
Fall State 2016

Dear Past Presidents,

Trimester 1 is in the books – and it was fantastic!! Congratulations to the many chapters that started the year off with membership growth! Whether your role as chairman of the board was directly involved in the growth of your chapter, as cheerleader, or continued as mentor and advisor – **thank you** for all you do for the Minnesota Women of Today! The following are a few items to consider assisting with during 2nd trimester:

- **Parliamentarian:** Some of you are serving a dual role in your chapter as Past President/Parliamentarian. If you have not done so already, this is the time to schedule a bylaw and policy review. Check out parliamentarian Joanne's CIP for some tips and advice. You may also want to discuss with your president about how you can assist in parliamentarian procedures for your chapter by either doing a brief orientation or writing an article for your chapter newsletter.
- **Become a member of the Executive Council:** Now is the time to think about the coming year. Spread the joy of Women of Today by becoming a district director or state program manager. Check out page 3 of this CIP for more information on both of these positions.
- **Elections:** Check your bylaws and policies to see when the elections process begins for your chapter. In most cases they take place in February or March. In order to have a full slate of officers, now is the time to begin the recruiting process. Enlist the aid of your chapter board to encourage members to take the next step.
- **Promote USWT and ONTO:** These two go hand in hand. Onto is the promoting and fundraising we do to encourage members to attend USWT conventions. The mid-year convention is October 7-9 in Kansas City, MO, and the rumor is annual will be in Las Vegas in June! There is still time to join President Jane, myself and other MNWT members in Kansas City. The registration form is online at www.mnwt.org. There are ONTO shirts and flowers on sale during 2nd trimester too; see inside for more details.

Congratulations to President Jane and her fabulous membership team: Julie Marchand, Membership VP; Cathy Snyder, Extensions Director; and JoAnn Miller, Chapter Management VP. Membership growth is a great accomplishment! Thank you for your commitment to the Minnesota Women of Today, and for *Spreading the Joy!* You are all fantastic leaders and I am proud to be serving alongside each of you!

Terri



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Dates to Remember:

October

7-9 USWT Convention,
Kansas City, MO

December

1 Filing for staff, state
treasurer, state
president

January

4 ONTO shirt orders &
flower pre-orders due
to COB

“Every great story on the planet happened when someone decided not to give up, but kept going no matter what.”

ONTO Shirts

There is still time to get your 2016-2017 ONTO shirts, contact me today to order yours. Cost is only \$13 for sizes S-XL and \$15 for sizes 2XL – 4XL. The final order date for delivery to Winter State Convention is Monday January 4, 2017. An order form can be found online at www.mnwt.org on the chairman of the board staff page. Proceeds from ONTO shirt sales support expenses related to national conventions, such as shipping back our many awards and the Minnesota WT hospitality room!

ONTO Flower Sales

The ONTO committee are taking orders for the annual flower sale to be distributed during the Winter State convention in January. The order form and tags are included in this CIP and can be found online at www.mnwt.org on the chairman of the board staff page. The cost of each flower is only \$2 each so order them by the dozen and let your fellow Minnesota Women of Today members know that they are special! Ensure flowers are available by sending in your pre-orders by January 1st.

ONTO Committee Members Needed

I am still looking for members of the ONTO committee. The ONTO committee promotes and fundraises for expenses related to National Convention. Several events are done during the year, such as the flower sales at Winter State, and the proceeds go to convention expenses. By fundraising through ONTO, we do not tap into the general operating funds of the Minnesota Women of Today. I am looking for members to join me as we "Spread the Joy" to ONTO.

2nd Trimester SUCCESS Bonus Points

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

and/or

Sell two (2) boxes of the World's Finest Chocolate OR sell 2 books of Raffle Tickets (\$100) for the MNWT State Ways & Means Fundraising. (50 points)

and/or

Have at least one chapter member attend the MNWT Foundation retreat. (50 points)

and/or

Sign at least two (2) members the week of October 24-31 for October's IMPACT Monday, October 31. (50 points)

Maximum of 100 Bonus Points

Spread the Joy! Consider an Exec Council Position for 2017-18 Year

When considering a position as district director, state program manager, staff, or even one of state treasurer or president, you will want to make an informed decision. Talk to others who have held these positions. Gather information, reflect on where your passion and commitment lies, and determine where your future path will take you.

The following is information to help guide you in your decision-making process:

District Director

Administrative VP Lisa Hahn and your current district director can provide insight and information to help guide your decision and desire to serve as DD. By filling this vital role and communication link between the state organization and the local chapters, we can ensure districts and chapters are off to a successful start in the new year, and remain well informed while on their journeys to success. Make your decision early to allow plenty of time for planning as you prepare to Spread the Joy during your exciting year as DD.

State Program Manager

Contact Internal VP Julie Hammel, External VP Brenda Kennelly and the current SPM for the area you're interested in. Ask, seek and gather information from them to help you make a decision on bidding for an SPM position. They can assist you with your bid and paperwork preparation as you prepare your bid for Winter State Convention.

Staff

Talk to me, Chairman of the Board Terri! I can answer your questions and help guide you through the process of deciding whether a staff position is right for you. By filing your intent papers, the presidential candidate(s) will know who is interested in serving on staff. A candidate's staff selection has many facets. By filing and indicating your interest, you are placing your name in the forefront for consideration. Confidentiality is important should you decide to seek a staff position and your intent should only be shared with the Chair of the Elections committee, also known as the Chairman of the Board (me). **December 1, 2016 (or later) is the date in which you may file your intent with the chairman of the board.**

AWARDS

Minnesota

Did you know that you can find an overview of the MNWT awards online at www.mnwt.org? Go to any of the staff pages on our website and search in the blue area on the left side of the page for "Awards Overview" and download the PDF. If you have questions about the criteria, information needed, or just what the award is, all of this information can be found here along with a link to the award form. Be sure to CHECK IT OUT!

USWT Ambassador Award

The US Women of Today Ambassador Award is the highest recognition in the national organization bestowed on a local member. Eligibility requires the nominee to have been a member of Women of Today for a minimum of five years. This award is similar to the MNWT Key Woman Award. There is a fee for nominating a member and the nomination is reviewed by the Ambassador Review Committee. The nomination can be found on page 4 of my CIP, or on the US Women of Today website, here:

<https://drive.google.com/file/d/0B7YhEH8ChX5gNnpFNDZNUHpTX3c/edit>

**Contact me at cob@mnwt.org with any questions you may have about this award.



United States Women of Today

Ambassador Award Nomination Outline

The Ambassador Award is the highest recognition the United States Women of Today bestow on a local member. The nominee must have membership in the Women of Today for a minimum of five (5) years in order to be eligible.

This form must be typed and used as is. Do not alter space allotted for cover page. Form may be retyped on a computer but format must remain the same. Space between each requirement may be increased or decreased as needed. Use Word Format font of 10 or 12 points. (1) Please attach two letters of recommendation, one from local chapter and one from the state. (2) Submit six copies of entire entry and mail to Ambassador President at least six weeks prior to presentation. (3) Enclose check for \$60.00 made payable to US WT Ambassadors.

Upon approval of the Ambassador Review Committee, notification, pin and plaque will be sent to the person submitting the nomination at the address listed.

Nominee Name _____

Address _____ **Phone** _____

City _____ **State** _____ **Zip** _____

Email Address _____

Present Chapter of Nominee _____ **District, if applicable** _____ **Date Joined** _____

Nominee Marital Status _____ **Spouse Name, if applicable** _____

Children Names and Ages, if applicable _____

Nominee Occupation _____

Name of Nominating Chapter or other Representative _____

Nominating Chair or Local President _____

Address _____

Email _____ **Phone** _____

When You Would Like Presentation To Be Made _____

Name as it should read on the plaque _____

Endorsement by nominator or local chapter

I hereby attest that all information provided in this nomination is reliable and true to the best of my knowledge.

NOMINATOR or Local President Signature _____

Endorsement by local chapter if nomination is made from other than her local chapter

I hereby attest that our chapter endorses the nomination of the above-named nominee.

Local President Signature _____ **Chapter** _____

Endorsement by current state officer, preferably the President, unless they are being nominated.

I hereby attest that our state endorses the nomination of the above-named nominee.

State President Signature _____ **State** _____

1. Local Meetings

List the meetings nominee has attended since joining; you may give an average or percentage. <u>A minimum of 50% must have been attended.</u>	Number held	Number Attended

2. Local offices held and dates:

3. List major local chairmanships of projects, programs and/or standing committees held by nominee and dates:

4. State Meetings

List the meetings nominee has attended since joining; you may give an average or percentage. <u>A minimum of 50% must have been attended.</u>	Number held	Number Attended

List state meetings attended and dates. List meeting participation, attendance as general member or board member.

5. List state offices or program manager or director positions the nominee has held and dates.

6. List state committees the nominee has served on and the dates.

7. National Meetings

List the meetings nominee has attended since joining; you may give an average or percentage. <u>A minimum of one meeting must have been attended.</u>	Number held	Number Attended

List the national conventions attended and dates. List meeting participation, attendance as general member or board member.

8. List national offices or program manager positions held and dates. (You may include any national committee memberships in this section)

9. What lasting and unique contributions did the nominee make to the development of her LOCAL chapter? (i.e. consider chapter management, membership, internal or external programming, new projects or improvements to the local chapter initiated by the nominee).

To: District #:

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ONTO FLOWER PRE-ORDERS – DUE TO Chairman of the Board 1/4/2017 cob@mnwt.org