

**Opening:** @10:00 am

**Attendance:** Kristin Michel Rodriguez, Doris Barber, Jamie Kent Hamelburg, Ellen Davis, Gurvinder Ravery, Sharon Bourke, Claire McDonald, Miriam Paska, Laura Rhode (by phone)

**President's Report:**

- **Contact List** - Sent around for everyone to update.

**Vice President's Report:**

- Doris provided an update on Masterminds.

**Secretary's Report:**

- November minutes approved (no meeting in December)

**Treasurer's Report:**

- Erika was unable to attend the meeting; however, she sent out latest financial report and account statements prior to the meeting.
- Accounts are in good standing.

**At-Large Report:**

- Feedback cards are going well - receiving great suggestions, new topics, etc.
- Coffee, Tea, and Me sessions - would like to boost attendance; great opportunity to network in a smaller group setting.

**Committee Reports:**

**Membership**

- **Membership status** - Ellen reported on upcoming renewals and past due members.
- **New member vote** - Board approved 3 new members.
- **New member/prospective member event** - There was discussion about possibly hosting some type of new member and prospective member event. Rockville Chamber of Commerce does something like this.

**Communications**

- **Mail Chimp** - Miriam reported that we've been using the new email system since September, and it seems to be going well. She plans to compare it with the old system to better evaluate it.

**Programs**

- **Today's luncheon** - 15 non-profits and 2 sponsors.
- **Member Appreciation Luncheon in February** - Doris discussed plans that are underway.

- **Future meetings -**

- March - no luncheon. Instead, we will be joining the Rockville Chamber of Commerce for a happy hour on the 12<sup>th</sup> at Manor Country Club. We will need volunteers to help with onsite registration.

**Publicity**

- **Sponsor request** - Laura received a request from Montgomery History (a non-profit) for WBO to sponsor the upcoming History Day; the theme is “Breaking Barriers in History,” with special emphasis on the 100<sup>th</sup> anniversary of ratification of the 19<sup>th</sup> Amendment (women’s suffrage). Board agreed to be a sponsor. Laura and Miriam will host a table at the event on February 25; Claire will prepare a small display on the history of women entrepreneurs in the county.
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**New Business**

- **Google Drive** - Kristin reminded everyone that reports, minutes, and other documents should go on our shared Google drive.
- **March Board Meeting** - We will have a meeting at 3:30 p.m., prior to the networking event with Rockville Chamber of Commerce.

**Old Business**

- **Strategic Plan** - We will discuss at future meetings.
- **Power Conference** - No further news.
- **Open Action Items** - Reviewed and updated as appropriate.

**Adjourned @ 11:30 a.m.**