



Federation Fall 2023 General Membership Business Meeting

August 19, 2023

1. Call to Order and Welcome – Johnna Lenamon, Federation President called the meeting to order at 10:52am.
From the audience: it was asked to have the number of members present. 3rd VP for Registration Lezlie Weiderhold presented the numbers. In attendance were eight former Federation Presidents and 201 members, representing 74 combined clubs.
2. Approval of the Agenda – Federation President Johnna Lenamon presented the Federation Fall Meeting Agenda; it was adopted with no comments.
3. Approval of Spring 2023 General Membership Business Meeting Minutes – Federation President Johnna Lenamon presented the Spring 2023 Board minutes, with no changes, and these minutes stand approved as printed.
4. Financial/Treasurer Report – Federation Treasurer Suzan York, '86, presented the approved 2023-2024 budget, which also was printed in the 2023-2024 directory.
A question was raised from the audience regarding the holding of \$150,000 and reporting that to the IRS. Federation Treasurer for 2022-2023 Board, Melanie Harrington, answered the question: The IRS does not set a number dollar amount, so the beginning dollar amount will go down as we move through the budget, showing how the money has been tagged for this year. Treasurer Suzan York, '86, moved to the Budget for 2023-2024. It was placed on the website prior to this meeting. Johnna answered the question about the password being given to club presidents to be shared as per the by-laws.





Monica Isgren, from Galveston Aggie Moms Club, asked if the slide could be cleared so it can be read better. That was completed.

Federation Treasurer Suzan York, '86, presented the August Balances, as of 8/12/2023:

Balances/Aggieland Credit Union - online

Main Checking \$108,915.65

Main Savings \$ 38,741.17

Pass Thru Checking \$ 14,822.15

Pass Thru Savings \$ 5.00

Balances/Bank Register

Main Checking \$107,436.24

Main Savings \$ 38,741.17

Pass Thru Checking \$ 14,822.15

Pass Thru Savings \$ 5.00

Jennifer Clark, CPA '94, President Northwest Harris County Aggie Moms Club and a 2022-2023 Audit Committee Member presented the report. Members of this committee included: Danna Hebert, Pearland-Friendswood Aggie Moms Club, and Amy Rivers, Fort Bend County Aggie Moms Club. The complete report is included in these minutes.

Findings: The audit committee found no financial discrepancies in any of the transactions reviewed.

Recommendation: The audit committee recommended that in-kind donations be tracked by each Federation officer and submitted to the Treasurer at each Federation Board meeting and that all officers print maps from a mapping source to support mileage reimbursement requests.

It was reported by Federation President Johnna Lenamon that the Board approved.

5. Daniela Knight, '87, 7th VP Directory, served as Parliamentarian for this meeting. A committee was appointed this summer. The intent of the changes was to streamline the bylaws. All club presidents were sent this in an email. We will present one at a time. We will vote on each. Majority rules.

Monica Isgren, from Galveston County Aggie Moms Club, noted that "we" were only given notice of the amendments. Federation President Johnna Lenamon stated that we will treat them as amendments.

Jeanne Harrell, former Federation President, asked who was on this committee.





The committee consisted of the following individuals:

Linda Rodríguez, Federation Parliamentarian, Austin Aggie Moms Club

Daniela Knight, '86, 7th VP Directory and former Federation Parliamentarian 2019-2020 from the Austin Aggie Moms Club

Julie Upton, '94, Corresponding Secretary, Pearland-Friendswood Aggie Moms Club

Former Federation President Troie Burch asked how many of this committee were board members. Federation President Johnna Lenamon answered that all of them are current board members.

Monica Isgren, Galveston Aggie Moms Club, motioned, "I move to send the current bylaws to a newly formed bylaw committee to draft a new set of proposed amendments. This committee, chosen by the President, shall be composed of the Federation Parliamentarian as Chair, the Present-Elect, 4 Presidents from Clubs with less than 100 members, and 4 Presidents from Clubs of more than 100 members. No Club representation shall be a current Federation Board member."

Fran Marintsch from Houston Aggie Moms Club seconded.

Discussion Followed.

Federation President Lenamon called for a vote; a call for attendance was to see if quorum was still met. Quorum was met. Called for vote.

For = 63

Against = 46

- Melanie Harrington, Development Chair for the Federation Board, shared information about discounts from local stores for Aggie Moms for the weekend. Aggieland Outfitters is giving 20% off purchases this weekend. The Warehouse is giving 35% discount, and Woodhouse Spa is giving discounts on their services for Aggie Moms over this weekend. The Federation dinner was last night at The Stella. For the Club Presidents' meeting, following this meeting, Rudy's BBQ is providing lunch. The Warehouse is giving \$125 gift card for each club. She reminded the Board that The Greater Aggieland Credit Union gives \$100 for clubs opening a new account there, and we want to share that information with our clubs. Also, Aggieland Credit Union provided bags for NSC use over the summer as well as for individual clubs; in addition, Aggieland Credit Union will give \$125 toward club Howdy parties for those clubs with accounts there. The Stella pool has provided two cabanas for the pool party this afternoon. She invited everyone to come. Sunday is the Kendra Scott give-back party, and we can order online with code aggiemoms.org. We will have a 'Stop and See' at the office at Post Oak Mall on Sunday. The Board contacted Benjamin Knox, and he will provide an Aggie Mom print for us to raffle. He will provide prints to clubs as





well. The print will be revealed at the January dinner. This raffle will begin at Aggie Mom Camp and will be drawn at the end of Aggie Mom Boutique. It is called "Aggie Mom Project 2023". Aggie Moms have a ticket block with the Foundation for football games; this will close the Monday before the each game, so purchase tickets soon. There is no word on the Alabama game yet. The Auburn game is the game where Aggie Moms will be recognized on the field. The Sporting Clay Fundraising Event planning is going well. It is planned for November 20th; TAMU leaders are excited about this and planning teams. There will be two baseball tailgates in the Spring in conjunction with Aggie Dads.

7. The Districts' Report was presented by Jeannie Seidel, '90, 6th VP for Districts. She reported that her job is to relate to all club members how the Federation can help clubs as well as to grow the connection between clubs and the Board. She asked that everyone feel free to bring any questions to her or the Board, and we can research together and do this together. We are all here together. She encouraged everyone to please make every effort to attend the District Meetings.
8. The Registration Report was presented earlier in the meeting by 3rd VP Registration, Lezlie Wiederhold.
9. Roxanne Forrest, President-Elect, gave a quick update on Aggie Mom University (AMU). Each person will need to create a new login. We are looking for a new Learning Management System (LMS). We would like to have a library video for everyone to use. Also, please note, that, if your club has any issues or concerns, please email her at clubconcerns@aggiemoms.org.
10. Officer Announcements: Federation Board Officers stood and reported activities:
 - Roxanne Forrest, President-Elect, reported earlier in the meeting.
 - Tamra Walker, '89, VP At Large, stated that for the Former Board Presidents' Luncheon, we will pivot, and for those present to please meet by quilt for picture.
 - Nancy Skokan, 1st VP Membership, reported that the Federation chartered a new club in Dripping Springs in August. She also stated for anyone to reach out to her if anything is needed.
 - Dr. Shannon Self, '22, 2nd VP Programs, had no updates at this time.
 - Alma Tovias, '89, 4th VP Reports, reminded everyone that Form 990 is due October 15.
 - Stacy Taylor, 5th VP Boutique, reported that there is a new email address:
5thvpboutique@aggiemoms.org
 - Jeannie Seidel, '90, 6th VP Districts, gave her report earlier in the meeting.
 - Daniela Knight, '87, 7th VP for Directory, informed the meeting participants that we are printing directories. She added that everything is on the website. And, she asked that, if there is an issue, please email her at 7thvpdirectory@aggiemoms.org. PW: AggieM@m
 - Suzan York, '86, Treasurer, reported earlier in the meeting.
 - Dr. Anna Kantor, '89, Recording Secretary, had no report.





Julie Upton, '94, Corresponding Secretary, reported that she is the one sending out Constant Contact. Please email her at corrsec@aggiemoms.org.

Linda Rodriguez, Parliamentarian, asked that, if any clubs are looking at the bylaws, to please contact her with any questions.

Dana Tuggle, Aggie Mom Camp Chair, presented the new logo for this year's AMC and asked everyone to look for information in October/November about AMC and for registration. The dates for camp are Feb.23-25, 2024.

Shelle Blaylock, '95, Hospitality Chair, thanked everyone for the feedback as we work with Chartwells.

Rachel Clarke, '94, Electronic Information Chair, reported that Board email addresses have changed and that the individual club ones will be changing after this meeting. She asked that, if anyone notices anything on the website to be addressed, to please contact her.

Shileen Karnes, Social Media Chair, was absent.

Karen Ard, Parent Socials College Station Chair, reported on the Fall 2023 New Student Conferences (NSC) and thanked everyone who worked. She reported that we manned 21 conferences with two tables each. We almost doubled the dads on the Aggie Dad Facebook page. Dates for Spring 2024 NSC will be forthcoming. She asked that Club Presidents please send that link to their respective clubs.

Sue Chelf, Parent Socials Galveston Chair, reported that the New Student Conferences in Galveston were very successful.

Lydia Wharton, Parent Socials McAllen, reminded everyone that if any clubs need any help with translation, please contact her.

Jamie Hasselmeier, Parent Socials Tailgates, asked everyone to sign-up to help and to attend the upcoming tailgates.

Kim Kovar, Parent Socials Ring of Honor (ROH), reported that more events are being planned. She added that the only criteria to be a ROH Mom is that one must be a member in good standing in the correct local club. Individuals who participate in ROH activities must pay for all events/activities; the Federation does not financially support this segment of the Federation.

Rose Black, Parent Socials Aggie Moms Care, reported that a "Support Sisters" program is being initiated and that information will be coming soon. We want Aggie Moms to support Aggie Moms.

Liz Cross, Historian, reminded everyone that quilt squares are due Nov. 6th.

Patty Rabel, '80, eCommerce Chair, reported that her job is assisting the Development Chair with auctions.

Melanie Harrington, Development Chair, provided information for the [aggiemomsofTAMU](#) app. She added that Vacanva donates 100% for a photo session for ring day ceremony bookings back to the Federation. The full Development report was presented earlier in the meeting.





11. Federation President adjourned the meeting at 12:51pm.



June 2, 2023

Federation of Texas A&M University Mothers' Clubs
Tamra Walker, President 22-23

Dear President Walker,

The Federation of Texas A&M University Mothers' Clubs Audit Committee convened on Friday, June 2, 2023 at the Texas A&M Galveston campus. The members of the Audit Committee were Jennifer Clark (Northwest Harris County), Danna Hebert (Pearland-Friendswood) and Amy Rivers (Fort Bend County).

The Committee received access to the QuickBooks on-line records via each Audit Committee member's personal email address and through the President's and Treasurer's access to view transactions and attachments. In addition, the Audit Committee received the Federation of Texas A&M University Mothers' Club Audit Committee Guidelines, the balance sheet as of May 31, 2023, the profit and loss from June 1, 2022 - May 31, 2023 (both summarized and detailed), in-kind contributions listing and support, copies of the Federation board minutes for the 2022 - 2023 year, and copies of the summary of the Form B deposits with support.

Procedures Performed:

We spot checked the monthly bank reconciliations against the bank statements to verify that monthly reconciliation has been performed for all bank accounts and balanced to the General ledger. The May 2023 bank statement and reconciliation were not complete due to the Texas Aggie Credit Union going offline on May 26th for a system update and not coming back on line as of the audit committee date of 2nd. The Treasurer did provide screenshots printed from the Texas Aggie Credit Union account from May 1, 2023 through May 26, 2023 and obtained a report of activity from May 27th to May 31st from the bank contact for the committee to review.

We reviewed cash disbursements from the detailed profit and loss against the check requests and supporting documentation maintained in QuickBooks on-line and agreed them to the bank statement. The sample of cash disbursements tested was selected in a random method covering the entire year.

We verified membership numbers and fees reported on Form B to the Form B Summary spreadsheet prepared by the Treasurer for a randomly selected sample. The sample was then agreed to income recorded in the general ledger and the associated deposit in the bank statements.

We reviewed deposits from the detailed profit and loss against the supporting documentation maintained in QuickBooks on-line and agreed to the appropriate bank statement. The sample of deposits tested was selected in a random method covering the entire year.

We verified that the Treasurer tracked "in Kind" donations made by the members of the Federation Board by reviewing her summary report and agreeing amounts to Officer Expenditure Reports completed by each officer.

We verified a sample of fund transfers were documented and agreed from both the sending and receiving accounts.

We noted that the minutes from the quarterly board reports include financial information from the treasurer.

Findings:

The audit committee found no financial discrepancies in any of the transactions reviewed.

Recommendations:

We recommend that the in-kind donations are tracked by each Federation officer and turned into the treasurer at each Federation board meeting. To further encourage all officers to keep track of in-kind donations, we recommend that each officer turn in a signed in-kind donation form even if there were none.

We recommend that the officers print maps from google maps or equivalent in support of mileage reimbursements requests. Map support was attached to some, but not all, expense reimbursements examined as part of the procedures noted above.

We, the members of the 2022-2023 Audit Committee, are grateful for the opportunity to serve the Federation of Texas A&M University Mothers' Club by performing this audit. We thank outgoing President Tamra Walker and outgoing Treasurer Melanie Harrington for performing their financial duties in a transparent, timely and accurate manner.

Sincerely,



Jennifer Clark
Northwest Harris County Texas A&M Mothers' Club



Danna Hebert
Pearland Friendswood Aggie Mom's Club



Amy Rivers
Fort Bend Texas A&M Mothers Club