



CONNECTIONS | CAREERS | COMMUNITY

Minutes of the Board Meeting
EWI® of Memphis
February 12, 2015

Call to Order

The EWI of Memphis Board meeting was held on Thursday, February 12th, at the Cook Convention Center, with Yvonne Joiner as host. Cindy Lynch presided. The meeting was called to order at 6:19 pm.

Roll Call

Present:

Cindy Lynch, President
Linda Grissom, Vice President
Krissie Heuer, Treasurer
Danielle Rouseau, Secretary
Yvonne Joiner, Sergeant-At-Arms
Mary Judson, Recruitment & Retention Director
Timorie Stewart, Communications Director
Martha Pallesen, Parliamentary Advisor

Absent:

Lori Sargent, Fundraising Director
Angel Halpern, B/C/DP Director
Paige Perkins, Advisor

Minutes

The January Board Minutes were emailed to the board. A motion was made to approve the January Board minutes as received and the minutes were approved as distributed. The motion carried and the minutes will be posted to the website. The January Chapter minutes were emailed to the Board. Since there were no additional corrections, the minutes were posted to the website and will be presented for approval at the February 19th Chapter meeting.

Reports of Officers and Directors:

Vice President – Linda Grissom (Medtronic, Inc.)

During the month, Linda:

1. Participated in the Member Orientation event
2. Attended the Program Committee Meeting

3. Updated EWI Annual Golf Tournament collateral in preparation for the committee meeting:
 - Save the Date postcard, Project Worksheet, Commitment Form, Golf Committee schedule template, Team Listing of 2013 & 2014, Registration Form, Solicitation Letters for new and returning sponsorship, General Flyer, Sponsorship Flyer, Pre-Play day of events, printed 2013 labels for postcards
4. Met with Katie Hart, 2015 Golf Chair, to review 2014 activities and 2015 updated collateral
5. Provided snapshot view of various golf collateral pieces to TPC Southwind Golf Pro, Michaelyn Bradford
6. Issued Media Press Releases to the Commercial Appeal, The Cordova Times, Memphis Daily News, Collierville Herald, Bartlett Express and Shelby Sun Times
7. Updated Member Roster as required
8. Reached out to Non-renewing member representatives for status
9. Contacted Memphis Oral School for the Deaf to confirm May 8, 2015 for Reading Rally event
10. Collaborated with team updating EWI Name Badges to reflect a more current and professional look
11. Provided a courtesy proof-read of the EWI Handbook updated by President Lynch

Treasurer – Krissie Heuer (Business Equipment Center)

Cash balances on January 31, 2015, are as follows:

Total General Operating Account	\$87,174.74
B/C/DP Account	\$ 8,701.61
Total:	\$95,876.35

Discussion:

1. A donation was made to B/C/DP in memory of Agnes Jowers Davenport (deceased 1/26/2015), the EWI Chapter President (1966).
2. President Cindy Lynch applied for a grant offered by Medtronic for \$500 on February 6th.

Sergeant-At-Arms-Yvonne Joiner (Memphis Cook Convention Center)

Attendance at January meeting was as follows:

24 reps, 2 sustainers, 0 life members, 0 honorary member, and 2 guests, for a total of 28. A total of 23 firms were represented.

Discussion:

1. On February 2nd notification was sent to the membership for the February Chapter Meeting.
2. Deadline to RSVP was Friday, February 13th. As of Board meeting date, 21 members and 5 guests RSVPs, were received for the February 19th meeting.
3. The new name badges will be available for the February Chapter Meeting.

Recruitment and Retention Director – Mary Judson (Kemmons Wilson Companies)

Member Firms: 38; Active Reps: 42 (38-1st reps; 4-2nd reps; 1-open (Sheraton Downtown)); Sustainers: 8, Life Member: 1; Individual: 0; Honorary Members: 2. Total of 53.

Current Prospects:

- Amanda Voss (Hilton Worldwide 2nd Rep) – Katie Hart
- Jennifer Burns (Colonial Country Club)
- Megan Medford (Medford Roofing)
- Alisha Luckey (Flemings Steak House) – Mary Judson
- Jessie O'Connor Griffin (Memphis Convention & Visitor's Bureau) – Kristi Emmons
- Corey McLaughlin (Memphis Bioworks) – Jill Coleman / Linda Grissom
- FedEx Express (replacement rep for Barbara Taylor) – Kristi Emmons
- Mednikow Jewelers (Carey Prince – replacement rep) – Krissie Heuer
- Alyssa Holiday (Redheaded Chef) – Angel Halpern
- Dalayne Rewalt (Clay & Land Insurance Company) – Krissie Heuer
- Dr. Michelle Kitson (UT Dept of Internal Medicine)
- Jessica Johnson (2nd Rep – Marriott International) – Erika Lucas
- Patricia Cook (MLGW) – Mary Judson
- Andrea Ingleton (Randstad Staffing) – Krissie Heuer
- Shawny Neely (MSCAA) – Previous rep, Angela Washington, looking for a new rep
- Amy Radford (Rhodes College) – Deborah Vaughn
- Dorian Spears (City of Memphis) – Mary Judson

New member installations scheduled for the February Chapter Meeting were discussed:

- Ditas Sargent (Courtyard Marriott) – 1st Rep

Retention: Status of renewals due 3/31/2015 were discussed:

- Precious Burnett (Kruger Products)
- Leveda McCou (Operation Hope, Inc.)
- Dannah Scott (Sheraton Memphis Downtown)

Pictures of the Membership Orientation held on January 29th were shared.

Program Director – Deborah Vaughn

- February 19th Meeting: AOL Module “Leadership-It All Begins with You” presented by Kristie Emmons at the FedEx Institute of Technology, University of Memphis
- March 19th Meeting: Speaker will be Michael Miles, Executive Director-Germantown Community Theater, and will be held at Germantown Community Theater.
- April 16th Meeting: Preparedness Program, will be held at The American Red Cross (new location).
- May 21st Meeting: Program TBD; Bonne Terre

Discussion:

1. Deborah created a program / agenda for the upcoming February Chapter Meeting.
2. Sustainers and previous Chapter Presidents will be honored at the May Chapter Meeting.

Fundraising Director – Lori Sargent (FedEx Services)

President Cindy Lynch reported the following fundraising activities for January:

White Elephant Sales:	\$114.00
January Wine Sales:	\$42.00
Total:	\$156.00

Discussion:

1. The next 2015 Golf Tournament committee meeting to be announced.
2. The TN Division of Charitable Solicitation and Gaming whitepaper titled, “Who Can Hold a Raffle” was discussed.

B/C/DP Director – Angel Halpern (Regions Bank)

Vice President Linda Grissom reported the following B/C/DP activities for January:

Reading Rally: The date has been set for Friday, May 8th. Time most likely will be 9:00 am. It will be held at the Memphis Oral School for the Deaf. The B/C/DP Committee will meet to discuss details and review and select a book. The Fire Safety House has been confirmed. Turner Dairy Moo Mobile will provide free ice cream for the students.

ASIST Scholarship: Tracey Foldenauer (Ameri-Pride Linen & Apparel Service) and Angel are working on identifying sources for applicants for this year’s scholarships. House of Grace previously supplied candidates that may be able to use the scholarship. Tracey will also approach the Exchange Club to discuss possible candidates from their program. The Exchange Club provides support and counseling for battered women, and victims of domestic violence and child abuse. Their participants are sent to the counseling program through the court system, possibly providing an opportunity to help a larger pool of women.

Communications Director – Timorie Belk (Le Bonheur Hospital)

Timorie will work with Linda Grissom (Medtronic, Inc.) to update the collateral for the golf tournament. A ‘Save the Date’ postcard sample was shared.

Timorie reported the deadline to forward information for the March EWIconnect will be Friday, March 6th, 2015. The March edition will be posted to the website March 9th. Items for the new edition should be submitted to Timorie Belk. (timorie.stewart@lebonheur.org).

PARLIAMENTARY ADVISOR: Martha Pallesen

Martha distributed copies of “Basic Parliamentary Information” prepared by the Education Committee of the National Association of Parliamentarians. Martha invited members of the board to join the local chapter of the Parliamentary Advisory meetings held the fourth Monday of every month at 5:45 pm at the White Station Library.

SPECIAL COMMITTEES:

BYLAWS:

Krissie Heuer (Business Equipment Center) gave the board an update on the EWI Corporate initiative to update corporate bylaws as they pertain to B/C/DP accounts. These corporate bylaws have not been updated since 1998 and circumstances require review and modification.

New Business:

1. The February Chapter Meeting agenda was discussed
2. Everyone was invited to participate in the Professional Development Webinar, "How to Create More Money, More Time, and More Freedom" on March 3rd at 2pm CST.
3. Everyone was also reminded about the Spring Conference to be held April 23-25 in Milwaukee, WI. Kristi Emmons will present the AOL Module.
4. New Memphis Chapter promotional items will be made available to members.
5. Krissie will research banking options and a "rewards" card to earn points for the chapter to convert to travel miles and other perks.

It was announced that the next Board meeting would be held Thursday, March 12th, at 5:45 pm at Kemmons Wilson Companies, hosted by Mary Judson.

President Lynch reminded everyone to please email board reports to Secretary Danielle Rouseau no later than Monday, March 9th.

The meeting adjourned at 8:06 pm.

/s
Cindy Lynch, President

/s
Danielle Rouseau, Secretary