



CONNECTIONS | CAREERS | COMMUNITY

Minutes of the Board Meeting
EWI® of Memphis
September 8, 2016

Call to Order

The EWI of Memphis Board meeting was held on Thursday, September 8, 2016, via conference call, hosted by President Linda Grissom (Medtronic, Inc.). The meeting was called to order by President Linda Grissom (Medtronic, Inc.) at 5:55 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
Mary Judson, Communications
Angel Halpern, Fundraising
Martha Pallesen, Parliamentary Advisor
Cindy Lynch, Advisor

Absent:

“OPEN”, Retention & Recruitment
“OPEN”, BCDP Director

Minutes

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

REPORTS OF OFFICERS AND DIRECTORS:

President-elect – Krissie Heuer (Business Equipment Center)

President Grissom (Medtronic, Inc.) reported on behalf of Krissie Heuer (Business Equipment Center).

Discussion:

- Krissie Heuer (Business Equipment Center) has not received a reconciliation report

from Corporate.

- Krissie Heuer (Business Equipment Center) sent 10 monthly past due reminders via email.

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

Cash balances as of August 31, 2016 are as follows:

General Operating	\$43,557.41
B/C/DP Account	\$6,115.36
CD	\$50,752.05

Discussion:

- The Corporate budget will be presented to the chapter at the September 15 Chapter meeting. Electronic copies of the proposed Corporate Budgets will be provided to the Memphis membership in advance of the Chapter meeting and printed copies will be available at the Chapter meeting. The budget will be voted on at LCAM-Spokane.

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

Attendance at the August Chapter Meeting was as follows:

17 Reps, 4 Sustainers, 2 Guests, and 4 No Shows – Total of 23

Discussion:

- On August 26, 2016, notification was sent to the membership for the August Chapter Meeting with deadline to RSVP of September 9, 2016.

Membership Recruitment and Retention Director – “Open”

As of August 2016:

Member Firms: 27, Active Reps: 32 (27-1st reps, 5-2nd reps), Individuals: 0, Sustainers: 8, and Life Member: 1. Total of 41.

Discussion:

- Our 28th member firm Shoemaker Financial and representative will be installed during the September Chapter Meeting.
- Latrice McLin’s (Shoemaker Financial) application and check were sent to Corporate on August 2, 2016, by President Grissom (Medtronic, Inc.).
- Memphis Cook Convention Center (holding here to confirm with Corporate office summary of paid memberships)
- The following are prospects and electronic application responses are pending: Haileigh Green (Flaming Phoenix) 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:

September: Latrice McLin (Shoemaker Financial)

Retention: Current Status:

See above notations.

Mentorship Program:

The Program has been established.

B/C/DP Director – “Open”

ASIST/Scholarships:

On radar for 2016-2017:

Our relationship with House of Grace will continue, Porter Leah is very interested and individual nominations to our member firms were opened.

Reading Rally

2016 Reading Rally is completed. 2017 Reading Rally is to be planned.

APPLAUSE Awards:

APPLAUSE Awards will be awarded in December 2016.

Program Director – Deborah Vaughn (Staples)

- September 15 Meeting: Memphis College of Art
- October 20 Meeting: Tower Center
- November 17 Meeting: TBD

Communications Director – Mary Judson (Kemmons Wilson Companies)

The deadline to submit articles to mjudson@kwilson.com for the November edition is October 5, 2016. The November edition is to be posted to the website by October 10, 2016.

Fundraising Director – Angel Halpern (Regions Bank)

August Silent Auction \$39.43

August Nut Sales \$15.00

SPECIAL COMMITTEES:

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.

Announcements:

- Krissie Heuer (Business Equipment Center) will host the October 15, 2016, Board meeting at 9:30 a.m. at Medtronic, Inc.
- Board members were reminded to send their reports to Nina Nguyen, Secretary (Regions Bank) no later than October 12, 2016.

The meeting adjourned at 6:45 p.m.

/s

Linda Grissom, 2015-2016 President

/s

Nina Nguyen, Secretary