



CONNECTIONS | CAREERS | COMMUNITY

Minutes of the Board Meeting  
EWI® of Memphis  
March 14, 2016

**Call to Order**

The EWI of Memphis Board meeting was held on Monday, March 14, 2016, via conference call, hosted by Linda Grissom (Medtronic, Inc.). The meeting was called to order by President Linda Grissom (Medtronic, Inc.) at 5:56 p.m.

**Roll Call**

**Present:**

Linda Grissom, President  
Krissie Heuer, President-elect  
Nina Nguyen, Secretary  
Judy Carmichael, Treasurer  
Mable Barringer, Sergeant-at-Arms  
Deborah Vaughn, Program Director  
Martha Pallesen, Parliamentary Advisor  
Cindy Lynch, Advisor

**Absent:**

“OPEN”, Retention & Recruitment  
“OPEN”, BCDP Director  
Mary Judson, Communications  
Angel Halpern, Fundraising

**Minutes**

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

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

Contact President Grissom (Medtronic, Inc.) with any thoughts or suggestions regarding BCDP Director and Retention and Recruitment Director replacements.

**President-elect – Krissie Heuer (Business Equipment Center)**

Discussion:

- The February Membership and Retention meeting plans were worked on.

- A final collection attempt was made to collect all outstanding accounts, with the exception of one totaling \$140.00. Further collection work will be done on this account.
- Addressing Standing Rules as it relates to payment of accounts, expectations and other items as a full-page report in the Connect newsletter was discussed.
- There was discussion regarding Standings Rules or a contract should be signed along with New Member applications.
- Attendance was taken at the January 2016 and February 2016 chapter meetings. Krissie Heuer (Business Equipment Center) will meet with Cindy Lynch (Medtronic, Inc.) on March 24, 2016, to work on Quarter 4 billing.
- Krissie Heuer (Business Equipment Center) will give the President's pin to President Grissom (Medtronic, Inc.) at the March Chapter meeting.
- Krissie Heuer (Business Equipment Center) reached out to Membership Advisor, Benita Collins regarding the acquisition of a Chapter Credit Card with the hope of accumulating points that would be returned to our chapter as either credits to pay for airfare to LCAM for chapter members, or dollars to be used in the treasury account for scholarship funding. Membership Advisor, Benita Collins favored the idea and will follow up with Krissie Heuer (Business Equipment Center).

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

Cash balances as of February 29, 2016 are as follows:

General Operating Account	\$33,658.29
B/C/DP Account	\$11,781.55
CD	\$50,000.00
Total	\$95,439.84

Discussion:

- \$170 was raised at the February Silent Auction.
- Bank balances and Fundraising figures were sent to Mary Judson (Kemmons Wilson Companies) for the newsletter on March 2, 2016.
- Credit Card authorization was sent to The Peabody Hotel on March 1, 2016.
- \$61 payment was made for February storage.
- \$89.75 payment was made for the wine tab at Chickasaw Country Club.
- \$2,000 check received from The University of Mississippi was deposited.
- Interest figure was received from Janice Toshach (Bancorp South) on March 1, 2016.
- The following forms and reports were prepared: Cash Receipts, Cash Disbursements and Board reports for General Operating, BCDP and CD.

**Sergeant-At-Arms – Mable Barringer (National Kidney Foundation of West TN)**

Attendance at the February Chapter Meeting was as follows:

22 Reps, 5 Sustainers, 11 Guests, 1 Honorary Member and 5 No Shows – Total of 39

Discussion:

- On March 4, 2016, notification was sent to the membership for the March Chapter Meeting with deadline to RSVP of March 11, 2016. A reminder was sent on March 17, 2016.

**Membership Recruitment and Retention Director – “Open”**

As of February 2016:

Member Firms: 28, Active Reps: 31 (27-1<sup>st</sup> reps, 4-2<sup>nd</sup> reps), Individuals: 0, Sustainers: 9, Life Member: 1, Honorary Members: 2. Total of 43.

Discussion:

- Pam Bradley's (Fogelman Executive Center) membership renewal was confirmed.
- 5 membership renewals in question: Joan Higginbotham (Holiday Inn & Suites Wolfchase), Yvonne Joiner (Memphis Cook Convention Center), Ditas Sargent (Courtyard Marriott), Dannah Scott (Sheraton) and Paulette (Sustainer).
- Krissie Heuer (Business Equipment Center) will follow up with prospect, Briarcrest Christian School.
- Betty Loveless (Life Member) has a prospect, Adrian Winfey.
- The following are prospects and electronic application responses are pending: Janet Samples (Staples), Haileigh Green (Flaming Phoenix), Brittany Jones (Hilton Worldwide) and Katie Richardson (Marriott International).

Committee Meeting:

Committee meetings should take place within 30 days via meeting or conference call. Recruit for supportive committee members!

New Member Installations:

Erica Johnson will replace Erica Simpson at Belhaven University.

Retention: Current Status:

See above notations.

Mentorship Program:

We are considering assigning a veteran representative to shadow a new representative for the first 3 months to ensure the new representative joins a committee and attends meetings.

**B/C/DP Director – “Open”**

Krissie Heuer (Business Equipment Center), Janie Emerson (Shelby County Schools) and Deborah Vaughn (Staples) have collaborated on the Reading Rally. It will be held on May 20<sup>th</sup> at the Shrine School at 11:30 a.m. Les Passess Kids on the Block will partner with us for this event. Volunteers should arrive an hour in advance if at all possible to participate in a campus tour. Book selection is planned to be “We Live in Memphis” by Perre Magness. Ms. Magness is also planning to attend the Reading Rally.

Notes for reference:

- Tracy Foldenauer and Danielle Rousseau (The Sims Financial Group, Inc.) have had communication issues and were unable to connect.
- Krissie Heuer (Business Equipment Center) and Danielle Rousseau (The Sims Financial Group, Inc.) met and Krissie shared a schedule for meeting some deadlines.
- The Reading Rally will take place in May 2016. Danielle Rousseau's (The Sims Financial Group, Inc.) hope was to work with the children at Shrine School in Memphis, TN. Danielle has been in contact with Libbee Clifford (Les Passeur Kids on the Block). Libbee Clifford can be contacted at libbee.clifford@gmail.com or (901) 237-2646. Susan Ervin, scheduling contact, can be reached at (901) 484-5116. Jennifer Blasingame, Shrine

School contact, can be reached at (901) 921-5180.

- Books to consider: It's Ok To Be Different by Todd Parr, Accept and Value Each Person by Cheri J Heiners, A Rainbow of Friends by PK Hallinan and What I Like About Me by Allia Zobel Nolan

- The application for \$1,000 BCDP Grant for EWI Foundation was submitted on January 14, 2016, for approval and funding. The deposit is pending.

### **Program Director – Deborah Vaughn (Staples)**

- March 17 Meeting: Holiday Inn Conference Center, Central Avenue. Melissa Maher is the motivational speaker.
- April 21 Meeting: Crescent Club. Rebecca Lesley-Paulk will discuss Court Appointed Special Advocates.
- May 21: Memphis Country Club is a possible venue.
- June 18: The Peabody Hotel

### **Communications Director – Mary Judson (Kemmons Wilson Companies)**

The deadline to submit articles to [mjudson@kwilson.com](mailto:mjudson@kwilson.com) for the April edition is March 28, 2016. The March edition is to be posted to the website by April 5, 2016.

Discussion:

- Judy Thompson reached out to Mary Judson (Kemmons Wilson Companies) to give her compliments on the Newsletter.

### **Fundraising Director – Angel Halpern (Regions Bank)**

President Grissom (Medtronic, Inc.) reported on behalf of Angel Halpern (Regions Bank).

Discussion:

- Nut sales are near completion. Extras are offered. President Grissom (Medtronic, Inc.) will reach out to Mueller.
- The door prize theme for March is “Free for All.”
- The 2016 Golf Tournament will take place on Monday, July 11, 2016. Save the Date postcards are updated and ready to print. Postcard printed copies will be available for the March chapter meeting once Kristi Emmons (FedEx Services) confirms she will be teams lead. President Grissom (Medtronic, Inc.) will reach out to Angel Halpern (Regions Bank) to review the tournament flow and spreadsheet.
- Kendra Scott Corporation is on hold for consideration. Kendra Scott Corporation would entertain an “EWI Jewelry Night” where a percentage of sales proceeds would go to the chapter. Possible idea for an “Open House” recruitment.

### **STANDING COMMITTEES:**

#### **PARLIAMENTARY ADVISOR: Martha Pallesen (Pallesen Consulting Services)**

- Nothing to report.

#### **TECHNOLOGY:**

- Nothing to report.

#### **BOARD ADVISOR: Cindy Lynch (Medtronic, Inc.)**

- Nothing to report.

**SPECIAL COMMITTEES:**

**NOMINATING:**

Nothing to report.

**UNFINISHED BUSINESS:**

Nothing to report.

**NEW BUSINESS:**

- Standards of Excellence: Memphis' Key Goals & Action Plan is on-going.
- Medtronic, Inc. can serve as the host venue if necessary for the May Board meeting. Deborah Vaughn (Staples) is hosting the April Board Meeting.
- The Tennessee Chapter Board Forum will be in Chattanooga during April 29 and 30.

**Announcements:**

- Deborah Vaughn (Staples) will host the April 14, 2016 Board meeting at 5:45 p.m. at Staples.
- Board members were reminded to send their reports to Nina Nguyen, Secretary (Regions Bank) no later than April 11, 2016.

The meeting adjourned at 6:44 p.m.

/s

Linda Grissom, 2015-2016 President

/s

Nina Nguyen, Secretary