

NYS WOMEN INC/EXECUTIVE COMMITTEE MEETING AGENDA

DATE: 9/18/2012

LOCATION: Conference Call

CALL TO ORDER: 7:05pm

Adjourned: 9:06

ROLL CALL: 6 Excused: 0

Guests: 0

RECORDING SECRETARY REPORT: (Kim Nowakowski)

Minutes Conference Call June 7 were approved as amended.

Minutes Conference Call July 11 were approved as distributed.

Minutes Conference Call August 8 were approved as distributed

Kim notified Amy Kellogg that Linda Costa is now the Region X director.

TREASURER'S REPORT (Mary Stelley)

Mary Stelley reported that she will be adjusting the financials; that she spoke to the auditors and that the full amount of dues was used even though not in full, she expects this to be done by September 30th. Further, she received the thumb drive. Lastly that the liability insurance bill was \$1146. New notices will be sent once the audit is finished. As well she is updating addresses so that the bills can be paid. She reported that NIKE member sponsors have not yet been billed (roughly \$1200). Mary will contact Robin Allen.

Mary stated that the Bookkeeper RFP would need to be emailed prior to the EC meeting for review.

MOTION – EC Conference Call – 2012/13 - 11

Motion made to accept the Conflict of Interest policy as revised by the finance committee and to forward to the Board for a vote.

Motion made by Amy Kellogg and seconded by Colleen Ostiguy.

Motion carried.

As well, the conflict of interest policy has been posted on our website.

Thus far, the June conference appears to show a profit of \$1661.39.

Mary asked if the Fall Board Budget needed a line item for Claire Knowles, Key-Note speaker. As well it was suggested that if the Reality Store showed a profit at the board meeting that we could evaluate a donation to the CDO. Books will be included for those registering and additional can be sold.

MOTION – EC Conference Call – 2012/13 - 12

Move to adopt October 2012 the Fall Board budget with a deletion of the Reality Store income \$300 and expense of \$810 for projected profit \$916.75. Handouts to be paid from NYS Women, Inc. budget line 70200 (membership).

Motion made by Mary Stelley and seconded by Renee Cerullo.

Motion carried.

PRESIDENT’S REPORT: Sue Mager

Sue Mager reported the resignation of Resolutions Chair Linda Provo and the appointment to same of Marilyn Mannino. She asked that Amy Kellogg make the change to the leadership directory.

Regarding the Fall Board Meeting, she reported that 17 rooms were booked thus far and that a total of 20 were needed. The planned workshops had a tentative schedule, some suggestions were sent to Linda Prezpasiak from Amy. The script was being worked on by Sue and Susan Fayle. Once completed, it will be sent to the EC members.

Sue stated that for the March Board meeting she would be conducting site visits of possible locations. The proposed date for the Board meeting is March 2, 2013. As well, Robin Allen (Region 6 Host) and Sue were looking at the June annual conference occurring the weekend of June 7-9, 2013. It was suggested to look at the Albany Hampton Inn.

PRESIDENT ELECT’S REPORT: Amy Kellogg

Sue suggested to Amy that she have Neale Steinerger attend the RD/ARD meeting on the Friday of the Fall Board meeting to go over the MOI proposed changes.

MOTION EC Conference Call – 2012/13 – 13

Motion made to move the proposed changes to the MOI to the Board of Directors for a vote at Fall Board.

Motion made by Kim Nowaowski and seconded by Renee Cerullo.

Motion carried.

Amy mentioned that Fall district meetings would be coming up and asked to be informed by the EC members of any District meetings they would be attending.

She will remind the RD’s & ARD’s of the necessity of submitting their reports for distribution to those who register for Fall Board.

Amy asked if the Reality Store would be recorded and put on the website and Renee Cerullo stated she would be doing so.

Amy reported that the proposed changes to the By-Laws were sent out last month.

Lastly, she reported that she wanted to have Regional Awards given and asked for suggestions. Possible awards could be for Best Youth Leadership Program, Most PPD participants, and Most New Members.

FIRST VICE PRESIDENT'S REPORT: Colleen Ostiguy

Colleen discussed that in preparation for the Fall meeting Program book that reports were slow in arriving and the deadline is tomorrow. The reports should show goals and accomplishments. She asked that the Title page be handled by someone else.

Colleen also advised that she is working on developing Member Benefits Programs. She received information about Long Term Care insurance and this was being reviewed. She will discuss with Robin Allen and as well will share with the EC.

As liaison to the Communications Committee she reported that Constant Contact was being used in lieu of the previous Communicator format. She stated that the Constant Contact is mailed to those without email. It was asked if they could be archived in Constant Contact and she stated she believed it would be an additional fee. The Constant Contact can also be seen on our Facebook wall. She reported that the University of Albany has put things in its archives and these can be visited by the membership.

Lastly, she reported that the scholarships recipients were delayed in receiving. She spoke to Hilary Egburtson and Mary Ellen Morgan sent an email. The person who was to receive it was delayed as proof of attendance was not yet received. Colleen believes that this will be rectified.

SECOND VICE PRESIDENT'S REPORT: Renee Cerullo

Renee reported that new members have joined. She asked what we could do to welcome them and provide the benefits of membership, next meeting information, constant contact, and perhaps a membership pin and letter. Sue will contact Robin Allen.

As Data Base Manager she has been notifying the Regional Director, Local President, and Local Treasurer of the new members who have joined online. Currently we have 625 members (we have 135 lapses). Our goal was 750. It was discussed that Mary Stelley had been calling to check on status and that many chapters were holding onto the checks. One local has held them since April. The Professional Women

of the Finger Lakes President lapsed since May. They have 28 paid and 35 lapse. No dues have been paid in 2012. Any Kellogg will call Neale Steinerger to discuss. Eastern Suffolk appears to have disbanded. Perhaps follow-up by Jennifer Charron for E-membership could occur. Sue will inquire of Jennifer Charron. Mary and Renee have not been able to reach Jennifer since July. Mary and Renee have been handling her duties.

Amy will discuss membership numbers with at the RD/ARD meeting at Fall Board.

It was further discussed that Colleen can help with membership retention through the use of Constant Contact.

Renee suggested that renewal dates be changed to the 1st of the month and that lists could be sent monthly of lapses.

Renee suggested videotaping the Fall Board meeting & workshops. As well, perhaps to videotape testimonials of why members have joined and stayed.

Unfinished Business:

The EC acknowledged that issues remain regarding Metro Utica local.

Next EC Meeting: October 11, 2012

Submitted by: Kim Nowakowski, Recording Secretary

Approved: 12/12/12