



**Full Board Meeting Agenda**  
**July 19, 2017**  
**Teleconference (1-515-739-1032)**  
**passcode 445699**

☐ **Meeting called to order at 7:01 pm. No Agenda.**

**Roll Call:** Alice Kitchel, Marilyn Grunewald, Lisa Grunewald, Donna Rae Heath, Danielle Martel, Emily Owens, Michelle Thibault, Shelley Maloney, Diane Brockway.

☐ **Establishment of Quorum:** Yes

☐ **Executive Committee Updates**

**-President:** Danielle and Jackie Hawkins, VP, attended the June meeting of Champlain Valley BPW. Danielle presented the 2017 VT/BPW Woman of the Year award to Michelle Friedman, Director of CV-TECH in Plattsburgh. Danielle also visited Franklin County BPW. Danielle is also working on the Website with Stacey Smith, St. Johnsbury BPW.

**-President-Elect:** Alice Kitchel is working on the Annual Convention for 2018 to be held at Burke Mountain Resort. She said the contract should be signed within a couple of days. She has visited the Resort and the rooms are nice.

**-Vice President:** Jackie Hawkins, not on call.

**Treasurer:** Michelle Thibault reported that the Bank balance is \$25, 714. She is preparing to do the Audit. Michelle Tarryk, St. Johnsbury BPW is on the Audit Committee. Danielle Martel will send an email requesting a volunteer from another local. Marilyn Gruenwald, Franklin County BPW, questioned if there was money budgeted for Literacy Day. Michelle said there is no money in this year's budget, but Marilyn could apply for a BPW grant.

**Secretary:** Diane Brockway said the 2017 Annual Convention minutes and the Post Convention Meeting Minutes had been sent to Danielle Martel, President. Per Danielle Martel, the Annual Convention minutes will be voted on at the 2018 Annual Convention and the Post Convention Meeting Minutes will be voted on at the August Teleconference meeting. Diane reported that a Courtesy Resolution for the Annual Convention had been sent to the Capitol Plaza Hotel and other participants at the Annual Convention.

☐ **Local Organization Updates**

**-Burlington:** No one on the call.

**-Champlain Valley:** Emily Owens, President, reported that she attended the BOCES Board of Education meeting in June. Michelle Friedman, VT/BPW Woman of the Year, was recognized at this meeting. A new E-Newsletter was established in June and will be issued each month. A summer reading program will be held. A Calendar of Events will be emailed to Danielle. No formal meeting will be held in July. An informal/social meeting will be held on July 25 at the Naked Turtle in Plattsburgh.

**-Franklin County BPW:** Michelle Thibault reported that Debbie White, President, is working on a Calendar of Events and speakers. New committee chairs were announced at the I/O Board meeting. New member

Albans. The Women's Mixer scheduled for July 27 has been postponed due to a scheduling conflict with the Chamber of Commerce.

**-St. Johnsbury BPW :** Donna Rae Heath reported that an officer meeting was held. Monthly meetings will alternate between Newport and St. Johnsbury. Meetings have been planned. There will be Social meeting in August. Special months will be observed (ie, October is National Working Families Month). St. Johnsbury BPW is also assisting Alice with the Annual Convention Committee.

**COMMITTEE UPDATES:** There is not a FULL Board at this time. Danielle needs a Committee Chair for the following committees: Bylaws, Audit, Finance and PSP Liason (Jacqui Hood-Lefebvre). Moved to the August meeting.

**-Individual Development Program:** Shelley Maloney needs the IDP Committee Chair from each local organization. She would like to have a "Train the Trainer" program. Marilyn Gruenwald asked if Shelley had a record of the modules completed by the BPW members. Marilyn is interested in becoming an IDP Trainer.

**-Legislation – VT:** Marilyn Gruenwald, Franklin County BPW, would like to have the name of the Legislative Committee Chair for each local. Franklin County BPW does not have a Chair yet. Marilyn is working on a Policy and Procedure for Legislation.

**Legislation - NY:** Diane Brockway, Champlain Valley BPW, no report at this time.

**-Annual Convention:** Alice Kitchel, St. Johnsbury BPW, has visited Burke Mountain Resort and the contract should be signed within a few days. Michelle Thibault, Treasurer, will issue a check for the deposit.

**-Women Joining Forces:** Donna Rae Heath, St. Johnsbury BPW, said it is too early for any news

**-FOUNDATION:** Danielle reported that she does not have a "Chair" as the Executive Committee has been handling any business. Danielle has received a bill for \$50 for the Licensing Fee (\$10 for each L/O). VT/BPW is considered a "Legacy" member. Diane Brockway, Champlain Valley BPW, said she had received a telephone call from Mary Stelley, Past NYS/BPW President requesting information on FOUNDATION. Shelley Maloney, MAL, will send her a person to contact.

**FUNDRAISING:** Danielle received an email with a "Fundraising" idea...Auctioning off items from celebrities. After discussion, Danielle will forward this email to the membership for their feedback. We, VTBPW, may consider doing an on-line auction as a State Fundraiser.

**NEW BUSINESS:** "Overall Plan for the Year"...Danielle would like to have a Fall Board Meeting. After discussion, it was decided the meeting would be held on Saturday, October 21. Location to be announced.

**Adjourn at 7:58 pm**

**Respectfully submitted,**