

Saugatuck Woman's Club Executive Board Meeting Minutes — June 10, 2026

Quorum and Call to Order: Cathy Brockington called the meeting to order on June 10, 2026, at 10:45 a.m.

Attendance: Cathy Brockington, Stephanie Burt, Lynda Sandberg, Lora Keller, Karen Wessel, Cindy Raue, Gail Zandstra, Becky Siewert, Susan Pastor, Bonnie Lowe and MeriJean Webb.

Absent: Tanya Sheridan, Nyla Hensley, Leah Root, Karen Killackey, and Michele Mabele.

Consent Agenda

1. Approval of the minutes.
2. Motion to issue scholarship checks in June/July.

A motion was made to approve the minutes and the consent agenda. Motion by Karen Wessel; second by Susan Pastor.

Treasurer's Report: Lora Keller reported that no questions had been received. The report was filed.

Beginning Balance	\$32,252.57
Credits	2,385.54
Debits	1,162.12
Ending Balance	\$33,476.99

President's Report: Cathy Brockington

The Board discussed the preparation of the ACCF grant application, including work by Dave Webb and Cathy Brockington, with additional input from Kevin Keller, Lora Keller, and Susan Pastor. The application was revised to reflect total costs of \$40,000, with a request for \$10,000. The deadline to submit the grant application is June 15, 2026. The Board was also reminded of the June 11 presentation to Women Who Care by Cathy Brockington, President of the Saugatuck Women's Club, on behalf of The Friends.

Vice President's Report: Susan Pastor

The Board discussed the need for a new handle and lock for the front door. It was also reported that the sprinkler system is working well.

Rentals: Bonnie Lowe

The primary issue discussed was renters not following the rules, particularly with respect to paying rent on time. It was suggested that renters be required to pay according to the terms outlined in the rental contract.

Reports of Special Committees: Basement Repairs Report — Sue Pastor

No report.

Standing Committee Reports

Programs: Karen Wessel reported that carpools have been arranged for the Grand Rapids trip on June 11, 2026. Preparations are also underway for the Outdoor Discovery Program on August 13, 2026.

Fundraising: Lora Keller, Ad Hoc Friends Committee

Lora discussed ticket sales for the Mini Golf Fundraiser and plans to provide coffee for the Art Club on July 4, 2026. Lora is arranging to serve coffee from 8:00 a.m. to 10:00 a.m. for the artists and, afterward, for July 4 patrons. Plans are also being made to sell historical flags.

Karen Wessel and Cindy Raue also discussed fundraising ideas. At the next general meeting, tree decorating opportunities will be announced. Options may include decorating a tree with gift tags to support Christian Neighbors by collecting items for children in need and or creating a Wishbone tree where members may select tags to purchase items for pets in need. The possibility of having Santa Claus participate was also discussed.

Art: No report.

Archivist: Tanya Sheridan and Nyla Hensley — no report.

Hostess Coordinator: Gail Zandstra — no report.

Membership: Lynda Sandberg and Becky Siewert reported that SWC membership is currently 82. They noted the need to be conservative with printed membership books, as only 85 were printed and two are needed for Susan Pastor.

Outreach: Karen Wessel and Cindy Raue reported that, for the year, 38 feminine products, 11 pain relievers, 4 creams, and 9 boxes of cereal have been delivered to Christian Neighbors. They noted that large toddler pull-ups are currently needed.

Karen brought greeting cards for members to sign for future use.

Setup for Sunday, June 14, 2026, social event is scheduled from 5:00 p.m. to 7:00 p.m., with food, drinks, and other preparations planned. Thirty people are expected to attend. Members were reminded that this is a social event; however, tables will be available with general club information.

The Board received an update on participation in the Kalamazoo River Cleanup, which went well. Water safety brochures will be available soon and will be distributed to B&B hotels, the elementary schools, the Boys and Girls Club, the Yacht Club, and the library.

Publicity: Stephanie Burt reported that she expects to have the new logo package by the end of the week and has prepared a press release for the June 25 program. Instagram followers have increased to 138, and Facebook followers are at 43.

Scholarships: Cathy Brockington and Karen Killackey — Cathy announced that Audrey W., recipient of the \$4,000 scholarship, will attend the next meeting with her parents.

Volunteer Hours Coordinator: Nyla Hensley — no report.

SWC Liaison to “Friends”: Lora Keller reported that she has financial updates from Dave Webb showing that Friends has \$20,000 available for scholarships and certain building repairs.

Old Business:

1. **Non-Profit Rental Discussion:** Jim Cooper’s Jazz Group is a non-profit scholarship group and has been grandfathered into the rental program to receive a special 501(c)(3) reduction in rental fees.

New Business:

1. The roofer’s estimate indicates that the Owl House roof must be replaced as soon as possible. The auditorium roof is not urgent; however, roof work must be completed before gutter work can proceed. The 2026 spending plan will need to be revised. Kevin is obtaining additional roofing quotes. The Owl House, membrane, and Woman’s Club roof work should be completed at the same time. Two quotes have been received so far, and Kevin estimates the roof work will cost between \$20,000 and \$25,000. The gutters are attached to the brick and cannot be removed; therefore, the conclusion was that the gutters should be relined. The total estimate for the work is \$45,000. Kevin is staying in contact with the Saugatuck Historical Association to ensure the work is handled appropriately.

2. **Bylaws Revisions:** The Board needs to return to work on bylaw revisions soon, including the addition of a “No Weapons Policy”.
3. **Dues:** Lora Keller recommended discussing an increase in dues from \$45 to \$50 for 2027, particularly to help cover credit card fees associated with the new website.

Weapons-Free Facility Sign: Bonnie Lowe made a motion to create and post a sign in the Women’s Club stating that the facility is weapons-free. Motion by Bonnie Lowe; second by Lynda Sandberg.

Motion to adjourn the meeting at 11:50 a.m. Motion by Lora Keller; second by Cindy Raue.

Next Board Meeting: August 12, 2026, at 10:30 a.m. The Outdoor Discovery Program will be held on site on August 13, 2026.

Becky Siewert demonstrated the new website after meeting was adjourned.