Welcome Tevyan Sorensen called to order at 1:18!
Attending the meeting: Members: Wendy Homyak (MMC), Sharon Erickson (Mktg), Tevyan Sorensen (FD), Katie Castro (ED), Jane Hanson (Pres), Terri Dahlberg (COB), Cat Shuman (Treas), Lisa Hahn (AVP), Daina Mirsch-Wenner (Awards), Christine Sibilleau (GoGreen), Jen Kinzer (StratPlan), Cindy Umland (Area2), Colleen Todd (Area3), Michelle McGowan (Area4), Laura Gaylord (AtLarge), Nicky Anderson (AtLarge), JoAnn Miller (AtLarge); Guests: Shellie Matthes, Judy Weyer, Shelli Struzyk, Jessica Sch, Sherry Boike, Jenny Ohr, and Melanie Chenoweth

Minutes taken by: Jen Kinzer

Approval of Minutes: December meeting minutes- approved

Orders of the Day were given.

REPORTS:
Executive Director: Katie Castro-No report at this time

MNWT Foundation: Jen Kinzer-Next meeting will be held April 22 at Community United Methodist church in Monticello currently scheduled for 10:30 (but will most likely be rescheduled for 10:00). The Empower the Future Fundraising campaign began at Winter State, please consider donating.

Finance Committee: Cathy Shuman –There are many ways to participate in Finance including buying new mugs, purchasing flags, buying clothing (women’s sizing), and holding a basket drawing for donations of $50 or more (chapters, individuals). Looking for a Convention fundraiser; see Cat with any ideas.

Next meeting will be held May 26th at CSC, budget at 2:00 and meeting to follow.

Marketing Committee: Sharon Erickson- recap given. Minutes available from marketing@mnwt.org.

Membership Management Committee: Wendy Homyak-recap given. Minutes available from mmc@mnwt.org.

SUBCOMMITTEE REPORTS:
Restructuring Committee Chair – Open
- Committee has been put on hold and efforts divided up into working groups
- Programming/Reporting – Jen Kinzer & Terri Dahlberg
  Update on Local Programming Trimester Report, State Delegate & District Program Manager Report-All forms have been updated and are ready for posting online and for the book of forms. Will be posted after LOTS.
- District Structure – Nicky Anderson
  DD Survey Update-survey sent to current and former DDs and AVPs
  Results:
  - Update training on “what is a DD?”
  - What is their importance on being a member of Exec Council-implement in 2016-17
  - Having the possibility of holding only 2 instead of three meetings, right timeframe for the meetings for 2 instead of 3
  - Don’t need to have all of the positions at the district level-limit to 3-4 positions-DDs, Secretary, treasurer and PVP. (What are the purposes of the PVP.) (Stepping stone to the SPM positions)
- Visitations-continue 2 visits by the DD to the chapters
- Report-develop 2-3 questions that the DD can ask to get information.
  April next meeting

- Success – Sarah Sundine/Julie Hammel
  New success form have been approved and Success guidelines have been updated.
  Daina/Nicky M/S/P I move to approve the New Success Guidelines as presented.

**Manual Review Chair:** Open; Report given by Tevyan

- Manuals to review and status
  President, state delegate, LPM, DPM, Secretary, Treasurer, vice president have been reviewed
  Jane/Michelle M/S/P I move to approve the local president, state delegate, LPM, DPM, local secretary, local treasurer, and local vice president manuals as reviewed and presented.

Membership Manual-Goal for Summer Future Directions Meeting 2017

SPM Ops Manuals-All have been reviewed once, some in second review. The goal is to have all updated and ready by MNJOTS

Programming Manuals-Moved to next year-Change Video and Live Out Loud will be reviewed

Combine PE & LL Chapter Manuals

Outstanding Awards Manual has been revised, but needs to be reviewed before approving.

- Chapter President Fast Start-
  M/S/P Katie/Wendy I move to add “as a starting point” to read “describe 3 membership ideas, (membership manual, and m-events found on the MNWT website as a starting point) you will try this year” to number 4 on the chapter president fast start.
- Manual Review Schedule remain the same
- Open Item: 2 new PEP courses need to be added to the list website

**Go-Green Chair:** Christine Sibilleau

- Report- Fundraising to purchasing for recycle bins for use at WT events still in progress.
- M/S/P: Jane/Cindy I move to eliminate sending CD of Book of Forms.
- M/S/P: Jane/Christine I move to allow chapters to opt-out of printed State Plan of Action.
  What will the printed form contain? Remove the addresses, phone numbers and emails off of the Key Woman listing to include name and date. President, State Delegate name and chapter address and chapter email address. Exec Council will receive printed copies of the address and names of chapter presidents/state delegates, but chapters will not receive this list. Note: we will try this format for 2017-18 year.
- M/S/P: Christine/Nicky I move that we permanently implement an annual opt out of the CIP & Chapter Mailing for chapters, committee chairs and exec council. About 25% opted out this year. Note: currently chapters may opt in or out at any time during the year.
- Christine will continue as chair next year.

**Awards Chair:** Daina Mirsch-Wenner

- Report-Seeking a new chair
• M/S/P Cindy/Shelli I move that the promotion of the Lois M. Christenson WWIA shall be under WW SPM instead of LL SPM.

**Strategic Plan Chair: Jen Kinzer & Laura Gaylord**

• Report M/S/P Cindy/Nicky I move to approve changes to the Strategic Plan.
  ➢ Completed items to remain as part of the plan.
  ➢ Change Goal 6 to read Create/update training materials: Online training videos, powerpoints, info-mercials and flow-charts and add action item d. Develop flow-charts to teach chapters about MNWT structure (programming, communication, training) to the plan.
  ➢ Discussion of Action item 2 under Goal 5 was discussed. The Goal is: Complete work on MNWT Brand. Discussion: Examine the practicality of a statewide use: (unified logo, unified colors, etc.) Simplify what defines Women of Today: What are we known for, support of a certain cause, a Foundation, our own cause, etc. Wording needs to be added to clarify.

**Train the Trainer Chair:** Open No action.

**Online Trainings Chair:** Open

• Webinars need to be handled as in the policies.

**International Chapters Chair:** Open

• Not currently active

**Convention Review Chair:** Open

• Not currently active

**OTHER BUSINESS –**

• M/S/P Jane/Cindy I move that we approve the 5 evals chapter president, state delegate, SPMs, DDs and State Officer as presented at MMC.

**March Planning Recommendations**

• M/S/D: Daina/Nicky I move that we hold 4 Statewide Committee meetings annually. Note: Instead there will be online goto meetings between the statewide committee meetings to try for Future Directions.

• **Recommendation:** Review committees/sub-committees to determine if should be standalone or a subcommittee under FDC, MMC, or Mktg. Jen will review and make recommendations for the next meeting. Policy O and page 48 of the State POA. Report at the Summer Meeting.

• **Recommendation:** Review & evaluate what is required by Exec Council members & Committee Chairs to be reimbursed for expenses & payment of state meetings. Policy O 4 & 5. Include the completion of the POA with the other items.

• M/S/P Daina/Michelle I move that there is a task force to review reimbursement and compare to duties. Jen will consider state committees portion of reimbursement and Julie Hammel to do Exec Council portion.

• M/S/P: Review requirements for SPM. Move to Restructuring.

**Meeting Adjourned at 4:09.**