

Future Directions Committee Meeting –Minutes
July 14, 2018 @ 1:30PM Resurrection Church, Monticello MN

Welcome Jen Kinzer

Minutes taken by: Jane Hanson

Approval of Minutes: March meeting minutes – approved

Attendees: Members: Jen Kinzer (Chair), Tevyan Sorensen (MMC/Past Chair), Brenda Sather (Pres), Shelli Struzyk (COB), Barb Zeroth (Parli), Christine Sibilleau (PA/Go Green), Jane Hanson (Manual Review), Julie Hammel (Finance/Awards), Cindy Umland (AVP), Cindy Golbuff (EVP), Stephanie Putzier (IVP/Programming Task Force), Colleen Todd (Area 3), Michelle McGowan (Area 4), Mary Kaminski (At Large), JoAnn Miller (At Large), Laura Gaylord (At Large/Stra Plan) Anna Nichols (At Large/MVP); Guests: Jeny Ohr, Cat Shuman, Lisa Hahn, Jenise Teske, Wendy Homyak, Sharon Erickson, Shanna Pratt, Joy Gruhlke, Amy Pumper, Sheila Geier

REPORTS:

Executive Director: Katie Castro – No Report

MNWT Foundation: Jen Kinzer – Next meeting is August 11th at 10:00 at the Chapter Service Center. All are welcome.

Finance Committee: Julie Hammel

Next meeting scheduled for July 29th at 11:00 in Monticello.

- 2018-2019 mid-year budget was approved presented and approved at the May meeting.
- Executive Director Contract was approved.
- Looking for new members for Finance Committee. Please contact me if interested.

Marketing Committee: Daina Mirsch-Wenner (given by Wendy Homyak)

2018-19 Buckets of Sunshine Organization selected is Breast Milk for Babies

M/S/P Shelli/Wendy I move to approve the recommendations to change Policy O.10 in its entirety as presented and written by the Marketing Committee.

Note: Said policy changed to be approved by Exec Council at Fall State.

Membership Management Committee: Tevyan Sorensen

Healthy Chapter Resources have been worked on and approved and are going out/made available to chapters.

SUBCOMMITTEE REPORTS:

Restructuring Chair: Nicky Anderson

- M/S/P Amy/Cindy I move to approve the Local President Monthly Report with changes as proposed.

Amy will make corrections and send to Christine to incorporate changes to the website, to Brenda to use at the President/State Delegate Retreat and to Katie for an official CSC copy.

- M/S/P Sharon/JoAnn I move to approve the DD Monthly Report From as presented with changes.

Sharon will make corrections and send to Christine to incorporate changes to the website, to Brenda and to Katie for an official CSC copy.

No new tasks for the task force at this time. We will re-evaluate the need for activity with this task force throughout the year.

Manual Review Chair: Jane Hanson

- The Manual Review schedule was reviewed and updated. Jane will work to contact current people working on Manuals.
- Changes to note on the schedule: Add R & R Manual to the 21-22 SPM Manuals.
Delete the following: YT SPM from 21-22, Gold Team Manual from 18-19, PE Manual from 21-22, LL Chapter Manual from 20-21
- M/S/P Jane/Cindy U I move to approve the RR Chapter Manual to be printed and distributed to all chapters at Fall State.
- Outstanding Awards Manual and Outstanding Awards Ops Manual (Julie Hammel) – Julie is working on the review and hopes to have complete during August for use at Fall State. Jen and Jane are helping with the review.

Awards Chair: Julie Hammel

- See above comments in Manual Review about the Manuals
- After updates are completed, they will need to be updated online.

Go-Green Chair: Christine Sibilleau

- Meets the second Wednesdays of the month, online. Feel free to join.

Strategic Plan Chair: Laura Gaylord (would like a co-chair)

- Copies of the current plan were distributed at the meeting.
- Under #2, the responsibilities for a. & b. were moved to MMC. (Complete Membership Manual, Develop Leadership Training)
- Under #5 letter e. It was decided to remove. (Create a plan for a business sponsorship.)
- Now is the time to begin working on a new Strategic Plan, the current plan goes through the year 2020.
- A sign-up sheet was passed around for those interested in working on the Strategic Plan. Stephanie Putzier, Shanna Pratt, Jeny Ohr and Cindy Golbuff in addition to Jen and Laura are interested.

Programming Task Force: Stephanie Putzier

- Subcommittee Report was handed out with 5 recommendations:
 1. Move Success to the CMVP
 2. Move Individual Evaluations to Supervisors (DD-evaluated by AVP, SPMs-evaluated by PVPs, SD-evaluated by AVP, etc.)
 3. Eliminate the R & R SPM position
 4. Eliminate the SPM position for Newslet & PR and move the responsibilities to Marketing Committee
 5. Combine the IVP/EVP position to one PVP position
- Feedback was given about each recommendation. The Programming Committee will take the suggestions from FD and discuss at future meetings. The Task Force will continue to work toward accomplishing these recommendations.

- The goal is to have the details completed, presented and approved by Future Directions Committee in December. Presentation to the MNWT Membership to occur at Winter State.
- The Task Force meets approximately once each month. Others are welcome to join, contact Stephanie if interested.

Online Trainings Chair: Open/Tevyan Sorensen

- Tevyan has agreed to coordinate the Webinars for the 2018-19 year. The first Webinar was well attended. Second Webinar to be held in October.
- The other part of this Task Force is to work on creating more online trainings/videos. Some online training videos had been developed a few years ago, but nothing further has been done recently. A volunteer/s are needed to begin planning and developing. More discussion to happen at the Winter Meeting.

Chapter Structure:

- Healthy Chapter-Anna Nichols – This Task Force will be moved to MMC.

Train the Trainer, International Chapters, and Convention Review

- These three subcommittees will be removed from FD at this time. If needed they can once again be formed and utilized.

OLD BUSINESS

- **Open Item:** Policy O recommendations – Jen

Jane/Julie M/S/P I move to approve the Committee Structure Document as presented with 4 groups to be considered under Policy O: Statewide Committees, Standing Committees, Sub-committees and Task Forces.

A document was presented with the following definitions and recommendations:

- *Statewide Committees: A group made up of members and officers, organized each year and meeting at regular intervals (at least three times) each year for the purpose of supervising the discussion of ideas brought forward from other committees, task forces, officers or members. A Statewide Committee shall have the authority to approve Sub-committees and Task Forces when necessary.*

Examples are: Future Directions, Finance, MMC and Marketing

- *Standing Committees: A group made up of members and officers, organized each year and meeting at least once each year to accomplish a specific task, but may meet additionally with online meetings and/or email discussions. Each committee is assigned an officer or committee supervisor and shall report to that supervisor as described.*

Bylaw/Policy Review, Programming Review, Winter State Awards, Statewide Project, Credentials, Success System Appeals

- *Sub-committees: A group made of members from a statewide or secondary committees that are formed yearly for the purpose of accomplishing a certain task as directed by the chair of the statewide committee.*

Examples: Manual Review, Strategic Planning, Online Training, Go Green, Expo, Social Media, Web Development, Promotions, Leadership

- *Task Forces: A group of member(s) directed to perform a short term study (usually less than one year) of a specific topic as directed by a Statewide Committee Chair and/or State President and/or Chairman of the Board.*

Examples: Programming Report Form, Convention Review, Restructuring, Chapter Structure

The next step is to make the recommendations ready for approval for Policy changes.

- **Status of moving all BOF forms to Google Forms** – Open from March FDC-Jen to check with web team about the status.
- Other: There are many forms and documents on the website. Some are current, some may be old forms, some may be different forms. At a previous meeting, it was determined that those forms need to be looked at and reviewed. A list of forms and items to be checked was created. Cat Shuman has a copy of the form and will forward to Jen. She agreed to start checking those items and communicate with the web team about any changes that need to take place.

NEW BUSINESS

None

Meeting Adjourned: 4:03 pm Next meeting will be December 1 in Eden Prairie at Star Bank beginning at 1:00 pm