

### **Friday, June 7, 2013, Special Exec Meeting**

- We approve the adjusted POA for the Ways and Means SPM.
- We approve the adjusted POA for the Community Connections SPM.
- M/S/P (AVP/EVP) Move that we accept Amy Pumper as District 11 rep for the 2013-2014 year.

### **Executive Council Meeting Minutes**

**June 8, 2013**

#### **MNJOTS, Cragun's Resort, Brainerd, MN**

President Vicki Rockwell called the MNJOTS Executive Council meeting to order at 1:15pm. Barb Berndtson, Internal Vice President, read an invocation. Administrative Vice President Cathy Shuman led the Pledge of Allegiance. Community Connections SPM Sue Lemke led the United States Women of Today Creed. Parliamentarian JoAnn Miller gave Orders of the Day. Minutes of the Annual Convention Executive Council Meeting on May 17, 2013, will be approved at Fall State Convention Executive Council. Minutes of the Special Executive Council Meeting on May 19, 2013, will be approved at Fall State Convention Executive Council.

#### **Secretary-Wendy Homyak**

- Looking for donations for printing of the State Plan of Action. Fifty (50) SUCCESS points available for a \$50 donation.
- Accepting PALS applications. Letters will go out in July with match information.
- Chapter Mailing Highlights due around the 10<sup>th</sup> of each month.
- There will also be a fun basket at my table at the Fall State Project Fair. 1.00/chance, Proceeds go towards the POA.

#### **Administrative Vice President-Cathy Shuman**

- Thanks to the 6 District Directors attending MNJOTS this weekend!
- Important dates: District Director fast starts due to AVP July 1<sup>st</sup> ; State Delegate fast starts are due to DD on August 1<sup>st</sup>.
- All Exec Council is welcome to submit to my monthly newsletter, which would be due to me by the 25<sup>th</sup> of each month.
- DD reports are due the 5<sup>th</sup> of each month. The first SD report is due to their DD and AVP Aug 31<sup>st</sup>.

#### **Membership Vice President-Jean Skroch**

- Our May membership base is 1344. There are 418 members due first trimester. Welcome aboard to the 17 new members in the month of May.
- Rebate program is to have 75 percent retention and sign 2 new members to receive a \$20 rebate or have 100 percent retention and sign 4 new members to receive a \$45 rebate.
- Membership "Color Weeks". Hold an M-event the week of Aug 25-31 and contact me to get your name in a drawing. Hold the event and sign members and get in a drawing for every member signed.
- "Membership Money". Earn Membership Money for New Member Adds, In-Chapter Extensions, Early Birds and Renewals. Use your "Money" at the membership party at Fall State.

#### **Chapter Management Vice President-Heidi Westerlund**

- The 2013-2014 Executive Council Calendar has been distributed!
- President Fast Starts are due July 15<sup>th</sup>, 2013. We will cover in training tomorrow.
- Gold Team & TLC Chapter Updates. We will be covering Gold Team and TLC Chapter updates tomorrow during training. Come prepared to learn and grow

#### **Extensions Director-Lisa Hahn**

- There are two extension in progress. Owatonna and Kenyon/Wanamingo.
- We have one Two and Under Chapter. Staples/Motley
- I am looking for Extension Team Members. Contact me today for more information. I have a sign up sheet that I will pass around tomorrow. If you are able to help with calls, flyers, visitations, sending out invites, etc. That would be greatly appreciated.

#### **Internal Vice President-Barb Berndtson**

- Lets get excited about the Project Fair at Fall State.
- My goal is to get 20 PVP Fast Starts and 5 SPM Fast Starts
- My goal is 120 certifications this year
- I am pleased to introduce your 2013-2013 Internal State Program Managers.
  - ✓ Ways and Means SPM Sharon Erickson.
  - ✓ NEWSLET SPM Christine Sibilleau.
  - ✓ "Records and Recognition SPM Joanne Larson.
  - ✓ Living and Learning SPM is still an available position. See me if you know of anyone interested.
  - ✓ Public Relations SPM Crystal Frederickson.

#### **Living and Learning SPM-Wendy Homyak**

- Competitions to keep in mind are the Effective Writing Essay Contest and the National Effective Writing Essay; both entries are due August.

- Please see the LL CIP for information on a few items: Impromptu Competition that will take place at Fall Convention in Morton, a great way to earn Success points-and help you to complete one of your certifications!! Also Nominations for Women Who Impact Award
- I have a goal to receive 120 certifications this year. I have a Certification Night Challenge. Hold a certification night during first trimester. Get together with your laptops at a local coffee shop.

#### **NEWSLET SPM-Christine Sibilleau**

- NEWSLET articles are due Oct 5<sup>th</sup> for the post fall state convention issue to be published in Mid-October. It will feature "Local Spotlights" on districts 1,5, and 9. And of course- incentives for submissions.
- "Planting Seeds of Dreams" personal greetings will cost \$2.00 and be published in each issue.

#### **Public Relations SPM-Jennifer Eckstein**

- Day at the Diamond will be September 15, 2013. Tickets are \$20 each. See my CIP for the registration form.
- My first trimester challenge is to gain 200 likes on Face Book. At the time of this report MNWT Face Book page had 827 likes
- Please fill out the press release form that will be emailed to you and return it to me as soon as possible. Thank you.

#### **Records & Recognition SPM-Joanne Larson**

- 100% Mid-year evaluation submission challenge – you could be the lucky winner at the Mid-year Exec Council meeting. These are due to me postmarked by Nov 8<sup>th</sup> or handed to me at Mid-year Exec.
- District Directors please encourage your chapter presidents and state delegates to complete their evaluations.
- SUCCESS submissions and verifications for 1<sup>st</sup> trimester are due to me September 6<sup>th</sup>
- Training for SUCCESS and Evaluations are available. Chapters can contact me to schedule a time.
- Looking for questions on SUCCESS to put in my FAQ Brochure. Email me any questions you may have.
- **Ways and Means SPM-Sharon Erickson**
- Tumblers, umbrellas, and mini sanitizers are coming to the state store.
- "Dutch Mill Flower Bulbs" promo for first trimester. Orders are due Sept 6<sup>th</sup> for distribution at Fall State Convention.
- Drawing at Annual convention for chapters donating \$50 all three trimesters.

#### **External Vice President- Leslie Goble**

- District directors please get me information about your District PVP and the PVP's for the chapters in your district. Fast starts are due August 1<sup>st</sup>.
- Copies of the CC & YT programming evaluations are in my CIP. Please spread the word about the completion of them. Due to myself by Sept 30<sup>th</sup>.
- Read my CIP for an explanation of the importance of transmittals and how to fill them out as well as how to report service hours.
- Please join me in welcoming my awesome SPMs . . .
  - ✓ Community Connections, Sue Lemke
  - ✓ Isaac's Journey, Anna Nichols
  - ✓ Women's Wellness, Jessica Bjerk
  - ✓ Youth of Today, Tari Seiler

#### **Community Connections, Sue Lemke**

- I attached a Random Acts of Kindness card to my CIP's to use to pass on. This is not mandatory. Incentives will be given to chapters that participate..
- I will have information about WACOSA available at the Fall State Project Fair. We will also be collecting items for the thrift store.
- Fast starts are due Aug 1<sup>st</sup>.

#### **Isaac's Journey-Anna Nichols**

The Wings of Hope recognition board will recognize chapters that reach donation levels of \$500, \$1000, and \$2500 and districts that reach \$1000, \$2500, and \$5000.

Included in my Project Fair booth will be the recognition board, educational materials, sales of pens and cookbooks, and a wine/chocolate basket I will raffle off.

My goal is to raise \$2500 by Fall State with incentives to reach the goal.

Collecting change to be brought and weighed at Fall State. The chapter with the most change by weight will be recognized.

#### **Women's Wellness SPM-Jessica Bjerk**

- District Director's please encourage DPM/LPM Fast Stars and reports.
- Healthy Recipe Exchange Fundraiser- See my CIP. Due to me by August 1<sup>st</sup>.
- MOD & MS Society Events—March for Babies celebration with the Twins- Aug 4<sup>th</sup>, 2013, 1:10 at Target Field-Tickets \$20 (\$7 goes to MOD)-join the march around the field pregame. June, July, Aug: Bike

MS events (from 50-250 miles long) Aug 10<sup>th</sup> Muck Fest mud-obstacles, fun run.

- MS Society promotional items-available at Conventions- See me t Fall State.
- Check out the WW booth at Fall State Project Fair!!

#### **Youth of Today-Tari Seilor**

- Fast Starts for LPM and DPM are due August 1<sup>st</sup>
- Kids week is August 18-24. Please submit your plans to me.
- Submit a calendar of events for Kids Week to me.
- Submit 1<sup>st</sup> trimester reports on time.
- Do a short write up on how your chapter/district promoted Prevent Bullying
- Do all of the previous three bullets and win a prize at Fall State.

#### **Treasurer-Peggy Kaufman**

- The 2013-2014 budget has been approved and can be found in my MNJOTS CIP.
- DD and SPM Fall State expense vouchers are due to supervisors by Aug 30<sup>th</sup> with your original receipts.
- Staff Fall State vouchers are due to me by September 7<sup>th</sup> with original receipts.
- If you carpool to an exec council meeting, please let me know. Each time you will be entered into a drawing that I will have at year end. If you carpool multiple times you will be entered multiple times.
- Transmittals are due September 6<sup>th</sup>. Please promote within your own chapter and help me achieve my goal of having 70% of chapters submitting. Very easy to submit online and will have the excel spreadsheet format available as well.
- District Directors please collect treasurer information at your district meetings and forward to me via email. Thanks in advance for your help.
- The finance committee fundraiser that will be held all year long will be the sale of tiles with sayings on them. These make great gifts. Each trimester different tiles will be promoted.

#### **Parliamentarian- JoAnn Miller**

State Bylaws and Policies were updated after Annual Convention and are now available on the Minnesota Women of Today website.

[www.mnwt.org](http://www.mnwt.org)

We will be reviewing the State Bylaws and Policies on Sept 14<sup>th</sup> at 10:45 at the Brickyard in Clear Lake. All members of the Women of Today are welcome to attend. Please let me know if you plan to be there. If you are not required to be there as part of your job and you attend, I will have a small token of appreciation for you.

#### **Chairman of the Board-Nicky Anderson**

- ONTO Shirts will be available again this year for \$12.00. Use the order form from my CIP or contact me for more information to get your exclusive Purple shirt – it's the official apparel of President Vicki's ONTO Team.
- Election time will start again in December and elections Representatives from each Area need to be appointed at Fall State. If you know of someone that would make good elections rep, please encourage them, and notify me at [cob@mnwt.org](mailto:cob@mnwt.org).
- There are several different State Committees and members are needed to serve on these committees. Do you know someone who would be a great committee member? Contact me or one of the committee chairs directly.
- And speaking of National Convention, some of us are heading to Fremont, Nebraska, net weekend for Year-End National Convention; It's still not too late for you to join us. Please contact me if you are interested in attending. We have two Minnesota members running for office. Judy Herrala is running for Membership Vice President and Kandy Dorlack is running for Domestic Violence Program Manager. Cindy Urlacher from Nebraska is running for National President.
- Be at the volley ball nets at 4:30 for out bean bag tournament. Know your team name.
- M/S/P (COB/DD 7) Move that we approve Jessie McShane of Aitkin as Area 1 Representative, Melissa BaxteroLesniak of Big Lake as Area 2 Representative, Terri Dahlberg of Woodbury as Area 3 Representative and Shelah Heien of Byron as Area 4 Representative for Membership Management Committee.
- M/S/P (COB/DD 6) Move that we approve Tina Kunstleben and Stacy Pearson as Marketing committee members.
- M/S/P (COB/EVP) Move that we approve Peggy Kaufman, Tevyan Sorenson, Mary Praman, and Tari Sieler as general members of the Future Directions Committee.
- M/S/P (COB/DD 1) Move that we approve Christine Sibilleau as Area 1 representative, Nancy Dvoracek as Area 2 representative, Dawn Scouton

as Area 3 representative and Lisa Leisenheimer as area 4 representative for the Future Directions Committee.

- M/S/P (COB/DD 8) Move that we approve Jackie Girard as Area 2 representative, Dawn Scouton as Area 3 representative on the Marketing Committee.
- M/S/P (COB/EVP) Move that we approve Anna Williams, Becky Lysen, Marie Robinson, and Laura Erickson as Membership Management Committee members.
- M/S/P (COB/IVP) Move that the following members be approved for the ONTO committee: Tari Sieler, Barb Berndtson, Wendy Homyak, Wendy Lindberg, JoAnn Miller, Peggy Kaufman, Janice Schwartz, Cat Shuman, Tanna Engen, Joanne Larson, Sue Lemke, Lisa Hahn, Jane Hansen, Sara Sundine, Tevyan Sorenson, and Julie Marchand.
- M/S/P (COB/SEC) Move that we approve Wendy Homyak, Jen Kinzer, Nancy Dvoracek, and Bonnie Waller as Finance Committee members.
- M/S/P (COB/IVP) Move to change Policy O, section 8, letter B to read "one general member from each Area and up to four general members from any Area".
- M/S/P (COB/RR SPM) Move to change Policy O, section 9, letter B to read "one general member from each Area and up to four general members from any Area".
- M/S/P (CON/DD 10) Move to change Policy O, section 10, letter B to read "one general member from each Area and up to four general members in any Area".
- M/S/P (COB/ IVP) Move that we go from 3 areas to 4 areas with Area 1 being Districts 1, 2, and 3; Area 2 being Districts 4, 5, and 6; Area 3 being Districts 7 and 8; and Area 4 being Districts 9, 10, and 11.

#### **Executive Director-Katie Castro**

Fall State 2013: St James Women of Today hosting "Petticoat Junction" Sept 27-29, 2013, Jackpot Junction in Morton. Registration forms in CIP and on website shortly. Notify by Sept 5th if not attending or partial attendance. Friday box lunch will be available. Watch for CSC Newsletter to arrive last week of August.

- Mid-Year Exec. Meeting: Week end of November 8-9; location TBD but in Metro Area.
- Chapter Mailing & CIP Subscriptions: Cost \$16.00 for each. Send to Chapter Service Center.
- Officer Sheets: DDs ask missing chapters to get in immediately. DDs are also asked to return the new District Officer Sheet to the CSC by June 30<sup>th</sup>.
- Chapter Service Center is open Monday, Wednesday, and Thursday from 11:30- 5:00 and Tuesday from 2:30- 8:00. Katie is tentatively planning to take a vacation the week from July 29- Aug 2; further information will be relayed to Executive Council as plans are finalized.
- A photocopy of the Office Max discount card has been provided to Exec Council members. If you have questions, please contact Katie.

#### **Presidential Assistant -Cathy Snyder**

- Review Exec Council Directory and make changes.
- Let me know if you are not receiving a gift from your Secret Sis or if you have any additional questions.
- Forward pictures when president Vicki visits your district/chapter to me – we will be making picture books, so I prefer electronic
- Each chapter, district, and exec council member will receive a scrapbook page at Fall State to make a page for President Vicki
- Chapters and Districts donate \$10 for a year-end gift for Vicki

#### **MNWT Foundation, Christine Harkess**

- Plan on attending the Foundation fundraiser, A Mississippi River Cruise on Lake Pepin in beautiful Lake City. August 10<sup>th</sup>, 2013, board the boat at 4 pm for a 2 hour cruise. Dinner included. Cost is \$45. Deadline for tickets is July 26<sup>th</sup>.
- The Foundation is seeking general board members for 2-year terms. Contact Christine Harkess, Foundation Chair, if interested or you know someone who is.
- Applications are now being accepted for \$500 Cheryl L. Anderson Memorial Scholarships. Details and an application can be found on the MNWT website. Applications are due July 1<sup>st</sup>.
- The next foundations meeting will be Thursday August 8<sup>th</sup> at 6:30 pm at Billy's in Anoka.

#### **Future Directions Chair-Wendy Lindberg**

- State Committee Meetings will be Saturday August 3<sup>rd</sup>. Marketing (10:30), Membership (11:30), and Future Directions (1:00). They will be held at the Brickyard Bar and Grill in Clear Lake.

#### **Membership Management Committee-Cindy Umland**

- Congratulations to each of you on your positions for this year. I know you will all use your gifts and be lights out to the membership.

- Approval of the MMC Members.
- Out and About : Thursday, July 11, 2013, Thursday, November 14, 2013, and Thursday, March 13, 2013
- Please encourage first timers to attend convention this fall. I look forward to see all you smiling faces while I make up the first timers booklet.

**Marketing Committee-Shannon Malbraaton**

- Kody's closet is the Bucket of Sunshine non-profit organization the Women of Today is promoting. Kody's Closet is looking to work with chapters to set up a Kody's Closet of hygiene products for students in need in their local schools.
- The Marketing Committee wants you!! The Marketing Committee is looking for members with ideas on how we can promote Minnesota Women of Today and your local chapters. Our first meeting is August 3<sup>rd</sup>, 2013 at the Brickyard Bar and Grill off Highway 10 in Clear Lake, MN. We hope to see you there! Please contact Shannon Malbraaton, Marketing Committee chair, if you would like to be a member of the Marketing Committee! Contact info: 320=267=6301 or marketing@mnwt.org
- There are several different ways to market your local chapters. One way is to have your chapter participate in Out and About with Women of Today. The first trimester date is July 11, 2013. Let me know what your chapter/district is doing to be entered into a drawing to win a prize at convention.

**President of the Minnesota Women of Today-Vicki Rockwell**

**Ongoing Business**-None

**New Business**-None

**Announcements**-Non

Internal Vice President Barb Berndtson read a benediction. District 8 Director Tevyan Sorenson led the Minnesota Women of Today Creed. The meeting was adjourned at 3:12 pm.

**Respectfully Submitted,**

**Wendy Homyak, Secretary**