

Business Meeting Minutes

September 19, 2015

Fall State, Cragun's, Brainerd, MN

- President Terri Dahlberg called the Fall State business meeting to order at 9:42 am.
- Melissa Redzuan, Living and Learning SPM, read an invocation. Community Connections SPM Mary Ann Johnson led the Pledge of Allegiance. District 6 Director Wendy Homyak led the United States Women of Today Creed.
- Parliamentarian Michelle McGowan read Orders of the Day.
- Convention co-hosts Jen Kinzer and Heidi Westerlund gave a welcome.
- Minutes of the Annual Convention Executive Council Meeting on May 15, 2015, and of the Annual Business Meeting on May 16, 2015, were placed in the CIP packets and will be approved at Winter State convention in January.

Secretary-JoAnn Miller

- Have you read your Chapter Mailing Highlights? It is mailed each month that we don't have a convention to all chapters. If you haven't seen one, you can read it by going to the secretary page on the MNWT website and clicking on Chapter Mailings.
- Thank you to those who submitted donations for the State Plan of Action. The winner of the drawing for the basket is Katie Castro.
- I also offered a wine basket drawing for those who completed my fast start. The winner of that basket is Angela Tompkins, Anoka.
- I have another wine basket for one of the secretaries that submitted their chapter or district meeting minutes for review. The winner of that wine basket is Tawn Hanson of New Hope.
- I haven't received very many PALS applications yet this year. If you would like to have a PALS chapter, please fill out the application which can be found on the website. It was also in my PALS MNJOTS CIP.

Administrative Vice President-Heidi Westerlund

- District Excitement – Let's see what districts have excitement! Judges are watching! (Introduced district directors)
 - ✓ DD02: Tanna Engen
 - ✓ DD03: Jessy McShane
 - ✓ DD04: Sue Lemke
 - ✓ DD05: Ileana Miller
 - ✓ DD06: Wendy Homyak
 - ✓ DD07: Kellee Potter
 - ✓ DD08: Stacy Pearson
 - ✓ DD09: Deana Ries
 - ✓ DD10: Jane Hanson
 - ✓ DD11: Amy Pumper
- Thank you to the seven district directors and 12 state delegates who completed fast starts.
- President/State Delegate retreat is October 10-11 at True Friends in Annandale.
- State delegate roundtable is 3:30 pm – 4:15 pm in Pioneer Room this afternoon.

Membership Vice President-Debbi Benke

- The Investing in Membership Weeks are during the weeks of October 18th - 24th and December 13th-19th.
- Membership Go-To Meetings have been established! For the second trimester they will be held on October 13th and December 8th.
- 2nd Trimester Membership Rebates include:
 - ✓ Sign 3 New Members and earn \$25
 - ✓ Sign 4 New Members and Achieve 100% retention and earn your 5th New Member Free! (Value of \$50)
- *Chapters - Please send in all New Member Adds to the Chapter Service Center and the MNWT Foundation will rebate your chapter the 5th member.
- Thank you for your efforts with retaining and adding members! We will eventually see an increase and I foresee second trimester looking like a growth trimester!

Chapter Management Vice President-Christine Sibilleau

- Did you have fun at the project fair last night? I did! At the membership table, we asked our members for ideas on membership. Thank you for sharing! The winner of the membership door prize is Michelle Crandall. Congratulations!
- I would like to share with you that there were 19 chapter presidents who completed their fast starts! A list of those chapter residents can be found in my CIP.
- Send in your registration forms soon! There's a September 30th deadline to register for the President/State Delegate Retreat October 10th and 11th. This is a weekend guaranteed to "Spread Your Wings," have fun and get training!
- We said goodbye to three chapters last trimester (Eagan, Foley and Nisswa) and have ten chapters on the TLC list. Thank you to the 14

members who are part of the DREAM (aka Gold) Team – you are an incredible resource to TLC chapters and are dedicated to helping these and others to ensure success for all of our chapters across the state! A DREAM Team gathering will be in room Lakeshore 2 this afternoon beginning at 4:00. Please drop by if you are a DREAM team member, are interested in joining this special group of women or have questions about the DREAM team network.

- Thank you for those who stopped by the membership table last night and shared what they think makes a well-rounded chapter. The winner of the Chapter Management basket is Dawn Hendricks, Monticello,
- Come to the membership teams' roundtable – we're going to talk about the Butterfly Effect in our chapters. It will be at 11:15 in room Lakeshore 2.

Extensions Director-Julie Marchand

- We have four extensions in progress – Kenyon/Wanamingo, Eastern Carver County, Coon Rapids and Alexandria
 - ✓ The Byron chapter is extending to Kenyon/Wanamingo.
 - ✓ The Eden Prairie chapter is extending to Eastern Carver County.
 - ✓ Anoka area members are extending to Coon Rapids.
 - ✓ District 4 members are extending to Alexandria.
- We need extension team members to help out with these extensions in progress. We also have other areas of interest such as Hopkins/Minnetonka, Little Fork, Owatonna and Farmington. Do you want to see the Women of Today organization grow? Please step out and help with these extensions or file an Intent to Extend and start working on a new extension in a community near you. This will help the organization reach the goal of 2020 by 2020.
- Cash incentives from Minnesota Women of Today Foundation for 2nd trimester:
 - ✓ \$200 will be granted to the new chapter if extension is completed by November 30, 2015.
 - ✓ \$100 will be granted to the new chapter if extension is completed by December 30, 2015.
 - ✓ \$50 will be received if you file an Intent to Extend by October 15th and schedule five events by November 20, 2015, AND your chapter can receive Success points also.
- See my CIP for other helpful information. Thank you for your ideas on how to support an extension.
- Winner of the project fair prize basket is Stacy Pearson.
- Winner of the Intent to Extend challenge is the Eden Prairie chapter.

Internal Vice President-Brenda Sather

- I received 35 programming evaluations for R&R and SUCCESS which exceeded our goal of 30. A full report will be available for review by mid-year.
- Thank you to everyone who stopped at the project fair. Winners of the "toolkits" were Joy Grulke and Noel Ness.
- Internal Programming Forums were moved to Fall State as a recommendation from Future Directions. Please take time to attend these following the business meeting today.
- We are thinking about SPMs for 2016-17 so if you are interested, attend the SPM Open House this afternoon at 5:00 for more information.

Living and Learning-Melissa Redzuan

- For my L&L Challenge "Cultures, Traditions or Holidays", two chapters have submitted pictures for LL challenge and be featured in my L&L Fall CIP and Facebook page. My goal is receive ten entries per trimester, will be entered into drawings at conventions.
- Receive 120 L&L Certifications and 15 PEP course chapter certifications by year end. Include tips and suggestions for completing certifications and PEP courses. Individuals who complete LL Certifications and chapters who certify in PEP courses will be recognized at all conventions with incentives in DD bags.
- Receive ten entries in each of the Impromptu Speaking, Effective Speaking and Effective Writing competitions. Competition topics available in L&L CIPs. Winners will be recognized in each category in my CIPs and in State NEWSLET.
- Receive ten nominations for Lois M. Christensen Women Who Impact Awards. Promote at the Fall State Project Fair, L&L CIPs and other publications.
- Outstanding LPM for 1st Trimester is Sandy Froehlich of Brooklyn Park.

NEWSLET-Kimberly Rowland

- NEWSLET articles and "Be the Light" personal messages due September 25th for the post-fall state convention issue to be published in mid-October.
- NEW this year...discounted bulk purchasing options for NEWSLET "Be the Light" personal messages.
- Trimester 2 Challenges – same as Trimester 1 – these dues dates are January 28, 2016.

- ✓ Any chapter submitting at least one article for publication by the due date will be in a drawing; one entry per submission.
- ✓ Each person submitting one "Be the Light:" personal messages by the due date will be in a drawing; one entry per paid personal message.
- ✓ Any chapter submitting 15 "Be the Light" personal messages by the deadline will be in a chapter drawing; one entry per 15 paid personal messages.
- Cindy Umland of St. Cloud won for submitting personals first trimester.
- Marty Hanson of St. Cloud won for submitting an article first trimester.
- Outstanding LPM for first trimester is Erin Wagner of Aitkin.

Public Relations-Anna Nichols

- I am so excited about being this year's Public Relations SPM. When we promote our accomplishments, our events, and even our needs, we grow as a chapter, district and state. 87% of our chapters participated in PR first trimester, and I appreciate each of your efforts to share MNWT with others more than I can express. Thank you.
- A special thank you to the 21 chapters who participated in Founder's Day and the 94 members who attended Day at the Diamond.
- Now have a lot of great things to award. The top winner of the first trimester chapter challenge is Aitkin. The district winning the first trimester participation drawing is District 4. The chapter winning the first trimester participation drawing is Elk River. The winner of the wine basket is Christine Sibilleau of Roseau and the winner of the not wine basket is Cat Shuman from Monticello.
- Next on the PR calendar is Women of Today week, September 20th-26th. Make time to celebrate your amazing chapter during this time.
- When you get home, look over my CIP for the second trimester district and chapter challenges.
- The Outstanding LPM for Public Relations is Dolores Varichak from Fridley.

Records & Recognition-Sarah Sundine

- Eight LPMs submitted Fast Starts and 15 LPMs submitted 1st trimester reports.
- One DPM submitted a 1st trimester report.
- 24 chapters submitted SUCCESS against a goal of 30. The October 6th Webinar will be on SUCCESS.
- Winner of the 1st trimester SUCCESS drawing is St. Michael/Albertville (STMA).
- Outstanding LPM is Pat Nelson from Madelia.

Ways and Means-Sue Ellen Toppings

- Thank for participating in the Cherrydale & Yankee Candle Promotions! We have raised \$315.50 for Ways & Means and \$315.50 is being sent back to chapters (20% of the proceeds!). Keep spreading the word! Great presents for the upcoming holidays to order! See my CIP for details.
- Order a MNWT Jacket through the State Store! Also now stocked in the State Store are MNWT Power Banks! Stop by the State Store today to get yours!
- Flock-A-Friend this weekend! Stop by the State Store or find me today and we'll plot your attack!
- "\$5 for Friendly Service" are available to win this weekend, including "Coffee Delivery Sunday Morning" and "Your Personal Packer." Chances available for \$5 each until the end of the luncheon today!
- Ways & Means Outstanding LPM is Jane Holmberg from St. Cloud.

External Vice President-Shelli Struzyk

- Thank you to all of you who attended the "Tools for SUCCESS" Project Fair last night. Our SPMs worked very hard to present relevant information to you all.
- I would love to have four bidders for the external programming areas at Winter State Convention. If you are interested in an SPM position, please see Brenda or myself. You can also attend the Future SPM Information Open House today at 5:05 p.m. in room Lakeshore 1.
- Thank you so much to everyone that submitted an LPM report and Transmittals. Please remember if you report money raised or donated on an LPM report a coinciding transmittal MUST also be submitted. Also, don't forget those service hours on your LPM reports. If you have people that participated, you have hours worked.

Community Connections-Mary Ann Johnson

- Please remember food shelves during the holidays. Abuse shelters need gas and grocery vouchers/certificates, personal items (shampoo, conditioner, lotions, toothpaste, deodorant). The list can go on, please call your local shelter for a list of items. If your chapter has any items for True Friends, please send them to the President/State Delegate retreat October 10-11 in Annandale.
- Please remember when you're reporting on your LPM reports, you need to add your hours and number of members helping. That way it can get reported to the staff and at the end of the year.

- The winner of the Project Fair Drawing is Cathy Olson from Aitkin.
- Thank you to the seven LPMs and two DPMs who submitted their fast starts.
- There were 74 transmittals received with \$29,602.73 raised for first trimester.
- Community Connections had 18 LPM reports received with 1,396.8 service hours.
- October is Domestic Violence Awareness month. Have someone from a shelter come and speak at your meeting. Take a picture and send it to me and your name may be drawn at winter state convention for a basket.
- My Outstanding LPM of the Trimester is Sandy Froehlich from the Brooklyn Park chapter.

Breaking Free-Brenda Kennelly

- The winners of the two baskets from the Project Fair are Bonnie Olmanson from St. Cloud and Brenda Sather from Greenbush.
- The winner of the drawing for the DPM/LPM booking a date with Breaking Free at the Project Fair is Teddy Ostenberg from New Hope.
- The chapter bringing the most donations to Warm Starts was Brooklyn Park for bringing 2,008 items.
- Thank you to the four LPMs and one DPM who submitted their fast starts.
- There were 18 transmittals received with \$14,848.35 raised for first trimester.
- Breaking Free had 15 LPM reports received with 211 service hours.
- My Outstanding LPM of the Trimester is Arlis Thielke from the Monticello chapter.

Women's Wellness-Barb Zeroth

- Thank you to the four LPMs and one DPM who submitted their fast starts.
- There were seven transmittals received with \$680.71 raised for first trimester.
- Women's Wellness had 14 LPM reports received with 493.25 service hours.
- The winner of my incentive basket for my first trimester challenge is Wendy Sockness of Burnsville.
- My Outstanding LPM of the trimester is Alicia Parsley from the New Hope chapter.

Youth of Today-Robin Petermeier

- Thank you to the five LPMs and one DPM who submitted their fast starts.
- There were 35 transmittals received with \$12,822.27 raised for first trimester.
- Youth of Today had 20 LPM reports received with 886.5 service hours.
- The winner of the incentive basket for the first trimester challenge is Rice.
- The winner of the Lucky Buck Baskets from the Project Fair are Terry Wolbeck from Rice and Roxy Appel-Wigton from Aitkin.
- Please consider helping reach a goal of ten nominations for the Outstanding Young Adult Award. Nominations are due to me by Nov. 1st.
- The Outstanding LPM of the trimester is Mindy Snyder from the Aitkin chapter.

Treasurer-Shirley Halgrimson

- Sales tax filing: For all sales during 2015 you will need to file a sales tax report with the Department of Revenue. This is due by February 5th 2016. Please check my CIP for more information
- Thank you to the 13 chapter treasurers that completed their fast starts. I had three chapter treasurers complete the first treasurer challenge. Those chapters are Aitkin (Cathy Olson), Eden Prairie (Cathy Snyder), and STMA (Candi Testa).
- Our next budget review will be Friday January 8th and the Finance meeting will be Saturday January 9th, 2016, in Coon Rapids. Members are always welcome to attend.
- Raffle tickets are now available for purchase for only \$5 per ticket. We only have 750 available so don't miss out on your chance to win one of five (5) fabulous prizes. The drawing will be held January 30th at the Double Tree during Winter State convention. You do not need to be present to win but you must be at least 18.
- The 2014-2015 annual audit has been completed.....you will find the auditor's letter attached with my CIP---there were no recommendations on changes.
- M/S/P (Treasurer/Duluth) I move to approve the completed 2014-2015 audit.

Parliamentarian-Michelle McGowan

- The State Bylaw and Policy Review will be held on October 30 at 7:00 pm at the Chapter Service Center. Please let me know if you will be attending. Remember, we can always set up a Go To meeting. I can

email you a copy of the Bylaws and Policies if you will be attending a Go To meeting.

- Remember to send me your chapter and/or district bylaws and policies to review or I would be happy to attend your meetings. I will have a drawing for one (1) chapter or district that sends me their bylaws and policies.
- Thank you to the seven chapters and one district that sent me their bylaws and policies to review and the one chapter that invited me to their meeting. The winner of the first trimester basket is New Ulm.

Chairman of the Board-Laura Gaylord

- Hello and good morning. I would like to thank the following individuals who are members of the ONTO committee, Noel Ness, JoAnn Miller, Stephanie Putzier, and Michelle McGowan. We are still looking for representative members from all areas of the state that would like to join us on the ONTO committee. If you are interested or have questions please feel free to contact me or better yet stop by the meeting today in my room #208 at 3:30pm
- The outstanding orange ONTO shirts are now available.
- Get yours today for the low price of \$12 and \$14. Don't have your size on hand? NO WORRIES I will be placing another order in January, see me for an order form. These are also available online at the Minnesota Women of Today website.
- Ladies get out your calendars! Now block off October 1st thru the 4th. We are taking a road trip to Kansas City, Missouri. Why you ask??? WELL IT'S THE USWT NATIONAL MID – YEAR CONVENTION OF COURSE!!! Not registered? NO PROBLEM there is still time and I have forms available this weekend with all the information. I hope you will join President Terri, myself and other MNWT members as we celebrate with the other 11 states the accomplishments this year thus far.
- Save the date, March Planning 2016 will be on Saturday March 12th and will be hosted by District 8 Women of Today. It is not too early to send March planning recommendations to me to cob@mnwt.org. Reminder the recommendations can come from any member of the Minnesota Women of Today.
- Finally I would like you to start to think about what the “KEY to your Next Adventure” may unlock for you. Is it the position of District Director, or that of a State Program Manager? If so be sure to contact AVP Heidi, EVP Shelli or IVP Brenda with any questions or interest you may have. If your KEY holds that of a state staff position, you may file for those starting December 1, 2015 or after. It is important to note that you are asked to only address your question and or interest in those positions to myself as the chairman of the elections committee. This is both out of respect for President Terri and as it is stated in our MNWT bylaws and policies.

Executive Director-Katie Castro

- Winter State 2016: Eden Prairie Women of Today chairing “Gilligan's Island” January 29-31, 2016, Double Tree Park Place in St. Louis Park. Registration forms in CIP and on website.
- Convention Bid Update: Still seeking hosts for Annual 2016 and Fall State 2016. I have a couple of potential locations that I have contacted. Please see me for more information. Priority bids for Annual 2017 open to Section 1 North/West (Districts 1, 2, 3 & 4) due to me by January 15, 2016, final bids due to me April 22nd, to be presented at Annual 2016 Business Meeting.
- I expect to have the second trimester dues billing in hand after USWT Mid-Year convention; watch for it in your chapter mailboxes the second week of October. Early bird deadline is November 15, final deadline is December 15.
- Reminder to watch for your chapter 2016 insurance bill immediately in January.
- Thank you to the chapters that successfully filed their 990n and Annual Registrations by the September 1 deadline. Notices were sent to those who did not complete these filings. Must be done by October 1st to avoid the additional \$40 late fee on the 990n. I'm always available to assist, please contact me if you need help.

Presidential Assistant-Colleen Todd

- Requesting each chapter/district send \$10 for the year-end gift for President Terri. Check made out to MNWT and send to me. Please mark in memo line President Terri year-end.
- DDs were given a 12X12 scrapbook page (front and back) to be completed by each chapter and district and returned to me by Winter State.
- Send pictures (electronic if possible) to me when President Terri visits your chapter or district.

MNWT Foundation-Jen Kinzer

- The MNWT Foundation is currently participating in the Amazon Smile program. See my CIP for details.

- Become a member of the Sapphire Club. There are two levels \$500 and \$100. You have 3 years to complete your pledge. See me for more information or check out my CIP.
- Other donations are being accepted also. Sustaining memberships, Outstanding programs, scholarships, grants, etc.
- Chapter Grant applications are due December 1st.
- Give to the Max day is November 12th.

Future Directions Chair-Dawn Scouton

- We are excited for a new year in Future directions! Thank you to those members that joined us for our first meeting in July. We had a great turnout and discussion. We'd love to have you join us at our next meeting on December 5th. Details to come!
- We are in need of a few sub-committee chairs for our International Chapters and Train the Trainer. If you are interested contact Dawn for more information
- We are always in need of committee members. Come and have your voice be heard and help with planning for the future of the organization! You don't need to be a member of the committee to attend.
- The GoGreen subcommittee is meeting this afternoon at 4:30 in Lakeshore 2 – all members are welcome! Come and see what the main objectives of this committee are and how we can become more efficient in all levels of the Women of Today.

Membership Management Committee-Wendy Lindberg

- Welcome to the 12 first timers joining us here this weekend! Please stand and be recognized. If you see these ladies here this weekend, please be sure to say “Hello” and share a little bit about Women of Today with them! Thank you to Becky Lysen for help with the first timers' books.
- Thank you to the 26 members in attendance at the Membership Management Committee Meeting. There was some great discussion on what everyone sees as the vision of the MMC's role in the organization. It was a great conversation.
- What you may have missed:
 - ✓ Thank you to Anna Nichols who has volunteered to be the new Leadership Sub-Committee chair.
 - ✓ Those who do not receive new member packets, please contact Katie. (Maybe the person didn't get turned in or was missed.)
 - ✓ Please let Julie Marchand know if you would like to be on teams to assist with Extensions.
- The 2020 by 2020 committee knows that we have 57 new members first trimester, but we don't have that many pledges. It is not too late to turn in your pledges for the 2020 by 2020 vision wall. Please see any committee member, or someone with a 2020 by 2020 button to receive your pledge form for completion at convention.
 - ✓ I'm sure you have noticed the lovely black nerdy glasses that members are wearing this weekend. You too can have your very own pair. You too could be a part of the elite group that has a pair of these glasses. When people ask you why you are wearing them, explain that you signed or reactivated a member of the Women of Today. Wear these glasses proudly at chapter and district meetings, chapter socials and projects, and to conventions. Soon everyone will want to have a pair of these super groovy glasses!
 - ✓ The committee will be meeting approximately two times per trimester. If you have suggestions, please send us an email at mmc-2020@mnwt.org.
- How you can help:
 - ✓ Participate in calling members and chapters that need renewals or additional members.
 - ✓ Check in with extensions and find out if they have one near you that you can help with.
 - ✓ Sit at a booth for an area expo or volunteer event.
 - ✓ Contact me if you would like to be a part of the next committee meeting
 - ✓ Let me know if you have ideas or things you would like to talk about membership of the Minnesota Women of Today.
- The winning number at the project fair is 60.
- The next Out and About day is November 12th. Share with me what you did and I will enter you into a trimester drawing for an m-event to be given away at each convention. This trimester three chapters sent in their events to me. The winning chapter is Eden Prairie.
- Our next meeting will be Saturday, December 5th at the Brickyard in Clear Lake.

Marketing Committee-Lisa Hahn

- Thanks to all the members who participated in the state Marketing Committee meeting on July 25th in Monticello. Many thanks to Melissa Redzuan for her help in soliciting and organizing the vendors for the project fair last night. Many thanks also go to Sue Ellen Toppings who chairs the Branding subcommittee, Daina Mirsch-Wenner who spends

her time keeping the MNWT website current, and Shelah Heien who chairs the Social Media Review Area and oversees the MNWT Facebook page, blog, Twitter account and more,

- Social Media Report
 - ✓ App: Those of you who have the Yapp app this weekend, there is a new feature being utilized called crowd pics. If you take photos, feel free to post them on the app or send them to Shelah via text (gave her phone number to attendees).
 - ✓ Photos: Taking photos? Posting to Facebook? Share or tag Minnesota Women of Today.
 - ✓ Facebook: Use hashtags #MNWT; #FallState; #BreakingFree; #RuffStart
 - ✓ Blog: Visit and follow the Minnesota Women of Today blog. Go to the website home page and on the bottom, click on the orange and white "B" icon. Click the "follow" button.
 - ✓ If you want members to know about your chapter's awesome accomplishments, send something to mktg-socialmedia@mnwt.org.
- Daina had a drawing if you visited her website table. The winner of the drawing is Danielle Hallberg.
- Ruff Start Rescue is the statewide Buckets of Sunshine project this year. Anna Williams is our chair and has a variety of promotions planned including a "Photo Contest" at this convention and ongoing collections of items for all kinds of wonderful animals with a special presentation to take place at Winter State. If you have donations to turn in, please see Anna.
- Check out the MNWT Marketing webpage for a copy of the Marketing grant application. Any chapter or district can apply for reimbursement funding for an event/project focused on gaining new members. If you are interested in recruiting new prospect names for your chapter or a new extension, consider a grant application. This is a matching grant for up to \$250.
- The state committee meetings for second trimester will be held on Saturday, December 5th at the Brickyard Bar and Grill in Clear Lake with meetings at 10:45, 12:00, and 1:30. Any member is welcome to attend the committee meetings.

President of the Minnesota Women of Today-Terri Dahlberg

- Due to the lateness of the meeting, President Terri stated she would give her speech later.

Ongoing Business

New Business

- M/S/P (Treasurer/Madelia) I move that we approve the 2015-2016 budget.
- A bylaw motion was made by Kimberly Rowland, Eden Prairie President that will be voted on at Winter State convention. The motion read: "I move that we suspend the bylaws clause 'with a minimum of five (5) of them being under the age of 40' found in Article 3 Membership, section 1, member chapters, subsections B and F until May 1, 2021."

Announcements-None

- Living and Learning SPM Melissa Redzuan read a benediction.
- Breaking Free SPM Brenda Kennelly led the Minnesota Women of Today Creed.
- The meeting was adjourned at 11:15 am.

**Respectfully Submitted,
JoAnn Miller, Secretary**