



Minnesota Women of Today

Future Directions Committee (FDC) Minutes
2022 – 2023, 3rd Trimester
Sunday March 12th, 2023 1:00pm Albany, MN



In FUTURE
DIRECTIONS

Call To Order: 1:01pm

Voting Members:

FDC Chair, Wendy H__X_ / Past FDC Chair, Jen K / State President, Jenise T__X_ / COB, Anna N__X_ / AVP, Michelle M__X_ / FVP, Cindy G / PVP, Shirley H__X_ /Parli, JoJo L__X_ / Executive Director, Tanya R / Marketing VP, Michelle K-J__X_ / MMC Chair, Tawn H__X_ / Foundation Chair, Nicky A / Go Green chair, Christine S / Winter State Awards Chair / Manual Review Chair, Cat S__X_ / Online Training Chair, Open / Strategic Planning Chair, "On Pause" / Area 1 Rep, Liz W / Area 2 Rep, Cindy U, Lisa Hahn Representing Cindy U__X_ / Area 3 Rep, JoAnn M__X_ / Area 4 Rep, Sue B / General Members: Jane H, Tevyan S.__X_, Sharron E, Melanie C

Guests: Jeny Ohr, Laurie Lilli, Theresa Carpenter, Shellie Matthes, Amy Pumper, Connie Fink, Sue Lemke, Mary Kaminski, Sandy Trossen, Jeanne Wolbeck, Glorie Balfenz, Sara Rocksted, Bonnie Marten, Jane Hanson, Michelle Cloutier, Shelly DeCamp

Welcome:

- Secretary for Meeting: Jeny Ohr
- Introductions
- Meeting Reminders Be sure to sign attendance sheet. If you are online put your name and chapter in the chat box.

Approval of Minutes: Approved with corrections (under MMC Chair, bullet point Updates should say dissolve not dissolved).

Reports:

- MMC Chair (Tawn H)
 - Updates:
 - The Succession Planning video- All materials are laid out. The script needs to be written and the video needs to be taped.
 - We have approved the years of Recognition Plan and will do a rolling start with the postcards, NEWSLET, and certificates for 1st Tri at Fall State 2023 with a goal of fundraising for the pins and the 40 year gifts to start with the 2025 year that coincides with the 40 years of Women of Today.
 - Motion:
 - I move that we begin recognizing the proposed anniversary service dates with post cards, NEWSLET, and certificates starting tri 1 and happening at Fall State 2023-24. This will be funded using the current MVP budget. (MMC/President m/s/p).
 - A new task force was created. This task force came out of March Planning 2023. The task force is the New Member info sheet task force. The chair will be Anna N. (New Hope), Theresa C. (New Hope), Jenise T. (St. Joseph), Jeny O. (Coon Rapids).
- Marketing Chair, MKVP (Michelle K-J)
 - Updates:
 - NEWSLET Editor is selling personal ads. Please see Marketing CIP for more information
 - Press Releases for Winter State Awards on the blog next week and sent to the Award Winner's chapter.
 - Wendy H. and Sandy T. taking over as Expo Chairs.
 - March Planning Recommendation- NEWSLET Taskforce chaired by Jeny Ohr.
 - Voted to update website SUCCESS web page.
 - Motion
 - I move we approve and send Option 1 of MNWT Logos to general membership to vote on new logo at Annual State 2023. (MKVP/AVP) The motion failed with 7 in favor and 8 against by a ballot vote.
 - Logo goes back to Marketing to create a new one.
- Finance Committee Chair, FVP (Cindy G)
 - Updates:
 - 2 new items in the State Store, flashlight and red oven mitt.
 - Clothes are still available.
- Foundation Chair (Nicky A)
 - Updates:
 - MNWT Foundation is hosting Annual Convention. On-line registration, send checks to Jane H. or can Venmo Foundation account. Information on Website. The theme is All Around the World, Friday Party come dress as a Tacky Tourist.
 - Next meeting will be at Bonnie W. house on 4/15 at 10:00.
- Executive Director (Tanya R)
 - Updates:
 - Insurance Billing sent out to chapter emails. Need to be paid by the end of the year.
 - Jane H. went over Annual Convention
 - Looking for a host and location for Fall State 2023. Annual Convention 2024 will be held in Alexandria still need a host. If you are interested in hosting either one, please reach out to Tanya.

Subcommittees:

- Go Green (Christine S)
 - No report. Position tabled for now.
- Manual Review (Cat S)
 - DD and AVP Ops manuals have been updated.
 - The District and Administrative Vice President Manuals have been updated by Tevyan. Reviewed by the AVP, the Manual Review Chair and two Past President/members of Restructuring Subcommittee. One copy is available here today for reference if needed.
 - Motion
 - I move we approve the updated District Director Operations Manual as presented to the reviewers. (COB/MMC m/s/p).
 - I move we approve the updated Administrative Vice President Operations Manual as presented to the reviewers. (COB/YT m/s/p).
 - Current update of Manuals in review
 - Manuals needing review (from 21-22):
 - Local Officer Manuals- Chapter Vice President and Chapter Vice President (PVP/MVP) were up for review, but not done.
 - SPM/Assistant Manuals-State Store Manager and SUCCESS Coordinator OPS manuals were up for review. Will look these over with the 2022-2023 (below).
 - Staff Manuals- FVP and Secretary were reviewed in 2020-21; however, Parli and Special Procedures were up for review, not done.
 - Manuals on 2022-23 review schedule:
 - Local Officer Manuals: Treasure, Secretary
 - SPM/Assistant Manuals- NEWSLET Editor, Public Relations Assistant (also review Store Manager, SUCCESS Coordinator).
 - State Officer Manuals- Extensions Director, MVP, CMVP
 - PE Courses- Conversations (video), Laughter Yoga (video)
 - Other Manuals- Outstanding Awards Manual and OSA Committee Guidelines; Committee Chairs FDC and MMC OPS Manual.
 - Manuals on 2023-24 review schedule:
 - Local Officer Manuals- State Delegate
 - SPM/Assistant Manuals- WW, Priority, SPM Spec Procedures (completed in 2022 by Anna).
 - State Officer Manuals-President, COB, Executive Director, PA
 - PE Courses- Fish, 212-Degrees Improvise This!
 - Other Manuals-Extensions (completed in 2021-2022 by committee).
 - Action Plan
 - Cat will contact Tanya for access to Google Drive and email
 - Create a timeline for Manuals to review.
 - Contact position holders from the past two years to review the manuals.
- Online Training (Open)
 - Webinar Updates/Next Webinar Wednesday June 28th, 2023
 - The February webinar had good attendance.
 - June 28th Webinars will be: Finding Projects in Outlying Areas, Managing Change, and Do's and Don'ts of Social Media
- Strategic Planning:
 - Currently in a holding pattern. *This subcommittee is responsible for preparing a long-term document that identifies the current status of our organization, where it wants to go in the future and what it needs to do to get there. A new plan should be developed and introduced for 2030 - 2040. These activities should begin in 2027.*
- Winter State Awards (Open)
 - Update on Winter Awards given at Convention
 - Thank you to everyone who helped with the committee work this year and a very special thank you to Sue our YT SPM and Maggie our WW SPM. They both did a great job fundraising and promotion nominations. At Winter State we recognized two Outstanding Young Adults and One Woman Who Impacts. As crazy as it sounds, we are now looking for next year's subcommittee Chair and members. Signing up now gives you 3 months of extra training and tie to prepare.

Task Forces:

- Project Upload (Jane Hanson)
 - Our committee has met and has a report/recommendation for the Project Upload task force.
 - 42 projects have links to chapters so they can be asked if they want to add more information and stay as a contact for that project.
 - 67 projects can be deleted because there is no real information, or they are duplicates.
 - 40 projects have MMC as the contact, see if the Web team can take MMC off as contact and just have the chapter as a contact for information.
 - 10 projects had very little information, can reach out to chapter to see if they can give more information or just delete that project

- Need to update Project page and take Katie's name off and have it say Executive Director.
 - Motion
 - I move that Project of the Trimester don't automatically get uploaded to website in the project area. (Hanson/YT m/s/p).
 - I move to contact 42 chapters for more information on their project, delete 67 projects, and MMC contact taken off 40 projects. (Hanson/MMC m/s/p).
 - I move that we look at an online form that chapters and members could recommend projects go to MMC Chair for approval and then go to the website. (Hanson/PA m/s/p).
 - Online form goes back to Project Upload Task Force to create.
- Forms Review (Cat S)
 - Current update to forms/ master list.
 - Application for Assistant position has been updated to include State Store Manager-
 - Motion
 - I move to accept Intent to File Form for Coordinator position with addition of State Store Manager (Cat/MMC m/s/p).
 - The District Director Handbook has been updated by Tevyan. Review by the AVP, the Forms Review Chair and two Past MNWT President/members of Restructuring Subcommittee. One copy is available here today for reference if needed.
 - Motion:
 - I move we approve the updated District Director Handbook as presented to the reviewers. (COB/AVP m/s/p).
- Restructuring (Nicky A)
 - No report

Ongoing Business:

- Strategic Plan
 - Review and update Action Items and Dates
 - 5. Develop a Statewide MNWT Branding
 - a. Create and approve a Women of Today Brand: change to 11/2023
 - b. Create and implement a plan for chapters to use this new Brand: change to 3/2024
 - c. Examine our current MNWT logo and create a timeline to update the logo: change to 7/2024

New Business:

- March Planning recommendations
 - Form Task Force to update Programming Trimester Report to remove only incoming income. Outgoing In-Kind and monetary donations should stay on the report.
 - Cat and Tevyan will work on this.
 - Restructuring to look at removing the Bylaws/Policies from the State Plan of Action (POA):
 - Note: Website availability/updates, how to reach all membership (email, website, links), option for printing at a cost, update bylaw and policies with changes.
 - Restructuring to look at Eliminate printing of the State Plan of Action (POA).
 - Note: SUCCESS form updates, bylaws/policies updates, should staff get printed copies, sell copies at state store? How to share with chapters?
 - Awards Committee to update OPS Manual. Include procedure notifying SPMS and PVP when nominations are received.
 - Convention Taskforce to look at complete convention overhaul from number of conventions, locations, events and activities at conventions.
 - Consider a location in the south near Byron/New Ulm.
 - Cost to chapters. Can a chapter/district afford to host a convention?
 - Different times of year for conventions.
 - Consider a 2 convention format, earlier Friday, later Sunday.
 - What type of enrichments and trainings are members looking for?
 - Staggering training to not have more than two at a time.
 - Breakout sessions teaching members how to do a new skill.
 - Task Force members: Wendy, Anna, Jeny, Laurie, Joann L, Lisa, Tawn, Pat Undersander, Shirley, FVP, Bonnie, Jane H
- CMVP is responsible for TLC chapters no where does it define what a TLC chapter is. Send to MMC for them to create a define and and develop a policy. Send that to FDC for approval.
- SUCCESS suggestion:
 - Motion
 - I move that we delete items that relate to midyear and year end evaluations on the SUCCESS form and update guidelines accordingly. (Jenise/MMC m/s/p).

Next Meeting: July 29, location to be determined

Adjourn: 2:16pm