



Vermont Business and Professional Women's Club, Inc.

Pre-Conference Meeting Minutes May 1, 2015 – Cascade Room @ High Peaks Resort

Call to Order at 5:30pm by Carolyn McLean-Frazier

- Roll Call – Danielle Martel
- Quorum Established by Carolyn McLean-Frazier
- Rules of Order were attached to the agenda
 - Jacqui Hood-Lefebvre of Franklin County made a motion to accept the rules of order as printed, seconded by Molly Ryan of Champlain Valley. There was no discussion, and the motion passed unanimously.
 - Alice Kitchel from St. Johnsbury made a motion to accept the agenda as printed, seconded by Barbara Swinton of Burlington. There was no discussion, and the motion passed unanimously.

President's Report

- “In the seat” drawings will be done throughout the weekend. Carolyn McLean-Frazier has an envelope with all registered attendees names in it, and she will draw a name from it at the beginning of each session and if they are present they win a prize. Donna Rae Heath won the first drawing!
- Jacqui Hood Lefebvre will be time keeper at business meeting tomorrow afternoon as well as Parliamentarian.
- Lunch on 5/12 with Lee Ann from Spectrum re: potential mentoring between BPW/VT and their young clients.
- Convention Agenda Updates
 - Lots of room for notes, convention book was printed single sided vs double sided.
 - Breakfast Sunday is now from 7am-9am and will be served family style.
 - Group picture times will be announced at the business meeting tomorrow, and will be in the main lobby in front of the fireplace.
- All candid pictures please send to bpwvt@yahoo.com.
- New board approvals, only additions:
 - Leslie Germain of Franklin County for Bylaws Chair
 - Donna Rae Heath of St. Johnsbury for Finance Chair
 - Lisa Grunewald of Franklin County made a motion to accept these nominations, seconded by Barbara Swinton of Burlington. There was no discussion, and the motion passed unanimously.
- Fall Board will be on 08.15.2015 at La Quinta in St. Albans. All local and state officers and full board members are encouraged to attend.
- Convention will be on 05.20.2015-05.22.2015 at the Hampton Inn in Colchester, VT. \$150/night with breakfast included. If we have 20 people at each meal they will waive the cost of the meeting rooms. Copies and faxes are free. Donna Rae Heath of St. Johnsbury makes a motion to accept the potential venue for next Convention, Pearl Gilbert of Franklin County seconded. It was discussed trying other venues, but because of location, size of venue, and cost – two other potential venues discussed. It was also brought up to negotiate having 60 meals, not 20-20-20. The motion passed unanimously.
- The “French Martini” \$11 will be offered this weekend at the cash bars. Hampton Inn will be offering a “maple-tini” as their complimentary named drink for the evening.

Vice President's Report

- State & Local membership in alphabetical order handed out to full board. Any changes please send to Pearl Gilbert. Membership awards will be done at the Business Meeting, any discrepancies were because locals did not send their information to her in a timely manner or they were lacking in accuracy.

Secretary's Report



Vermont Business and Professional Women's Club, Inc.

- Pearl Gilbert of Franklin County made a motion to accept the 02.09.2015 Full Board meeting minutes as printed, and Alice Kitchel of St. Johnsbury seconded.
- Pearl Gilbert of Franklin County made a motion to accept the 03.04.2015 Full Board meeting minutes as printed, and Barb Swinton of Burlington seconded. There was no discussion, and the motion passed unanimously.

Treasurer's Report

- Copies of financials passed out to the board members present tonight. A copy will be provided to full membership tomorrow at business meeting. Any questions please see Kathy Butler this evening or tomorrow morning prior

Finance Chair

- Donna Rae Heath raised \$690 so far on raffle tickets. The computer was \$340 and the ticket printing was \$150. To follow up from the discussion at last Convention meeting we paid \$170 for general liability insurance that covers us from 03.23.2015-03.23.2016, and this is built into the budget for 2015-2016

Historian & Scrapbook

- Lisa Grunewald states that very few people sent anything to them for the display, so there is no display for the year.

Nominations

- Staci Smith and Lou DiLorenzo are not present. There is one person being nominated from the floor at the business meeting tomorrow. This is the first year that we will take nominations for auditor and nominations chair from the floor at the business meeting.

Membership Grant

- Marie Eddy is not present, and the board was informed that she stepped down from the position two weeks ago. The only pending transaction is from Champlain Valley BPW. They are requesting up to \$2,000 for a membership drive at the Naked Turtle, offering food/drink tickets will increase attendance. Money will cover venue, food, drinks, etc. for up to 40 visitors. Pearl Gilbert of Franklin County made a motion to table this discussion until post-conference meeting on Sunday, and Donna Rae Heath of St. Johnsbury seconded. The motion passed unanimously.

Young Careerist

- Jacqui Hood Lefebvre informed us that we have 3 judges and 3 contestants for tomorrow's competition.

Per Carolyn McLean-Frazier there is no old or new business, and adjourned the meeting at 6:27pm

Respectfully Submitted:

Danielle Martel
Secretary 2014-2015