



CONNECTIONS | CAREERS | COMMUNITY

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

Call to Order

The EWI of Memphis Board meeting was held on Thursday, January 14, 2016, at Regions Bank in Memphis, TN, hosted by Angel Halpern (Regions Bank) and Nina Nguyen (Regions Bank). 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
Deborah Vaughn, Program Director
Danielle Rouseau, B/C/DP
Cindy Lynch, Advisor
Martha Pallesen, Parliamentary Advisor

Absent:

Mable Barringer, Sergeant-at-Arms
"OPEN", Retention & Recruitment
Mary Judson, Communications

Minutes

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

President-elect – Krissie Heuer (Business Equipment Center)

Krissie Heuer reported assisting Treasurer Judy with Treasury organization.

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

Cash balances as of December 31, 2015, are as follows:

Checking Account	\$37,895.03
B/C/DP Account	\$6,800.93
CD	\$50,000.00

Discussion:

- Judy Carmichael, Treasurer met with Krissie Heuer, President-elect to discuss spreadsheets.
- Judy Carmichael, Treasurer downloaded the Merchant Pay Pal and Metro applications on her mobile device.
- Judy Carmichael, Treasurer received the signature cards and changed the address to reflect hers.
- Judy Carmichael, Treasurer reached out to Leslie regarding the PIN number that arrived today, January 14, 2016, and had it activated.
- Judy Carmichael, Treasurer signed the Credit Card Authorization Form for Hilton.
- Judy Carmichael, Treasurer is waiting on online access.
- Judy Carmichael, Treasurer will carbon copy President Grissom and Cindy Lynch, Advisor on all email correspondences until she is more familiarized.

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

Attendance at the December Chapter Meeting was as follows:

18 Reps, 2 Sustainers, 8 Guests, and 10 No Shows – Total of 28

Discussion:

- On January 6, 2016, notification was sent to the membership for the January Chapter Meeting with deadline to RSVP of January 15, 2016. A reminder was sent on January 13, 2016.
- There was confusion regarding RSVP email notifications. President Grissom clarified only those planning not to attend Chapter meetings should notify Mable Barringer, Sergeant-At-Arms. There was discussion to add the word regrets next to RSVP in the email notifications.

Membership Recruitment and Retention Director – “Open”

As of December 2015:

Member Firms: 35, Active Reps: 36 (33-1st reps, 3-2nd reps), Individuals: 0, Sustainers: 7, Life Member: 1, Honorary Members: 2. Total of 46.

Discussion:

- President Grissom informed the Board of Erica Simpson's resignation as Membership Recruitment and Retention Director due to her job and teaching commitments.
- President Grissom announced increasing our membership is a priority.
- President Grissom stated Committee Meetings should occur within 30 days via in person or conference call.

Recruitment: Prospective Members:

- Adrian Winfrey (Betty Loveless contact)
- Anna Ruhl – prospective 3rd member representative from Regions Bank (Nina Nguyen contact). Nina Nguyen, Secretary stated due to Regions Bank's goal to minimize expenses, Anna Ruhl will not be sponsored. Anna Ruhl is no longer a viable candidate for membership.

New Member Installations:

Nothing to report.

Retention: Current Status:

- There are currently two firms, First Mercantile and Ameri-Pride, with open

representative positions that will not renew.

- Lisa Johnson (Ernst & Young) has indicated they will not renew.
- Lorraine Chapman (Westin Beale Street) has indicated they will not renew.
- Anna Hough (Captivating Interiors) transitioned to a Sustaining Member.
- Annetta Vick (Comerica Bank & Trust) transitioned to a Sustaining Member.
- President Grissom will reach out to Ditas Sargent (Courtyard Marriott) regarding their renewal status.
- Deborah Vaughn, Program director will reach out to Joan Higginbotham (Holiday Inn & Suites Wolfchase) regarding their renewal status.
- Sustaining Member Paulette McMillin's membership renewal status is undetermined.
- Welby Stamps (Metropolitan Bank) membership renewal status is undetermined.
- President Grissom will reach out to Adrian Winfrey regarding membership possibility.
- Judy Carmichael, Treasurer will reach out to Cheryl Bledsoe regarding membership possibility.

Mentorship Program:

President Grissom will reach out to Annette Vick asking for assistance with the Mentorship Program. Krissie Heuer, President-elect agreed to assist with the Mentorship Program and will collaborate with President Grissom. President Grissom and the committee are working to assign a veteran representative to "shadow" a new representative for the first three months of membership to ensure they are placed on a committee and are attending meetings, being involved, etc. as well as to answer any questions they may have. Assignment of this program is pending.

Membership Orientation:

The Membership Orientation will take place in February as a Chapter Meeting Program.

Program Director – Deborah Vaughn (Staples)

- January 21: Chapter Meeting at Hilton Memphis. Program will be a Firm Night. Speaker will be Greg Milligan, Director of Sales. Greg Milligan will present the topic: "Effective and Ineffective People."
- February 18: Chapter Meeting at Chickasaw. Program will be Member Orientation.
- March 17: Chapter Meeting at Fogelman Executive Center in the Holiday Inn. Speaker and program are to be determined.

Discussion:

- Angel Halpern, Fundraising Director will inform Deborah Vaughn, Program Director of the fundraiser for the February and March Chapter Meetings.
- Melissa Maher is a potential speaker for the March Chapter Meeting. There is a \$100.00 fee. Her topic is: "Self speak and how we use it to increase our potential or hold ourselves back."
- Possible venues for future meetings include The Crescent Club and Memphis Brooks Museum of Art.
- Bass Pro as a venue for the May Chapter Meeting will be tabled for 60 days. \$2,200.00 is the food and beverage minimum cost, and the location fee is \$400.00. Forty-four members would need to be in attendance to offset the cost.
- Due to the high cost of Drum Café, we will no longer revisit the discussion.
- Deborah Vaughn, Program Director needs ideas for speakers.

Fundraising Director – Angel Halpern (Regions Bank)

December Bake Sale Silent Auction	\$328.00
December Nut Sales	\$777.00

Discussion:

- Angel Halpern, Fundraising Director reported the December Bake Sale Silent Auction was a success.
- January 21: White Elephant Fundraiser. Angel Halpern, Fundraising Director will be requesting new or gently used items.
- Angel Halpern, Fundraising Director will email her committee to establish a plan for going forward with ticket sales and future fundraisers.
- President Grissom reported Nut Sales were near completion and will wrap up with Mueller.
- The Golf Tournament will be on Monday, July 11, 2016. The Golf course will not be available the following week due to the Aeration Project. The deposit is \$4,000.00 and President Grissom received the contract. President Grissom will follow up with Nick Kuenneke, new Golf Pro employee at Southwind.
- There was discussion regarding partnering with Kendra Scott Corporation as a fundraiser or Open House Recruitment. Kendra Scott Corporation will entertain an "EWI Jewelry Night" where a percentage of sale proceeds will go to the chapter.

B/C/DP Director – Danielle Rouseau (The Sims Financial Group)

- Danielle Rouseau, B/C/DP Director will meet with her committee to discuss varying organizations to partner with.
- The June Chapter Meeting for the ASIST/Scholarships was discussed. The potential venue would be The Peabody Hotel.
- President Grissom received a letter from the Memphis Area Women's Council requesting EWI of Memphis to join their membership to tackle women's concerns. Danielle Rouseau, B/C/DP Director will look further into the letter.
- Les Passees Kids on the Block can potentially be another philanthropic project. Danielle Rouseau, B/C/DP Director will schedule a conference call with them.
- The Application for \$1,000.00 B/C/DP Grant for EWI Foundation was submitted on January 14, 2016, for approval and funding. The money can be used towards the Reading Rally or scholarships.
- A grant application was submitted to Staples. Grant recipients are to be determined.

Communications Director – Mary Judson (Kemmons Wilson Companies)

President Grissom reported in absence of Mary Judson, Communications Director. The deadline to submit articles to mjudson@kwilson.com for the February edition is February 4, 2016. The February edition is to be posted to the website by February 8, 2016.

STANDING COMMITTEES:

BOARD ADVISOR:

- Updated Events Calendar on EWI® of Memphis website.
- Updated attendance rosters for December to prep for Q1 2016 chapter meeting billing.
- Q4 2015 Chapter Meeting billing invoices were sent out on December 15, 2015.
- Krissie Heuer, President-elect will be responsible for Q1 billing and billing s thereafter.

PARLIAMENTARY ADVISOR:

The correct order of business was discussed.

SPECIAL COMMITTEES:

NEW BUSINESS:

- President Grissom will reach out to Annetta Vick to ask for her assistance with membership recruitment.
- Committee meetings were to be conducted by November 30, 2015. Committee involvement is a priority.
- Medtronic, Inc. can serve as the host venue for the February Board Meeting if necessary.
- Charlie Rosenquist, Chattanooga EWI President announced a Tennessee Chapter Board Form in Chattanooga. Dates include April 22-April 23 or April 29-April 30.

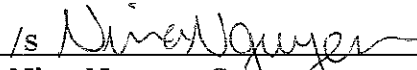
Announcements:

- Congratulations to Nina Nguyen, Secretary on her Court Appointed Special Advocate installation.
- The February Board Meeting will be held on February 11, 2016. The hostess and location will be determined.
- Board members were reminded to send their reports to Nina Nguyen, Secretary no later than February 8, 2016.

The meeting adjourned at 7:37 p.m.

/s

Linda Grissom, 2015-2016 President

/s 
Nina Nguyen, Secretary