

Opening: @10:10 am

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

President's Report:

(Under old business)

Vice President's Report:

- **Masterminds -**
 - Still need about 2-3 more people; expect to have 4 groups
- **Sponsorships -**
 - For future discussion: corporate sponsorships
 - For small business luncheon sponsors, still have availability for April and June.

Secretary's Report:

- January minutes approved.

Treasurer's Report:

- **Financial Status -** Bank accounts are in good standing; reports provided to Board prior to meeting.
- **Budget -** Erika and Jamie are working on an annual budget for WBO.

At-Large Report:

- People are filling out the feedback cards, and Sharon is reviewing them.
- Still complaints about food; however, recent changes will hopefully resolve these.

Committee Reports:

Membership

- **Today's Luncheon -** 2nd annual membership appreciation luncheon; 40 members are scheduled to attend.
- **New Members -** No new members to vote on.

Communications

- **Mail Chimp -** Miriam still plans to evaluate the new system; she'll report back at the next meeting.

Programs

- **Today's Luncheon -** Gurvinder outlined the agenda for today's luncheon. Confirmed that the lunch sponsor will speak at the top of the meeting.
- **Change to Food Service -** Today's luncheon will have a different format; we're trying a buffet approach. Hopefully, this approach will work well for all participants,

including those who prefer gluten-free options. The menu will change each month. We're still within our budget.

- **Future meetings -**
 - March - no luncheon. Instead, WBO will be joining the Rockville Chamber of Commerce for a happy hour on the 12th at Manor Country Club.
 - April and May luncheons will focus on technical tools to support your business (Google and other apps).
 - June - client retention. Still need a speaker for this. Doris suggested having a panel.
 - September - networking, opportunity to get up and interact.
 - October - digital marketing, panel discussion.
 - November/December - to be determined.
- **Breakfast at Silver Diner** - Gurrinder gave a shout-out to the wonderful wait staff at Silver Diner who serve our large group every month. Because a number of members do not order breakfast during these meetings, a motion was made to provide an extra gratuity, paid with WBO funds, to the wait staff. **Decision:** Give a \$20 shared gratuity to the wait staff each month (total annual cost \$240).

Publicity

- **History Day** - As agreed upon at the January meeting, WBO will be a sponsor at the joint Montgomery History/Montgomery County Public Schools History Day event on February 29. Laura and Miriam will host the WBO table from 1-3 p.m.
- **Mix and Mingle** - Reminder that our mix and mingle with Rockville Chamber is on March 12. We'll have a Board meeting prior to the event (4:00 p.m.). Sharon is working to find volunteers to register WBO members at the event.
- **SCORE Event** - As agreed upon by the Board via email, WBO will be a sponsor for the March 19 women entrepreneurs SCORE event. We need booth coverage from 8:00 a.m. to 4:30 p.m. in Silver Spring. Miriam is available from about 10 to 3. Still looking for other volunteers.

New Business

- **Succession Planning** - Kristin reminded everyone to be thinking forward to the Board changeover in September. If any Board member is planning to leave (outside of her term), need to know very soon.

Old Business

- **Strategic Plan** - We will discuss at future meetings.
 - **Power Conference** - No further progress on the future of the Power Conference.
- **Final Reminder - Next Board meeting March 12 at 3:30 p.m. at Manor Country Club**

Adjourned @ 11:30 a.m.