



CONNECTIONS | CAREERS | COMMUNITY

Minutes of the Board Meeting  
EWI® of Memphis  
May 14, 2015

**Call to Order**

The EWI of Memphis Board meeting was held on Thursday, May 14<sup>th</sup>, at the home of Deborah Vaughn with Deborah Vaughn Staples as host. Cindy Lynch presided. The meeting was called to order at 5:55 pm.

**Roll Call**

Present:

Cindy Lynch, President  
Linda Grissom, Vice President  
Krissie Heuer, Treasurer  
Danielle Rouseau, Secretary  
Deborah Vaughn, Program Director  
Martha Pallesen, Parliamentary Advisor

Absent:

Mary Judson, Recruitment & Retention Director  
Timorie Belk, Communications Director  
Angel Halpern, B/C/DP Director  
Paige Perkins, Advisor

Open:

Fundraising Director  
Sergeant-At-Arms

**Minutes**

The April Board Minutes were emailed to the board. A motion was made to approve the April Board minutes as received and the minutes were approved as distributed. The motion carried and the minutes will be posted to the website. The April 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 May Chapter meeting.

**Reports of Officers and Directors:**

**Vice President – Linda Grissom (Medtronic, Inc.)**

During the month, Linda:

1. Participated in Golf Committee conference call as required

2. Issued Media Press Releases to The Commercial Appeal, The Cordova Times, Memphis Daily News, Collierville Herald, Bartlett Express and Shelby Sun Times
3. Updated Member Roster as required
4. Contacted Memphis Oral School for the Deaf to re-confirm May 8, 2015 for Reading Rally event and activities: 10am – 11:30am
5. Continued process of confirming Firm Executives by Member Firm

**Treasurer – Krissie Heuer (Business Equipment Center)**

Cash balances on April 30, 2015, are as follows:

Total General Operating Account	\$38,019.25
Operating Account CD	\$50,000.00
B/C/DP Account	\$8,678.73
<b>Total:</b>	<b>\$96,697.98</b>

Discussion:

1. Invoices for delinquent accounts were sent.
2. It was determined that the Flex Perk Rewards Card would not be advantageous for the Chapter.
3. The fee increase for the Wild Apricot website service will be discussed at the next budget meeting.
4. The budget plan for the 2015-2016 year will be presented to the Budget Committee in June, presented to the Board in July, and presented to the Chapter in August.
5. Motions were adopted and approved to present a gift to Paulette McMillan for perfect attendance at the May Chapter meeting.

**Sergeant-At-Arms-OPEN**

President Cindy Lynch reported the attendance at April meeting as follows: 24 reps, 2 sustainers, 0 life members, 1 honorary member, and 3 guests, for a total of 29.

Discussion:

1. Jeni Pearson (Blue Cross Blue Shield) is the May prospective member guest.
2. On May 4<sup>th</sup> notification was sent to the membership for the May Chapter Meeting.
3. President Cindy Lynch (Medtronics, Inc.) will acknowledge RSVPs during the June Chapter meeting.
4. Seven past presidents will be honored at the May Chapter meeting.

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

President Cindy Lynch reported the Recruitment and Retention activity as follows: Member Firms: 36; Active Reps: 40 (36-1<sup>st</sup> reps, 4-2<sup>nd</sup> reps); Individuals: 0, Sustainers: 7, Life Member: 1; Honorary Members: 2. Total of 50.

Prospective Members:

- Monique McClain (FedEx Services, 3<sup>rd</sup> rep)
- Dina Placo (SunTrust Bank)
- Jada Pope (Embassy Suites – Memphis)
- Jeni Pearson (Blue Cross Blue Shield)

Discussion:

1. Increasing our membership is a priority.
2. There are no member installations scheduled for the May Chapter meeting.
3. Three member firms did not renew and will be removed from the website, email distribution list, and roster.
4. The representative for member firm Holiday Inn & Suites Wolfchase, previously held by Rhonda Huisel, is open.

**Program Director – Deborah Vaughn**

- May 21<sup>st</sup> Meeting: Honoring Sustainers and Past Presidents; Garden Party Theme, will be held Bonne Terre, 4715 Church Road, Nesbit, MS.
- June 18<sup>th</sup> Meeting: Speaker will be Dr. Michelle Ludwig (Baylor) and Program will be B/C/DP ASIST and Leadership Development Awards, to be held at The Peabody Hotel, 149 Union Avenue, Memphis, TN.

Discussion:

1. The May Chapter meeting will be dedicated to honoring Sustainers, Past Presidents and Paulette McMillin. A gift will be presented to Paulette McMillin for perfect attendance.
2. A video on the subject of the EWI Legacy will be shown during the May Chapter meeting dinner. Following the video each past president will be invited to speaker about their leadership experience.
3. The travel arrangements and accommodations for Michelle Ludwig, the speaker for the June Chapter meeting, were discussed.
4. The audio visual and technical needs for the June Chapter meeting at the Peabody were discussed.

**Communications Director – Timorie Belk (Le Bonheur Hospital) - ABSENT**

President Cindy Lynch reported the Communications activity as follows:

1. The deadline to forward information for the June EWIconnect will be Monday, June 8, 2015.
2. Articles and information for the June edition are to be submitted to Timorie Belk.

**Fundraising Director – OPEN**

President Cindy Lynch reported the following fundraising activities for March:

April Silent Auction:	\$85.00
<b>Total:</b>	<b>\$85.00</b>

Discussion:

1. The May fundraiser will be a “Purse Auction” featuring gently loved purses. Terrice Enochs (Bancorps South) should be notified of donations.

2. The Golf Tournament update was discussed. Door prizes and promotional items are needed. A beverage sponsor is needed. Commitments from fifteen teams have been received. Commitments from three paid sponsorships have been received.
3. The next Golf Tournament Committee Meeting is scheduled for June 9.
4. The June fundraising theme is "Independence Day/ Summer Breezes".

### **B/C/DP Director – Angel Halpern (Regions Bank) - ABSENT**

President Cindy Lynch reported the B/C/DP activity as follows:

1. The Reading Rally debrief was shared with the board.
2. ASIST Scholarship notification will be forwarded to Corporate no later than June 15th. One "corporate" applicant will be selected and an essay from the ASIST Chair drafted on why the applicant is worthy of a corporate scholarship.

### **PARLIAMENTARY ADVISOR: Martha Pallesen**

Martha shared information on the definition of a 'quorum' and what should be done in the absence of a quorum.

### **SPECIAL COMMITTEES:**

#### **BYLAWS:**

There was nothing to report.

#### **NOMINATING:**

President Lynch reported on behalf of Paige Perkins (Memphis Grizzlies) that straw ballots were emailed to the chapter on April 16<sup>th</sup>. President Lynch encouraged current board members to nominate themselves for positions if they desired to do so. She asked that ballots be forwarded to Paige Perkins by May 29<sup>th</sup>.

#### **Unfinished Business:**

The discussion of EWI Memphis promotional wear was put on hold due to other higher priority matters.

#### **New Business:**

1. The May Chapter Meeting agenda was discussed.
2. A motion was adopted and approved to install Mable Barringer (National Kidney Foundation of West Tennessee) as Sergeant-At-Arms at the May Chapter meeting.
3. There remains one open board position: Fundraising.
4. It was announced that the June Professional Development Webinar – “Elevate Efforts to Elevate Excellence” will be June 2<sup>nd</sup>, at 2p.m. CST and to register at ewiconnect.com.

#### **Announcements:**

Birthdays: Linda Grissom (5/18) and Timorie Belk (5/20)

The next Board meeting will be held Thursday, June 11<sup>th</sup>, at 5:45 pm at Le Bonheur Children's Hospital, Memphis, TN. The meeting will be hosted by Timorie Belk.

Board members were asked to email their reports to Secretary Danielle Rouseau no later than Wednesday, June 10<sup>th</sup> and to bring 10 copies to the Board Meeting. Members were also asked to please inform Danielle Rouseau if unable to bring their reports so that she may print copies for everyone.

The meeting adjourned at 7:15 p.m.

/s  
Cindy Lynch, President

/s  
Danielle Rouseau, Secretary