



EC Teleconference Meeting  
August 26, 2013

Present: Amy Kellogg, Colleen Ostiguy, Theresa Fazzolari, Mary Stelley, Debra Carlin

Excused: Renee Cerullo

**President Kellogg** called the meeting to order at 7:02pm.

**Recording Secretary:** Theresa Fazzolari made a motion, seconded by Colleen Ostiguy, to approve the minutes of the July 30, 2013 EC meeting, as corrected. The motion carried.

**Treasurer Mary Stelley:**

Spoke with Donalee Berard and will put the Harter Secrest & Emery invoice into the June financials with payment in August.

July and August financials are not yet complete and show \$2,600 in receipts and \$4,500 in expenses.

The insurance refund of \$1,370 has been received and invoices will go out to the chapters for their share.

The RFP for legal services has been received.

Buffalo Niagara Chapter made a \$100 donation to Youth Leadership. If there is no need for this money for the current year program the dollars will be placed in the restricted funds account.

Amy will call Mary Ellen Morgan for updated version of the Fall Board budget.

Robin Allen is paying tax on what is selling in Region 6 and is reporting the tax collected.

Notice for the \$100 treasurer's Fidelity Surety Bond for \$5,000 coverage is due in September.

Debra Carlin made a motion, seconded by Theresa Fazzolari, that the premium for the Fidelity Bond be paid. The motion carried.

**President Elect Colleen Ostiguy reported:**

Leadership Directory continues to be updated.

Followed up with Faith Sigler regarding Member Benefits and is waiting for legal clearance.

Spoke with representative from Liberty Mutual Insurance. Debra Carlin made a motion, seconded by Mary Stelley, that Colleen gather information about the benefits Liberty Mutual can offer to members. The motion carried.

Relevant reports for PAC have been filed and Colleen suggested that the \$3,147.73 in the bank account be donated to another PAC and the bank account be closed. Margherita Clemento is working on simplifying the model bylaws and will forward to the EC for review.

**1<sup>st</sup> Vice President** Renee Cerullo reported via email:

Current members – 543

Lapsed members – 180

Membership is really slipping. We need to figure out what to do about it.  
Tri-Town disbanded and merged with Norwich

Lots of web site changes and membership DB system changes took place in the last month. We also updated the chapter's page and emailed the chapter president's their usernames/passwords to log in and update their own page. We created a page for each region too.

I need a paragraph from Faith Singer to start the membership benefits page.

I have not heard from the Communication committee at all. I will see all of them at our next chapter meeting and will see what is going on.

After discussion Theresa made a motion, seconded by Colleen Ostiguy, to accept the membership proposal as presented. The motion carried.

**2<sup>nd</sup> Vice President** Theresa Fazzolari reported:

Theresa spoke with Gale who was to forward everything to Carolyn and has not heard back as of yet. There were no changes to the PPD revisions by Carolyn. Gale will report on the updates, and that the updated documents are in the MOI Toolkit, at Fall board.

**President** Amy Kellogg reported:

Amy will follow up on registrations and the budget for Fall Board.

The Museum trip has been confirmed and registration is not required but a head count will help with planning transportation.

Amy will be at Woman's Day at the Fair and will report back.  
Mary Stelley stated that there are only 300 brochures left.

### **Unfinished Business:**

Nothin new regarding the Professional Women of the Finger Lakes. There will be follow up in October.

The next Communicator deadline is September 26, 2013.

The next NIKE deadline is September 15, 2013.

The next EC meeting is October 4<sup>th</sup> at 1:00pm.

Board reports are due September 20, 2013.

Amy Kellogg excused herself at this time.

### **New business:**

Mary Stelley received an invoice from Harter Secrest & Emery for the January 2013 – June 2013 time frame in the amount of \$4,848.

Theresa Fazzolari made a motion, seconded by Debra Carlin, to approve the payment of the invoice from Harter Secrest & Emery in the amount of \$4,848. The motion carried.

An invoice was received from Harter Secrest & Emery, regarding the raffle issue, in the amount of \$1,397.50 and will be paid at a later date.

**RFP** - only one RFP was received. The process to incorporate 31 chapters will be \$350-\$400 per chapter plus filing fees. A total cost to NYSWI of \$14,000-\$16,000 not to exceed \$20,000. Criteria should be developed to determine the best candidates for incorporation.

After discussion, Theresa Fazzolari made a motion, seconded by Debra Carlin, to send to the Board the RFP, received from Harter Secrest & Emery dated August 20, 2013, to be voted on at the October Board meeting for possible presentation to the special membership meeting. Motion carried.

With no other business the meeting was adjourned at 8:07.