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BOARD MEETING (on-site) STANDING RULES

1. All members shall keep registration badges in evidence throughout business and workshop sessions.
2. All speakers shall state their name and the name of their chapter to which they belong.
3. All items of new business, including motions, must be in writing and submitted to the Recording Secretary prior to the start of the business session.
4. When speaking to a motion, each speaker will declare if speaking in the affirmative or the negative and will be limited to two minutes.
5. Only members of the Board of Directors shall make and second motions and vote.
6. Non-Board Members attending the meeting may speak to the motion, however, they may not vote.
7. A speaker cannot speak twice to the same motion until everyone else wishing to speak has done so.
8. Debate on each subject will be limited to ten (10) minutes inclusive of points of information, etc.
9. All guests granted permission to attend board meetings should sit in seats assigned by the Committee in charge of seating.
10. The privilege of the floor may be given to a guest by majority vote of the Board of Directors.
11. There shall be a timekeeper at all business sessions.
12. The current edition of *Robert's Rules of Order, Newly Revised* shall be the parliamentary authority for the conduct of business.
13. The President is empowered to make changes in the Business Agenda and Board Meeting Schedule to expedite the business of the Organization.
14. Reports not included in the Program Book will be placed on a separate table in the rear of the meeting room where they can be picked up by attendees. Pages will not be asked to distribute late reports.
15. Anyone making an oral addition to a written report will be limited to three (3) minutes.
16. All personal communication devices such as, but not limited to, cell phones and pagers must be put on silent mode during business sessions, hearings and workshops, as well as other appropriate times such as guest speaker presentations. A \$5.00 penalty will be assessed for each violation; said penalty will be donated to NIKE.

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11. The President is empowered to make changes in the Business Agenda and Board Meeting Schedule to expedite the business of the Organization.
12. Anyone making an oral addition to a written report will be limited to three (3) minutes.
13. It is recommended that all attendees mute their device unless recognized by the Chair to speak.

HYBRID FALL BOARD MEETING AGENDA
Saratoga Springs, NY
OCTOBER 14, 2023 10:00 A.M. – 12:00 P.M.

Board Members & Those Assuming Board Member Chairs need to check in with Carena Collura, Secretary or Robin Bridson, President Elect

Zoom Room will be open at 9:45 A.M.

Meeting Agenda

Quorum Declaration/Voting Strength	Carena Collura, Secretary
Call to order	Janet Carey, President
Ratification of Region Directors	Janet Carey, President
Moment of Silence	
Collect	Robin Bridson, President Elect
Pledge of Allegiance	Karin Pantel, Vice President
Opening Remarks – Welcome First Timers	Janet Carey, President
On-line/In Person Attendees Registration Report	Registration Chair
Adoption of On-Line/In Person Board Meeting Rules	Margherita Clemento,
Parliamentarian	
Adoption of Board Meeting Agenda	Janet Carey, President
<u>BOARD OF DIRECTOR REPORTS</u>	
<u>Executive Committee Reports</u>	
Secretary Report	Carena Collura, Secretary
Actions of Executive Committee	
Treasurer Report	Robin Bridson, Treasurer
Vice President Report	Karin Pantel, Vice President
President Elect Report	Robin Bridson, President Elect
President Report	Janet Carey, President
Immediate Past State President	Jacque Shellman
<u>Standing Committee Reports</u>	
• Advocacy	Sue Bellor, Chair
• Bylaws	Amy Colon, Chair
• Communications	Robin Bridson, Chair
• Finance	Connie Smith, Chair
• Membership	Renee Cerullo, Chair
• Personal and Professional Development	Dr. Hope Blecher, Chair
<u>Region Directors Reports</u>	
	2 - Marghrita Clemento
	3 – Karin Pantel
	5 – Helen Rico
	6 – Heather Sodon
	7 – Mary Ellen Morgan
	8 – Linda Przepasniak

Special Committee Reports

- Women’s Day at the Fair Pat Fergerson, Chair
- Manual of Instructions Neale Steiniger, Chair
- Awards J Shellman/L Winston, Co-chairs
- MAL Liaison Jacquie Shellman
- PSP Liaison Helen Rico
- Task Force N Steiniger/H Rico, Co-chairs

Unfinished Business:

New Business:

Announcement of upcoming NYSWI meetings

- Meet and Greet Zoom for New Members, October 26, 2023
- Local Presidents Zoom Meeting, November 14, 2023
- Spring Board Zoom Meeting, March 9, 2023
- Annual Conference, Binghamton, June 7-9, 2023
- Task Force Meeting, November 18, 2023

Adjournment

Janet Carey, President

Announcements:

- Career Development Committee Robin Bridson, President
- Grace LeGendre Endowment Fund Neale Steiniger, President
- Miscellaneous

The Collect

THE COLLECT

**Keep us, Oh God, from pettiness;
Let us be large in thought, in word, in deed.**

**Let us be done with faultfinding and leave off self-seeking.
May we put away all pretense and meet each other face to face,
Without self-pity and without prejudice.**

**May we never be hasty in judgment and always generous.
Let us take time for all things.
Make us to grow calm, serene, gentle.**

**Teach us to put into action our better impulses,
Straightforward and unafraid.
Grant that we may realize It is the little things that create
differences, That in the big things of life, we are at one.**

**And may we strive to touch and to know the great, common,
human heart of us all,**

And oh Lord God, let us forget not to be kind.

President

Submitted by	Janet Carey
Goals	<ul style="list-style-type: none"> • Complete appointment of members of the leadership team. • Coordinate programs and activities • Plan state meetings • Preside at all meetings - conference, board, EC • Approve meeting minutes • Appoint Standing and Special Committee chairs • Meet with EC at least 4 times a year • Provide report in conference books • Prepare quarterly NIKE Message, monthly communicator message, Website Message • Send official call to Board Meetings • Discuss content with NIKE editor
Action Taken on Goals	<ul style="list-style-type: none"> • Completed appointments of the leadership team • Held Meet and Greet for EC in August • Planned New Members Zoom Meet and Greet for October 26 • Planned Chapter Presidents' Zoom meeting for November 14 • Appointed Special Committee chairs • Discussed NIKE content with Editor • Held monthly EC Meetings • Provided report to Board Book • Prepared July and Sept NIKE messages, monthly Communicator messages • Sent official call to board meeting • Attended and tabled at Women's Day at the NYS Fair in August • Tabled for NYSWOMEN at the NYSARH Symposium

President Elect

Submitted by	Robin Bridson, President Elect
Goals	<ul style="list-style-type: none"> • Attend EC Meetings and other meetings of the state, region, and local chapters • Prepare Board and Conference Books and coordinate Zoom • Assist President Janet whenever possible • Assist all members of NYSWI whenever possible • Provide technical assistance when possible • Promote positivity • Update the Leadership Directory • Handle the Treasurer duties in the interim
Action Taken on Goals	<ul style="list-style-type: none"> • Attended EC Meetings, Meet & Greet, President's Brainstorming session and coordinated Zoom • Prepared Fall Board Book and coordinated Zoom • Assisted President Janet whenever possible • Assisted all members of NYSWI whenever possible • Shared technical knowledge • Leadership Directory will be ready to go in a few weeks • Met with Patti Pollock re: Treasurer duties

Treasurer

Submitted by	Robin Bridson, Acting Treasurer
Goals	<ul style="list-style-type: none"> • Transfer financial information from previous Treasurer, Patti Pollock • Keep current with all liabilities and dues payments
Action Taken on Goals	<ul style="list-style-type: none"> • Liability Insurance invoices were sent to the local chapters.. • All bills are current. • Met with Patti Pollock on October 1st to transfer all information. • New online Quickbooks was set up. It is in the process of having the information transferred (manually) due to the older version. When completed we will be able to do a Chart of Accounts, Profit & Loss, and Budget versus Current. This will be available for the Winter/Spring Board Meeting. • A special EC meeting was held giving Robin Bridson the ability to work with the bank to become a check signer. Community Bank requires this be done via mail versus in person so this should be done by the end of October. • Reimbursement checks (for their local and region dues portion) will be sent by the end of October.

Vice President

Submitted by	Karin Pantel, Vice President
Goals	<p>As a first term state officer</p> <ul style="list-style-type: none"> To develop a true working knowledge and understanding of state committees and especially those which the VP has oversight for... To support greater knowledge of the NYSWI organization through local and state outreach opportunities and interactions.
Action Taken on Goals	<ul style="list-style-type: none"> Exhibiting and interacting at table at the New York State Association for Rural Health Symposium with President Janet Carey- Oswego in September Plan to attend meetings of NYSWI Committees for which I am assigned oversight as well as EC meetings Continued meeting attendance and involvement with the recently implemented Task Force Committee

Secretary

Submitted by	Carena Collura, Secretary
Goals	<ul style="list-style-type: none"> To keep the minutes.
Action Taken on Goals	<ul style="list-style-type: none"> Minutes for the EC meetings have been kept and will be posted to the website

IPSP – Immediate Past State President

Submitted by	Jacquie Shellman, IPSP
Goals	<ul style="list-style-type: none"> Fulfill responsibilities of Immediate Past State President as outlined in MOI. Liaison with Members at Large; plan to have a Zoom meeting with them Coordinate 3 Awards Program
Action Taken on Goals	<ul style="list-style-type: none"> Whatever President has requested, done. She's called for advice, given. Emailed MAL's about Task Force and Fall Board. No Zoom yet. Awards criteria will be in the Communicator and NIKE, as well as presented at Fall Board.

Region II

Submitted by	Margherita Clemento, Region Director Elaine Croteau, Assistant Region Director Genevieve Jensen, Secretary Neale Steiniger, Treasurer
Report	<p>Region II. has had many challenges this past year.</p> <p>Covid 19 for one has had a great impact – curtailment of volunteer services and events, our inability to hold in person meetings. Things have eased up and we are back to the new normal.</p> <p>A full report on the 14th Annual Conference was given to the Local Chapters in Region II which included the budget, mandatory bylaws revision. Richmond County Chapter has already revised their bylaws, forwarded to State Bylaws Chair and distributed to their members. Staten Island Chapter is in the process of updating their bylaws to reflect this revision.</p> <p>Maria Smilos recently published a book entitled “ The Black Angel” an untold story about nurses. One of our own, Virginia Allen, member of Staten Island Chapter is featured.</p> <p>Shirley McKinney was recently listed as #99 in “Powerful New Yorkers”. KUDOS!</p> <p>We are planning on having a Spring Region Meeting possibly March or April 2024.</p>

Region III

Submitted by	Karin Pantel, Region Director
Goals	<ul style="list-style-type: none"> • Region 3 has suffered from the loss of membership in two of our three Region 3 Chapters. Our goal over the next quarter will be to resolve closure issues regarding this situation. • PWSC, the third chapter in Region 3 is growing in membership with the goal of continued community involvement and strategic planning to meet membership needs locally and through greater involvement in state-level committees.
Actions on Goals	<ul style="list-style-type: none"> • Status of Region 3 chapter action stated above • PWSC goals-presently being strategized for implementation over the upcoming quarter.

Region V

Author	Helen Rico, Region Director
	Denise Walker, Treasurer, Maureen Fogarty, Secretary
Goals	<ul style="list-style-type: none"> To keep all members in Region 5 informed of upcoming meetings and pertinent information which includes Mohawk Valley, Rome, and Central NY
Action Taken on Goals	<ul style="list-style-type: none"> Email to all members of upcoming meetings

Region VII

Submitted by	Mary Ellen Morgan, Region Director
	Assistant Region Director Sheralyn Fox, Secretary Cheryl McGlynn, Treasurer Nancy Taylor
	<p>Our Chapters are holding their own. Lake to Lake is working on their tremendous calendar project. Excited about some new business participates. Yates County Women are enjoying the fall season with their resin making project under the direction of Membership Chair Laura Reynolds. Professional Women of the Finger Lakes is continuing to add to their membership and provide excellent scholarships and awards in their community. Steuben County Women are undergoing some change. Hopefully they will come back strong.</p> <p>Region VII has had a great loss in September. Past District VII Director, Past State President, and Past GLEF President Elsie Dedrick died on September 27, 2023. This great lady was an asset to our Region. Always there to help. Thank you for the great representation at the funeral. Jacquie Shellman, Mary Ellen Morgan, Nancy Taylor, Sherry Fox, Ramona Gallagher and Eugenia Barnaba were present.</p> <p>Plans are in the works to get the members of Region VII together soon.</p>

Region VIII

Submitted by	Linda Przepasniak, Region Director
	Sue Mager, ARD
Goals	To support the mission and vision of NYSW., Inc. through collaboration among the chapters in Region 8
Action Taken on Goals	<p>Reports from Region 8 Chapters as follows:</p> <ul style="list-style-type: none"> • Buffalo-Niagara (BNC) - Submitted by Joyce DeLong, President: <ul style="list-style-type: none"> ○ The Buffalo Niagara Chapter held their annual Board Transition and yearly planning meeting on July 17. We discussed 2 options of local non-profits to choose from as the benefactor of our yearly fund raising. After reviewing both, it was decided that this year, we will donate all of our fundraising efforts (monthly split clubs and 2 auctions) to “Confident Girl Mentoring Program” ○ At the Transition meeting we also laid out the frame work for our monthly meetings (Potential topics and speakers). Our dinner meetings will be held in 2 different locations. October and May meetings will be in the south towns area and Sept, November, March and April in north towns area. There will be no dinner meeting in January 2024 and we will have a ZOOM meeting in February. ○ Our group is also working on ways to increasing our membership. Whoever brings in the most new members this year to our chapter will get a free photography session from TBC Photo which is owned by our membership chair, Tara Bazilian Chang. ○ We will also have 2 fund raising auctions, one in December 2023 , the other in June 2024. In addition, we will continue our Women In Leadership program where, 3-4 times a year, we choose a local women and honor her for her accomplishments serving our community. Our WIL Awardees will also be honored at the June meeting/fund raising auction. ○ The founder and director of “Confident Girl Mentoring Program”,Tiffany Lewis, was our speaker at our September 6th dinner meeting. She presented a wonderful program explaining the mission of the organization and their goals. Our entire Chapter is excited to be supporting this worthwhile organization! ○ The Board will meet on the fourth Wednesday of every month via ZOOM and continue to guide our chapter for the upcoming year. We look forward to a productive and successful year!

- 716 Chapter - submitted by Janet MacArthur, President
 - We are holding our own in the 716 Chapter and trying to invite guests and promote membership. We are meeting 10 months in the year and had a summer ice cream social in August. our goal is to continue to bring in educational speakers and we have a speaker in November that will help us find ways to give back to women in the community.

- Chadwick Bay - Submitted by Donaldy Hover, President
 - The Chadwick Bay Chapter of NYS Women Inc. held their annual installation of officers and scholarship awards dinner at Shorewood Country Club. Our scholarship winner is Shaila Gorske. She has an associate degree in culinary arts but has chosen to continue her education in addiction studies at SUNY Empire State. Shaila worked in the restaurant industry for four years before changing her career path. She wants to help people with addiction and mental health issues. Shaila will complete her course of study in three years. She currently has a 3.70 GPA. Natalie Hobbs is the recipient of our business award for continuing her education in speech pathology through Parkinson Voice Project. Natalie has been a Speech - Language Pathologist for 36 years. Both women are looking forward to helping our community in the health care sector. Michelle Starwalt-Woods presented the checks to our winners.
 - The Chapter enjoys this event because it provides members an opportunity to meet the scholarship recipients and talk to them about their plans as non-traditional students. As an tthe Chapter has applications available through the Northern Chautauqua Community Foundation beginning in January. If you are a non-traditional female student or you know a non-traditional female student, the Chapter would like to invite you to apply for the scholarship.
 - Sue Mager of the Buffalo-Niagara Chapter was the installation officer. She is currently Assistant Director of Region VIII and past state president. Marianne Serio is secretary, Terri Pacos is treasurer, Karen Crowe is vice president and Donaldly Hover is president for the 2023-2024 year.
 - In addition, the Chapter held a fundraiser (selling mums) for the scholarship program

	<ul style="list-style-type: none"> Region 8 officers and Chapter members have been involved and have participated in the zoom meetings being held by the NYSW Special Task Force on the future of the organization. We are also continuing discussions to hold a region wide event in 2024.
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Advocacy

Submitted by	Sue Bellor, Chair
Report	<p>The Advocacy Committee supports several topics that not only reflect NYSW Inc. but affect all women. Do you want to have a voice on a specific topic or cause? Have you been touched personally by upsets in work-life balance, finance, health, domestic life, or been shown a lack of professionalism?</p> <p>Our committee needs your response to reach our goals: 1. Seeking one member from each region to join our committee; 2. Speaking out via written articles in NIKE and or the Communicator at least 3 times per year.</p> <p>Please contact any of us on the committee or join our committee. Sue Bellor: sbellor1@twcny.rr.com Marilyn Mannino: lynnemannino@msn.com Elaine Croteau: ebcroteau@aol.com Karin Pantel kbpantel@yahoo.com</p>

Communications

Submitted by	Robin Bridson, Communications Chair
Committee	Joyce DeLong, Katherine Smith, Susan Mager, Renee Cerullo,
Goals	<ul style="list-style-type: none"> • Communicator • NIKE • Revised Marketing Materials • Social Media • Website
Action Taken on Goals	<ul style="list-style-type: none"> • Worked on the above. Much appreciation to all who assisted! <p>NOTE: Marketing materials (post cards, rack cards, meeting invite business cards) are available. Please reach out to Robin if you need some.</p>

Membership

Submitted by	Renee Cerullo, Chair
Committee	Robin Bridson
Goals	Keep membership stable
Action Taken on Goals	As of 10/2 we have 355 members and 79 lapsed members.

PPD – Personal and Professional Development

Submitted by	Dr. Hope Blecher, Chair Committee members: Robin Allen, Sue Mager, Deborah Francis, Mary Ellen Morgan, Adriene Emmo
Report	<p>Athena Military Women’s Initiative Goals:</p> <ul style="list-style-type: none"> • Spread the word to Chapters & Regions of NYSW Inc. on how we are a resource to help female veterans transition to civilian life. . Be it mentoring, basic human needs (ie food, clothing, toiletries, etc). Even something else. • Seek project recommendations from Chapters/Regions on what we can do to help military women and their families. • Encourage flexibility in helping veteran’s families, to be there for them when we can . • Share recommendations with blurbs/articles in the Communicator and Nike. • Organize an Athena Military Women’s Initiative activity at the 2024 State Conference.

	<p>From Robin Allen:</p> <ul style="list-style-type: none"> • To identify a candidate in the Binghamton Chapter for a PPD award especially as the June conference will be held in this area in 2024. • Working with Region VI Heather Sodon RDD so that as she visits clubs in the region she can share the PPD program. <p>Report from Adriene Emmo:</p> <ul style="list-style-type: none"> • We secured funds this week to present a Leadership Day in the spring. The agenda for the day is similar to this: • We intend to have a bagel fest in the morning moving on to a budget basics program, moving on to a first amendment-first vote program, lunch and then some sort of trivia game to get everybody involved. Ending all with a class picture. <p>From Hope Blecher, Ed.D.</p> <ul style="list-style-type: none"> • To have members across the state become aware of PPD through the Communicator and/or the NIKE; • To have region and chapter presidents encourage participation in the PPD contests and activities by announcing the events at their meetings
Actions on Goals	<ul style="list-style-type: none"> • Emails to PPD committee members to obtain their reports • Setting a Zoom meeting of the PPD committee members and sharing that invitation with them

Women’s Day at the Fair

Submitted by	Pat Fergerson, Chair
Goals	<ul style="list-style-type: none"> • We met our goal of spreading the word. • We have yet to finish the goal of increasing membership. • Recognition of Women is happening.
Action Taken on Goals	<ul style="list-style-type: none"> • President Janet and Chair Pat were able to visit with many at the Women's Day event on Wednesday, August 30 and obtain 20 applications for introduction to membership. One women was selected from the Binghamton area to become a member at large. Thank you to the board for approving the membership. We hope that the other women will become members of various locals. • Next year - Wednesday, August 28, 2024 - we hope to be able to offer a wider program and bring who we are to even more women. A letter addressing the questions has been sent to the Director of the Fair. • Questions? Call Pat Fergerson 315-458-1970