

Executive Council Meeting Minutes--June 8th, 2014 MNJOTS-Arrowwood Lodge, Brainerd, MN

- President Laura Gaylord called the MNJOTS Executive Council meeting to order at 12:07 p.m.
- Living & Learning SPM Tevyan Sorensen read an invocation.
- Extension Director Colleen Todd led the Pledge of Allegiance.
- Women's Wellness SPM Becky Lysen led the United States Women of Today Creed.
- Parliamentarian Shelah Heien gave Orders of the Day.

Secretary – Melissa Baxter-Lesniak

- △ Donations are needed for the State Plan of Action. All chapters/Districts donating \$25 or more will be in a drawing at Fall State.
- △ Chapter Mailing Highlights are due to me by June 10th.
- △ The number of PALS applications received is 15 and the number of chapters matched is 7.

Administrative Vice President – Dawn Scouton

- △ There are 5 DD's in attendance at MNJOTS.
- △ We have 8 of 11 District Director positions filled with 1 district contact and 1 district rep.
- △ We are still in need of DD's in District 1, 9, 10.
- △ There will be a DD monthly newsletter that anyone can contribute to. Please send to AVP by the 25th of each month.

Membership Vice President – Terri Dahlberg

- △ We signed 13 new members in May.
- △ The Foundation is supporting our Rebate program once again. Chapters signing 3 new members and having 75% retention will earn a \$20 rebate; chapters signing 4 new members (in-chapter extension) and achieving 100% retention earn a \$45 rebate. Earn 50 Success Bonus Points by holding an M-Event, and using PR, during Change the World Week, July 6-12, AND sign 2 new members in July!
- △ President Laura's Birthday is July 6th, which just happens to fall on the beginning of Change the World Week. Sign 43 NMAs in July and chapter will be entered into drawing at Fall Convention for each NMA
- △ We're going to play Let's Make A Deal! All year long!!! Watch for clues in CIP, Newslet and CMH articles, and on Facebook.
- △ Early bird renewals due July 15th and all renewals due August 15th or there will be a \$10 late fee assessed.
- △ District MVP Fast Start and Chapter MVP Checklists are due to me August 1, 2014. Details in CIP.

Chapter Management Vice President –Debbi Benke

- △ For chapters on TLC, remember that the District Directors are first contacted and then one of the members of the Passion Team will be contacted.
- △ Goals for the Gold Team Members:
 - a. Be ready and confident!
 - b. Show your excitement and passion for the organization
 - c. If you are unable to answer a question - let them know you will get back to them.
 - d. Fill out the Passion Team Buddy Form and send to CMVP, DD and the State President.
- △ Save the Date! The President/State Delegate Retreat will be October 11th & 12th at Camp Friendship!
- △ June is Chapter Management Month. Some suggested activities are:
 - a. Orientate chapter members
 - b. Hold a chapter social
 - c. Create a plan for the Success system
 - d. Complete your Fast Start
 - e. Call your CMVP with a question

Extension Director – Colleen Todd

- △ Please participate in Extension Encouragement Day.
- △ We currently have 3 extensions in progress. They are Kenyon/Wanamingo, Silver Creek/Maple Lake, and Askov.
- △ Two and under chapters are Staples/Motley.
- △ Looking for Opportunity Direction Team members- contact me today.

Internal Vice President – Christine Sibilleau

- △ Programming Evaluations due to me by July 31st. My goal is to receive 30 by this deadline.
- △ I have already received STEP certifications for this year! See information in all four STEP certifications in my CIP.
- △ Internal SPM positions still open are NEWSLET, Public Relations, Records & Recognition, and Ways and Means.
- △ Theme for the Project Fair at Fall State is "The Gathering of the Keys."

Living & Learning SPM, Tevyan Sorensen

- ★ 1st Trimester Challenge: Send a picture of goal setting in action for a chance to win a prize pack at Fall State.
- ★ Book Discussion for Fall State is "The Five Dysfunctions of a Team" by Patrick Lencioni.
- ★ Impromptu Speaking Competition is Saturday, September 20th at Fall State Convention.

NEWSLET SPM, OPEN

- ★ Digital camera fundraiser at the Fall State Project Fair.
- ★ Article submissions due to me by August 31st for the October issue of the NEWSLET.

Public Relations SPM, OPEN

- ★ Day at the Diamond is scheduled for September 7th. Tickets are \$28, the deadline to order is August 31st.
- ★ Founder's Day is July 1st.

Records and Recognition SPM, OPEN

- ★ 1st Trimester SUCCESS submissions due postmarked on August 29th.
- ★ Verifications for SUCCESS submissions due from you to me by September 2nd.
- ★ Mid-Year Evaluations due postmarked to the R&R SPM November 7th.

Ways and Means SPM, OPEN

- ★ 1st Trimester Promotional Fundraiser is Fun Pasta. The Deadline to place orders is August 31st. Delivery will be at Fall State Convention
- ★ State Store items available at each convention. Can pre-arrange orders for larger quantities.

External Vice President – Joann Miller

- △ I am still looking for an Isaac's Journey SPM. If you know of someone who would be interested, please let me know.
- △ At Annual convention, we heard from Breaking Free and the Shriner's Hospitals for Children. Please make sure to share the information in my CIP with your chapters. We will be voting at Fall State to choose one of these organizations as our next three-year priority area.
- △ Plan on coming to our Project Fair at Fall State convention! There will be lots of interesting things going on and maybe even some prizes for visiting all the booths!

Community Connections SPM, Tari Seiler

- ★ Fast starts for LPMs and DPMs are due August 1st
- ★ Every LPM and DPM that visits my Project Fair table will receive an incentive.
- ★ I will be collecting items for Camp Friendship wish list and also "NEW" winter coats for the Salvation Army.
- ★ My 1st trimester challenge is to have your Chapter or District submit 1st trimester LPM or DPM reports and promote either Camp Friendship or the Salvation Army and do a short write up and send it to me. You will be able to participate in my treasure hunt at Fall state.

Priority Area, Isaac's Journey Foundation SPM, OPEN

- ★ The Isaac's Journey Foundation Hope Run will be held July 19th in West Union. The walk/run/bike starts at 9:00a.m. and concludes with an awards ceremony at noon. If you can help at the run, please let me know ASAP.

- ★ There will be items for sale from Isaac's Journey Foundation at the Fall State Project Fair.

Women's Wellness SPM, Becky Lysen

- ★ MOD & MS Society Events
 - MOD-March for Babies celebration with the MN Twins-Aug 17th 2014, 1:10pm@ Target Field-Ticket-join in the march around the field pregame.
 - FARE- FARE Walk for Food Allergy, Saturday, August 2nd in Bloomington. Registration 9:00 to 10:00am; Walk Ceremony 10:00 and walk starting immediately after the ceremony. Join my Sock it To 'Em team, or start your own.
- ★ FARE promotional items-still working with FARE for items that will be available at Fall State.
- ★ Fall State Project Fair-Check out WW booth!!

Youth of Today SPM, Shelli Struzyk

- ★ I will enter anyone completing my 1st Trimester Challenge (see my CIP) in a drawing for a basket at Fall State.
- ★ Will have poster boards and brochures providing information about YIPA. Will give something to LPMs and DPMs that stop in and introduce themselves. Will also sell chances for 2 baskets for \$1.00 proceeds going to Outstanding Young Adult Scholarship Fund.
- ★ Will have a "Jail and Bail" event at the Saturday Night Party (see my CIP) all proceeds go to Outstanding Young Adult Scholarship Fund.

Treasurer-1st Trimester-Jen Kinzer (representative)

- △ A state treasurer is still needed for the 2014-2015 year. See Vicki.
- △ 2014-2015 Budget has been approved by the Finance Committee and is included in the MNJOTS CIP. Please note that we are projecting a deficit and are looking for fundraising opportunities, donations, and support for Ways & Means. Please pass along any ideas you have.
- △ We are also looking for new members of the Finance Committee. Please see Vicki if you are interested or contact me, Jen, if you would like me to contact someone.
- △ M/S/P (COB/DD8) I move that we accept Jen Kinzer as Treasurer Contact until the position can be filled.
- △ M/S/P (COB/AVP) I move that we approve Sharon Erickson, Jane Hanson, Terri Dahlberg, Tess Stolpa, and Sue Ellen Toppings as Finance Committee Members.
- △ DD&SPM Fall State expense vouchers are due to supervisors by August 29th
- △ Transmittals are needed from all chapters
- △ 1st Trimester Promotional is Fun Pasta

Parliamentarian – Shelah Heien

- △ State Bylaws and Policies were updated after Annual Convention and are now available on the Minnesota Women of Today website (www.mnwt.org).
- △ We will be reviewing the State Bylaws and Policies on October 24, 2014 at 6:30 PM at the Chapter Service Center. All members of the Women of Today are welcome to attend. Please let me know if you plan to be there. My hope is to have one member from each area. Please encourage others to attend as well.
- △ M/S/P (Parli/PA) I move that we change Policy D. 6. from “Chapter Notification of “Under 7” Status” to read “Chapter Notification of TLC Status” and change Policy D.6.a. to read “All chapters reaching 5 (5) members under 40 and/or less than ten (10) total members must be notified in writing each trimester by the State President or his/her designee.
- △ M/S/P (Parli/COB) I move that we change Policy D.2.d. d) to read “Chapter is in second (2nd) trimester under 10 (10) or has less than five (5) members under 40 as defined in our bylaws.”
- △ M/S/P (Parli/COB) I move that we change Policy D.2.f. 1) to read “Chapter is built up to ten (10) active regular members with at least five (5) of those being under the age of 40.”

Chairman of the Board—Vicki Rockwell

- △ National Convention is June 12-15 in Shawano, WI. We have four MN members seeking positions on the national level.
- △ ONTO shirts will be available this year for \$12.00. Use the order form found in my MNJOTS CIP or contact me for more information. I’m looking for members to serve on the ONTO committee.
- △ 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.
- △ Every 2 years, MNWT seeks input on the boundaries and make-up of our districts throughout the state. 2014-2015 is one of those years. Please complete the survey found in my MNJOTS CIP and online and return to me.
- △ This year marks the 65th Anniversary of the Minnesota Women of Today. We will be celebrating this anniversary at Winter State Convention.
- △ M/S/P (COB/DD8) I move that we approve Becky Stock as Area 1 representative and Tevyan Sorenson as Area 3 representative for the Future Directions Committee.
- △ M/S/P (COB/AVP) I move that we approve Sue Lemke, Shelli Struyzk, and Barb Berndtson as general members of the Future Directions Committee.

- △ M/S/P (COB/PA) I move that we approve Nicky Anderson as Chapter Structure Chair.
- △ M/S/P (COB/DD11) I move that we approve Erin Carney as Strategic Plan Chair.
- △ M/S/P (COB/PA) I move that we approve Tess Stolpa as Go Green Chair.
- △ M/S/P (COB/DD11) I move that we approve Sue Ellen Toppings as Manual Review Chair.
- △ M/S/P (COB/PA) I move that we approve Erin Strot as International Chapter Chair.
- △ M/S/P (COB/DD8) I move that we approve Daina Mirsch-Wenner as Awards Chair.
- △ M/S/P (COB/DD7) I move that we approve Peggy Kaufman as Convention Review Chair.
- △ M/S/P (COB/DD7) I move that we approve Amy Pumper as Restructuring Chair.
- △ M/S/P (COB/DD8) I move that we approve Sue Lemke as Area 2 representative on the Membership Management Committee.
- △ M/S/P (COB/AVP) I move that we approve Stacy Pearson as Leadership Subcommittee Chair.
- △ M/S/P (COB/Extensions) I move that we approve Becky Stock as Area 1 representative, Becky Lysen as Area 2 representative, Erin Carney as Area 3 representative, and Amy Pumper as Area 4 representative on the Marketing Committee.
- △ M/S/P (COB/Parli) I move that we approve Barb Berndtson as general member of the Future Directions Committee.
- △ M/S/P (COB/AVP) I move that we approve Tevyan Sorenson as Branding Subcommittee Chair.
- △ I move that we approve Daina Mirsch-Wenner and Jane Holmberg as State Buckets of Sunshine Project Chairs.
- △ M/S/P (COB/LL) I move that we approve Stacy Pearson as Social Media Review Chair.
- △ M/S/P (COB/Parli) I move that the following members be approved for the ONTO Committee: JoAnn Miller, Nicky Anderson, Cathy Snyder, Sue Lemke, Noel Ness, Joanne Larsen, Shelah Heien, Colleen Todd, Debbie Benke, and Melissa Baxter-Lesniak.
- △ M/S/P (COB/DD8) I move that we approve the following members as area election representatives: Area 1-Becky Stock, Area 2: Tricia Ludens, Area 3: Kellee Potter, Area 4: Melissa Karst.

- △ M/S/P (COB/Parli) I move that we go into a committee of the whole.

Executive Director-- Katie Castro

- △ Fall State 2014-St. Michael/Albertville WT hosting "Kickin' It Country" Sept 19-21, 2014, Crowne Plaza in Plymouth. Registration forms in CIP and on website shortly. Notify by August 29th if not attending or partial attendance. Friday box lunch will be available. Watch for CSC Convention Newsletter to arrive the third week in August.
- △ Convention Bid Update-Working with a couple of chapters/districts on bids for Annual 2015 and Fall State 2015. Looking to have bids at Fall State for both.
- △ Mid-Year Exec. Meeting: Weekend of Nov. 7-8 at the Doubletree Park Place
- △ 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 30th.
- △ 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 week from June 24-July 1; further information will be relayed to Executive Council as plans are finalized.
- △ A photocopy of the Office Max discount cards has been provided to Executive Council members. If you have questions, please contact Katie.
- △ Reminder to chapters that they can file their 990 n for the fiscal year June 1, 2013-May 31st, 2014 anytime between June 1st and Oct 1st. There is a \$10 late fee for each of these filings if not done by October 1st.

Presidential Assistant—Michelle Gag

- △ Review Exec Council Directory and make changes
- △ Let me know if you are not receiving a gift from your secret sis
- △ The New Ulm chapter will be creating a quilt from the squares designed by chapters. A 7 X 7 inch white fabric square is attached for each chapter/ executive council. Design a square that is unique to your chapter. Please include your name, position, and logo. Return them to me by December 7th. These will be compiled into a large quilt and given to President Laura at year-end.
- △ Forward pictures when President Laura visits your districts and chapters to me - the New Ulm Chapter will be compiling albums
- △ Chapters and districts donate \$10 for a year-end gift for Laura

MNWT Foundation Chair- Jen Kinzer

- △ New Board members are needed for the 2014-15 year. We meet approx. 4 times each year and would love to have new members to join us. Contact Jen if you would like to join.

- △ Become a member of the Sapphire Club. Donate to the Outstanding programs.
- △ Scholarship deadlines for the Cheryl L. Anderson and the Straight River Scholarships are on July 1st. An Art Auction will be held at Fall State Convention to benefit the Cheryl L. Anderson Scholarship Fund.
- △ Annual Meeting will be held at Fall State following Exec Council.
- △ A Foundation Fundraiser planned for February 2015.
- △ The next Foundation meeting will be held August 9th, 2014 at Billy's in Anoka (location tentative) at 11:00am.

Marketing Chair-Cathy Shuman (report given by COB Vicki Rockwell)

- △ These Exec Council members are part of the Marketing Committee by virtue of their position: State President, Internal Vice President, COB, current and immediate past Public Relations SPMs, and Newslet SPM.
- △ The 2014-15 Statewide Buckets of Sunshine Project is New Beginnings.
- △ The state committee meetings for first trimester will be held on Saturday, August 2nd in New Ulm starting at 10 a.m.
- △ Your state committee chairs, Jean Skroch, Heidi Westerlund, and Cathy Shuman are continuing to promote District Social/Lite Training events around the state. Ask your District Director to get in touch with one of them to schedule an event in your area.

Membership Management Chair-Heidi Westerlund

(report given by COB Vicki Rockwell)

- △ By virtue of your position, the State President, MVP, CMVP, and Extensions are members of this committee. Send a report if you cannot personally attend.
- △ Out and About Nights are July 10th, Nov 13th, and March 12th. These are special nights to get out in your chapter shifts and show everyone how much fun being a part of this organization is. More information coming for ideas/gatherings.
- △ Road Show: your Future Direction, Marketing, and Membership Chairs are continuing the Road Show this year. This is a District Social/Lite Training. Get on the schedule, and I promise you, newer members and seasoned veterans will love it!

Future Directions Chair-Jean Skroch (report given by COB Vicki Rockwell)

- △ By virtue of your position the following staff are on the Future Directions Committee. President, AVP, COB, Treasurer, EVP, Executive Director, and Parliamentarian. Please make sure you send me a report if you are unable to attend. I would love to see all staff attend the Future Directions Meeting.
- △ We have moved the committee meetings to different areas of the state this year. We are hoping this helps get more members involved. We start in New Ulm

on August 2nd the we move to Monticello on December 13th and we finish in Nisswa on March 21st. We have some exciting things planned for the meetings. You won't want to miss them. Check out my CIP for all the information.

- △ If you are interested in any of the following Sub-Committees, please let me know and I will hook you up with the Sub Committee Chairs. Strategic Plan, Manual Review, Convention Review, Chapter Structure, Go Green, International Chapters, Awards, Restructuring or Train the Trainer. We are always looking for the next big idea.

President of the Minnesota Women of Today – Laura Gaylord

- **Ongoing Business—None**
- **New Business-None**
- **Announcements-None**

- L&L SPM Tevyan Sorenson read a benediction.
- District 11 Director Michelle McGowan led the Minnesota Women of Today Creed.
- The meeting was adjourned at 2:29pm.

Submitted by Melissa Baxter-Lesniak, Secretary