

Saugatuck Woman's Club

Executive Board Meeting Minutes

Date: March 11, 2026

Location: Saugatuck Women's Club

President Cathy Brockington called the meeting to order at 10:50 AM.

Present: Cathy Brockington, Susan Pastor, Lora Keller, MeriJean Webb, Karen Wessel, Bonnie Lowe, Cindy Raue, Lynda Sandberg, Karen Killackey, Gail Zandstra, Nyla Hensley

Beginning Business

1. The use of a Consent Agenda was discussed. A motion to implement was unanimously approved. (Killackey/Keller)
2. Consent Agenda
 - a. A motion to hire Casey Lockwood of Grand Rapids to rehabilitate the front doors to the club building at a cost of \$4,800. Motion was presented and approved via email on February 17. (Sandberg/Lowe)
 - b. Publicity Report – Stephanie Burt will submit a new release every month or so to the Commercial Record to highlight what is coming up next. She is also budgeted to buy advertising space in the paper. This will help control future messages. Publicity report approved.
3. Removed from Consent Agenda:
 - a. Minutes of the February 11 meeting were approved with changes. Unanimous. (Pastor/Wessel)

Treasurer's Report

Beginning Balance	\$31,646.45
Credits	\$1,953.30
Debits	\$8,244.40
Ending Balance	\$25,355.35

Documents submitted by Treasurer Lora Keller are attached. Sum total of treasury funds is \$142,444.

President's Report

Cathy Brockington presented information about Consent Agenda and how it works.

Page 2 Vice President's & House Reports

Susan Pastor reported:

1. Amado Garcia will do the spring garden clean up at some point in April for \$400 and will do lawn mowing approximately every other week this summer for a flat fee of \$800. He reported that he had shoveled snow at the club 12 times this past winter.
2. A new floor cleaner/polisher for the club has been ordered.
3. Susan met with Casey Lockwood to coordinate timing for front door rehab.
4. Susan investigated hearing aid loops which could cost as much as \$35,000.
5. Susan reported that our insurance rates could be increasing. She and Cathy will work with our insurance adjuster and will report findings.

Standing Committee Reports

Programs – Karen Wessel reported

1. The regular Thursday programs are set for the year. Email notice was sent to membership, and a news release was sent to the Commercial Record by Stephanie Burt. Unfortunately, some of the information was garbled by the editor.
2. Two of the programs will require an RSVP: The visit to the Meyer May House and our program at Lulu Cadieux. Sign up sheets will be available at upcoming meetings. Membership was informed via email of the program schedule but will need reminders.
3. A special program at Outdoor Discover Center is in planning stages for July or August.

Art – No report.

Archivist – Tonya Sheridan and Nyla Hensley – no report.

Hostess – Gail Zandstra passed around the hostess sign-up sheet for board members. She will bring the sign-up sheets to the general meetings.

Outreach – Karen Wessel reported the following:

1. A card was sent to Cindy Raue after her hip replacement.
2. Flowers and baskets for SWC founders to be delivered to cemetery.
3. Plans are underway for an Open House for prospective members and as a member appreciation.
4. Spoke to Peg Sanford. She is doing well in Florida.
5. Collection of feminine hygiene products will begin with our first meeting. Reminder should go out with each program reminder.

Publicity (see above under Consent Agreement)

Page 3 Scholarships – Cathy Brockington and Karen Killackey reported that applications for the May Francis Heath Scholarship are due from students on Wednesday, March 18. Cathy will be picking up any completed applications at SHS. Karen Killackey updated the Trade School Scholarship application and will soon have applications to consider as well. Karen is also researching last year's Trade School Scholarship winner in regards to paying for his work tools.

Rentals – See New Business.

Volunteer Hours – Coordinator Nyla Hensley asked board members to be sure to log their hours and encourage other members to report when they contribute to the club.

Friends Liaison to SWC is open. Lora Keller had no report.

Old Business:

Fund Raising – Karen Wessel report as follows:

1. The SWC Fundraising Committee met with the Friends of the Saugatuck Women's Club to combine objectives and activities. Fundraising efforts are to target the Capital Campaign and Scholarships.
2. It was unanimously decided to go ahead with planning for several fundraising events for 2026 and 2027. Events approved:
 - a. Fall 2026: Charleston Wraps on-line purchases of quality wrapping papers, bags, gifts, food items with a holiday theme. Begins August, 2026.
 - b. Fall 2026: Festival of Trees. A show and sale of member-created holiday trees of any type. Show and sale to begin Thanksgiving week culminating with the Art Club show the weekend after Thanksgiving.
 - c. Spring/Summer TBD: Evening of the Arts: In conjunction with the S-D Art Club, an auction of various art works, silent and perhaps some live. Awaiting approval of S-D Art Club Board.
 - d. Legacy Bricks: Keller and Webb to investigate details of project to create engraved brick alcoves, walkways, etc. Sales can begin as soon as details are approved.
3. Possible future events
 - a. July 2026: Sale of club merchandise and coffee, etc., in conjunction with July 4 parade and fireworks.
 - b. Mini Golf tournament.
 - c. Other events such as Bingo, Card tournaments, etc. We have an extensive list of possibilities.

Page 4 Members of both SWC and FSWC who have indicated interest in fundraising will be contacted.

New Business:

1. Bonnie Lowe – discussion of non-profit use of building because of the SWC receiving so many rental requests. Bonnie will locate rental policy and come back to the board with her conclusions.
2. Lora Keller will investigate fiber optics internet for our building.
3. **Cathy Brockington asked for a vote concerning the SWC stationery design. Samples were displayed. Motion to accept letterhead Design (1) was approved. (Lowe/Pastor)** Board members rejected the two notecard designs and are creating a new design using some of the logo artwork. Cathy will send out the file to board members of new logo designs for use in electronic work or for templates.

Motion to adjourn at 12:15 PM – Motion Approved.

Next Board Meeting April 8, 10:30 AM.

Addendum

General membership meeting March 12, 2026 Cathy announced the Friends are paying for the front door expense of \$4,800. Motion was made by the board to approve \$8,200 for the contract with RESTORE, LLC, as contractors for the Breuckman House basement repairs. Vote was 24 – 0 approved.

Five new members came to this meeting.