

**Winter State Business Meeting Minutes**  
**Minnesota Women of Today**  
**Doubletree Park Place Hotel, St Louis Park, MN**  
**Saturday, January 25, 2020**

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President Cathy Shuman called the meeting to order at 9:13AM.

Sarah Sundine, Living & Learning SPM, read an invocation. Sally Koltes, District 4 Director, led the Pledge of Allegiance, and Shanna Pratt, District 3 Director, led the United States Women of Today Creed.

President Cathy introduced the chairpersons of the convention.

Parliamentarian Wendy Lindberg read the Orders of the Day. A quorum has been established.

Minutes of the Fall State Business meeting held on September 21, 2019 were approved as emailed on January 16, 2020.

**Secretary – Christine Sibilleau ([secretary@mnwt.org](mailto:secretary@mnwt.org))**

- Each trimester I have a challenge to chapter and district secretaries to submit minutes for review - I received 4 minutes in the second trimester. Thank you for sending these in! These are being returned with your DD. The winner of the drawing this trimester is Jennifer Kern of the Greenbush chapter.
- I have many thanks to give this time around - to Amy Pumper for putting together the last issue of the NEWSLET, you should have gotten your issue this week! A huge thank you to JoAnn Miller for assembling the State Plan of Action! It is now available online at [mnwt.org](http://mnwt.org), on the members home page and on the State Publications page. A printed copy was put in the DD bags for chapters who did not opt to have only electronic.
- One more thank you to Andrea Schue for taking pictures this weekend! Newsletter personals are due Monday - I have forms with me or can be found on the "Forms & Publications" page on the Members section of the website. They are \$2 per message or you can buy in bulk of 12 messages for \$20 or 25 for \$40.

**Administrative Vice President – Illeana Miller**

([avp@mnwt.org](mailto:avp@mnwt.org))

- Please welcome all of our amazing district directors who have been leading our chapters this year.
  - DD 1 Rep -- Kelly Porter ([dd01@mnwt.org](mailto:dd01@mnwt.org))
  - DD 2 -- Barb Monsrud ([dd02@mnwt.org](mailto:dd02@mnwt.org))
  - DD3 -- Shanna Pratt ([dd03@mnwt.org](mailto:dd03@mnwt.org))
  - DD4 -- Sally Koltes ([dd04@mnwt.org](mailto:dd04@mnwt.org))
  - DD5 -- Mary Hansen ([dd05@mnwt.org](mailto:dd05@mnwt.org))
  - DD6 Rep -- Melanie Chenoweth ([dd06@mnwt.org](mailto:dd06@mnwt.org))
  - DD 7 -- Jen Auger ([dd07@mnwt.org](mailto:dd07@mnwt.org))
  - DD 8 -- Cheryl Watson ([dd08@mnwt.org](mailto:dd08@mnwt.org))
  - DD 10 2nd Tri Contact -- Brenda Nommensen ([dd10@mnwt.org](mailto:dd10@mnwt.org))
  - DD 11 2nd Tri Contact -- JoAnn Miller ([dd11@mnwt.org](mailto:dd11@mnwt.org))
- Please join us at the DD open house this evening from 5:00pm - 5:30pm in Courtyard 4. This is a great opportunity to ask any questions you have about what it takes to be a DD. If you stopped off at Connect and are interested in being DD, don't forget your ticket to get in!

- Year End Evaluations will be due on April 24th. They will be due to Programming Vice President Melissa via email. Please let her know if there are any questions.
- Thank you to the 12 State Delegates that attend our round table on Friday evening.

**Membership Vice President – Lisa Hahn ([mvp@mnwt.org](mailto:mvp@mnwt.org))**

- Welcome the 65 new members this trimester. They join the 219 members who renewed their membership. We had 31 chapters with 75% retention or higher, 1 chapter with an in-chapter extension plus 26 chapters sent in renewal information by the early bird deadline. Now get ready for the next bit of information. Our second trimester base was 936. We ended the trimester at 941. We did it. We grew by 5 members.
- Thank you to the 7 chapters who emailed me their photos of the 2nd trimester Membership Monday events. Two chapters, Monticello and Burnsville, held events on both nights. The winner of the Membership incentive is Burnsville. Save the date for the 3rd trimester Membership Monday. It is March 30th. It just happens to be our AVP's birthday. See my CIP for a special incentive.
- Now for the 3rd Trimester challenges. Every Chapter that signs 3 or more new members between January 1st and April 15th will receive a fun gift for your chapter to share. Second challenge is: Send in Early Birds and have 90% or higher retention you will receive an incentive at Annual Convention as well.
- Our 2nd Trimester Challenge was the 70 new members for our 70th Anniversary. The chapters that sent in our 15th, 30th, 45th, 60th and 75th New member would receive a fun goodie bag for the chapter to share. The chapter that submitted the 70th New member add would receive a "Walking Taco Dinner" served by our very own Taco Cat. Many thanks and congratulations to all the chapters who've helped us reach our goal of 75 new members. Would the chapter president or a member from the following winning chapters please come forward to receive your incentive. For signing the 15th New member, the Savage Area chapter. For signing the 30th New member, the winning chapter is our newly extended Rogers-Otsego-Dayton chapter, extended by our Extensions Director, Jenise Teske. For signing the 45th New member, congratulations to the Melrose chapter. For signing the 60th new member we have the Red Lake Falls chapter. For signing the 75th new member, we want to Thank and congratulate the Montevideo chapter. Now for the chapter who signed the 70th new member and receiving the "Walking Taco" dinner prepared by our very own Taco Cat, please welcome the newly extended St. Joseph chapter with the extension team of Cathy Snyder and myself. Cathy and Maria please come forward.
- Thank you again to all the membership for helping us reach this wonderful milestone.

**Chapter Management Vice President – Barb Zeroth**  
([cmvp@mnwt.org](mailto:cmvp@mnwt.org))

- Coming into 3rd Trimester we will have 5 chapters on TLC. The staff and I will be continuing to reach out and offer our assistance. Our assistance isn't limited to the TLC chapters, please reach out to Staff if your chapter is needing help, we don't always know the help you need.

- As you start working on filling your Chapter positions for next year, be sure to register for LOTS (local officer training session) It will be held on May 2 in Monticello. It's a great way to begin your year learning your position and working together as a board. Registration forms will also be available at your Area Meetings.
- We had 22 positions submit their Mid-Year Evaluations.

#### **Extensions Director – Jenise Teske ([extensions@mnwt.org](mailto:extensions@mnwt.org))**

- Congratulations to the newest chapters chartering as MNWT--St. Joseph (many thanks to Cathy Snyder, Lisa Hahn and Heidi Westerlund for their diligence and hard work) and Rogers-Otsego-Dayton (many thanks for the great job a community member of Otsego, Lisa Baer did with PR to promote events and get people excited to join)
- Now will be working with Wilmar and these 2 new chapters to help them successfully graduate from 2 and Under. There will be a gift later in program for these 2 new chapters from the MNWT Foundation
- Still trying to make contact to take the first steps to start a new chapter in Litchfield.
- Incentives for completing extensions in Trimester 3--see my CIP.
- Lucky Buck Baskets to raise \$ for Extensions fund at Annual State Convention--Themes: Out on the Town, Exploring Minnesota and Wine and Chocolate. If you would like to donate, call me, email me and I can pick them up or bring to Area meetings.

M/S/P (Extensions/DD9) I move that we welcome Rogers-Otsego-Dayton chapter into District 5, with a budget increase of \$0.30.

M/S/P (Extensions/DD5) I move that we welcome St. Joseph chapter into District 5, with a budget increase of \$1.60.

#### **Programming Vice President – Melissa Redzuan ([pvp@mnwt.org](mailto:pvp@mnwt.org))**

- 3 programming areas are up for evaluation- Community Connections, Living and Learning and Priority Area. I have put this information in my Winter CIP and also plan to promote it in Programming Facebook. We are going to try something new in the third trimester, MNWT Programming Facebook will do a schedule posting; will start right after convention: Community Connections - Mondays, Living and Learning - Tuesdays, Women's Wellness - Wednesdays, Priority Area - Thursdays, Youth of Today - Fridays. This will give opportunity for Programming Managers to promote their area.
- MNWT Foundation Gala-Save the date October 17,2020 at Arrowwood Lodge at Brainerd Lakes, Baxter. Early Birds \$55 by April 15 2020. For more information and registrations contact [foundation@mnwt.org](mailto:foundation@mnwt.org). Check out my PVP Winter State CIP for more.
- I have very exciting news, all five areas of programming has been filled, please help me welcome your 2020-2021 State Program Managers: Community Connections - Tawn Hanson, Living & Learning - Melanie Chenoweth, Priority Area - Jennifer Auger, Women Wellness - Shanna Pratt, and Youth of Today - Glorie Balfanz.
- Please checkout the amazing job my SPMs has done this 2nd trimester. i could not have been proud of them this year! Two opportunities to see their accomplishments; at CONNECT Friday and SPM's FORUM on Saturday. Also

check out the Mask Display from MN Brain Injury Alliance at the foyer and come and meet with rep from MN Brain Injury Alliance.

- For Community Connections 2nd trimester winner chapter that submitted Project of the Trimester and OPM is Sauk Rapids.

#### **Living and Learning SPM—Sarah Sundine ([ll@mnwt.org](mailto:ll@mnwt.org))**

- Thank you to the 28 members that completed the Living and Learning Certification, 34 members that completed the Personal Development Certification and 62 members that completed the Health & Wellness Certification
- Thank you to the members participating in the 1st tri book club. The winner for participating in the discussions is receiving a copy of our third trimester book read, The Book of Joy by Dalai Lama.
- Thank you to the two members that submitted to the Effective Writing Competition.
- 3rd trimester we will be doing an Effective Speaking Competition. The topic is What Brings Joy to Your Life? See my CIP for more details.

#### **Priority Area SPM / Wishes and More - Glorie Balfanz ([priority-area@mnwt.org](mailto:priority-area@mnwt.org))**

- In Trimester 2 MNWT has responded to the needs of Wishes and More. Items have been collected for the Wishes and More Annual Winter Ball/Gala “The 20's Roar Again, A Swanky Soiree”. We have used our time by volunteering for Wishes and More by stuffing envelopes, working events, making cards and more. Looking to Trimester 3 any money collected will go to help Wishes and More fund a memorial. With \$1000 Wishes and More provides a memorial to a family whose child does not survive to experience their wish. Chapters and Districts please consider donating to this fund in Trimester 3. Thank you for all your hard work. The staff at Wishes and More are very grateful for our donations of money, time and items.

#### **Women's Wellness SPM - Colleen Todd ([ww@mnwt.org](mailto:ww@mnwt.org))**

- March is Brain Injury Awareness month
- A good brain exercise is to do things with your less dominant hand.

#### **Youth of Today SPM - Michelle Kocak Jones ([yt@mnwt.org](mailto:yt@mnwt.org))**

- Coaster sales for OYA Scholarship, set of 4/\$8. Can purchase individually for \$2/each. Fill out a slip of paper if you would like a custom order to be delivered at Annual in May. Please prepay. Funds go to OYA Scholarship and 18-21 Special Education Transition Program (students who make the coasters).
- Continue to collect dollars for scholars for a 3rd trimester incentive. The chapter collecting the most money for scholarships this trimester to win the beverage bag is Monticello. We were able to give out 3 scholarships this year because of the many dollars collected. Thank you to the 7 chapters who nominated a young adult: Anoka, New Hope Monticello, Melrose, Aitkin, Burnsville and Duluth. Those chapters were put into a drawing for a cocoa and cookies incentive bag. The winner is Duluth.
- Boys and Girls Club collection for 3rd trimester will be feminine hygiene products. The chapter donating the most

deodorant 2nd trimester and winning the candy bouquet incentive is Monticello.

**Financial Vice President - Amy Pumper ([fvp@mnwt.org](mailto:fvp@mnwt.org))**

- Thank you to the chapters and individuals that made donations this trimester totaling \$935.00. Seven met the challenge of donating at least \$70 for the 70X70 challenge – incentives are in the DD bags. The winner of the wine and chocolate basket is Duluth.
- State Store featured items: new star ornaments, 70th anniversary wine glasses, president Cathy's limited edition mugs and so much more. Stop at the store to check out the new items and all the other great choices.
- If you participated in CONNECT! on Friday evening or the finance table, you had a chance to purchase raffle tickets with a chance to win two of the 70th anniversary wine glasses and a bottle of wine. The winner of that drawing is Laura Gaylord from New Ulm. The drawing will be held at the luncheon so there is still time to purchase your tickets for just \$5 each.
- For third trimester, we are continuing the 70X70 donation promotion. Donate at least \$70 to Minnesota Women of Today ways and means and you will receive a small incentive and have your name go into a drawing for a wine and chocolate basket.
- The due date for filing your Minnesota State sales tax is February 5th. Information on filing was included in my Fall State CIP. I am happy to help with any questions you may have on this.
- The next Finance Committee meeting is Saturday, March 7th in Monticello at 10 AM with the location to be announced.
- Make sure to check out the national store. Robyn, USWT treasurer has some great items and is taking orders for decals that can be used to promote our organization in a variety of ways and notecards. She is looking for donations for a wine tasting and a gift card lucky buck to be held at national convention.
- The Finance Committee met on January 4th to review the budget and make adjustments.

M/S/P (FVP/St.Cloud) I move to approve the 2019-2020 mid-year budget with income of \$88,398.00, with expenses of \$86,729.00, making a net income of \$2,209.00.

**Parliamentarian – Wendy Lindberg ([parli@mnwt.org](mailto:parli@mnwt.org))**

- Thank you to Morris, Melrose, Duluth and District 2 for submitting their Bylaws and Policies Trimester 2. Gifts are in the DD bags.
- Please see my CIP for some challenges and Parli selfie fun!
- State Bylaws and Policies was October 18th at 6pm in the Anoka Hennepin Credit Union Community Room in St Francis, MN. Thank you to those who were in attendance.
- At this time, per our bylaws in Article 21, Section One that states: "These bylaws may be amended or replaced by a 2/3 vote of the member chapters present and voting at any meeting of the Corporation, provided that written notice of 60 days specifying the changes proposed has been give to each member chapter."
- I hereby give notice of the following addition to the Bylaws and Policies of the Minnesota Women of Today, and as printed in my Winter State Chapter Information

Packet (to vote at annual): Bylaw to Article XXI, adding Section 5. "The Bylaw review committee may edit punctuation, formatting, and spelling errors within the bylaws of the Corporation, without vote, so long as the edits do not change the intent and purpose of the bylaws written."

**Chairman of the Board – Brenda Sather ([cob@mnwt.org](mailto:cob@mnwt.org))**

- Thank you to everyone who stopped at the ONTO table last night and this morning. We sold paper flowers that will be distributed at the luncheon. As a reminder, funds raised for flower and t-shirt sales are used to cover expenses at National conventions for MN delegation.
- March Planning is scheduled on March 14th at Arrowwood Resort in Brainerd. This is a one day event for members to come together and discuss ways to improve our organization. Everyone is welcome. Arrowwood has a waterpark so consider bringing your family.
- Area Meetings will begin and details are in my CIP. Remember that these meetings are a time for us to celebrate President Cat as she finishes out her year and to meet the prospective new candidates.
- We are fortunate to have the Annual USWT convention back in MN this year and you won't believe who is going to be there! Please welcome Thelma and Louise to tell you a little more about the convention.

**Executive Director – Katie Castro ([csc@mnwt.org](mailto:csc@mnwt.org))**

- Additional online forms have been transitioned to the new online Email Me Form format, which has been well received. If you have questions or suggestions please let me know.
  - The new consolidated Facebook pages are working well also. Be sure to "like" the new pages to keep up to date on what's going on.
  - Annual Convention will be held at Arrowwood Resort on Alexandria May 14-17, 2020. Registration and schedule will be available online shortly. The registration form was distributed in the CIP packets yesterday. Please welcome the Burnsville chapter to present information on "Derby Days".
  - I am still seeking a host for Fall State 2020 to be held at Arrowwood Lodge in Brainerd Lakes September 17-20 2020. Please see me for more information. Also, I did not receive a priority bid to host Annual 2021 from Section 3 South, so bids are now open to everyone. Bid will be heard at Annual 2020.
  - Please be watching your mail and email for the insurance billing which should be out by mid February.
  - Please also watch for your third trimester dues billing in February.
  - Official chapter emails are increasingly used for major communications, so please be sure you are checking your email frequently. If you have questions or don't know how to check your email please email me at [csc@mnwt.org](mailto:csc@mnwt.org) and will send you instructions.
- Presidential Assistant – Barb Berndtson ([pa@mnwt.org](mailto:pa@mnwt.org))**
- 12x12 scrapbook pages from Chapters and all Exec Council members due to me April 1st



- Chapters and districts are asked to donate \$10 for President Cathy's gift at the end of the year - make payable to MNWT, with memo "Year End Gift"
- #MakingConnectionsCathy to share pictures with you and President Cathy, just a reminder that privacy setting must be set to public.

#### Foundation and Committee Reports

##### Foundation Chair - Nicky Anderson

([foundation@mnwt.org](mailto:foundation@mnwt.org))

- Have you purchased your chance to win the diamond necklace and bracelet? You can be entered into the drawing for the Diamond Platinum fundraiser with a contribution of \$40 or more. Only a few spots are still available and each spot will cost you only \$40.00. If you would like to double your chances at winning the necklace and bracelet, you may increase your spot to \$70.00. We will be doing the drawing tonight at the banquet. So please let me know if you are still interested.
- Today we will be awarding a Chapter Grant. We will be holding a Lucky Buck Auction at the Luncheon to fund the Chapter Grants Fund. Bring your dollars
- Our next meeting is scheduled for Saturday, April 25th 2020 at Bonnie Waller's House beginning at 10:00. Please let me know if you would like to attend.
- The foundation will be sponsoring a Gala Fundraiser on October 17th, 2020 at Arrowwood in Brainerd. You will not want to miss this exciting event. Cost of the event per person is \$55.00 now until April 15th, 2020 after that the cost will go to \$70.00 So you will want to Reserve your spot now. We need a minimum for this event is 75 people.

##### Future Directions Chair - Jen Kinzer

([fdc@mnwt.org](mailto:fdc@mnwt.org))

- We are in the process of updating the Strategic Plan. At the last FDC meeting we decided on four goals for the Strategic Plan. Groups were organized to further develop each goal with detailed language to be incorporated into a new Strategic Plan. What will this plan look like? Come to the March FD meeting, where all will be revealed and the plan will be approved.
- We are looking for help reviewing Manuals and developing new PEP courses. Interested? Contact Jen to volunteer or for more information.
- Our next FDC meeting will be held on March 21st at 1:00 in conjunction with MMC and Marketing at the Resurrection Church in Monticello. Everyone is welcome to attend. Contact Jen or watch the committee Facebook page for more details.

##### Membership Marketing Chair - Heidi Westerlund

([mmc@mnwt.org](mailto:mmc@mnwt.org))

- How about our two new extensions! St. Joseph and Roger, Otsego, and Dayton. Can we please have them stand up and give them a big round of applause!
- Can you believe that we had 75 new members this trimester? If any new member is in the audience, please stand up for another big round of applause.
- Finally, I want to thank all of my seven First Timer's for coming to Winter State. Keep up the good work of getting signatures, everyone would love to meet you!

##### Marketing Committee Chair - Daina

Mirsch-Wenner ([marketing@mnwt.org](mailto:marketing@mnwt.org))

- **70th Anniversary MNWT Lapel pin/button** look for your commemorative pin at the luncheon along with an attached card promoting the 70th Anniversary; remaining pins will be sold at the state store for \$3.00 each
- **Great Nonprofits:** we hope you shared your story on this website at WS2020 Connect; but if you didn't get a chance to do so, a link will be sent via email for members to share.
- **Fall State 2020 Expo:** we are still looking for a chair for the Fall State 2020 Expo at Arrowwood Resort; Wendy Homyak said she would help with the vendor portion; please contact [marketing@mnwt.org](mailto:marketing@mnwt.org) if you are interested!
- **MNWT Statewide BOS Project** will henceforth be the MNWT Priority Area; we are still promoting the [USWT BOS form](#) for chapters to complete by 04/30
- **Use hashtags!** #mnwt #mnwtwinterstate, #mnwtwinterstate2020, #mnwt70yearsstrong
- **Next Marketing Meeting:** 11AM-12:30PM on Saturday, March 21, 2020; all are welcome to join us!
- **2nd Trimester Marketing Challenge:** was to Use the logo shown above, and use #MNWT70YearsStrong in your social media post; [Coon Rapids](#) WT Chapter is the winner! Please come up to collect your \$5 gift certificate to the state store.
- **MNWT Statewide Buckets of Sunshine Project Presentation by BOS Chair, Wendy Homyak:** \$4080 raised

##### President of the MN Women of Today—Cathy Shuman

- Some special notes for 3rd trimester:
  - Once again this trimester, we will be utilizing our Buddy Connection System to contact chapters and see how things are going. State staff will be making phone calls to their chapter buddies around mid-trimester. A list of chapters and staff buddies is included in my CIP.
  - The newest Making Connections Packet is included with your CIPs and State Plan of Action. The theme is "Shine Among the Stars" using star templates. I challenge each

chapter to look for the manila envelope and try it out!

- Thank you to everyone for making this a tremendous second trimester!
  - Thank you to our chapters, districts, and members for all the items you collected and money you donated to benefit our programming areas and Buckets of Sunshine. Our State Program Managers along with Boys & Girls Clubs of Minnesota, Wishes & More, and MN Brain Injury Alliance thank you for continuing to make connections with them.
  - Thanks to those that participated in two terrific statewide projects. The Buckets of Sunshine project sponsored by the State Marketing Committee collected pajamas for Sweet Dreams for Kids. In conjunction with the Denim & Diamonds theme for this convention, members were asked and challenged to bring denim jeans which will go to DAC Mart, where they will turn the jeans into beautiful rugs.
  - Thank you to all those that worked so hard at creating our membership successes for 2<sup>nd</sup> trimester. We added 75 new members, which included 2 new chapters, St Joseph and Rogers-Otsego-Dayton. Welcome to Women of Today!!
- Thanks to all of you who came to celebrate our 70<sup>th</sup> Anniversary at this convention. Please enjoy the special events such as the Memorabilia Room and the program at the Luncheon. A huge thank you to Chairman of the Board Brenda Sather and all the past presidents who worked with her to create a very special weekend for us.

- Remarks

**Ongoing Business**

None

**New Business**

None

**Announcements**

- Webinar Night is February 26th at 6pm: Succession Planning, Award/Key Women nominations, Social Media
- Last call to turn in Ways & Means raffle tickets

Sarah Sundine, Living & Learning SPM, read the benediction. Barb Monsrud, District 2 Director, led the MN Women of Today Creed. The meeting was adjourned at 10:38AM.

**Meeting minutes submitted by Christine Sibilleau, 2019/20 State Secretary**