



Call to Order – President Carolyn McLean-Frazier called the meeting to order at 7:04 pm.

Roll Call Present: Carolyn McLean-Frazier, Danielle Martel, Alice Kitchel, Kathy Butler, Pearl Gilbert, Molly Ryan, Jackie Hawkins, Kim Bina, Leslie Germain, Donna Heath, Marilyn Grunewald, Lisa Grunewald, Jacqui Hood-Lefebvre, Shelley Maloney

Absent: Staci Smith, Stephanie Hainley

President Carolyn McLean-Frazier established a quorum. The president went over the teleconference protocols. Shelley Maloney made the motion to accept the protocols. The motion passed.

Danielle Martel made the motion to accept the agenda with changes. The motion passed.

President's Report Carolyn McLean-Frazier reported that Danielle Martel has helped a great deal and appreciated the team effort to assist her. The August leadership meeting notes will soon go on website, if anyone has any questions, contact Carolyn or Danielle.

It was voted at post convention that local committee members will serve on the like state committees. Local presidents need to send the names and contact information of local members to state chairs.

- Bylaws, Leslie Germain leslie.germain@manpower.com
- Finance, Donna Rae Heath toughy@kingcon.com
- Legislation, Marilyn Grunewald mlg1@aol.com
- Personal Development, Shelley Maloney shelley.maloney@uconn.edu
- Young Careerist, Jacqui Hood Lefebvre jacqui@comcast.net

Vice President's Report Danielle Martel reminded local chapters to send dues to the state treasurer using the dues remittal form. Local presidents need to speak to their local treasurer about this. Danielle will send out the remittance form to each president. Also, when a new member joins a local chapter, please send the new name to state treasurer as soon as possible to add to the state list.

There are two membership grants pending. The membership committee will meet next week.



Secretary's Report

Jacqui Hood-Lefebvre made the motion to accept the May Conference Meeting Minutes as distributed. The motion passed.

Danielle Martel made the motion to accept the Post Convention Meeting Minutes as distributed. The motion passed.

Treasurer's Report The state checking account has \$24,958.56 in funds and the state money market has \$7,337.29 in funds. Kathy Butler has received dues from only Franklin County local.

Local Organization Reports

Franklin County Jackie Hawkins reported that the chapter is meeting monthly. They are currently planning their big fundraiser for year and working on attracting new members. Their 50th anniversary party was successful. Recently some members, with help from local volunteers held a financial literacy day at BFA. Over 100 students attended and the event was well received.

Champlain Valley Molly Ryan reported that they have recruited four new members over the summer. Currently they are planning as equal payday event. Also the chapter is considering ways to further their mission. A meet the candidate event featuring local Plattsburgh candidates was successful with a good turnout

Burlington There was no report.

St. Johnsbury Alice Kitchel reported that they had a fun summer get-together at her home and a photograph from that event was featured in a local monthly paper, The North Star, along with an article by Donna Rae on the local BPW chapter. Also along with monthly meetings, two or three new members joined at an October mixer. Meeting presentations have been planned for the year. The local is planning a new fundraiser and women's history month celebration in March with Catamount Arts.

Westshire Kim Bina reported that the local has lost members and is now down to three members. It has been difficult logistically to meet. Recently they did get together. They are not sure of their future as a local. Danielle will keep in contact to help with membership ideas and plans.

Members At Large There was no report.



Bylaws Committee Leslie Germain needs the members of the local bylaws committees to work with her to approve local bylaws changes. Carolyn clarified that the state committee should proceed whether every local is represented or not. Leslie should receive names of local bylaw members by Saturday November 14th.

Finance Committee Donna Rae Heath stated that the Yankee Candle fundraiser has raised \$170 at this date. Orders need to be in by November 18th for holiday delivery. She will send out a reminder to the membership. Her goal is to raise \$1000.00, \$500.00 in the fall fundraiser and \$500.00 in a spring fundraiser. The Yankee Candle fundraiser website is Yankee Candle Fundraising.com. Yankee Candle will send a check to Donna who will then send it to Kathy Butler.

Donna Rae Heath and Kathy Butler have met to coordinate finances using Quickbooks. They plan to meet again.

Legislative Report Marilyn Grunewald asked members to keep an eye on local activity around the education legislation Act 46. Equal payday is April 14th. Vermont BPW will be working with the Vermont Commission on Women again this year. She asked that many BPW members participate. Marilyn wants to help New York members with legislation as well.

Policies & Procedures – Carolyn McLean-Frazier and Donna Rae Heath will present this topic at the next teleconference meeting. If anyone has questions contact Donna Rae or Carolyn. The information on this topic was available at the post convention meeting and will be sent out again.

Camp BPW Danielle Martel made the motion to divide the money, \$2,394.96, in the state funds designated for Camp BPW, among all the locals. Carolyn McLean-Frazier clarified that the name of the local event is irrelevant if a Camp BPW format is followed. The motion was carried.

Convention Committee Jacqui Hood-Lefebvre reported that a contract has been signed with the Hampton Inn in Colchester. She has contacted Mary Powell, CEO of Green Mountain Power about possibly being our keynote speaker. Jackie Hawkins reported that the fundraising efforts they are considering are selling powdered mixes for dips and selling fudge, but they are waiting until the Yankee Candle fundraiser has ended.

Marilyn Grunewald asked how much money must be raised. The plan is to adjust the costs of the convention to the amount raised. Pearl Gilbert noted that in the past a budget was set before



fundraising began. Carolyn McLean-Frazier noted that because we currently have no money for the event, first we need to figure out what the fundraisers will be. Molly Ryan suggested that we set a target amount and instead of selling things, send out a letter requesting financial support. Marilyn Grunewald also suggested selling advertisements. Molly Ryan concurred. Donna Rae Heath noted that monetary levels of sponsorship and recognition can be helpful in fundraising. Jacqui Hood Lefebvre was not sure if these options would work because of small numbers at the convention and an online publication.

Molly Ryan will work with Jacqui Hood-Lefebvre and Jackie Hawkins on convention planning. They will report next meeting on plans.

Carolyn McLean-Frazier adjourned the meeting at 8:17 pm.

Signed, Alice S. Kitchel, Secretary