



MNJOTS 2017 CIP



Ties bind us together

Hello Local/District Program Managers and EVP!

My name is Jenise Teske and I live in Spring Lake Park. I have a daughter, Nicky—who has four children, Abby (18); Joe (16); Andy (14) and Julie (9), and a son, Marcus, who is single. Both live in the Twin Cities area. I am the State Program Manager in Community Connections for 2017-2018. I became a member of Minnesota Women of Today in March 2013 with the Champlin chapter and then joined the Fridley chapter in June of 2014. In my first year I took on the LPM position of Living & Learning, became chapter President for 2015 to 2016. In 2017, I accepted the position of District Director for District 7. I have learned so much in these leadership positions and have enjoyed getting to know many members in my district and across the state.

The Community Connections area was developed to assist and encourage MNWT chapters to become significantly involved in their communities, resulting in “community connections,” increase recognition of a chapter’s joint ventures with local community organizations and highlight many other areas. These include the Outstanding Person with Developmental Challenges Award, Domestic Violence Awareness, True Friends, and the year-end Community Connections Awards.

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Inside This Issue.....

- What is a Program Manager...Page 2
- Reporting at Meetings...Page 2
- OPDC Award...Page 2
- 1st Trimester SUCCESS...Page 3
- Domestic Violence...Page 3
- Bundles of Love...Page 3
- Important Dates...Page 4
- 1st Trimester Challenge...Page 4
- Fast Starts...Page 4

MY GOALS—

- 1) Work with Districts and Chapters to encourage strong ties with their communities-- 25% chapters and 75% District participation
- 2) Promote Domestic Violence Awareness with 25% chapter/40% district participation in challenges
- 3) Promote participation statewide in True Friends with 50% chapter participation raising \$1500 cash/in-kind donations
- 4) Promote chapter and district participation in project of my choice (Bundles of Love)—50% chapter participation raising \$1000 cash/in-kind donations

What is a Program Manager?

As a program manager, your **job** is an important one. Whether you are a program manager at the local or district level, your activity within your programming area is vital to your collective success. Briefly, let's review your duties as a program manager.

- 1) Educate—tell members all about your programming area
 - Can a member certify in your area?
 - Do you work with a foundation?
 - When do you have an emphasis month?
 - Tell members about your plans and ideas for your area
- 2) Communicate
 - Report at your meeting
 - Write information in the newsletter
 - Send emails
 - Mail brochures, letters, postcards, reminders about your programming plans
- 3) Report
 - Fill in your trimester report and send it to appropriate individuals
 - Nominate chapter members for Outstanding Program Managers to your SPM

LPM/DPM Reporting At A Meeting

Read your CIP. This is a good place to start when writing a meeting report. Prioritize the information, especially note important dates.

Meeting reports do not have to be formal and they can even be handwritten. It is best to have a copy to give to your secretary while you are speaking.

Plan to talk about 3 things. You do not have to give all the information in your CIP at one meeting. By choosing 3 things you will leave yourself topics for future meetings and the things you choose to talk about will be heard more by the membership.

Have fun!! Be creative, wear something silly, do a skit, invite a speaker.

Get fired up!!

Outstanding Person with Developmental Challenges

This award is given by the Minnesota Women of Today recognizing a person with developmental challenges. We recognize their talents, leadership abilities and accomplishments in their local communities. We recognize that they possess the ability to initiate ideas and innovations for new and exciting projects and programs. We celebrate their joy for helping others.

It is never too early to start working on a nomination for this very well-deserving award. Nominations can come from any chapter or district. Entry information can be found on the MNWT website at www.mnwt.org, book of forms/recognition:leadership. http://www.mnwt.org/pdfs/otherPDFs/bof/mnwt_opdcnomination-2015.pdf

Submission deadline is **November 1, 2017** with the award being presented at the banquet held at the Winter State Convention in January.

1st Trimester SUCCESS

\$50 donation to the State Plan of Action (POA) {50 Points}

AND/OR

Celebrate Founder's Day by holding an M-event (utilizing PR) and submit the USWT Founder's Day Participation form found in the PR CIP {50 Points}

AND/OR

Complete the **NEW** trimester programming report form {50 points}

OR

Hold an M-event during SHINE week (July 23rd-29th), post event on Facebook, tagging State MVP Cindy Umland. Also, host a Kids Week event (August 13th-19th), Post event on Facebook, tagging State EVP Barb Zeroth along with adding **four** new members during the months of July and/or August. {100 Points}

Maximum of 100 Bonus Points

There will be an additional **100 Presidential Bonanza Bonus Points awarded** IF ALL FIVE copies of the following are included:

1. Sales and Use Tax Permit
2. Articles of Incorporation
3. Proof of Annual Registration filing for 2016 (copy of email confirmation from the MN Secretary of State)
4. Proof of insurance for the current year
5. Proof of 990 filing for fiscal year June 1, 2016 - May 31, 2017 (copy of email confirmation from IRS dated after June 1, 2017)

Maximum of 100 Presidential Bonanza Bonus Points

Domestic Violence Awareness

Domestic Violence Awareness is one of our National Programming areas of the USWT. We now recognize this as part of the MNWT Community Connections (CC) programming. Please be sure to report any service hours, money raised or in-kind donations under CC, not Women's Wellness.

Mark your calendars that October is DVA Month. Plan some events and projects to help those in your communities that may be dealing with these issues.

[Some ideas are to collect clothing/items needed for your local shelter, hold a meat raffle or pancake breakfast or bowl-a-thon with all proceeds going to your local shelter, ask a speaker to attend one of your local or district meeting, send encouraging cards/letters to residents and families of a local shelter and/or volunteer at a shelter.]

Transmittals should be sent to USWT DVA also.

Bundles of Love

This non-profit organization is my project of choice for 2017-2018. It partners with community service agencies to assist Minnesota families in need of providing handmade baby clothing, bedding, and basic care items for their newborns. Their vision is to gather communities to support a parent and newborn in order to offer peace of mind for families and provide important, essential and practical supplies to show that someone cares.

Volunteer work groups meet regularly to sew, knit and crochet essential clothing, blankets, and other infant items. Locations include: Andover/Ham Lake, Burnsville, Chatfield, Minnetonka, New Brighton, Rochester, Spring Valley, St. Charles, and Winona.

Their website can be found at www.bundlesoflove.org

1ST Trimester Challenge

This is an and/or challenge (can be put in the drawing more than once).

To be entered into the drawing for a FANTASTIC basket at Fall State Convention:

- 1) Submit LPM or DPM 1st trimester reports
- 2) Include a transmittal on your report. Each transmittal will be an entry for the drawing.

LPM FAST START

Complete these steps and send with verification to the Chapter President, State Delegate, District Program Managers and External Programming VP by July 15.

- 1) Attend an orientation—district, local, LOTS or one-on-one with programming VP or outgoing LPM. Include date attended.
- 2) Write down the goals or plan of action for the year. Send it to the programming VP or chapter president and the District program manager. Include the date sent.
- 3) Write to your District program manager or District Director; introduce yourself, share your goals and ideas for the year. Include either a copy or the date sent.
- 4) Submit a *preliminary* LPM trimester report activity to the state delegate and District program manager by Fast Start due date (7/15).
Please ensure that the trimester reports are completed on time. Include the date *preliminary* LPM report was sent.
- 5) Review the LPM manual to educate yourself on being an LPM. Include the date reviewed.

Hint: When doing your introductory letter about yourself (#3), you can include the other steps in paragraph form describing what you did and include the dates completed.

IMPORTANT DATES

June

MNJOTS 2-4
USWT Convention, Las Vegas 8-10

July

USWT Founder's Day 1
LPM/DPM Fast Starts due 15
Shine Week 23-29

August

LPM/DPM 1st tri reports due 1

September

Fall Convention, Hinckley 22-24

DPM Fast Start

Complete these steps and send with verification to your District Director, SPM and External Programming VP by July 15.

- 1) Write goals for the year.
- 2) Write your SPM introducing yourself and your ideas for the year.
- 3) Contact the LPMs in your district (if not available, contact the Chapter President instead). Verification to be date of phone call or copy of letter or email.
- 4) Compile a list of the LPMs (name, address, phone #, email) for your area, in your district.
- 5) Schedule a forum, visitation, or presentation at district or chapter meeting.
- 6) Submit 1st trimester report on time.

True Friends wish list

Board games
Playing cards/card games
Puzzles <100 pieces
Nerf/soft toys
Bike helmets
Nail polish & other supplies
Basketballs, footballs
Soccer & volley balls
Art supplies—paint/markers/crayons
Beads & jewelry making items
Large jugs of bubbles
Glue, glue sticks
Stamping supplies
Restaurant gift cards
I-tunes gift cards
Notebooks
Flashlights and batteries
Hand sanitizers
Band-aids
Insect repellent
Pain reliever
Liquid antibacterial soap
Sun screen
Scotch/packing tape
Masking tape
Post-it notes
Pocket folders
Three-hole punch
[Note: see more on my web page]

Bundles of Love wish list

Sewing supplies—
Cotton knit (T-shirt weight) fabric
Sergger thread
Flannel
Sheet fabric (at least 45" wide X 70" long)
Polar fleece
Quilt batting
Bias tape

Knitting and crochet supplies—
Washable yarns (not mohair)
Used crochet hooks/knitting needles
Small buttons for baby sweaters
Baby care items—
Baby wash
Baby wipes
Newborn size diapers
Pacifiers
Teethers
Bottles
Board books
Baby-safe toys