

Greater Portland Chapter Women's Council of Realtors  
November 20th, 2008 board meeting minutes at PMAR building

Meeting was called to order by President Mary Carleton at 9:15am

**Attendees:** Lindsey Culver, Mary Carleton, Pat Dale, Kristine Jensen, Kerri Steinman, Jorie Barnum, Greg Langford, Jill Gregory, Julie Morris and Mark Turnbull.

**Excused absentees:** Judy Eberle, Shelby Bishop, Dianne Edwards, Kim Coleman and Laura Steinke.

**Unexcused absentees:** None

Minutes are approved and ready to file.

**Motion Made:** *Jill Gregory made the motion and Kerri Steinmann seconded that we will call a special cash flow meeting on December 1<sup>st</sup> 2008 at 10:00am at Mary's office.*

**Treasure report/financial report:** Finally bought a new credit card machine. Our current balance is \$3,084.56. We still owe Habitat for Humanity \$300, State \$500, Kerri \$470, Jorie \$470 and Mary \$1200. Our fixed expenses are a cell phone at \$32.05, web \$40, \$70 credit card machine and other little items for a monthly total of \$500. For the casino night we made \$803.40. I think we were hoping for \$4,000-6,000.

**Membership:** 50 National members and 60 Affiliates. We are having a membership drive before the December luncheon at 10:30am.

**Education:** RMLS will be presenting for December's luncheon. Mark will create a template of haves and wants for our listings. Mark and Judy will work together on this project.

**Hospitality:** October's expenses were free and hopefully December will also be free.

**Publicity:** Send out one flyer for the luncheon and putting on the flyer that no shows will still need to pay for the luncheon. Deb will also send this to RMLS as well.

**Newsletter:** One more newsletter this year and we should have something in there about Orlando.

**Lunch reservations:** No report.

**Luncheon sponsors:** No report.

**Website:** No report.

**Old Business:** October 23<sup>rd</sup> was our Casino Masquerade Night and we made \$803.40. We were hoping for more profit to be made. We still need to elect a Business Women of the Year.

**New Business:** Bring something for the bake sale December 11<sup>th</sup> at the next luncheon. We need to try and raise as much money as possible. 2009 education schedule will be discussed at the next board meeting. The 2009 lunch prices will be \$22 for members and \$27 for non-members. We have the cash flow emergency meeting December 1<sup>st</sup> 2008 at 10am Mary's office.

Our next meeting is December 18<sup>th</sup>, 2008 at 9:00am, same place.

Meeting was adjourned at 10:53am.

Minutes taken and submitted by: Lindsey Culver.