



CONNECTIONS | CAREERS | COMMUNITY

Minutes of the Board Meeting  
EWI® of Memphis  
March 9, 2017

**Call to Order**

The EWI of Memphis Board meeting was held on Thursday, March 9, 2017, at Business Equipment Center, hosted by President Krissie Heuer (Business Equipment Center) and Martha Pallesen (Pallesen Consulting Services, LLC). The meeting was called to order by President Krissie Heuer (Business Equipment Center) at 5:30 p.m.

**Roll Call**

Present:

Krissie Heuer, President  
Deborah Vaughn, President-elect  
Judy Carmichael, Treasurer  
Cindy Lynch, Sergeant-at-Arms  
Mable Barringer, Program Director  
Nina Nguyen, Retention & Recruitment  
Brittany Jones, Communications  
Janie Emerson, BCDP Director  
Linda Grissom, Advisor  
Martha Pallesen, Parliamentary Advisor

Absent:

Erica Simpson, Secretary  
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.

**REPORTS OF OFFICERS AND DIRECTORS:**

**President-elect – Deborah Vaughn (Staples)**

Discussion:

- Staple Community Award

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

Cash balances as of February 28, 2017 are as follows:

General Operating	\$37,441.64
B/C/DP Account	\$10,662.21
CD	\$50,752.05

Discussion:

- Delinquent Accounts
- Need to get PayPal connected to Regions Bank; update & update on getting Corporate to recognize our new account at Regions Bank

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

Attendance at the February Chapter Meeting was as follows:

21 Reps, 5 Sustainers, 14 Guests, 6 No Shows – Total of 40

Discussion:

- March 2017 Chapter Meeting approximate numbers for attendance: 19 Reps and 2 Sustainers

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

As of February 2017:

Member Firms: 29, Active Reps: 34 (28-1<sup>st</sup> reps, 6-2<sup>nd</sup> reps), Individuals: 0, Sustainers: 8, and Life Member: 1. Total of 43.

Discussion:

- Elaine Presley – KW Insurance as 2nd rep
- Tammy Viktora - Business Travel Sales Manager, The Guest House at Graceland – Tammy was installed at February meeting/she is working with her accounting department to go ahead and replace the check and application that was mailed to corporate and never received. She will bring to the next meeting. Asked her to submit to our local chapter and Judy will send corporate's portion on to them.
- Renewal: Belhaven University

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

- March 16: Fogelman Executive Conference Center, representative Pamela Bradley will be the speaker
- Future speaker suggestions: Gail Rose, Donna Gaines, Edith Kelly Green, Jana K Petty, Larry Potter (environmental judge), Kevin Kane.

### **Communications Director – Brittany Jones (Hilton Worldwide)**

- EWI Shirts
- Connect needs to be updated with new Board. Cindy updated the website.

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

Discussion:

- Kroger
- Amazon Smile

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

**ASIST/Scholarships:**

- Need to select the judges for ASIST Scholarship: Ashley Chism potential judge
- Porter Leath; Vincent Shockley; Judy Thompson, House of Grace; Nancy Posey, The Shrine School; Doc (Judy’s husband) from Strayer; Carly Schumann, Baptist Health Sciences; Adrienne Fields, Remington College; Belhaven & Memphis College of Arts, Erica Simpson & Erica Johnson
- Begin to receive applications – one, so far, Patrick Phillips from Belhaven University. Due date is April 15, 2017.

**SPECIAL COMMITTEES:**

**Parliamentary Advisor: Martha Pallesen (Pallesen Consulting Services)**

Robert’s Rules of Order were discussed.

**New Business:**

- Staples Grant of \$5,000 received
- Text 555-444 and Deborah Vaughn (Staples) to Staples to vote for her for the Staples Volunteer of the Year.
- Deborah Vaughn (Staples) is working on the annual billing reconciliation between our Memphis membership and corporate office.
- Begin golf planning: Angel Halpern (Regions Bank), Kristi Jones (FedEx Services), Paige Perkins (Memphis Grizzlies), and Linda Grissom (Medtronic, Inc.) to begin plans. Golf meeting tentative scheduled for March 27, 2017.
- Staples Grant application
- Moving some additional funds to CD at BancorpSouth: \$35,855.81 currently in General operating account and \$10,662.21 in B/C/DP account and \$50,752.05 in CD.

**Announcements:**

- Board Birthdays: Mable Barringer (National Kidney Foundation of West TN) March 31  
Other member birthdays: Terrice Enochs 1, Pamela Bradley, 8, Laura House 15, Kristi Emmons Jones 19, Anna Hough 26
- Next Board Meeting Host: Deborah Vaughn (Staples) on April 13, 2017 at 5:45 p.m.  
Location is at 3698 Billy Maher Rd, Bartlett, TN 38135.

The meeting adjourned at 7:30 p.m.

/s  
Krissie Heuer, 2016-2017 President

/s  
Erica Simpson, Secretary