

## The Ladies Board Minutes

July 1, 2025

President Pauline Clark called the meeting to order at 10:12 AM

Prayer/moment of silence: Katrina Waggoner led the members in the Ladies Board Prayer.

Roll Call: There were 36 members present.

The June minutes were approved.

### Announcements:

Pauline Clark expressed a need for walkers to escort the Ladies Board float in the Leesburg 4<sup>th</sup> of July Parade and the desire for participation in the event to show a strong Ladies Board presence. Participants to wear red, white and blue, assemble at 9 am at Ida Lee Park and will be handing out flyers during the 1.1-mile walk.

Committee Chairs met on June 30th for a lunch at Pauline Clark's home for a forward-looking idea generating and planning session. The conversation kept pointing back to the strong need to recruit new Ladies Board members.

Pauline Clark mentioned recent positive media coverage in Loudoun Now highlighting an article about the Ladies Board awarding \$170,000 in nursing scholarships which included a quote from Arlene Kilborn. The need to interact with Loudoun Cares and maintain public engagement was also discussed. Pauline proposed forming a membership ad-hoc committee to brainstorm ideas for increasing membership and volunteer participation in the three primary areas: The Gift Shop, Twice is Nice and Rummage.

Treasurer's Report: Chandra Bittner presented a detailed treasurer's report outlining the financial status, income, expenses and balances of various accounts. All financial and committee reports are available on-line on the members only web-site. The Finance Committee, which met twice in June reported that there are no updates on the financial transition. The bylaws review, which included the treasurer's responsibilities will result in a few changes to the treasurer's role and significant changes to the guidelines and procedures documents, reflecting the ad-hoc committee's work.

History Committee: No report was given.

Caring and Sharing: Katrina Waggoner shared information about members needing support. July birthdays were celebrated. Members expressed gratitude for the support and encouragement that they have received. Emphasis was placed on the importance of maintaining contact with members who are unable to attend meetings through cards, phone calls and texts.

Twice is Nice: Laura Davis provided a detailed financial report. Laura reporting for Joylyn Hannahs reported that Twice is Nice won't participate in First Friday in July due to the holiday weekend. The next participation will be in August and will have a date-night theme. Debbie Melia arranged for a contractor to repair (at no cost to the Ladies Board) the ceiling in the bathroom that had leaked due to the water heater. The work is in progress. Twice is Nice has a new logo which will be unveiled at the August First Friday. The shop is preparing for and will hold a Christmas in July sale

Scholarship Committee: Arlene Kilborn provided a detailed financial report. Payment of awarded scholarships are ongoing. Thank you notes from two scholarship recipients were read.

Rummage Silent Auction Committee: Barb Minor provided a detailed financial report. To date 30 VIP and VIP Elite tickets have been sold for the Rummage Sale. There are currently four full trailers with a new one arriving, plus two equipment trailers and a storage unit in Cornwall. A recent donation day in Ashburn done with Loudoun Cares was very successful and more outreach for that geographic area is needed. The web-site for Rummage has been updated to make it more user-friendly for volunteers.

Riverside Gift Shop: Lillian Brewer presented a detailed financial report. The gift shop is experiencing significant staffing shortages and members are strongly encouraged to volunteer even if for only a few hours. The shop is beautifully decorated with summer merchandise.

Public Relations Committee: Patti Sinnen reported that the press release about nursing scholarships was the top post on Facebook. The Rummage Sale VIP ticket notice was the top post on Instagram. A meeting will be held on July 15<sup>th</sup> to strategize attracting TV and other media to cover the sale.

Polly Clemens: No report.

Nurse Appreciation: Laura Davis provided a detailed financial report. There was no activity in June.

Nominating Committee: Jeannie Douglas was welcomed to the committee. A reminder was given that nomination instructions are on page 20 of the handbook. Sandy Wehr nominated Cass Planter for membership. A vote was taken and was affirmative. A letter will be sent to her.

Lights of Love: Barb McNeil presented a detailed financial report.

Hospitality Committee: Mary Finley reported that the committee met on June 24<sup>th</sup> where she provided lunch. A request was made for the return of flower vases. Mary presented a detailed financial report.

Introduction to New Budget Process: A new, transparent budget process with a standardized

template is being implemented for the 2026 budget. The template will be used across all committees for income and expenses, rolling up into a larger budget for hospital approval. Extensive support by the Financial committee is available for department chairs. The goal is to have committee budget reports to the Treasurer by August 24<sup>th</sup> so that they can be compiled and presented to the membership for discussion in September and possible vote in October. If we are not able to vote in October, the Appreciation Lunch on November 4<sup>th</sup> would start a half hour earlier to allow for a vote on the Budget.

Housekeeping: A request was made for members to allow two hours for the monthly meetings and to plan accordingly to ensure that all business can be covered. Members were also reminded to silence their cell phones during meetings.

The meeting adjourned at 11:30 a.m.

Debbie Melia

Recording Secretary