Facebook and Instagram updates: Planning a month at a time, so please let Stefani know beforehand if you would like posting. Everything being shared to Facebook and Instagram. Board members, please share if you would like to generate traffic.

**G. New Business:**

- Standing rules may be changed due to the new use of Bill Highway.
- Bill Highway – Debora says it makes sense to transfer funds sooner than later, while keeping bank acct open. It is mandatory now to use this software to sustain as a non-profit. Alecia said all funds minus \$10,000 in Union Bank to be transferred now to Bill Highway. We will load pre-paid cards to control access to bank funds. We need to decide who has access. Two ways to load cards: for event or each person with allotment for the year. Initial fee for each card \$160. Expense reimbursements are done through Bill Highway. Request reimbursement through Bill Highway, and BH would issue check directly and sent through mail. You can bill vendor through BH, and it'll be paid by them. Checks can be ordered from BH as well. Debora is checking if we need checks. Approvals done through BH. Debora just loaded budget into Bill Highway. We will have QuickBooks until everything is moved over: will lose data once we cancel. Savings for QB cancellation will be \$90/month. Anytime we bring money in by check or transfer there will be service fees. Cheapest way to deposit checks by app 'Anywhere'. We will use this app to receive money at events. We cannot deposit cash. Debora is getting a reader for credit card use. Debora had to combine line items on Bill highway, so we may not see certain line items that are currently on our budget. It was decided that President and President Elect will have pre-paid cards.
- Jan says a Santa Cruz member did a small wine and appetizer event to thank strategic partners. Mae and Alecia will work on ideas for this for possibly next month.
- Alecia notes Indian Wells Feb 4-6 event. Alecia has submitted an app for Stefani Souza to go – cost \$350. Debora motioned, Jan second, board approved.
- Last month we approved WCR members for standing members \$209/yr. They would have access to what we have as members but cannot vote. Alecia and Samantha discussing announcing this to all members.
- Need to put together an audit team. Aimee and Liz happy to organize.

**Meeting adjourned at 10:18 am. Next Board Meeting will be at tentatively February 3 at 9 am on Zoom**

**Respectfully submitted by Letty Veitengruber, 2023 First Vice President, Women's Council of Realtors Date: 01/06/2023 Signature:**