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**NEWSLET  
 MNJOTS CIP  
 2018-2019**

Do you have experience creating and publishing your chapter or district newsletter? **Consider sharing your talents** with Exec Council next year! The NEWSLET Editor/SPM position is **open** and we are looking for someone who has experience creating newsletters or similar publications. There will be three or four issues of NEWSLET published in 2018-19, the first one in early October. Benefits of this position include: being a member of Executive Council, paid registration to Fall, Winter and Annual Conventions, expanded network of friends, leadership training, and immense personal growth.

For more information, contact Internal Vice President, Stephanie Putzier at [ivp@mnwt.org](mailto:ivp@mnwt.org).

**“Lead the Way” Personals**

Would you like to recognize your chapter, District Director, Secret Sis, or someone special in the next issue of the NEWSLET? *Personals* can be submitted at any time through the link on the Minnesota Women of Today website!

Here’s how:

[www.mnwt.org](http://www.mnwt.org) → select “members” from the drop down menu on the upper right of the home page, click on **state program managers**, scroll down the page and select **NEWSLET SPM**. On the left side of the page, NEWSLET Personal Message Submission is listed second in the second section. Click for online submission, or download the pdf, complete the form, and send your payment to IVP Stephanie Putzier.

Personals are \$2 each or you can purchase them in bulk at the low cost of 12 for \$20.

**Important Dates**

**June**

USWT Annual Convention.....7 - 10  
 Webinar.....27

**July**

USWT Founders Day.....1  
 Statewide Committee Meetings.....14  
 LPM Fast Starts due.....15  
 Programming VP Fast Starts due.....15

**August**

National Night Out.....1  
 Day at the Diamond Ticket Orders due..1  
 USWT Friendship Day.....5  
 MNWT Foundation Meeting.....11  
 Kids Week.....12 - 18  
 Programming Trimester Report due....31

"These dates are part of the MNWT official calendar that can be located at [www.mnwt.org](http://www.mnwt.org) under the events section in both a PDF printable and online format. Please consult the full listing to ensure that other key dates are not missed."

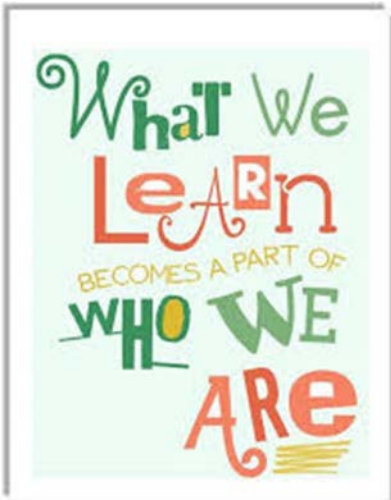
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### WHAT COULD/SHOULD YOU INCLUDE IN YOUR CHAPTER NEWSLETTER?

- Letter from chapter president
- Upcoming events (include local, district and state events)
- Minutes from last meeting
- Agenda for next meeting
- Upcoming renewals
- Project reports
- Spotlight Members
- Personal messages
- Members' favorite recipes
- Members' birthdays (mo/day)
- State delegate report
- Local program manager reports
- Updates from committee meetings

### Local Program Manager Fast Start

1. Attend an orientation (district, local LOTS, or one-on-one) with the programming vice president or outgoing local program manager. Date attended:
2. Write down your goals or plan of action for the year. Send it to the programming vice president or chapter president. Date sent:
3. Write to your district programming vice president. Introduce yourself and share your goals and ideas for the year. Date sent:
4. Submit a *preliminary* LPM trimester report activity to your programming vice president by the Fast Start due date. Date *preliminary* LPM trimester report sent:

**Submit your Fast Start by July 15 to get entered into a drawing at the business meeting during Fall State in St. Cloud**

### Chapter Articles

Are you aware that your chapter can submit articles to the NEWSLET? This is your opportunity to let the rest of Minnesota Women of Today know what your chapter is doing.

Chapter articles can be submitted through the MNWT NEWSLET webpage ([www.mnwt.org](http://www.mnwt.org)) or emailed to [newslet@mnwt.org](mailto:newslet@mnwt.org).

### Why Chapter Newsletters Are Important

Do your chapter members know what is going on in the chapter, what future events are planned, what the President and board are working on? These are just a few questions that can be answered in your newsletter.

A newsletter will be the one place all members can find the answers they are looking for. Your newsletter will be a source of information and eliminate the need for telephone calls and numerous emails.

Here are just a few ideas for what can be included in your newsletter: a calendar with all events and important dates, an opening article from your chapter president, meeting minutes, board member reports, LPM reports, personals, and/or spotlight members.

The most important thing though is to make your newsletter fun and interesting!