

Executive Council Meeting Minutes September 27, 2013
Fall State – Jackpot Junction Casino, Morton

- President Vicky Rockwell called the Fall State Executive Council meeting to order at 1:37 p.m. Living & Learning State Program Manager Mary Ann Johnson read an invocation. Ways and Means SPM, Sharon Erickson, led the Pledge of Allegiance. Membership Vice President, Jean Skroch, led the United States Women of Today Creed.
- Co-chairs of the convention, Donna Barrett and Sue Renz, welcomed Exec Council to Fall State Convention.
- Parliamentarian JoAnn Miller gave Orders of the Day.
- M/S/P(Parliamentarian/DD 6) Move that we approve Stephanie Putzier as Records and Recognition SPM.
- M/S/P (Parliamentarian/COB) Move that we approve Mary Ann Johnson as Living and Learning SPM.
- M/S/P (Parliamentarian/Secretary) Move that Joanne Larson be appointed as Internal Vice President.
- Installation of officers that weren't installed at Annual Convention 2013.
- Minutes of the Special Exec Council meetings on May 20th stand approved as printed. MNJOTS Exec Council Meeting Minutes will be approved at Winter State as they have not yet been printed in the CMH.
- President Vicki introduced past president and national past president Kayla Hermann for a training. She gave a presentation on "Attitude is Everything". She gave us a puzzle activity, and a video presentation.

Secretary – Wendy Homyak

- △ Chapter Mailing Highlights for the November CMH are due to me by October 10th.
- △ I am happy to say the POA for this year is complete, printed and you should have yours in front of you. They are in the DD bags for the chapters.
- △ Staff reports are due to me October 25th for the Mid Year Exec Council Meeting. SPM's it is due to IVP/EVP on October 18th
- △ Please ensure you get your staff reports for Exec Council and Business Meetings to me ON TIME. This is very important to ensure I can get them to Katie and she can get them printed before the meetings.

Administrative Vice President – Kathy Shuman

- △ I would like the District Directors to please stand to be recognized. They have been busy "shining bright and sharing the light" with their districts. There have been hills and valleys, some struggles, but many successes! Thanks so much for all you are doing.
- △ Thank you to the 7 District Directors from 1, 3, 4, 5, 6, 7, and 8 that completed their fast start. There were 17 state delegates that completed their fast start.
- △ Just a reminder that all Exec Council are invited to submit to my monthly DD newsletter. Submissions are due to me the 25th of each month.
- △ Is there excitement out there? Judges are looking for district excitement, including parties, door décor, participation, theme-related activities and especially enthusiasm. The district excitement award will be given out Sunday at the brunch.
- △ Do you know your number? Your new district number, that is, which took effect May 1st, 2013. There are some chapters and members out there that have been using the old district numbers when communicating with their district directors and filing reports. It's really important to know your new number.

Membership Vice President – Jean Skroch

- △ I am excited to say that you will learn all the membership numbers at the Business Meeting along with the rest of the membership.
- △ 53 chapters were invited to the Membership Auction with a total of 1570.00 earned by all chapters together. I would love for all 70 chapters to qualify for Winter Convention.
- △ Membership Color Week was August 25th-31st. I had 9 chapters call me with their activity details. The winner for calling me with details is _____. The winner for signing members during "Color Week" is _____. I am hoping to receive more phone calls during our next "Color Week" that will be November 34th-30th. This week may be a challenge for some, but I know we can do it.
- △ First trimester we had 8 chapters qualify for the 20.00 rebate and 1 qualify for the 45.00 rebate. The checks will be mailed. The rebates for 2nd trimester are as follows: Sign one member and have 80% retention and get 15.00 or sign 3 members and have 90% retention and get 30.00. We are able to offer these rebates with the help of the Minnesota Women of Today Foundation so if you get a chance thank a Foundation member.
- △ 2nd trimester I will be offering Membership Money for Winter State. There will be various membership challenges and an M-Event Challenge. See my CIP for details. DD challenge will be: all DD's with district growth will be invited to a Pizza Party with President Vicki. Congrats to District 7 DD Erin Caney. She had the district that signed the most members 1st trimester. She will get to pick her districts seats for the Business Meeting and the Luncheon first.

Chapter Management Vice President –Heidi Westerlund

- △ Enough TLC and Gold Team stats. We know what we have to do. It's time to celebrate! We had not ONE chapter fold 1st trimester!!
- △ 29 chapters out of 70 completed their fast starts. That's 41%. All DD's please stand and reps to. Give them a huge round of applause.
- △ The President/State Delegate Retreat is October 12-13 in Annandale. Please promote the great weekend of fun and training. Their will be a skit at the business meeting.

Extensions Director – Lisa Hahn

- △ There are 3 current extensions: Owatonna by Laura Gaylord, Kenyan/Wanamingo by Byron, and Silver Creek/Maple Lake by Melissa Baxter Lesniak/ Cindy Umland.
- △ Looking to have 3 Lucky Buck baskets at Winter State. 1) A Year of Holidays 2) Tea Time 3) Purple Passion. See me if you want to contribute to any of them.

Internal Vice President –

- △ Hand in your Living and Learning evaluations to Leslie or myself before the end of convention.

Living & Learning SPM, Mary Ann Johnson

- ★ Living and Learning Evaluations were placed in front of you. Fill them put and get them to me to be put I a drawing.
- ★ Written Essay Competition will be at Winter State. These are due December 30th.
- ★ The Women Who Impact nominations are due to me November 1st.

NEWSLET SPM, Christine Sibilleau

- ★ Thank you to the 10 exec council members who submitted articles for the October issue of the NEWSLET by the deadline and the 11 members who met my first trimester challenge.

- ★ Congratulations to Tari Sieler- winner of my challenge to the Exec Council at MNJOTS.
- ★ I am still accepting "Planting Seeds of DREAMS" personal messages through this weekend, to be published in the first issue of the NEWSLET! For \$2 per message you can recognize a fellow member. I have forms with me this weekend so come by my project fair booth or stop me in the hallway!
- ★ Ask Vicki to draw a name for the 1st trimester challenge winner.

Public Relations SPM, Jen Eckstein

- ★ There were 131 tickets sold for the Twins game.
- ★ You tube video challenge. I would like to have 10 chapters submit videos

Records and Recognition SPM, Stephanie Putzier

- ★ Please remember to complete your Mid-Year Evaluations and send them to me by November 8. My goal is to have 100% of Executive Council complete the Mid-Year. We are going to have a challenge among the groups (Staff, SPM's, DD's) The first group to turn in ALL of their Mid- Year Evaluations by the deadline will receive a treat at November Exec!
- ★ Now, if President Vicki will draw the winning chapter for first trimester SUCCESS please. The winner will be announced tomorrow.

Ways and Means SPM, Sharon Erickson

- ★ In my CIP I have a word search and there is a hidden statement in it. I will have a special incentive for the exec council member who emails me the answer. Everything else you will hear tomorrow.
- ★ See you at the State Store!

External Vice President – Leslie Goble

- △ A big thank you to the 8 Chapter PVP's, the 3 Chapter EVP's, 4 District PVP's and the 4 External SPM's who fast started in external programming! Next I have 4 questions for you to consider.
- △ Has your chapter thought about submitting an Outstanding Person with Developmental Challenges, Outstanding Young Adult, or a Women Who Impact award nomination? This is a wonderful way to recognize citizens in your community who have gone above and beyond. Deadline for submissions is November 1st.
- △ Have you thought about becoming a Programming Manager for the 2014-2015 year? Find your passion and have a rewarding MNWT year. Bids will be heard at Winter State Convention. Learn more about these positions today, at the SPM Open House, from 5:05-5:30.
- △ Do you have a foundation in mind that you have often thought the Women of Today would like to take on? We are already looking for bids for the 3 Year Priority Project for the years 2015-2018. Bids are due by December 1st. See me for more information.
- △ Finally, have you completed those programming evaluations? If not, I will have them with me all weekend. Fill out all 3 and receive a hug and a kiss from me!
- △ Have a wonderful weekend and remember to "Light your Way with Shining Stars"!

Community Connections SPM, Sue Lemke

- ★ Sorry I am not able to be at the meeting. I hope you found yourself doing many Random Acts of Community Connections. Remember Convention is your Women of Today community to do kind things for each other.

- ★ I will take Random Acts totals at the Project Fair. A party bag will be given to the chapter with the most at the business meeting. Also You also will be able to guess how many pieces of candy are in a gumball machine for .50 with the proceeds going to WACOSA.
- ★ Second trimester I will be promoting Camps Courage and Friendship and asking for items off their wish list. Arts and crafts will be collected at the President/State Delegate retreat.
- ★ I am looking for 5 nominations for the Outstanding Person with Developmental Challenges Award. Please help me promote this.
- ★ **Isaac's Journey Foundation SPM, Anna Nichols**
- ★ At the end of 1st trimester, the Wings of Hope Recognition Board has 1 district and 2 chapters listed. I plan on having it on display during the project fair.
- ★ We had 10 volunteers for this year's Hope Walk and 2 participants. Save the date for next year's race, July 19, 2014.
- ★ Looking ahead to Winter State, the luminary display is coming back. New for this year's display, will be an opportunity to honor not only children, but also any adult who has suffered from cancer. Please see my CIP for more information.

Women's Wellness SPM, Jess Bjerk

- ★ Welcome to the Women's Wellness body shop. Check out my CIP for suggested services.
- ★ I will be selling First aid kits this trimester with proceeds going to Multiple Sclerosis. Thank you to the ___ LPM's and ___ DPM's who did their fast starts.

Youth of Today SPM, Tari Seiler

- ★ Please help promote Bullying by buying a bracelet to "Put a Stop to Bullying for only 3.00.
- ★ Stop by my Project Fair Booth and enter my drawing for a cool T-shirt.
- ★ Outstanding Young Adult nominations are due to me by November 1st.

Treasurer – Peggy Kaufman

- △ Thank you to everyone that carpooled this weekend. I will pass a sheet around for you to sign. You will be entered in my year end drawing.
- △ Due dates for Winter State expense vouchers are January 3rd from DDs and SPMs to their supervisors. January 10th for all expense vouchers due to me. Please respect the deadlines as this is the busiest time of year for me for my paying job.
- △ Transmittal summary will be given at the business meeting tomorrow. Reminder that the deadline to submit for this trimester is January 3rd, 2014.
- △ The 2012-13 audit is not yet complete, but looking good.
- △ Finance Committee met on August 17th; minutes are attached to my CIP. The Finance Committee is holding a year long fundraiser with ceramic tiles with sayings and designs on them. Make sure and stop by my booth at the project fair as the company will be there and will have cash and carry items. Also 2nd trimester only we will be selling raffle tickets. Prizes consist of 3 weekend get-away packages; 1) Manhattan Beach Resort (\$630); 2) Arrowwood Resort (\$550) 3) a \$300 voucher to Kavanaughs Resort along with a \$200 and \$100 cash prizes.
- △ There are a number of chapter filing deadlines approaching. Chapter Annual Business Registration needs to be filed with the Secretary of State Office by October 1st to avoid a \$10 late fee. 990 deadline is October 1st and the sales tax deadline is February 5th for the 2013 year.

- △ Mid-Year budget review will be January 3rd and the next Finance Committee meeting will be January 4th in Coon Rapids.
- △ M/S/P (Treasurer/IVP) Move that we approve Dawn Scouton and Laurie Daniels for the Finance Committee, term ending 2015.

Parliamentarian – JoAnn Miller

- △ The State Bylaw and Policy review was held on September 14th at Clear Lake. There were 5 members in attendance.
- △ Please have completed motion slips ready for any business you wish to transact.
- △ As I only had two chapters (Brainerd Lakes Area and Sauk Rapids) submit their bylaws and policies for review first trimester, I am giving them each a party pack.
- △ M/S/P (Parliamentarian/COB) move that we suspend Policy T.9.a requiring an effective writing contest be held at Fall State Convention so the effective writing contest can be held at Winter State Convention.
- △ M/S/P (Parliamentarian/DD11) move that we approve all proposed policy changes as a whole.

Chairman of the Board – Nicky Anderson

- △ Who here is attending the USWT Mid Year Convention? If you have not registered and you want to go, you still can. I have registration forms with me. It is being held right here in Duluth, MN October 3rd -6th.
- △ The ONTO committee provides fundraising and education about national conventions. We have 16 ladies who have signed up to be on this committee and you will meet them at the business meeting tomorrow. ONTO shirts are available for 12.00. Contact me to get your exclusive purple shirts It's the official apparel of Vicki's ONTO team.
- △ SUN ACTIVITY
- △ State staff, president, and treasurer filings for the 2014-2015 year will be accepted starting December 1st. Remember, NO ONE may publicly state intent to seek ANY staff position prior to February 15th, 2014, to anyone other than the chair (Nicky) of the election committee.
- △ March Planning is being hosted by the St Cloud chapter. Registration form will be in my Winter State CIP. All current staff and prospective staff are expected to be there. I am looking for your recommendations. I have a chocolate wine basket which will be given away at Annual Convention. Each recommendation will be given a chance at the basket.
- △ Area meeting planning will begin at Mid Year Exec. Please support your district directors as they plan this exciting and informational event.
- △ M/S/P (COB/DD11) I move that we approve the following members as area election representatives. Area 1: Roxy Appel Wigton; Area 2: Sarah Sundine, Area 3: Kelly Porter; Area 4, Jane Hanson
- △ M/S/P (COB/DD6) I move that we approve the following general members to the Marketing Committee; Kristen Kunstelben; Terri Miller; Laura Erickson; and Bonnie Olmanson
- △ M/S/P (COB/IVP) I move that we approve the following area representatives to the Marketing Committee; Amanda Byrnes, Aitkin, Area 1; Jackie Girard, Avon, Area 2; Dawn Scouton, Burnsville, Area 3; and Brenda Nommenson, St James, Area 4

Executive Director – Katie Castro

- △ Second Trimester Dues – Early Bird postmark is November 15th. Renewals postmarked by December 15th. Check rosters for corrections.
- △ Mid-Year Exec Council – November 8th – 9th at Oakridge Conference Center in Chaska. Executive Council members have forms.
- △ Insurance- Bills out in January
- △ Annual Registrations – Notices have been sent to a chapter's email address on record at the Secretary of State's office. Chapters not completing this filing by October 1st will be assessed a \$10 fee.
- △ 990 – IRS has accepted our list of subordinates, and a number of chapters have successfully filed. There was an informational sheet on the Board Pullout of the August/September Chapter Mailing. Chapters are required to complete the 990-N postcard for this filing by October 1st. Please contact me in the CSC with any questions.
- △ Convention Bids- Fall State 2014 has been received and is being reviewed per Policy E.1.e. Host will be announced at Winter State. Annual 2015—Priority bid due January 10 for Section 3 South (Districts 9, 10, 11) Final bid due April 18 to be heard at Annual Convention in Mahanomen on May 17th. Contact Chapter Service Center for information.
- △ Winter State 2014, “It's a Superbowl Smackdown,” is Jan 24-26, Doubletree Park Place, Golden Valley. Registration forms in CIP. Presentation by co-chairs.
- △ Website Update- The transition and update process continues. Your Web Team has been meeting weekly for the past couple of months, and we are slowly making progress, overcoming code issues, updating forms, getting feedback from members and doing everything we can to make the site user friendly, easier to search and navigate. Daina and Bonnie will be presenting one of the Enrichment classes on Saturday to show some new features and talk about how social media can be used by your districts and chapters; please plan to attend if you would like to learn more
- △ Enrichment sessions- We have three wonderfully informational Enrichment Sessions planned for Saturday from 2:15-3:15. PLEASE plan to attend one of them and support the speakers who have taken time from their weekend to be here for you.

Presidential Assistant – Cathy Snyder

- △ DDs, there are 12x12 scrapbook pages in your bags, one for each of your chapters and one for you to do for your district. Please complete both sides of the page and return to me by March 1, 2014. DDs, please promote this at your district meetings so that we have a LOT of pages for Vicki's scrapbook. SPMs, your pages can be picked up from me after the meeting.
- △ Pictures are tomorrow morning – be there by 7:45; SPMs first, then DDs, then staff. President Vicki is giving each Exec Council member a picture for a gift. There is a form at your spot if you want to order more. Remember, no nametags or pins.
- △ At mid-year, everyone on Exec Council presents a tree ornament to Vicki around their theme. Start looking now for that perfect ornament. Make sure you mark with your name and theme either on the ornament or a hang tag. Also, optional, can bring something for each Exec Council member. Do not put their names on. I will have a bag with each person's name on it for you to put goodies in. You will need 33

△ Please remind your chapters to send me pictures when Vicki visits so we have lots of pictures for her year end scrapbook. They can be sent electronically or by mail. This includes district and chapter meetings and socials. This also includes conventions.

△ Enjoy your weekend!

MNWT Foundation – Christine Harkess

△ Cheryl L. Anderson Memorial Scholarship Art Auction is being held this weekend – stop by and bid.

△ Project Fair Challenge

△ Give to the Max Day is November 15th.

△ Chapter Grants deadline is December 1st.

△ Seeking donations for Winter State Lucky Buck Auction.

△ Next Foundation meeting will be Friday October 11th, at 6:30 p.m. at Chapter Service Center.

Future Directions Committee – Wendy Lindberg

△ Send in your March Planning recommendations to our Chairman of the Board Nicky Anderson.

△ Join a sub-committee today. See my CIP for the names of the chairs and committees available.

△ Chapter structure sub-committee has met three times. They are reviewing how a chapter is defined and is currently defined with 7 under 40. They asked for feedback at the project fair. They will be bringing a recommendation to the future directions meeting by the Spring of 2014. Their next meeting will be Oct 29th at Rasmussen College in St Cloud at 7:00 p.m.

△ Out and About with Women of Today is November 14th. Plan an event!

△ Our next meeting is Dec 14th at Rasmussen College in Blaine at 1:00 pm. See my challenge in my CIP.

Membership Management Chair – Cindy Umland

△ First timers Booklet I am so excited. With the help of a very creative member, the First Timers book had a makeover. Just a couple highlights, there are new TRIVIA questions, The Great Member Hunt, and the Fabulous State Search. The books will be handed out at the First Timers meeting. Encourage them to attend.

△ Do you want to improve your recruiting skills?? A program previously named MLR is being reviewed in the next couple of weeks and my hope is to have something up and ready by Winter State

△ Ladies Night Out: Did your chapter participate in the July 11th Out and About? The next date is November 14th. Encourage your chapters to plan an Out and About Event. Send me a description of your event.

△ Have you signed up to be a mentor or mentee? This is an opportunity to grow as an individual. I encourage you to stop by and sign up at the project fair.

Marketing Chair – Shannon Malbraaten

△ 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! We are looking for members with ideas on how we can promote Minnesota Women of Today and your local chapters. The next meeting is December 14, 2013 at Rasmussen College in Blaine. Please contact Shannon Malbraaten if you would like to be a member of the Marketing Committee at marketing@mnwt.org.

△ Featured Form Member- The Featured Member program allows any member to be recognized for the difference they

have made to the Women of Today organization. Short posts about the selected Featured Members will be posted on the Women of Today blog. Any member may nominate any member in good standing. The Featured Member form can be found in my CIP and soon on the Marketing Committee website page. Please submit nominations to mktg-socialmedia@mnwt.org

President of the Minnesota Women of Today – Vicki Rockwell

Ongoing Business – None

New Business – None

Announcements – None

- Living & Learning State Program Manager Mary Ann Johnson read a benediction. District 11 Representative Amy Pumper led the Minnesota Women of Today Creed.
- The meeting was adjourned at 4:12 p.m.

Submitted by Wendy M Homyak, Secretary