

The Ladies Board Minutes

May 6, 2025

President Pauline Clark called the meeting to order at 10:00 AM

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

Roll Call: There were 42 members present.

The April minutes will be voted on at the June meeting.

Announcements: Dr Gable has come down with Sepsis. Joyce Carman's son has passed away. Rosy Medina's daughter continues to have serious health challenges. Linda Liggett's husband is back in the hospital. Georgette Cerula's surgery is upcoming.

The picnic was a lovely event. Special thanks to Verla Page for organizing the picnic and securing the location at her church. Her efforts were greatly appreciated by everyone and contributed to the event's success.

Discussion centered around scammers and how sophisticated they are and how careful we all need to be. Members shared personal experiences and warnings, emphasizing how convincing scams can appear — including phone calls, emails, and online messages.

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 the members-only page of the Ladies Board website, with a Google Sheet showing monthly ins and outs and committee report status.

The ad-hoc committee met twice since last month and discussed debit card usage and best practices funds at both committee and board levels. Discussion on issuing debit cards for the Burke and Herbert general account concluded that only account signers (currently Pauline and Chandra) can have debit cards, and these will not be distributed to committee chairs. The possibility of using a debit card for an Amazon business account is being explored. The committee researched best practices for small business fund management, emphasizing

the need for multiple people to be involved in financial processes to reduce risk and prepare for the financial transition. A new structure was proposed requiring three different individuals to approve payments, write/sign checks, and periodically review transactions for all Ladies Board accounts. A motion was made by Chandra Bittner and amended by Margaret Vaughn. Discussion followed regarding possible exceptions for small amounts. A formal vote was made on the amended motion to institute structures within each of the Ladies Board accounts that will require three different individuals to approve payments; write and sign checks (two signers per check); and periodically review transactions. The motion passed.

History Committee: Assistance in collecting photos from the Thomas Balch library is needed.

Caring and Sharing: Katrina Waggoner highlighted the support given to members recovering from illness or dealing with family health issues. Birthdays were recognized and a rose was given to each member celebrating a May birthday. There were expressions of gratitude for support received. There was an announcement of Loretta Kline's celebration of life on June 8th from 2:30 to 5:00 PM at Loudoun Golf and Country Club. There is a request to not wear pink. In lieu of flowers donations are welcome to go to Lights of Love. Caring and Sharing reports will continue to be sent monthly via email; members are encouraged to inform the committee of relevant news while respecting privacy. The Rummage Sale and Twice is Nice received first place awards in Northern Virginia Magazine's Best of Virginia 2025.

Twice is Nice: Joylyn Hannahs reported on the high volume of ongoing donations, storage logistics and community volunteer involvement. First Friday events are ongoing, with plans for more in the summer. Laura Davis provided a detailed financial report.

Scholarship Committee: Arlene Kilborn provided a detailed financial report. A total of 84 scholarship applications were received and 40 applicants were selected with a total award of \$170,000. There were 40 scholarships at \$3,700 each, 20 with an \$1,100 bonus for INOVA Loudoun employees. Lights of Love funded \$19,250 of the scholarships and the remaining \$140,000 came from

Ladies Board budget. Since 1960 1,400 scholarships totaling \$2,504,263 have been awarded. The scholarship goal for next year is \$200,000.

Rummage Silent Auction Committee: Stacey Bassett reported on the spring donation day with high volunteer turnout and three-quarters of a trailer filled. Next donation day is September 13th. Auction preview starts May 10th with online bidding for silent auction. The event will feature a live auction with a professional auctioneer, dinner, a fashion show. The event will be held at Belmont Country Club starting at 5:00 PM. Volunteers who assist with the event will receive a discounted ticket price of \$75 instead of \$125. There was an update on auction ticket sales, encouragement for members to purchase tickets and mention of the themed dress code of “dressing for your favorite decade”. A detailed Rummage financial report was provided

Riverside Gift Shop: Lillian Brewer presented a detailed financial report. There is concern about tariffs since most merchandise is sourced overseas. The gift shop received 210 plush toys from the Salamander Resort thanks to Joylyn. White House ornaments are available now for purchase.

Public Relations Committee: Patti Sinnen reported that members are encouraged to continue liking and sharing posts to boost event visibility, and to participate in ongoing social media campaigns for Donation Day and the Auction. The baseball caps are available to be purchased at the Riverside gift shop. A detailed financial report was given.

Parade planning: The Board is preparing for participation in the 4th of July parade with a 16-foot trailer following the INOVA Loudoun bus. Volunteers are needed to help decorate the trailer and participate in the parade. Members are encouraged to involve family members. The hospital requires a description of the float for the parade application. Members are urged to confirm participation with Pauline.

Polly Clemens: Connie Yusi provided a detailed financial report.

Nurse Appreciation: Nurse Appreciation Week was celebrated with orchids and Potbelly’s lunch for 29 nurses who were award recipients. The committee decorated the entrances with signs and balloons and flower arrangements. The

event was a success. Laura Davis provided a detailed financial report.

Nominating Committee: There were no new nominations this month but the committee emphasized the need for new member nominations. Guidelines for nominations are included in the directory, and members are encouraged to nominate individuals who are willing and able to take on responsibilities. There are extra pins available.

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

Hospitality Committee: Mary Finley reported that the committee successfully organized the recent picnic and is now assisting with the silent auction. Hospitality is open to helping with other events, especially in greeting and decorating, and welcomes new members. Verla was recognized for making homemade jelly for the picnic. A detailed financial report was given.

Old Business: The process for determining the greatest needs list was discussed. Department requests are submitted to Susan Carroll who consolidates them and provides the final list to the Board. This year, the only request was for the funding the sepsis pilot program, initiated by INOVA for Loudoun Hospital and outlined by Dr. Chiantella. There was discussion about the shift from funding tangible items (like wheelchairs) to supporting new technology, and clarification that the sepsis program is a pilot for INOVA but not an experimental or exploratory project. The motion was made Joylyn Hannahs and seconded to allocate the entire \$250,000 earmarked for greatest needs to the sepsis pilot program as outlined by Dr. Chiantella. It was clarified that proxy voting is not permitted according to the bylaws. The vote on the sepsis program funding was conducted by secret ballot the motion was passed.

The motion made by Arlene Kilborn to approve an additional \$200 for the scholarship committee was voted on by secret ballot and was passed.

The meeting adjourned at 12:02 PM.

Debbie Melia

Recording Secretary