

**Business Meeting Minutes      September 28, 2013**  
**Fall State – Jackpot Junction Casino, Morton**

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- President Vicky Rockwell called the Fall State Business Meeting to order at 10:31 a.m. Living & Learning State Program Manager Mary Ann Johnson read an invocation. Youth of Today SPM, Tari Sieler, led the Pledge of Allegiance. District 6 Director, Jan Schwartz led the United States Women of Today Creed.
- Several special women are in the room and will be introduced at the luncheon this afternoon.
- Co-chairs of the convention, Donna Barrett and Sue Renz, gave a welcome to Fall State Convention.
- Parliamentarian JoAnn Miller gave Orders of the Day.
- Minutes of the Annual Business meeting on May 18<sup>th</sup>, 2013 stand approved as printed.

**Secretary – Wendy Homyak**

- △ I am happy to say the POA for this year is complete, printed and has been distributed this weekend. They are in the DD bags.
- △ I am still seeking donations for the Plan of Action. I will offer an incentive drawing for any donations of 25.00 or greater at Winter State. The winner for first trimester is Bonnie Olmanson.
- △ The winner of the Fun Basket I had at the project fair is Marie Robinson.
- △ Thank you to the 5 secretaries who submitted the checklists. I have an incentive for you in the DD bags.

**Administrative Vice President – Cathy Shuman**

- △ Thank you to the 7 District Directors from 1, 3, 4, 5, 6, 7, and 8 that completed their fast start. Thanks to all of you for the many things accomplished in first trimester.
- △ Welcome to all the state delegates that are here today. These ladies have been “shining bright and sharing the light” with their chapters-reporting to their members, traveling to meetings, and encouraging you to participate in events. Thank you to the 17 state delegates that completed their fast starts.
- △ Do you know your number? Your new district number, that is, which took effect May 1<sup>st</sup>, 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.
- △ The 21<sup>st</sup> annual President/State is coming up on October 12-13 at Camp friendship in Annandale. We have a great weekend planned and you won’t want to miss it. The registration can be found on the state website and in your CIP

**Membership Vice President – Jean Skroch**

- △ Welcome to the 84 new members first trimester. They joined the 289 members that renewed their membership. We had 23 chapters with growth and 3 districts with growth. 16 chapters has 75% retention or higher and 19 chapters had 100% retention. We had 8 in-chapter extensions with 1 chapter having a double in-chapter extension. We have 1 chapter in the one a month Club.
- △ We had 53 chapter invited to the Membership Auction with a total of 1570.00 earned by all chapters and together spent at the auction.
- △ Membership Color Week was held August 25<sup>th</sup>-31<sup>st</sup>. I had 9 chapters call me with their activity details. The winner for holding an m-event during “Color Week” is Savage Area. The winner for signing members during “Color Week” is

Marshall. I am hoping to receive more phone calls during our next “Color Week” that will be November 24<sup>th</sup>-30<sup>th</sup>. 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 2<sup>nd</sup> 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.
- △ 2<sup>nd</sup> 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. Congrats to District 7 DD Erin Caney. She had the district that signed the most members 1<sup>st</sup> 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 1<sup>st</sup> 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. (skit is performed)
- Extensions Director – Lisa Hahn**
- △ There are 3 current extensions: Owatonna by Laura Gaylord, Kenyan/Wanamingo by Byron, and our newest is to Silver Creek/ Maple Lake by Melissa Baxter Lesniak/ Cindy Umland. Melissa and Cindy please come forward for your gift.
  - △ 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 –**

- △ I am looking for a minimum of 25 Outstanding Achievement in Programming certifications from you this year. Take a peek at the form to see what it’s all about. You may have already completed several portions. Contact me with any questions.
- △ If you haven’t completed your programming evaluations for CC, YT, LL, find Leslie, Tari, Mary Ann, or myself for an evaluation. The deadline is Sept 30<sup>th</sup>. We look forward to going over the information and summaries will be posted on the website.
- △ I am focusing on STEP this year. You can find information on STEP certifications in my CIP or out on the USWT and MNWT website. Be sure you include me in your email addresses.
- △ We are holding a State Program Manager Open House today at 5:05 in the Crossed Arrows B room. Come join us for some information on being a state program manager.

**Living & Learning SPM, Mary Ann Johnson**

- ★ Living and Learning, Health and Wellness, and Personal Development certifications can be sent to [ll@mnwt.org](mailto:ll@mnwt.org) or see info in my CIP.
- ★ Written Essay Competition will be at Winter State. These are due December 30<sup>th</sup>.
- ★ The Women Who Impact nominations are due to me November 1<sup>st</sup>. I encourage you to submit a nomination.

- ★ Living and Learning Programming evaluations are due Sept 30<sup>th</sup>. Thanks to those who have already completed theirs.

- ★ Outstanding LPM of the trimester is Peg Flaherty, New Hope

#### **NEWSLET SPM, Christine Sibilleau**

- ★ In the first trimester, I had 56 newsletters submitted from 23 chapters and 4 districts; with 11 members completing the first trimester challenge. The winner of that challenge is Melissa Kloss-Lezer of Foley.
- ★ I am still accepting personal messages through this weekend. I have forms with me.
- ★ Winners at the Project Fair are Sarah Kedrowski of Sauk Rapids and Cindy Umland of St Cloud.
- ★ The outstanding LPM of the trimester is Alysa Miller of Byron

#### **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**

- ★ Thank you to the 20 chapters who submitted SUCCESS first trimester, 16 LPM's and 3 DPM's who submitted a first trimester report, and 4 LPM's and 2 DPM's who completed their fast starts. The winner of the first trimester SUCCESS gift bag is Monticello. Second trimester Success is due post marked January 3<sup>rd</sup>.
- ★ Presidents and State Delegates, sign up now to attend the President/State Delegate Retreat on October 12-13 where I will be presenting training on how to complete your Mid Year evaluations. Mid- Year evaluations are due post marked to me by November 8<sup>th</sup>.
- ★ The outstanding LPM of first trimester is Tal Hess of Longville.

#### **Ways and Means SPM, Sharon Erickson**

- ★ Second trimester fundraiser is Fun Pasta. First order due date will be October 19, to ensure delivery at Mid-Year Exec Council.
- ★ Please take a look at the State Store survey in my CIP and also available at the State Store this weekend.
- ★ Come check out the samples of possible new items at the State Store.
- ★ Chapters that ordered flower bulbs I have them at the store.
- ★ The outstanding LPM of first trimester is Jill Watson of Fridley

#### **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 1<sup>st</sup>.
- △ 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 1<sup>st</sup>. 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**

- ★ Thanks to the chapters doing Random Acts of Community Connections. There were a total of 105 and the Hibbing chapter had the most with 74. Remember to keep doing them and another party bag will be given at Winter State
- ★ The winner of the Project Fair fundraiser was Heather Goble with her guess of 63.
- ★ Thanks to the 6LPM's and 1 DPM who did their fast start.
- ★ The outstanding LPM of first trimester is Carol Cranbrook of New Hope.
- ★ 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.

#### **Isaac's Journey Foundation SPM, Anna Nichols**

- ★ 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.
- ★ Congratulations to Maple Grove. They had the heaviest bag of change with 13 pounds 8 oz. The winner of the chapter participation drawing is New Hope.
- ★ Thank you to everyone who entered the wine and chocolate drawing. We raised 159.00. the winner of the basket is Rachel of Redwood Falls.
- ★ The outstanding LPM of first trimester is Annette from Monticello.

#### **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 11 LPM's and 4 DPM's who did their fast starts.
- ★ The winner of the Project Fair drawing is Nancy Larkey of Avon.
- ★ The outstanding LPM of first trimester is Kris Sigler from Rice.

#### **Youth of Today SPM, Tari Seiler**

- ★ Thank you to the 8LPM's and 1 DPM that submitted a fast start.
- ★ Kids week was a success. We had 13 chapters report their activities.
- ★ The winner of my first trimester challenge is Kathy Falkowski.
- ★ Mark your calendars!! The fundraiser for the Outstanding Young Adult scholarship is March 8, 2014. We will be attending the Minnesota roller Derby Girls. Check out my CIP for more details.
- ★ The winner of my Project Fair drawing is Judy Mondenhauer

- ★ The outstanding LPM of first trimester is Shelli Struzyk.
- ★ Please help promote Bullying by buying a bracelet to "Put a Stop to Bullying for only 3.00.

#### **Treasurer – Peggy Kaufman**

- △ Thank you to the 7 treasurers who completed my first trimester challenge and 18 treasurers who completed the Treasurers checklist. Incentives were placed in the DD bags. See my CIP for the second trimester challenge.
- △ Thank you to the 21 chapters and 1 district that submitted a total of 93 transmittals totaling 29,286.70. While this is a great starting point, this only represents 30% of chapters. Please help me reach my goal of 70% of chapters submitting at least one transmittal. Deadline to submit for this trimester is January 3<sup>rd</sup>, 2014.
- △ The 2012-13 audit is not yet complete, but looking good.
- △ Finance Committee met on August 17<sup>th</sup>; minutes are attached to my CIP. The Finance Committee is holding a year long fundraiser with ceramic tiles with sayings and designs on them. I hope you were able to see them at my booth at the project fair. The deadline for 2<sup>nd</sup> trimester for delivery at Winter State will be December 31<sup>st</sup>. Special orders will be taken if you need prior to the holidays. How many remember when I was campaigning for my treasurer and I was going to have 1 resort package and was hoping for two? Guess what? I got 3. The 2<sup>nd</sup> 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. Tickets are \$5 each and only 750 are available. Please see me to get yours. Chapters earn 50 success points for selling one book.
- △ 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 1<sup>st</sup> to avoid a \$10 late fee. 990 deadline is October 1<sup>st</sup> and the sales tax deadline is February 5<sup>th</sup> for the 2013 year. See my CIP.
- △ The following members of the Finance Committee were approved for two year terms ending 2015 at the Exec Council meeting yesterday: Dawn Scouton and Laurie Daniels. The following members of the Finance Committee were approved for renewed terms ending 2015: Bonnie Waller, Jen Kinzer, and Nancy Dvoracek. All members of the Finance Committee please stand to be recognized.
- △ Mid-Year budget review will be January 3<sup>rd</sup> and the next Finance Committee meeting will be January 4<sup>th</sup> in Coon Rapids.
- △ M/S/P (Treasurer/Avon) Move that we adjust the LL SPM budget by 167.76 for a total of 580.35.
- △ M/S/P (Treasurer/Duluth) Move that we hold a MAVA (Minnesota Association for Volunteer Administration) conference in spring of 2014, cost of \$50/ member and \$100/ non member with a minimum of 30 and maximum of 40 participants.
- △ M/S/P (Treasurer/St Cloud) Move that we approve the 2013-2014 budget as printed in the MNJOTS CIP.

#### **Parliamentarian – JoAnn Miller**

- △ 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. The deadline for submitting your bylaws and policies for second trimester is December 30<sup>th</sup>.

- △ The proposed Bylaw changes will be printed in the November and December/January Chapter Mailings.
- △ Please have completed motion slips ready for any business you wish to transact.
- △ There are 35 of 70 chapters present; a quorum has been established.

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

Twelve members traveled to Fremont, Nebraska June 13-16 as we celebrated with the United States Women of Today at the Year End Convention. Many Minnesota members were recognized and awards will be given out tonight at the Awards Ceremony.

- △ The ONTO committee provides fundraising and education about national conventions. Several events are held during the year. I would like to welcome the FUNTO SQUAD who will be helping me with the different types of promotions

#### **USWT Mid Year Convention:**

Who in this room is attending USWT Mid Year Convention? If you have not registered, and want to go, you still can. I have registration forms with me this weekend. The best part is it's being held in Duluth, MN October 3<sup>rd</sup>-6<sup>th</sup>.

#### **ONTO Shirts:**

Have you purchased your purple ONTO shirt yet? These shirts are available for only 12.00. It's the official apparel of Vicki's ONTO team.

#### **ONTO Flower Sales**

The ONTO flowers are on sale for 2.00 each. We will take orders this weekend. Which district will sell the most flowers? District with the most flower sales will be given a prize at Winter State.

- △ State staff, president, and treasurer filings for the 2014-2015 year will be accepted starting December 1<sup>st</sup>. Remember, NO ONE may publicly state intent to seek ANY staff position prior to February 15<sup>th</sup>, 2014, to anyone other than the chair (Nicky) of the election committee.
- △ March Planning is being hosted by the St Cloud Women of Today. Registration form will be in my Winter State CIP. I encourage everyone to attend this meeting and to make suggestions regarding the future of our organization. Send all recommendations to me prior to the meeting.
- △ Yesterday at Exec Council the following election representatives were approved: Area 1- Roxy AppelWington Area-2 Sarah Sundine Area 3- Kelly Porter Area 4- Jane Hanson

#### **Executive Director – Katie Castro**

- △ Second Trimester Dues – Early Bird postmark is November 15<sup>th</sup>. Renewals postmarked by December 15<sup>th</sup>. Check rosters for corrections.
- △ 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 1<sup>st</sup> 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 17<sup>th</sup>. 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.

#### **Presidential Assistant – Cathy Snyder**

Vicki's book is being passed around. Please take the time to write her a message.

- △ The DDs will be giving each chapter a 12X12 scrapbook page. 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.
- △ I need your help I am looking for a \$10 donation from each chapter for President Vicki's year end gift. The check can be made out to MNWT and sent to me. I have already received 2 donations Mahanomen and District 1. Please come forward for your gift.
- △ 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 was held this weekend. The winners of the scholarship are Cindy Sanders and Stephanie Putzier.
- △ Project Fair Challenge winner is
- △ Give to the Max Day is November 15<sup>th</sup>.
- △ Chapter Grants deadline is December 1<sup>st</sup>.
- △ Seeking donations for Winter State Lucky Buck Auction.
- △ Next Foundation meeting will be Friday October 11<sup>th</sup>, 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 29<sup>th</sup> at Rasmussen College in St Cloud at 7:00 p.m.
- △ Out and About with Women of Today is November 14<sup>th</sup>. Plan an event!
- △ Our next meeting is Dec 14<sup>th</sup> at Rasmussen College in Blaine at 1:00 pm. See my challenge in my CIP.

#### **Membership Management Chair – Cindy Umland**

- △ A special good morning to the 17 first timers here this weekend. Please be sure to take time to make these ladies feel welcome.
- △ The next Out and About is November 14<sup>th</sup>. Remember to let Shannon and I know what your chapter or district did. There will be a drawing at Annual Convention sponsored by the MMC and Marketing Committee. The winner of the drawing for first trimester is Avon.
- △ We have 2 new M-nighys that will be available online around October 1<sup>st</sup>. They are Moonlight Bowling and Casino Night.

- △ We had a drawing for a prize at the Project Fair. The winner is Christine Evje of Rice.

#### **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](mailto: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](mailto:mktg-socialmedia@mnwt.org)

#### **President of the Minnesota Women of Today – Vicki Rockwell**

**Ongoing Business** – None

**New Business** – Winter State 2014 presentation/skit.

**Announcements** – None

- Living & Learning State Program Manager Mary Ann Johnson read a benediction. Public Relations State Program Manager Amy Jen Eckstein led the Minnesota Women of Today Creed.
- The meeting was adjourned at 11:52 a.m.

Submitted by Wendy M Homyak, Secretary