

Vermont BPW
Summer Board Meeting
August 17, 2011
Conference Call

Call to order: Marilyn Grunewald, President, called the meeting to order at 7:05 pm.

Approval of Agenda: Ellie Smith, Westshire, wanted to know the status of the photos taken at the June Convention. Only Franklin County BPW has received their pictures. Marilyn Grunewald, President, will check with Pearl Gilbert. No further questions were received, and the Agenda was approved.

Timekeeper: Deborah Williams, St. Johnsbury, volunteered to be Timekeeper.

Roll Call: The following were in attendance: Marilyn Grunewald, Lisa Grunewald, Deborah Williams, Carol Morse, Staci Smith, Ellie Smith, Carolyn Frazier, Trisha Woodward, Donna Rae Heath, Barbara Swanton, Marty Leech, Debbie White, Jackie Hawkins, Leslie Germain, Jacqui Hood Lefebvre and Diane Brockway. A quorum was met.

Old Business:

501(c) status: Ellie Smith, Westshire, said she will be meeting with Kim Bina, Westshire, to go over the documents they have. The minutes from April 4, 2001 indicate the 501(c) was issued to Bennington Business and Professional Women. Minutes from October 2007 indicate Bennington/Rutland dba Westshire. Ellie said she updated the 501(c) in June, after the Convention. This needs to be updated each year. Marilyn requested that the completed paper work be sent to Jacqui Hood Lefebvre, with a copy to Marilyn.

VTBPW will check to see if they need to apply to New York State and Vermont for the sales tax exemption after the Letter of Determination information is received. Each local organization need the tax identification number to qualify for 501(c) exemption. Jacqui Hood Lefebvre has the ID number.

CAMP BPW: Carolyn Frazier, Co-Chair, reported that this year's CAMP BPW will be held on Saturday, October 29th, at the Hampton Inn, Colchester, VT, at the Fall Board Meeting. Locals have been sent information, necessary forms and applications. A Committee meeting is planned for either September 10 & 11 or September 17 & 18 at the home of Jacqui Hood Lefebvre. A representative from each Local should attend. Volunteers (BPW members) are needed for the "Reality Store" the day of the event. The estimated cost per girl/student is \$100. Donations/checks should be made out to Vermont BPW (note: CAMP BPW on the bottom of the check) and mailed to Jacqui Hood Lefebvre, P.O Box 1414, St. Albans, VT 05478-1414.

Fall Board: Donna Rae Heath reported that the Fall Board Meeting will be held on October 29, 2011 at the Hampton Inn, Colchester, VT. The tentative Agenda should be available by September 3. There will be a motivational speaker for BPW members and CAMP BPW participants in the morning. The afternoon program has not yet been determined (possibly an IDP module on Technology). Jackie Hawkins, VWW chair, will need all information for the Fall Board by September 3 for publication date of September 17th. The Registration fee has not been finalized, but hoping to keep the fee at \$25. The Registration deadline is October 17, 2011.

New Business:

Goals for 2011-2012: Marilyn Grunewald, President, stated that she wants to focus on Mentoring and Coaching. She would like to put together a resource book with skills and names of speakers (VTBPW members). She would like the members to work together and share ideas. This will be discussed more at the Fall Board meeting. Donna Rae Heath has sent out email messages regarding a Policy & Procedure meeting to be held on September 9th. Ellie Smith, Westshire, suggested that Marilyn and Donna Rae look at the Archive CD that Kim Bina distributed at the Post Convention meeting on June 5th for guidelines.

Local Organization Reports:

Burlington BPW: Mary Ellen Mendl, President, was not present. Carol Morse and Barbara Swinton reported that the Sensi fundraiser scheduled had to be cancelled due to low response.

Champlain Valley BPW: Amanda Maggy, President, was not present. Diane Brockway reported that the Annual Champlain Regatta and Lobster Bake is scheduled for August 20th. Champlain Valley BPW will participate in the State fundraiser selling Breast Cancer Awareness ribbons/pins. They will take 200 pins to sell. Carolyn Frazier informed Marilyn Grunewald and Jackie Hawkins that members of Champlain Valley were not receiving the VWW (Voice of Working Women) newsletter. Marilyn stated that the VWW was only sent to the Local Organization Presidents and they were supposed to send on to their members. Diane Brockway asked how dues were to be paid to the State. Ellie Smith, Bylaws Chair, said that according to the Vermont BPW State Bylaws, Article VIII, dues are to be sent in within ten days of collection. State dues are now \$20 but are pro-rated (note: after January 1st, dues are \$10). Each local organization Treasurer should send out dues (on renewing members) to the State Treasurer monthly and within ten days for new members. A copy of the information sheet with the members data should be sent to the VTBPW President, VWW chair and Membership Chair. Leslie

Germain, VTBPW Treasurer, has only received Westshire' dues at this time.

Carolyn Frazier also wanted clarification as to who can vote at a Board meeting. Only Board members can vote at a Board meeting, but all paid members attending the Annual Convention can vote.

Jacqui Hood Lefebvre discussed the importance and necessity of a State issued ID card for BPW Members. This will also be investigated.

Franklin County BPW: Marty Leech, President (reporting from South Carolina), stated that Franklin County BPW had a full Board meeting on August 3rd. Their Goals are to encourage membership growth, mentoring in the Community and with the Community college. They are planning a fundraiser in October to benefit Breast Cancer. They are also looking into getting on the Web and Facebook. Marilyn Grunewald stated that she is also looking into the State's presence on Facebook. Marty said that the VTBPW website is outdated and needs to be updated.

Westshire BPW: Ellie Smith reported that they had participated in the "Race for the Cure" to benefit Breast Cancer Research. The Race was held in Manchester, VT and included people from New Hampshire and Vermont. The first BPW meeting will be held in September in Bennington.

St. Johnsbury BPW: Deborah Williams, President, reported that their last meeting was held in May. Their next meeting will be in September. They have held two meetings since May to discuss fundraisers, agendas and various issues. One fundraiser will be held this fall with the Rotary Club Bingo. They will sponsor the Food Booth at the Bingo in the Fall and again in the Spring. They are trying to increase their Fundraising.

Information on CAMP BPW has been sent to youth organizations in the area and will be sent to the schools. No commitments from any organizations at this time.

Committee Reports:

Bylaws: Ellie Smith, Chair, reported that she had received L/O Bylaws from Franklin County BPW and St. Johnsbury BPW. She is still waiting to receive Bylaws from Burlington BPW, Champlain Valley BPW and Westshire. Presidents can email their Bylaws to Ellie. Ellie needs to review the L/O Bylaws in order to ensure compliance with the State Bylaws.

Finance: Leslie Germain and Marilyn Grunewald reported that Kim Bina and Ellie Smith will be meeting to gather all documents required for filing 501(c). Jacqui Hood Lefebvre said to allow 60-90 days for the transfer of the name to VTBPW. Ellie will mail the paperwork to Jacqui and Marilyn. Leslie said that new signature cards are needed for the new officers. The "cards" are now a six page document!

Foundation: Barbara Swinton, Chair, said she is checking to see if any Vermont woman had received a Foundation scholarship. Jacqui Hood Lefebvre said she would pass this information on to Barbara. A local Women's Organization in Burlington, Klifa Club, is disbanding and selling their building. Barbara will check with them to see if they will donate to scholarships and/or CAMP BPW.

Historian: Lisa Grunewald, Co-Chair, reported that she and Mary Ann Peters, Co-chair, are working on Jacqui Hood Lefebvre's scrapbook. This will be presented at Fall Board. They are also working on Marilyn's scrapbook for this year. Please send any photos and/or newspaper articles to Lisa and Mary Ann.

IDP: Trisha Woodward, Chair, said that the committee feels the Regional IDP Training should be held every two years and each year hold local training in the Spring (ie, "Train the Trainer"). Possibly at the Spring Board Meeting. This has been suggested to the New England Past State Presidents. On the "off" year, would like to see a Regional Young Careerist Program.

Legislative/Health: Carol Morse, Chair, had no report. Marilyn Grunewald stated that pay equity is still a major Legislative issue. Equal Pay Day is April 17, 2012.

Public Relations: Kim Bina, Chair, not present. Marilyn Grunewald stated she had seen an article in the St. Albans Messenger regarding the Annual Convention in June. It gave the new officers' names and award winners. However, nothing has appeared in the Plattsburgh Press Republican or in Rutland and St. Johnsbury. Marilyn will follow up with Kim.

VWW (Voice of Working Women): Jackie Hawkins, Chair. Diane Brockway had a

question regarding Ads that were not included with the Convention Booklet. Would they be included in the next three issues of VWW? Jacqui Hood Lefebvre, Past State President, said that "yes" they would be included. Pearl Gilbert will be sending the information to Jackie Hawkins.

Jackie Hawkins, Chair, said she would be sending the VWW to each President and they would be responsible in getting the magazine to the membership. She asked for input from the attendees. After much discussion, it was decided that Carolyn Frazier will research information on establishing a "State" database and report at Fall Board. In the interim, the VWW will be sent to each L/O President for them to distribute.

Young Careerist: Debbie White, Chair, would like to start working on the program earlier than January. She would like to create more interest in the program, by having corporate sponsors. We would be able to offer candidates more (ie, monetary benefits) and, in turn, this would be an incentive for future candidates. She is now talking with a company with two locations in Vermont and they are interested. Debbie will talk with past Y/C chairs for their input.

Convention 2012: Staci Smith, Chair, said she has spoken with Pearl Gilbert, chair of the 2011 Convention, and she is putting all information on a "thumb drive" and should have ready by the end of the month. After Staci has reviewed all the information, she will meet with the committee and Marilyn Grunewald, President. There was discussion at the Post Convention meeting regarding the possible change of date for the Convention and length of the Convention. Per Pat Nowak at the Post Convention Meeting, this would have to be voted on by the membership. The Bylaws would have to be changed to read the Convention to be held in May or June. This change may be able to be made at the Fall Board.

Secretary's Report: Diane Brockway, Secretary, stated that a "rough draft" of the Convention and Post Convention Meeting Minutes had been emailed to the Board members. Please review the Post Convention Minutes as they will be approved at the Fall Board meeting.

Corrections:

Awards: WOY and EOY should read 2012 Woman of the Year and 2012 Employer of the Year.

Calendar: Marilyn Grunewald, President, will be making corrections to the Calendar and will send them by email.

Champlain Valley BPW membership listing should include the following information for Martha Mclean, 4 River Street, Massena, NY.

Meeting adjourned at 8:40 p.m.

Diane Brockway, Secretary, BPW/VT (August 18, 2011)