

**SC Women of the ELCA
Board Meeting Minutes
Sunday, April 25, 2021 7:00 PM
Zoom Meeting**

Officers Present:

Becky Koch, President
Linda Roland, Secretary
Rachel Quesada, Treasurer
Amanda Boatwright, VP

Board Members Present:

Sarah Cheesman	Risse Snelgrove
Rae Davis	Amanda Cruse
Kristin Snelgrove	Denise Warren
Merri Lewis	

Absent: Amanda Baker

Also Present: Elsa Hope, Parliamentarian

Call to Order: Becky welcomed everyone and opened with a Bible reading of 1 John 3:23-24 and a prayer.

Convention Report (Amanda Boatwright)

The convention committee has been hard at work with trying to find SC WELCA a company to help assist us with our virtual convention. The committee invited Becky Koch to join and assist us with her thoughts and ideas because she is the president and will be conducting the virtual convention. As a committee we have looked into 21 different companies. Below are our top three choices.

1. SCAV, INC- their bid \$ 5,121.00. This company includes a zoom meeting, the voting platform we need, a login in for voting members, a different login for visitors or guests, a place to have files to show our BOR and other files like evaluation form, volunteer forms and etc. They hold everything for a year so we could go back to access anything we might need to. Also, they give us a hard copy of the convention. The voting process is easy and is in real time. Our ladies will be able to catch on quickly and with ease. They also include a way to have another host monitor to help assist with questions so Becky can keep the meeting flowing with ease.
2. EBallot- their bid is \$2,500 and we must find another platform for meeting like zoom. This company also does not offer technical support; just a site to do our balloting for elections. Also, they go up in price per number of people. So, we must add in the cost of technical support, a platform for meeting like zoom. Technical support they offer is \$2,000 for week and \$2,500 for weekends. So, a total cost would be \$5,000 plus zoom account.
3. Governspot- their bid is \$8,000-\$12,000. This price does include the voting process but they were unsure if they could do our president voting for the first round. It also includes zoom meeting. It includes technical support by phone the day of event.

Motion: The convention committee would like to recommend after all our research SCAV, INC for the SC WELCA virtual convention. This company has been the most reasonable and cost efficient in offering our needs for a virtual convention. The cost of \$5121.00 includes a zoom

meeting platform, voting platform, delegates and visitors login in access, live technical support during the convention, technical support to set up before the convention, real time voting, a hard copy of convention afterwards, ability to have documents as files that can pop up on the side of the screen to be viewed as needed, and an assistant co-host to answer questions the ladies might have during convention. It also includes break out rooms for the committees that meet before convention and includes four people being at his office to be assisted with the convention by his team. Recommendation Carried.

The four people meeting at the Columbia office of SCAV, INC will be the president, secretary, parliamentarian, and election chair.

Motion: by Risse/ second by Sarah to table the cost of the BOR and mailing costs until we have some estimates of those costs. Motion Carried.

Amanda Boatwright asked for input for updating the convention registration form for this year. She stated that the suggestions given were helpful: Registration costs and the reason for them; no project information.

Motion: by Risse/second Amanda Cruse that the registration costs for the convention should be \$20 per voting member, \$5 for visitors, plus the costs of a printed and mailed BOR if they request it. Motion Carried. (Linda will investigate those costs.)

Amanda Boatwright will contact Sherry Shepherd about still being registrar. If she cannot do it, Risse volunteered to take that over.

Sarah stated that the tech company cannot handle nominations from the floor, so we will need to include that information in the *Ripple* that goes out prior to the convention. All nominations must be made ahead of time.

Mailchimp Letter

Becky would like this letter to be ready to go out on May 3, 2021. She will do the greeting. Amanda Boatwright will supply the convention information. Rae will add project information. Kristin will request that conference coordinators supply her with updates about fall conferences and items for the "Conference Corner" in the *Ripple*.

Upcoming:

The next meeting(s) will be decided via email. Becky will send out meeting date options.

The Registration Form for the convention will be approved via email.

Reports for the BOR are due to Linda by August 1, 2021.

The meeting concluded at 8:30 PM with the Missionary Benediction.

Respectfully submitted,
Linda Roland, Secretary

Addendum:

April 13, 2021 email from Becky Koch

I received an email from Sarah Bowers who is the Assembly Creative Assistant. She has requested written material or items that would be included in a pack to be sent to participants. Here is part of her request.

"Also, a question I have already received and should have thought to include originally as well is that we expect 350 people. And as far as the goodies/materials we were thinking of this like the items you may have had on your table if this assembly were in person. Some groups have brochures, some have candy, some have toys. Please feel no obligation for this, but we just wanted to offer this as an option. "

I thought about the blue "A Place For You" brochure. I contacted WELCA to see how much they cost. They are in the process of updating the brochure so Eva said they would send us 350 but we would need to pay shipping and handling. The shipping and handling will cost \$19.95. The brochure is attached. That is just a suggestion. If you think of something else, please share your idea with the board. The deadline is May 14, 2021.

Approved by Executive Committee

April 26, 2021 email

Hi Executive committee,

I appreciate you giving the ok for the pamphlets. When I did a test order the shipping and handling came out to be \$19.95. However, when I placed the actual order it came out to be \$23.03. Hope that was ok.

Thanks,

Becky

Approved by Executive Committee

April 26 email from Becky Koch

Good afternoon executive committee. We ran out of time last night, so I am making a recommendation to send a memorial from SC WELCA to St. Luke in Florence in memory of Agnes Folk. As you know, we cannot take the money out of the budget. A donation of \$25 has been promised to Rachel.

Please vote yes or no to send a memorial from SC WELCA to St. Luke in memory of Agnes Folk. The money will come from donations from individual board members.

Approved by Executive Committee