



Chapter Management Vice
President

Fall State 2018 CIP

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Happy Fall!!

I hope that everyone enjoyed first trimester. It was jam packed with tons of information to get back to the state and we certainly understand that it can seem overwhelming at times. Please know that you are not alone!

Districts, chapters and members can often find themselves in a rut or finding that they need some help. With so many people to go to for help, sometimes you may find yourself just throwing in the towel and hoping that it resolves itself. While ostriches may have the right idea, it may not be the best approach when looking at how your chapter or district is run. Inside this CIP there are some tips on how to make sure that your chapter/district is healthy and well rounded.

Please know that myself and the rest of the membership team (Membership Vice President Ana Nichols and Extensions Director Heidi Westerland) are here to help in whatever way we can. If you want more training, you got it! You want to meet for coffee and have a chat about some conflict in the chapter, you got it!

Do not hesitate to reach out via email, phone or text. Also check out my Facebook page as you may find some fun facts or challenges throughout the year.

Thanks,

Illeana

*“Stay afraid but do it anyway. What’s important is the action. You don’t have to wait to be confident.
Just do it and eventually the confidence will follow.”*

- Carrie Fisher

Minnesota Women of Today
2nd Trimester SUCCESS Presidential bonus points
2018-19

Submit a nomination for the Outstanding Young Adult, Outstanding Person with Developmental Challenges, or Lois M. Christian Women Who Impact Award (50 pts)

or

Sell two (2) Books Raffle Tickets (\$100) for the MNWT State Ways and Means Fundraiser (50 pts)

or

Sign at least 3 new members during 2nd trimester (50pts)

or

Have at least 2 members from your chapter attend the online webinar scheduled in October (25 pts)

or

Participate at the National level by having 25% of members certify in Health & Wellness or Personal Development; or hold a Domestic Violence event or training; or donate \$25 to National Ways and Means (25 pts)

Maximum 100 points

How to build a network of resources outside your chapter. Looking outside your chapter helps with new ideas and new energy.

- Attend State and District meetings for support, training and networking. After attending a state sponsored event you will leave feeling recharged and better prepared to go home and support your community.

EVERYONE YOU
WILL EVER MEET
KNOWS
SOMETHING YOU
DON'T.

- Bill Nye

JamieVC.com

- Contact the MNWT staff for personalized support and training. The State President and Chapter Management VP are great resources for help with planning for your chapter, improving your meetings and overall chapter improvements. The Membership VP can help with recruiting and retention ideas. Need help in other specific areas, contact the state counterpart such as Treasurer or Parliamentarian. And your District Director is always a good local resource to help!
- Make connections with other organizations in your community. Consider co-sponsoring an event or project to increase its positive impact.

- Apply for chapter grants to help ease the cost of a large chapter event. The MNWT foundation has many opportunities for members and chapters.
 - For Chapter Grant Application information look here: http://www.mnwt.org/pdfs/otherPDFs/bof/found_chaptergrantapplication-2015.pdf
 - For Matching Marketing Grant Application Information look here: http://www.mnwt.org/pdfs/otherPDFs/bof/found_matchingmarketinggrantapplication-2015.pdf

Healthy Chapter Insights

If you would like training on any items such as conflict resolution, a forum on additional tips on maintaining a healthy chapter, or if you need advice on handling a difficult situation please don't hesitate to reach out. Below are a few insights on how to keep your chapter healthy.

Personality Diversity

- Managing different personalities can be difficult. Try not to ask each member to conform to a group norm, instead recognize and utilize unique personality differences. Go one step further and take the time to understand the people who surround you and adjust your approach to the individual.
- Try to build a relationship with those that are difficult to manage. Your goal should be to create positive relationships not antagonists.
- Use individual skills to your advantage. Develop a system where members are not being told what to do but given the opportunity to be part of the project or event. Allow members the freedom and flexibility to complete a project or event. Trust they will meet the end goal, even when the process is not as you would do it.
- Stop taking things personally. Some personalities are more negative than others. Do your best to be fair. Be upfront with your expectations, empathetic with your words, and provide feedback. Not every-one is going to agree with everything you say and that is okay.

Why Can't is Not Effective

- Upon hearing the word "can't" members may tune out and stop listening to your words.
- Using "can't" without explanation implies other ideas and thoughts are not valid and/or worthy of thought or discussion.
- "Can't" alone lacks substance. When used without reason it becomes a condescending phrase.
- Members who feel they are always told no without reason stop participating.

Difficult Members

- It is a misconception that misusing the word "can't" is only an issue for the leaders of our organization. General members can be some of the most common violators of the word.
- They use it when they are afraid of change. They use it when they feel superior to others. They use it when they are insecure in their thoughts. They use it when they feel defensive. They use it because they have not been challenged to come up with a reason or an idea to support their thought.
- The word "can't" has caused many leaders issues and put them in defensive positions. Do not allow others to do that to you. Address the issue head on. Politely stop the member. Say something to the effect of "I'm sorry I stopped you. You used the word "can't" and I (we) do not understand your point. I (we) would like to better understand where you are coming from. Can you please repeat what you said using two or three sentences to explain why you feel we cannot do that?"
- If the member refuses, remind them that "can't" is not enough of an argument to support their claim. Ask them if they would like to revisit their suggestion or point after they have had time to think about it for a few minutes, day, week, month...

Does your chapter have an active committed board? All the positions don't have to be filled, but the members that are on the board should be active.

- Guide the chapter with ideas for projects and events.
- Be organized and respectful of others time. Start on time. Come to meetings prepared with agendas and reports so members and guests can follow along. If you are responsible for something, come prepared with an update, questions you need answered, or what you need for the activity to be successful.
- Keep track of your chapter's activities – what's happened and what's coming up. People love to hear about this, especially if they miss an event or meeting.
- Be supportive and open to member's ideas and passions. Train members on how to be a chair or host an event. Pair up experienced members with newer members to help them realize the potential of their ideas.