



CONNECTIONS | CAREERS | COMMUNITY

Minutes of the Board Meeting
EWI® of Memphis
December 1, 2016

Call to Order

The EWI of Memphis Board meeting was held on Thursday, December 1, 2016, at Hilton Worldwide, hosted by Communications, Brittany Jones. The meeting was called to order by President Krissie Heuer (Business Equipment Center) at 5:52 p.m.

Roll Call

Present:

Krissie Heuer, President
Deborah Vaughn, President-elect
Erica Simpson, Secretary
Judy Carmichael, Treasurer
Mable Barringer, Program Director
Nina Nguyen, Retention & Recruitment
Angel Halpern, Fundraising
Martha Pallesen, Parliamentary Advisor -- by phone
Brittany Jones, Communications
Janie Emerson, B/C/DP
Linda Grissom, Advisor

Absent:

Cindy Lynch, Sergeant-at-Arms

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

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

REPORTS OF OFFICERS AND DIRECTORS:

President-elect – Deborah Vaughn (Staples)

Worked on speaker gifts/birthday bags. Worked on missing badges. Spoke with members about committee options. Distributed nuts for Nut Campaign. Spoke with Paige Perkins regarding Grizzlies event. Attended Reading Rally at Shrine School.

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

Cash balances as of November 30, 2016 are as follows:

General Operating	\$38,931.28
B/C/DP Account	\$6,235.33
CD	\$50,752.05

Discussion:

- Annual Operating and BCDP Financial Reports due to Corporate 11/30 (Bank Statements to be included) were sent via email & FedEx 11/30/16 to Corporate, L.Grissom, K. Heuer, C.McCall – Membership Advisor, and C. Healy-Corporate Treasurer. Year-End Annual Compilation/Audit Reports due to Corporate 12/31. Period: October 1, 2015– September 30, 2016

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

Attendance at the November Chapter Meeting was as follows:

19 Reps, 5 Sustainers, 4 Guests, and 6 No Shows – Total of 28

Proposed attendance for the December Chapter Meeting:

22 Reps, 6 Sustainers, 2 Guests – Total of 30

Membership Recruitment and Retention Director – Nina Nguyen (Regions Bank)

As of November 2016:

Member Firms: 28, Active Reps: 32 (28-1st reps, 5-2nd reps), Individuals: 0, Sustainers: 8, and Life Member: 1. Total of 42

- Retention: a picture will accompany the roster listing
- New member folders created with assist from D. Vaughn
- Will be reaching out to potential firms

Discussion:

- Increasing our membership is priority!

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

Reading Rally:

Reading Rally was Nov 30 at the Shrine School. It was a success! A full report will be sent to Corporate.

APPLAUSE Awards:

APPLAUSE Awards will be awarded in December 2016.

ASIST Scholarships:

Committee will meet ASAP to begin work.

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

- December 8th Meeting: Chickasaw Country Club
- Program will be Philanthropic (Nancy Posey/Shrine School & Veda Ajamu NCRM/Speaker Brenda Campbell)
- January 19th Meeting: Sheraton Downtown
- February 16th Meeting: The Guesthouse at Graceland

Communications Director – Brittany Jones (Hilton Worldwide)

The deadline to submit articles to brittany.jones@hilton.com for the January edition is January 5, 2017. The December edition has been posted.

Website updates are in progress (President's Message/Board of Director's Photos/Events Calendar). Facebook page has been updated. Instagram has been created. Other social media outlets are in progress.

Discussion:

Need more pictures for social media sites.

Fundraising Director – Angel Halpern (Regions Bank)

November Silent Auction \$67.00

November Wine Sales \$70.00

Discussion:

- December Chapter Meeting will be "Bake" Sale!!
- January Chapter Meeting will be White Elephant!
- 2017 Golf Tournament. Date will be Monday, July 10, 2017
- Started process for AMAZON SMILE.
- Reviewing how to sign up for KROGER rebates.

UNFINISHED BUSINESS:

- Reconciling corporate roster with chapter roster in progress

NEW BUSINESS:

Announcements:

- The January 12th Board Meeting will be held at Medtronic (brown bag dinner) at 5:45pm.

The meeting adjourned at 7:43 p.m.

/s

Krissie Heuer, President

/s

Erica Simpson, Secretary