



CONNECTIONS | CAREERS | COMMUNITY

Minutes of the Board Meeting
EWI® of Memphis
July 6, 2017

Call to Order

The EWI of Memphis Board meeting was held on Thursday, July 6, 2017, at Business Equipment Center and hosted by Janie Emerson (Shelby County Schools). The meeting was called to order by President, Krissie Heuer at 5:42 p.m.

Roll Call

Present:

Krissie Heuer, President
Deborah Vaughn, President-elect
Judy Carmichael, Treasurer
Erica Simpson, Secretary
Mable Barringer, Program Director
Angel Halpern, Fundraising – by phone
Cindy Lynch, Sergeant-at-Arms
Linda Grissom, Advisor
Martha Pallesen, Parliamentary Advisor
Janie Emerson, B/C/DP

Open Position:

Retention & Recruitment
Communications

Minutes – Secretary, Erica Simpson (Memphis College of Art)

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

REPORTS OF OFFICERS AND DIRECTORS:

President-elect – Deborah Vaughn (Staples)

- Golf tournament planning, online auction

Treasurer – Judy Carmichael (William Howard & Co. Financial Advisors, Inc.)

Cash balances as of June 30, 2017 are as follows:

General Operating	\$49,165.23
B/C/DP Account	\$3,437.19
CD	\$51,513.33

Discussion:

- Need to schedule the 2017-2018 preliminary budget meeting by the end of July 2017 with a snapshot of these plans sent to membership before August 2017 meeting.
- Delinquent Accounts – most have been resolved
- Staples Grant is pending approval

Sergeant-At-Arms – Cindy Lynch (Medtronic, Inc.)

Attendance at the June Chapter Meeting was as follows:

22 Reps, 3 Sustainers, 15 Guests, and 4 No Shows – Total of 40

Discussion:

- Attendance for July meeting...anticipating 25

Membership Recruitment and Retention Director – Open Position

As of June 2017:

Member Firms: 27, Active Reps: 33 (27-1st reps, 5-2nd reps), Individuals: 0, Sustainers: 8, and Life Member: 2. Total of 43

Discussion: Increasing membership is a priority.

- President Heuer sends personal emails to NO SHOWS to inform them of what was missed during the chapter meeting; recommended to continue with President Elect Vaughn
- AmeriPride is planning to rejoin with one representative – Tammy West. Communication with Tammy is ongoing.
- Hilton Worldwide did not renew. Brittany Jones was the representative. This leaves the Communications board position open.

B/C/DP Director – Janie Emerson (Shelby County Schools)

ASIST Scholarships:

- Checks were mailed 6/16/17 to main campus for Belhaven University for scholarship winners.
- Patrick Phillips' application was submitted to Corporate for consideration.

Program Director – Mable Barringer (National Kidney Foundation of West TN)

- July Meeting: Southwind in conjunction with the golf tournament.

Discussion:

- August: Chickasaw Country Club, Business Meeting
- September 14th: University of Memphis Hall of Fame
- October: University Club
- November: National Civil Rights Museum
- December: Chickasaw Country Club

Communications Director – Open Position

Will try for one more newsletter edition before board year is over

Fundraising Director – Angel Halpern (Regions Bank)

June's Auction fundraiser: \$176.47

Discussion:

- July Chapter Meeting is the Silent Auction
- August Chapter Meeting will be Gift Cards
- Golf Tournament planning is underway. Meeting will be set early next week.

Parliamentary Advisor – Martha Pallesen (Pallesen Consulting Services, LLC)

- Calling the meeting to order, President determines if there is a quorum. If no quorum, group can recess and try to create a quorum. Or a vote can be taken, but not confirmed until a quorum is assembled.

NEW BUSINESS:

- The remainder of the nuts will be sold at golf tournament
- Submitted for \$1000 Literacy Grant from Corporate
- Next Board year's retreat is scheduled for October 20th
- Two EWI Connects were sent to Corporate for LCAM recognition consideration
- Recap of 2016-2017 Board Year (to date) was submitted to Corporate for recognition at LCAM
- Discussion regarding potential member's dinner payments
- Discussion and motion made and carried for elected LCAM representatives and Professional Leadership winner(s) to have their LCAM expenses covered by the chapter

Announcements:

- July birthdays: Latrice McLin 10th, Cindy Lynch 13th, Dannah Scott 26th
- August Board Meeting is August 10th at Business Equipment Center, hosted by Mable Barringer

The meeting adjourned at 7:39 p.m.

/s

Krissie Heuer, President

/s

Erica Simpson, Secretary