



NEWSLET

MNJOTS CIP
2017-2018

Do you have experience creating and publishing your chapter or district newsletter? **Consider sharing your talents** with Exec Council this 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 2017-18, the first one in early October. Benefits of this position include 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, Jessy McShane at ivp@mnwt.org.

It's a New Dawn, It's a New Day! 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 → 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 Jessy McShane.

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

Jessy McShane

Internal Vice President

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Important Dates

July

- 1 Founder's Day
- 15 LPM & DPM Fast Starts due to SPMs
- 15 Committee Meetings, Monticello
- 22 President, State Delegate Retreat-Monticello

August

- 5 USWT Friendship Day
- 12 Deadline to order Day at the Diamond tickets
- 31 Founder's Day Participation forms due to PR SPM
Programming Trimester Report Due (NEW FORM)

September

- 1 Project of Trimester due
Certifications due
- 3 Day at the Diamond
SUCCESS submissions due
- 10 NEWSLET articles due
- 22-24 Fall State Convention- Hinckley
- 24-30 Women of Today Week
SHINE Week

GREAT IDEAS!



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

Complete these steps and send this form along with verification to the Chapter President; the local, district, and state Programming Vice President and District Program Managers by July 15th.

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 the goals or plan of action for the year. Send it to the programming vice president or chapter president and the district program manager. Date sent: _____
3. Write to your district program manager or district director; introduce yourself, share your goals and ideas for the year.
Date sent: _____
4. Submit a *preliminary* LPM trimester report activity to the state delegate and district program manager by the Fast Start due date (August 1). Please ensure that trimester reports are completed and sent on time.
Date *preliminary* LPM trimester report sent: _____
5. Review the Local Program Manager manual to educate yourself on being an LPM.
Date reviewed: _____

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DPM Fast Start

The District Program Manager Fast Start was designed to help you get involved and off to a great start in your new position. Complete and send a copy to your District Director, State Program Manager, and District Programming Vice President by July 15th.

1. Write goals for the year.
2. Write your State Program Manager introducing yourself and your ideas for the year.
3. Contact the Local Program Managers in your district (if not available, contact the Chapter President instead). Verification is the date of phone call or copy of the letter or email.
4. Compile a list of Local Program Managers (name, address, phone number, 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.

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SUCCESS BONUS POINTS

\$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 of 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)