

## ACC Board Meeting Minutes – October 2023

October 11, 2023

ACC Board Meeting CCS Offices 10:00am – 11:30am

Meeting Attendees:

Linda Bowers                      ACC President  
Mary Roddy                      ACC Treasurer  
Glynis Carrosino              ACC Secretary  
Heidi Bruch                      ACC Administrator  
Tara O'Connor; Gayle Kaplan; Pam Cochran; Patty Barnes; Erin Aitken; Maureen Britt; Stephanie Meloy; Erin Bonipart.

The meeting was called to order by ACC President Linda Bowers. She conducted the opening prayer.

1. Approval of the September 2023 Board meeting minutes.
  - a. The September 2023 minutes were approved via motion. Motion was seconded.
  
2. Mary Roddy, ACC Treasurer:
  - a. Provided two Handouts: The Treasurer Report and Balance Sheet for the full year through June 30, 2023; and the Report and Balance Sheet for the month of September 2023.
  - b. Details: \$205, 000 in Grants were provided last year.
  - c. \$5,000 in Grants have been provided this year through September 30<sup>th</sup>.
  - d. Question by Linda: Have any Circle dues been collected yet? Response: No
  - e. Question by Mary to Heidi: Do Circle rosters and dues need to be submitted at the same time? Response: More important to receive the Circle roster as soon as possible.
  - f. Discussion by Board and following criteria was agreed upon:
    - Send to Heidi the Circle Roster right away
    - Send to Heidi the Circle dues when the bulk has been collected
    - Later send to Heidi the rest of the dues from remaining few
  - g. Heidi will email the above criteria to Circle Treasurers.
  - h. Reminder that Circle dues are to be submitted by

November 30<sup>th</sup>.

3. Additional Details and Discussion:

- a. Tara asked if Circle Chairs can be allowed to edit the membership roster in the ACC Website in real time.
  - Heidi: ACC would need to have a new database in place. Not possible yet.
- b. Linda: highlighted that overall, everyone has been working so hard and it is impressive how much has been accomplished in just the past month.
- c. ACC Annual Luncheon: Board discussed whether to change the date since we now have a major fundraiser (CTC) in the Spring.
  - Board discussed a variety of options and decided to stay with mid to late May or early June. The location of the event may change to save funds. Agreed that luncheon needs to remain special and not be moved to a parish hall, for example. Will discuss further at next meeting.

4. Communication/Calendars (Heidi Bruch):

- a. The Calendars are now available. Calendars were picked up at the meeting and more are available at ACC.
- b. Heidi needs to be notified if a Circle member has passed.
  - She has prepared a memorial wall with photos, when possible.

5. CTC Team update (Gayle and Tara):

- a. The date is confirmed to be April 12, 2024.
- b. Location: Embassy Suites Seattle near the sports stadiums; lot of available parking.
- c. Target cost per person: \$110-115
- d. Note: The Mariners are scheduled to be playing at Home that day. Prepare for traffic.

6. Membership: (Tara O'Conner):

- a. New Member Event is confirmed for October 25, 2023.
  - 6:30-8:30 pm
  - Location is Cafe Javasti @Wedgwood
  - Goal is to mingle and meet; get details re new members (25 + joined since 2019)
- b. Tara O'Conner provided an updated handout and overview presentation.
- c. Agenda has been prepared; Linda Bowers will provide ACC intro; a few members have been asked to speak.
- d. Tara will have a clipboard for potential members to sign

in.

- e. Brochures will be available. Tara has had 100 printed.
- f. The event evites went out September 27<sup>th</sup>. Response as of October 11:
  - 14 RSVP
  - 2 regrets
  - 34 no response
  - 8 did not open the evites.
- g. All Board Members need to respond to the New Member Event evite.

7. Memorial Mass: Katherine Meloy Circle host.

- a. At: Our Lady of Fatima on Nov 2, 2023, at 11am.
- b. Reception after the Mass, with coffee and finger food. Heidi provided an update how the food and coffee will be handled.
- c. Maureen has assigned Readers for the Mass. She needs one additional Reader. Her goal is to have readers from a variety of Circles.
- d. Greeters are assigned from the Katherine Meloy Circle.
- e. The Circle is interested in knowing the number of attendees as soon as possible. Heidi will send an all-association email as a reminder.

8. Grant Funding Review Committee (Stephanie Meloy):

- a. Stephanie announced that the Committee now has an attending member from all Circles except for one – the Josephine McDermott Circle.
  - Glynis Carrosino, ACC secretary, is a member of the JMD Circle and volunteered to be the Circle attending member.
- b. The Grant Funding Review Committee now has 100% Circle member representation.
- c. Twelve grant requests for a total of \$120,000 have been submitted to the committee. Currently, \$110,000 is available to give.
- d. The Committee will be meeting via Zoom in early November.
- e. There have been two (new organizations to ACC) new grant requests:
  - Westside Baby; and Saint Francis Health
- f. All applicants are required to summarize what the grant monies were used for.

9. Other Circle Events:

a. Francis Hoffman Circle Bulb sale is ongoing. Sales doing very well. 130 bulbs left to sell.

b. Details:

-Bulb sale has been conducted for over 60 years. Large number of bulbs are provided at no cost. 50 percent profit if additional bulbs purchased at wholesale cost.

-Mary suggested other Circles to offer to lead (visibility opportunity).

-Linda suggested that it could be a good fundraiser for a new Circle to undertake.

-St Louise (with St Teresa Parish) sold bulbs after Mass and did very well.

10. The Marjorie Ryan Circle Annual Wreath Sale will be conducted November 8, 2023. Order forms should be on the ACC Website.

11. Next Board Meeting: Wednesday, November 8, 2023;  
10:00 – 11:30 am; CCS Great Room

Submitted: Glynis Carrosino, ACC Secretary