

**The Monday Club Conservancy**  
**Board of Directors ZOOM Meeting Agenda**  
**September 25, 2023**

***Our Mission:** To preserve and restore the historic landmark known as The Monday Club of San Luis Obispo, and to provide public access to the landmark for educational purposes, and to carry on other charitable and educational activities associated with this goal as allowed by law and to enhance the educational, civic, social and cultural quality of the San Luis Obispo Community.*

**Call to Order-Dawn Turner - President**

Board Consent for Agenda

**Recording Secretary – Christy Palmer in the absence of Colleen Arnold**

- Roll call- Colleen Arnold, Catherine Nelson (absent)
- Approval of August 28, 2023 Board Meeting Minutes

**Committee Reports Submitted**

- Lumina Alliance- Kay Miller
- Raising a Reader- Pamella Wood
- FAA- Roberta Jorgensen
- Docent Program- Brooke Meek

**1<sup>st</sup> VP, Programs – Catherine Nelson – absent**

Report Submitted

Potential Program Discussion

**2<sup>nd</sup> VP, Building and Grounds – Vicki Carroll**

Report Submitted

**Corporate Secretary/COO – Michelle McCovey-Good**

Report Submitted

**Treasurer/CFO – Jennifer Alderman**

Report Submitted

**Ways and Means – Darla Tapp**

Report Submitted

**Publicity Chair – Kristen Inman**

Report Submitted

**Membership- Julie Martin**

Report Submitted

Proposed New Members- Virginia Findley, Harriet Ross, Janine Stillman, Nancy Haber, Heather Thomas

**Dean of Chairs- Janice Crooks**

Report Submitted

Caterer Update

**Unfinished Business**

- Doors Open California Report - Submitted
- Bylaw Draft review and discussion - Jennifer Alderman
- Projection A/V equipment update
- Centennial Celebration Building Preservation Fund -meeting scheduled
- Proposed Membership and Giving Policy – review of proposed policy with revisions

- Discussion- Committee Chair Board Approval for Committee Work – RAR letter

**New Business**

- Upcoming Member Monday ideas- Succulent pumpkins (mid-October or early November) and/or evergreen wreath making (December 11)
- Reminder- All “member” events must have a fundraising component
- General Meeting minutes not required under new structure- Discussion
- TMC video update/SLO Film Festival possibility
- Festival Mozaic Ticket Raffle to benefit FAA
- TMCC parameters for legislative/political involvement

**To Do List**

*Adjourn to October 30, 2023, 10 a.m.*

**THE MONDAY CLUB CONSERVANCY**  
**Board of Directors Meeting**  
**Via ZOOM**  
**September 25, 2023**

President **Dawn Turner** called the meeting via Zoom to order at 10:02 a.m.

Michelle McCovey-Good made a motion for consent for the Agenda. Jennifer Alderman seconded. The motion was approved.

**Recording Secretary – Colleen Arnold (absent), Christy Palmer substituting**

- Present: Dawn Turner, Jennifer Alderman, Vicki Carroll, Janice Crooks, Kristin Inman, Julie Martin, Michelle McCovey-Good, Darla Tapp, Christy Palmer
- Absent: Colleen Arnold, Catherine Nelson
- Vicki Carroll made a motion to approve the minutes from the August 28, 2023 Board meeting. Jennifer Alderman seconded. The motion was approved.

**Committee Reports**

- Lumina Alliance – Kay Miller - Report attached
- Raising a Reader – Pamella Wood – Report attached
- FAA – Roberta Jorgensen – Report attached
- Docent Program – Brooke Meek – Report attached

**1<sup>st</sup> VP Programs – Catherine Nelson (absent)**

- Report attached
- Catherine is still looking for a speaker for two General meetings. She has three potential speakers and wanted the Board's opinion (President Turner would like all potential programs to be run by the Board):
  - Denise Indvick, empowering women traveling alone.
  - Erica Stewart, SLO Mayor, creating diversity.
  - Jaff Wade, SLO Money, encouraging people to support local businesses.
- President Turner will let Catherine know that the Board is supportive of all three options.

**2<sup>nd</sup> VP Building and Grounds – Vicki Carroll**

- Report attached
- Vicki will be sending out a reminder to members entering our locked building that the only acceptable entrance is through the Andrew Street doors. All other entrances will set off the alarm.
- Vicki will be reviewing the costs of running our building and grounds with the possible outcome of raising our rent.

### **Corporate Secretary/COO – Michelle McCovey-Good**

- Report attached
- Discussion on docents removing cash from the locked docent donation box. The money should not be removed from the box.

### **Treasurer/CFO – Jennifer Alderman**

- Reports attached

### **Ways and Means – Darla Tapp**

- Report attached
- Darla and Angellia will host the next member Monday event on October 30, "Mischief, Magic and Martinis." Discussion on proposed \$15.00 ticket price; consensus was to charge \$20.00. They will be sending out a sign-up sheet asking for help with this event. Please wear costumes. Hoping for 40 attendees; okay to invite prospective members or special guests.

### **Publicity Chair – Kristin Inman**

- Report attached
- Kristin will be sending out the Newsletter this week; let her know if you have anything you want included.

### **Membership – Julie Martin**

- Report attached
- Prospective new members:
  - Virginia Findley and Harriet Ross – sponsor Julie Martin
  - Janine Stillman – director at Botanical Gardens, sponsor Judy Littel & Mary Qualls
  - Nancy Haber – sponsor Pam Wood
  - Heather Thomas – prior member, sponsor Linda Wilson
- A motion was made by Michelle McCovey-Good to accept the five above-mentioned member candidates for membership. Darla Tapp seconded. The motion was approved.

### **Dean of Chairs – Janice Crooks**

- Report attached
- Caterer update – Our current caterer, Healing Harvest Catering, has agreed to raise her per person charge from \$25.00 to \$28.00 for the remainder of the year (no soup, possibly no homemade focaccia, but dessert included), which will keep us under the \$32.00 all-inclusive per person max. Janice will check with the linen supplier to see if he can supply the linens for \$100.00/month or less. \*Follow-up under New Business.

### **Unfinished business**

- Doors Open California – report attached
  - Lovely event, 82 people attended. Mary Qualls will handle coordination of event going forward.
- Projection A/V equipment update
  - Discussion on new equipment needed. President Turner will move forward with Cammy Shields and get more specific information and prices. They will speak with Teresa Delaganna for more information as well and come back to the Board for a decision on the scope.
- Centennial Celebration Building Preservation Fund – meeting scheduled for October 5 via Zoom.
- Discussion regarding TMCC Committee Chairs receiving approval from the Board for committee work.
  - Specifically, Raising a Reader planned to send a letter directly to the five Supervisors regarding the RAR outreach program. It was agreed that all committee chairs should meet with Kristin Inman, Publicity Chair, for information on how to proceed with communications and conducting business. Additionally, it was suggested that the Publicity Chair should meet with all committee chairs each September to review TMCC policies.
- Bylaw draft review and discussion – Jennifer Alderman
  - Jennifer went through the Bylaws, beginning to end
  - Giving Level update will be forthcoming for review
  - Jennifer will amend the new Bylaws per the discussion today and bring it back to the board next month along with the Giving Level update.

### **New Business**

- Upcoming Member Monday ideas – succulent pumpkins (mid-October or early November) and/or evergreen wreath making (December 11)
- Reminder – All “member” events must have a fundraising component
- General Meeting Minutes not required under new structure – Discussion... determined no longer necessary
- TMC video update/SLO Film Festival possibility in April 2024 – Robyn Smith will be coordinating the TMCC video for presentation in schools as well as the possibility of submitting it for consideration in the SLO Film Festival.
- Festival Mosaic ticket raffle to benefit FAA – Festival Mosaic as offered two tickets for a performance on 2-25-24 at 2:00 p.m. Discussion on how to give the tickets away. Perhaps a raffle at the December meeting?
- TMCC parameters for legislative/political involvement
- \*Janice gave an update on the linen rental. She called the linen supplier, who recently sold his business to American Linens in Santa Maria. They will provide linens at \$10.00 per tablecloth, with delivery and pick-up at Janice’s house. Janice will wash and dry the TMCC black tablecloths for the buffet table herself.

**To do list**

- President Turner will contact Cammy and Teresa and compile a pricelist of AV equipment
- Vicki and President Turner will develop protocol for committee chairs
- Janice will check how best to pay for the linens from American Linen
- President Turner will follow up on how to raffle the Festival Mosaic tickets
- Vicki will follow through on problems with the clubhouse alarm
- Jennifer will work on bylaws update and giving policy

A motion was made by Jennifer Alderman to end the Board meeting. Julie Martin seconded. The motion was approved.

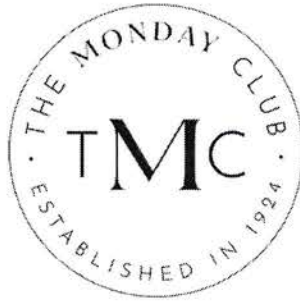
**Meeting adjourned at 12:38 p.m.**

Respectfully submitted,

 11-7-23

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Christy Palmer (substituting for Colleen Arnold)



**Board Report, 1<sup>st</sup> VP- Programs**  
**Catherine Nelson**  
**September 2023**

**I. Programs**

Our first program in September (Julia Morgan experts) was well received and our calendar is set through January. We are still working on confirming a dance performance for February. With May set to be a tea, that leaves us 2 slots to fill in March and April.

We have reached out to the following but have not yet confirmed (both seem to have very busy calendars!)

- John Lindsey, Retired PG&E Meteorologist
- Elizabeth Barret, The Reluctant Therapist

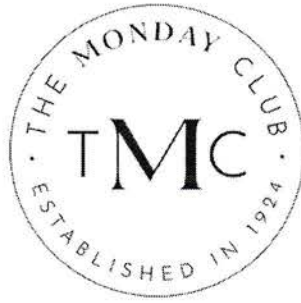
Other ideas we are considering:

- Denise Indvik (suggested by Julie Martin, also vouched for by Nara Clarke). She is the director of the school district's Parent Participation Program, but her proposed talk would be on the empowering impacts of solo travel for women, based on a trip she took to Ireland.
- Erika Stewart (SLO Mayor): speaking on developing diverse leadership and/or businesses
- Jeff Wade, founder of SLO Money, a network to invest locally in food, beverage and farm entrepreneurs to create a better food system. The local organization is part of a national movement dedicated to catalyzing the flow of capital to local food systems, connecting investors to the places where they live and promoting new principles of fiduciary responsibility that "bring money back down to earth."
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**II. Docents**

As reported by Brook Meeke:

It was a busy month for docents. Open Doors California took place SEPT 9,10. I understand there were over 45 people on Sat and an even bigger number on Sunday. Liz Ruderman ,Gini Ortiz , Patty Rupprecht and Diane McKeague stepped in dressed in vintage attire to lead visitors on tours.



On the 18th Open House we had Hearst Castle special collections group that combed every NCGA of the building. Following them was a group of women from Santa Maria The Minerva Club who are in the process of renovating their Julia Morgan clubhouse. They are 124 years old! A big invite was offered to us by their President to come visit. We also had a few stragglers. Our docents are exceptional guides and are loving the vintage frocks.

My next concentration is getting boards produced to be placed on easels. My covid stopped me in my tracks. We also talked with Vicki about cleaning up the office as we moved in and took over a corner. Liz has is offering portable metal shelves so we can get us and Teresa's boxes off the floor and organized.

Respectfully submitted,

*Catherine A. Nelson*



The Monday Club Conservancy  
Board of Directors Meeting  
Monday, September 25, 2023

2<sup>nd</sup> VP - Building and Grounds Report

Landscape Update – Projects to be completed

- Trellis and espaliered loquat trees
- Cedar tree removal – City of SLO Tree Committee approval 8/28/23
- Fence replacement by University Inn
- Trash enclosure screening
- Pathway lighting

Smoke alarm, fire extinguishers and stove fire suppression system annual inspections completed by Mid-Coast Fire and Alpha.

Speaker and projector upgrade project – met with Cammy Shields, Geek Squad representative and President Turner to discuss Cammy's research on upgrading our sound system and projector. Electrician will be providing a bid for additional wiring needed. Information will be presented to the board at the September 25 meeting.

Monthly Rental Report – review at meeting and will be sent under separate cover from Teresa Dellaganna, Event Rental Manager.

Respectfully submitted,

Vicki Carroll, 2<sup>nd</sup> VP – Building and Grounds

**BUILDING AND GROUNDS**

Rental Receipts	\$29,170.00	
Docent Tours	\$0.00	
Donation - Online Payment	\$0.00	
Donation - Cash & Check	\$102,755.00	Mioosi Grant & \$5k PG&E Grant
100 Women for 100 Years	\$0.00	
Capital Campaign	\$0.00	
Misc	\$0.00	

**TOTAL BUILDING AND GROUNDS** **\$131,925.00****MEMBERSHIP**

Dues - Online Payment	\$0.00
Dues - Cash & Check	\$100.00

**TOTAL MEMBERSHIP** **\$100.00****EVENTS**

Lunches	\$2,368.00
Fundraisers	\$0.00
On-Line Store Purchases	\$0.00
Misc.	\$0.00

**TOTAL EVENTS** **\$2,368.00****PHILANTHROPY**

## Raising a Reader

See's Candy Sales	\$0.00
Donations	\$360.00
Wreaths	\$0.00

**TOTAL RAISING A READER** **\$360.00**

## Fine Arts Awards

Sponsorships	\$0.00
Art Auction	\$0.00
Donations	\$1,000.00

**TOTAL FINE ARTS AWARDS** **\$1,000.00****TOTAL PHILANTHROPY** **\$1,360.00****TOTAL DEPOSITS** **\$135,753.00**

The Monday Clubhouse Conservancy  
**Balance Sheet**  
As of August 31, 2023

	<u>Aug 31, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Fidelity Gov't Money Market	15.96
Community Foundation	9,700.00
Pacific Western Bank	
Membership, Active	2,052.00
Operating Account	63,668.15
B & G Capital Fund	154,526.05
B & G New Door Fund	1,740.87
Philanthropy Raising A Reader	3,835.21
Philanthropy Fine Arts	6,249.13
Pacific Western Bank - Other	-10.00
<b>Total Pacific Western Bank</b>	<u>232,061.41</u>
<b>Total Checking/Savings</b>	<u>241,777.37</u>
<b>Other Current Assets</b>	
Due from related party account	9,927.00
<b>Total Other Current Assets</b>	<u>9,927.00</u>
<b>Total Current Assets</b>	<u>251,704.37</u>
<b>Fixed Assets</b>	
Land	29,589.00
Improvements	1,221,679.20
Security System	1,475.00
Tables	2,056.13
AV Equipment	2,604.31
Drapery	8,393.00
Furniture	7,553.00
Chinaware	2,068.74
Accumulated Depreciation	-127,342.97
<b>Total Fixed Assets</b>	<u>1,148,075.41</u>
<b>TOTAL ASSETS</b>	<u><u>1,399,779.78</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Deferred Rental Revenue	58,520.00
EIDL Loan	58,312.00
<b>Total Other Current Liabilities</b>	<u>116,832.00</u>
<b>Total Current Liabilities</b>	116,832.00

11:41 AM  
09/20/23  
Accrual Basis

The Monday Clubhouse Conservancy  
**Balance Sheet**  
As of August 31, 2023

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	<u>Aug 31, 23</u>
<b>Long Term Liabilities</b>	
PWB Construction Loan	527,989.01
<b>Total Long Term Liabilities</b>	<u>527,989.01</u>
<b>Total Liabilities</b>	644,821.01
<b>Equity</b>	
Unrestricted Net Assets	678,932.22
Net Income	76,026.55
<b>Total Equity</b>	<u>754,958.77</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,399,779.78</u></u>

**The Monday Clubhouse Conservancy**  
**Profit & Loss Prev Year Comparison**

June through August 2023

	Jun - Aug 23	Jun - Aug 22	% Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Membership, Active</b>			
Membership Lunch Fees	1,952.00	0.00	100.0%
Membership Dues	100.00	0.00	100.0%
<b>Total Membership, Active</b>	2,052.00	0.00	100.0%
<b>Building &amp; Grounds</b>			
Vendor Refund			
Great American Insurance	1,308.27	0.00	100.0%
<b>Total Vendor Refund</b>	1,308.27	0.00	100.0%
Capital Campaign	5,200.00	114.00	4,461.4%
<b>Total Building &amp; Grounds</b>	6,508.27	114.00	5,609.0%
<b>Direct Public Support</b>			
Grants	102,755.00	0.00	100.0%
<b>Total Direct Public Support</b>	102,755.00	0.00	100.0%
<b>Fundraising</b>			
Summer Sippin'	21,735.00	0.00	100.0%
Denim, Diamonds & Damon	0.00	100.00	-100.0%
Merchandise Sales	0.00	102.25	-100.0%
International High Tea	0.00	125.00	-100.0%
<b>Total Fundraising</b>	21,735.00	327.25	6,541.7%
<b>Philanthropy</b>			
Fine Arts Awards	1,150.00	3,250.00	-64.6%
Raising A Reader	360.00	250.00	44.0%
<b>Total Philanthropy</b>	1,510.00	3,500.00	-56.9%
<b>Rent Income</b>			
Building Rental	79,143.09	31,200.00	153.7%
<b>Total Rent Income</b>	79,143.09	31,200.00	153.7%
<b>Total Income</b>	213,703.36	35,141.25	508.1%
<b>Gross Profit</b>	213,703.36	35,141.25	508.1%
<b>Expense</b>			
<b>B&amp;G Capital Improvement Expense</b>			
Construction Loan	9,199.80	9,199.80	0.0%
<b>Total B&amp;G Capital Improvement Expense</b>	9,199.80	9,199.80	0.0%
<b>Bank Fees</b>			
Affinipay.com	338.82	0.00	100.0%
<b>Total Bank Fees</b>	338.82	0.00	100.0%
<b>Building &amp; Grounds Expense</b>			
Door Open CA	0.00	153.31	-100.0%
Building Maintenance	3,846.50	369.69	940.5%
Furniture	388.24	0.00	100.0%
Grounds Expense	51,659.61	2,124.29	2,331.9%
<b>Utilities</b>			
Waste Water Discharge Permit	0.00	204.87	-100.0%
Alarm Program	46.30	37.73	22.7%
City of SLO-Water & Sewer	1,996.42	763.46	161.5%
Electric Utilities	1,133.35	1,175.41	-3.6%
Gas Utilities	350.84	383.76	-8.6%
Telephone	535.35	537.51	-0.4%
Waste Connection	1,365.26	954.35	43.1%
<b>Total Utilities</b>	5,427.52	4,057.09	33.8%
<b>Total Building &amp; Grounds Expense</b>	61,321.87	6,704.38	814.7%
<b>Business Expenses</b>			
Business Registration Fees	0.00	20.00	-100.0%
<b>Total Business Expenses</b>	0.00	20.00	-100.0%

**The Monday Clubhouse Conservancy**  
**Profit & Loss Prev Year Comparison**

June through August 2023

	Jun - Aug 23	Jun - Aug 22	% Change
<b>Contract Services</b>			
Legal Fees	7,420.00	0.00	100.0%
<b>Total Contract Services</b>	7,420.00	0.00	100.0%
<b>Facilities and Equipment</b>			
Property Insurance	2,616.54	1,089.10	140.3%
Security	234.60	202.50	15.9%
<b>Total Facilities and Equipment</b>	2,851.14	1,291.60	120.7%
<b>Fundraiser Expense</b>			
Summer Sippin'	1,819.78	0.00	100.0%
Denim, Diamonds & Damon	201.54	1,000.00	-79.9%
Zest for Life Picnic	2,027.36	0.00	100.0%
Sales Tax	1,565.00	274.00	471.2%
<b>Total Fundraiser Expense</b>	5,613.68	1,274.00	340.6%
<b>Operations</b>			
Printing and Copying	0.00	306.29	-100.0%
Website Expense	3,295.20	1,026.00	221.2%
<b>Total Operations</b>	3,295.20	1,332.29	147.3%
<b>Other Types of Expenses</b>			
Board of Director's Retreat	201.19	0.00	100.0%
<b>Total Other Types of Expenses</b>	201.19	0.00	100.0%
<b>Philanthropy Expense</b>			
Fine Arts Awards	0.00	500.00	-100.0%
RAR	10,000.00	0.00	100.0%
<b>Total Philanthropy Expense</b>	10,000.00	500.00	1,900.0%
<b>Rent Expense</b>			
Rental Refund	15,750.00	6,800.00	131.6%
Building Supplies	0.00	193.47	-100.0%
Cleaning	3,095.00	2,930.00	5.6%
Management Fees	13,513.36	11,608.00	16.4%
Security	5,076.75	2,091.25	142.8%
<b>Total Rent Expense</b>	37,435.11	23,622.72	58.5%
<b>State &amp; Local Taxes</b>	0.00	338.15	-100.0%
<b>Total Expense</b>	137,676.81	44,282.94	210.9%
<b>Net Ordinary Income</b>	76,026.55	-9,141.69	931.7%
<b>Net Income</b>	76,026.55	-9,141.69	931.7%

11:40 AM  
09/20/23  
Accrual Basis

The Monday Clubhouse Conservancy  
Profit & Loss  
August 2023

	<u>Aug 23</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Membership, Active</b>	
Membership Lunch Fees	1,952.00
Membership Dues	100.00
	<hr/>
<b>Total Membership, Active</b>	2,052.00
<b>Building &amp; Grounds</b>	
Vendor Refund	
Great American Insurance	1,308.27
	<hr/>
<b>Total Vendor Refund</b>	1,308.27
<b>Total Building &amp; Grounds</b>	1,308.27
<b>Direct Public Support</b>	
Grants	102,755.00
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<b>Total Direct Public Support</b>	102,755.00
<b>Philanthropy</b>	
Fine Arts Awards	1,000.00
Raising A Reader	360.00
	<hr/>
<b>Total Philanthropy</b>	1,360.00
<b>Rent Income</b>	
Building Rental	29,670.00
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<b>Total Rent Income</b>	29,670.00
<b>Total Income</b>	<hr/> 137,145.27
<b>Gross Profit</b>	137,145.27
<b>Expense</b>	
<b>B&amp;G Capital Improvement Expense</b>	
Construction Loan	3,066.60
	<hr/>
<b>Total B&amp;G Capital Improvement Expense</b>	3,066.60
<b>Bank Fees</b>	
Affinipay.com	255.02
	<hr/>
<b>Total Bank Fees</b>	255.02
<b>Building &amp; Grounds Expense</b>	
Building Maintenance	247.50
Grounds Expense	49,559.61

11:40 AM  
09/20/23  
Accrual Basis

The Monday Clubhouse Conservancy  
**Profit & Loss**  
August 2023

	<u>Aug 23</u>
<b>Utilities</b>	
City of SLO-Water & Sewer	685.06
Electric Utilities	389.93
Gas Utilities	110.12
Telephone	178.45
Waste Connection	453.64
	<hr/>
<b>Total Utilities</b>	1,817.20
<b>Total Building &amp; Grounds Expense</b>	51,624.31
<b>Fundraiser Expense</b>	
Sales Tax	1,565.00
	<hr/>
<b>Total Fundraiser Expense</b>	1,565.00
<b>Operations</b>	
Website Expense	3,295.20
	<hr/>
<b>Total Operations</b>	3,295.20
<b>Other Types of Expenses</b>	
Board of Director's Retreat	201.19
	<hr/>
<b>Total Other Types of Expenses</b>	201.19
<b>Rent Expense</b>	
Rental Refund	2,250.00
Cleaning	1,050.00
Management Fees	7,542.56
Security	2,514.50
	<hr/>
<b>Total Rent Expense</b>	13,357.06
<b>Total Expense</b>	73,364.38
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<b>Net Ordinary Income</b>	63,780.89
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<b>Net Income</b>	<b>63,780.89</b>
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# **THE MONDAY CLUBHOUSE CONSERVANCY**

## **MEMBERSHIP AND GIVING POLICY - September 20, 2023 revised**

### **1. MEMBERSHIP POLICY** (refer to Membership Level chart attached)

1. **QUALIFICATIONS FOR MEMBERSHIP:** Any person dedicated to the purposes of the Conservancy and residing in the County of San Luis Obispo, or vicinity, and affirming in writing to abide by this policy, with the endorsement of two (2) Members in good standing, and after attending at least one General Membership meeting, shall be eligible for membership on approval of the Membership Application through the Membership Chair, and by the board of directors, and on timely payment of such fees and dues as the board may amend from time to time by Resolution. The Membership Chair, in concurrence with the board, shall prescribe a written Membership Application and installation process.
2. **ACTIVE MEMBERSHIP QUALIFICATIONS:** Active members shall share a strong sense of the Conservancy's mission and be prepared to volunteer their time and energy to assist in these efforts. All members are strongly encouraged to take a leadership role and help "carry the load" whenever possible.
  1. Active Members are required to:
    1. Serve on at least one Luncheon Committee per year.
    2. Volunteer for at least one annual fundraising event committee each year and/or;
    3. Volunteer on a TMCC committee such as Docent, Raising A Reader, Fine Arts, Lumina Alliance, Gardening or other.
    4. **Purchase or sell a minimum of TWO tickets to a major fundraising event each year.** (The Board of Directors will designate which event is the major event that year.)
    5. Complete an annual Membership Survey each February/March.
    6. Pay annual membership dues of \$150 in March each year to retain membership status.
  2. Active members are strongly encouraged to:
    1. Attend as many of the monthly meetings as possible (September-May)
    2. Attend all events each year
3. **LIFETIME MEMBERS AND SUSTAINING MEMBERS:**
  1. **LIFETIME MEMBERS:** Any Member with continuous active Membership of 35 years in good standing shall qualify to be inducted as a Lifetime Member subject to board approval. As such, Lifetime Members are not required to pay annual dues, but may do so if desired.
  2. **SUSTAINING MEMBERS** (this membership category will no longer be available after May 31, 2024, please see Section 2 Giving Policy for other options):
    1. **PURPOSE:** After having been an Active Member in good standing, members who no longer live in San Luis Obispo County and/or are no longer able to volunteer their time may become Sustaining Members. This membership category shall allow these members to stay connected, provide financial support, and attend occasional luncheon/ meetings (space permitting), Club fundraisers and events, thereby contributing to the success of TMCC and preservation of the historic Clubhouse.
  2. **QUALIFICATIONS:**
    1. Sustaining Members are not restricted to a residence within San Luis Obispo County.
    2. Sustaining Members are required to be or to have been Active Members at one time who resigned in good standing.

3. No initiation fee is required when moving from an Active Membership to Sustaining Membership status.
  4. Change in membership status shall be reported to members at a TMMC General Membership Meeting. ?????
  5. Pay annual membership dues of \$200 in March each year to retain membership status.
  6. Active Members wishing to change to Sustaining Membership are instructed to contact the Membership Chair.
  7. Sustaining Members who wish to change to Active Membership are instructed to contact the Membership Chair.
3. CAPABILITIES:
1. Sustaining members shall receive the monthly Newsletter, annual yearbook and have access to the Club website.
  2. Sustaining Members shall receive regular communication regarding TMC and TMCC events.
  3. Sustaining Members shall have the opportunity to attend monthly luncheon/meetings with reservations made in a timely fashion with the Luncheon Reservation Chair, providing there is space available for Sustaining Members. If any luncheon is at full capacity Active Members and their guests, shall have first priority.
4. RESTRICTIONS:
1. Sustaining Members are not able to invite guests to the monthly luncheon/meetings.
  2. Sustaining Members may not sponsor a new Member.
  3. Prospective guests, or potential new Members of a Sustaining Member shall be referred to an Active Member, or the Membership Chair, for a luncheon/meeting invitation.
  4. Sustaining Members are ineligible to serve on the Board of Directors.
  5. Years of service as a Sustaining Member do not count towards Life Membership.
4. FEES, DUES AND ASSESSMENTS: Each Member must pay, within the time and upon conditions set forth by the board, all fees and dues, in amounts to be amended from time to time by the board of directors. The dues and fees shall be equal for all Members, except as provided, herein, with respect to pro-rata dues for new Members joining mid-Club year. The Membership dues for Members joining after January 1 in a Club year shall be one-half the amount of the Annual Membership dues. Annual Membership dues are due and payable in March. To resign in good standing a Member must be current with membership dues. Membership is forfeited for nonpayment of dues by June 1. Club Members are non-assessable.
5. GOOD STANDING: Members who have paid the required fees and dues in accordance with this policy, and are not suspended, shall be considered Members in good standing.
6. TERMINATION OR SUSPENSION OF MEMBERSHIP: A membership shall terminate or suspend on occurrence of any of the following events or conditions: (a) Resignation of the Member; (b) Expiration of the period of Membership, unless the Membership is renewed by the renewal terms fixed by the board; (c) The Member's failure to pay dues, fees, or money owed to the Club when they are due and payable; (d) Any event that renders the Member ineligible for Membership, or failure to satisfy Membership qualifications; or (e) Termination of Membership, based upon the good faith determination that the Member has failed in a material and serious degree to observe the rules of conduct of the Club, or has engaged in conduct materially and seriously prejudicial to the Club's purposes and interests. Any Member who has resigned in good standing, with written notice to the board, may be reinstated upon reapplication, recommendation of the Membership Chair, and approval of the board. A Member may be suspended, based upon good faith determination by the board that the Member has failed in a material and serious degree to

observe the Club's rules of conduct, or has engaged in conduct materially and seriously prejudicial to the Club's purposes and interests. A person whose membership is suspended shall not be a member during the period of suspension.

7. **SUSPENSION OR TERMINATION PROCEDURE:** If grounds appear to exist for suspending or terminating a Member, under Sections 8 or 9 of these bylaws, the following procedure shall be followed: The board shall give the Member no less than fifteen (15) days prior notice of the proposed suspension, or termination, and the reasons for the action. Notice given by mail shall be sent first class, registered mail, to the Member's last known address as shown in the Club records. The Member shall be given an opportunity to be heard, either orally or in writing, at least five (5) days before the effective date of the proposed suspension or termination. The hearing shall be held, or the written statement considered by the board, to determine whether the suspension or termination should occur. Upon board decision, regarding suspension or termination, the decision of the board shall be final. Any action challenging suspension, termination, or expulsion of Membership, including a claim alleging defective notice, under Section 8 or 9, must be commenced within one (1) year from the date of the board's decision.
8. **MEMBERSHIP AS NON-TRANSFERABLE:** No Membership or right arising from Membership shall be transferrable. All Membership rights cease on the Member's death.
9. **VOTING:** Members shall not have the right to vote, per The Monday Clubhouse Conservancy Restated Bylaws Section 9.5.1
10. **GENERAL MEMBERSHIP MEETINGS:** Meetings of the General Membership shall regularly be held on the first Monday of each month between September and May. A particular meeting, of the General Membership, may be rescheduled by the board if circumstances so require. If the regularly scheduled meeting date falls on a legal holiday, the meeting shall be held on the next Monday. Regular meetings of the General Membership are set forth and duly noted on the website and in the newsletter. No further formal notice need be given for such regular meetings of the General Membership.
11. **SECTION LOCATION OF MEMBERSHIP MEETINGS:** Meetings of the General Membership are generally held at The Monday Clubhouse Conservancy principal office (hereinafter known as the "Clubhouse"). The board may authorize an alternative General Meeting location under special notice requirements in the Nonprofit Mutual Benefit Corporation Law.7787
12. **ELECTRONIC MEETINGS:** The authority and requirements for conducting a General Membership meeting, in whole or in part, by any electronic transmission, shall conform to the requirements contained in the California Corporations Code, Section 7510(a). The board may permit members who are not present in person to participate by electronic transmission or electronic video communication.
13. **SPECIAL GENERAL MEMBERSHIP MEETINGS:** The president, may call a special meeting of the General Membership for any lawful purpose, at any time, utilizing meeting notice and procedures in the California Nonprofit Mutual Benefit Corporation Law.

**2. GIVING POLICY** (refer to Membership Level chart attached)

1. **PREMISE:** Donors demonstrate their appreciation of the charitable programs and ongoing preservation efforts by The Monday Clubhouse Conservancy with annual monetary support. Individuals and businesses donors are welcome at any level.
2. **GIVING LEVELS:**
  1. **TMCC Friend:** \$250 per annum, everyone needs and appreciates their friends! TMCC Friends receive the quarterly newsletter, invitations to donor events and priority event ticket purchase. A brochure and postcard will be sent to you with your first donation.
  2. **TMCC Artisan:** \$1,000 per annum, artisans appreciate historic buildings and their intrinsic elements! TMCC Historians receive the quarterly newsletter, invitations to donor events, two (2) tickets to one event per year, priority event ticket purchase, and a private docent tour. A brochure and postcard will be sent to you with your first donation.
  3. **TMCC Historian:** \$5,000 per annum, for those that appreciate and support architecture with historic significance! TMCC Historians receive the quarterly newsletter, invitations to donor events, two (2) tickets to one event per year, priority event ticket purchase, website recognition and donor recognition on event signage, and a private docent tour. A brochure and postcard will be sent to you with your first donation.
  4. **TMCC Preservationist:** \$10,000 per annum, preservationists have a special appreciation for the historical and architectural significance of the The Monday Club as well as its many accomplishments. TMCC Preservationists receive the quarterly newsletter, invitations to donor events, two (2) tickets to one event per year, priority event ticket purchase, website recognition and donor recognition on event signage, and a private docent tour. A brochure and postcard will be sent to you with your first donation.

Note: Donors at all levels are welcome to attend the monthly luncheon if space is available. The monthly luncheon is held nine months per year (September - May), attendees must be registered for luncheon by an active member. The luncheon cost is \$32 per person.

The Monday Club  
Ways and Means Board Report  
Meeting date: 9-25-2023

•Mischief, Magic and Martini's update – a Member Monday event  
Monday October 30<sup>th</sup> 5:30 – 8:00      Costumes encouraged!!!

1:00 set-up

5:30-8:00 event

8:00 – 9:00 cleanup

Ticket are \$15.00 each

If you can help with set-up, cleanup or can donate a hearty appetizer please send me an email and let me know.

Submitted by:

Darla Tapp - Ways and Means Chair

**The Monday Club**  
Publicity Board Report  
Submitted by Kristin Inman  
Sept. 23, 2023

**Activities for Living History Tours**

- Posted new dates to all local calendars
- Facebook event posts
- Next-door event posts

**Activities for Doors Open CA**

- Sent News Release
- Instagram Post
- Facebook Post
- E-Blast
- Newsletter article
  
- **Newsletter**
- **Sent Sept. Newsletter**

**Upcoming**

- Newsletter - Plan to Distribute 9/28-9/29

The Monday Club  
Membership Board Report  
Sept. 24 2023

Lifetime Members: 2  
Members: 95  
Active New 2023/2024 Members: 2  
Sustaining Members: 17

Five guests have been interviewed and need board approval:

Virginia Findley (Julie Martin)  
Harriet Ross (Julie Martin)  
Janine Stillman (Judi Little and Mary Qualls)  
Nancy Haber (Pamella Wood)  
Heather Thomas (Linda Wilson)

Darla Tapp and I have been brainstorming Member Monday Ideas:

Succulent Pumpkins (Mid Oct or early November)  
Holiday Wreaths (Dec)  
Fused Glass (spring)

New Member Initiation Fee \$50

Nametags \$7.50  
Nasturtium Seed Packets. \$3  
Potted Succulent \$3

Julie Martin

TMCC

Report to the Board of Directors meeting September 25, 2023  
Dean of Chairs

I met with the decorating committee for the October 2, 2023 luncheon. See Attachment I: Luncheon Committee Planning guide that provides details on the decorations and roles for our October 2, 2023 luncheon. The Committee helped me decide on the luncheon menu which will be saffron braised chicken thighs or roasted eggplant & squash. The menus is Attachment II.

Karen Hutchison, Healing Harvest Caterer, contacted me after the September 11 luncheon to discuss increasing the pp charge to \$31 all inclusive. She submitted an email and budget outlining her costs and she described the Healing Harvest ethos of sustainability that extents to paying her staff competitive sustainable wages and how inflation has increased food costs in the past year and one-half. Attachment III.

I received nothing but positive reviews of our first lunch, including: 1) it was the best meal I've had at our luncheon in a long time and 2) I rarely eat the meal, but this was delicious. Prior to our September luncheon, I contacted 4 caterers and specified the \$25 pp, all inclusive limit. Only Karen submitted a proposal that matched TMC budget of \$25 pp. John Carswell of SLO's Finest Commissary & Catering, presented a budget of \$35.63 pp, all inclusive and then reduced this amount by \$10.63 pp, to arrive at the \$25 pp budget. All of this to say, that it didn't surprise me, when Karen requested that we raise the pp rate.

In addition to the lunch, we have to pay for linen service, set up and take down of tables and dishwashing.

I forwarded the information to the Board and after the bylaws committee met on September 14, they discussed Karen's requested increase. I am attaching the email I received from Jennifer Alderman on September 14 (Attachment IV) that describes the groups discussion and recommended course of action. They suggested, the caterer eliminate soup, punch and dessert and have members bake cookies.

To summarize, the current luncheon costs if we go back to Jason at PR Cleaners for linen is:

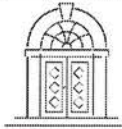
\$100 linen—Vicki and Teresa have volunteered to do the linen pick-up and drop-off  
\$200 set up, take-down and dishwashing by Teresa Dellaganna  
\$1,875, luncheon costs (based on 75 lunches at \$25/lunch

With this distribution and the approved members lunch cost of \$32 per person, the bylaws committee recommended an increase to \$28 pp, all inclusive.

I relayed the information to Karen and after a few days deliberation, she agreed to the \$28 pp, all inclusive price for the entire year: October 2023 - May 2024. She said she will continue to provide dessert. She may not make focaccia as it is more expensive and labor intensive and that the soup was a one time event with the Nicoise salad. I will get a signed contract from Karen when she returns from vacation.

Thank you to everyone for working so hard to keep our caterer. I appreciate your support.





THE  
**MONDAY**  
CLUB

TMC Luncheon Committee Planning Guide

<b>Meeting Date: Sept. 11, 2023</b>	<b>Time: directly after general MC Meeting</b>	at clubhouse
<b>Committee Members for luncheon on:</b>	<b>October 2, 2023</b>	
<b>Name: RAR Committee</b>	<b>Email</b>	<b>Role:</b>
Jeanne Katz	katzdale@gmail.com hm#:(805) 541-5522 cell: (650) 533-8585	chairperson, table centerpieces/& luncheon server
Kate Albert	katestulberg8@gmail.com Cell: (805) 995-1351	decorate as needed, bring candy for tables
Jenele Buttery	jenele@jbeslo.com Cell: (805) 459-3313	decorate as needed
Diane McKeague	dmckeague120@gmail.com Cell: (805) 440-7179	decorate entry, luncheon server
Mary Qualls	maryqualls@gmail.com Cell: (805) 550-7981	flag salute, greeter in front, decorate as needed
Jennifer Wand	jennifer@graphicsbyerick.com Cell: (805) 549-0556	decorate podium, etc, / metal button pins
Joyce Zorger	feather_ranch@prodigy.net Cell: (805) 704-8089	Inspiration
Nara Clark	naraclark@yahoo.com (805)235-3715 (805)783-2584	
Kea Hendey	kealoha.hendey@gmail.com (805)704-5008	bring candy for tables

**Theme for Luncheon: "Ghouls Just Want to Have Fun"**

**Color Theme for Luncheon: Halloween colors (black/orange/chartreuse/purple/shocking pink**

**Color for Tablecloths: Grey**  
White, grey or black.

**Napkins: Black & Orange - Jeanne will get the napkins (~100)**

**Table Decorations: Spider web base, large, shocking pink spider, jar w. dark green foliage, w. shocking Halloween color accents, flowers.**

**General Guidelines:**

1. Make the decorations cost effective by bringing decorations from home, ask others with gardens to donate flowers, keep it simple.
2. Tables to be decorated on Monday morning of the Luncheon starting at 9:30 AM unless other arrangements are made.
3. All Committee members are required to stay after the meeting to clear tables and linens and remove decorations.

Roles to be filled above: 1) Luncheon Committee Chair, 2) Leading flag salute, 3) Inspiration, 4) Two Greeters, 5) Two Luncheon Servers

Optional Roles: 1) Table Decoration Coordinator and 2) Table Setting Coordinator

Menu: Saffron braised chicken thighs / Roasted eggplant and squash

Dean of Chairs will coordinate meeting, select menu, set up tea and coffee stations in the sun room, and bring and return rented linens to Got You Covered.

Jennifer Wand will provide tea at each luncheon.

# Healing Harvest Catering

# INVOICE

Karen Hutchison  
(805)458-8469  
khutch.event@gmail.com  
1487 15th St  
Los Osos, CA 93402

## Bill To

The Monday Club  
+1 (805) 704-8089  
janicegcrooks@gmail.com  
1815 Monterey St  
San Luis Obispo, CA 93401  
United States

**Invoice #005**

Issued 09/13/2023

Description	QTY	Price, USD	Amount, USD
Event Labor - (10hr) 2 chefs @\$30/hr	10	\$30.00	\$300.00
Food Cost	1	\$600.00	\$600.00
Prep Labor (8hr) 1 chef	8	\$25.00	\$200.00
Kitchen Rental (16hr)	16	\$15.00	\$240.00
Karen Labor (24hr)	24	\$40.00	\$960.00
Tax (nontaxable) 7.25%	1	\$166.75	\$166.75
<b>Subtotal</b>			<b>\$2,466.75</b>
<b>Total</b>			<b>\$2,466.75</b>

## Healing Harvest

By Karen Hutchison

### The Monday Club Membership Meeting Luncheon

**saffron braised chicken thighs**

or

**roasted eggplant & squash**

saffron butter sauce

**chopped caesar**

romaine

parmesan

house caesar dressing

**rice pilaf**

roasted fennel

charred cherry tomato

**fresh focaccia**

**carrot cake**

cream cheese frosting