



Minnesota Women of Today

Membership Management Committee (MMC) Minutes

2024 – 2025, 1st Trimester

July 13, 2024 /10:00 am / Lions Building (402 Wisconsin AV SE, Staples 56479)



Call To Order: 10:00 am

Members in Attendance*: **Anna Nichols** (MMC Chair, New Hope), **JoAnn Miller** (Past MMC Chair, Byron), **Tevyan Sorensen** (State President, Burnsville), **Amy Pumper** (COB, Byron), **Shirley Viesselman** (CMVP, Hutchinson), **Kathy Hansen** (Extensions Director, STMA), **Liz Weigel** (Area 1 Rep, Lake of the Woods), **Mary Hansen** (Area 2 Rep, St. Cloud) **Connie Fink** (Area 3 Rep, Monticello), **Michelle McGowan** (Area 4 Rep, Byron), General Members: **Jeny Ohr** (Coon Rapids), **Bonnie Martin** (Maple Grove), **Wendy Homyak** (Champlin), **Flora Crenshaw** (Brooklyn Park)

Taskforce Chairs in Attendance **: **Anna Nichols** (Membership Recognition Task Force Chair, New Hope), **Glorie Balfanz** (Glories Group Task Force Chair, Monticello)

Guests in Attendance ***: Tanya Rothstein (Executive Director), Patricia Undersander (Avon), Mary Sobczak (Burnsville), Michelle Cloutier (Burnsville), Sharon Erickson (Champlin), Jane Hanson (Medallia), Cat Shuman (Monticello), Michelle Kocak-Jones (Monticello), Mary Kaminski (New Hope), Theresa Carpenter (New Hope), Judy Moldenhauer (Sauk Rapids), Sandy Trossen (Sauk Rapids), Jenise Teske (St. Joseph), Nicky Anderson (Staples Motely Area), Shelly Zaffke (Staples Motely Area), Shellie Matthes (White Bear Lake)

Welcome:

- Secretary for Meeting: Jeny Ohr
- Introductions: First and last name, chapter, MMC and/or executive council position if applicable.
- Meeting Reminders: none.

Approval of Minutes: Approved as printed

Reports:

- **MVP** (Report by Tevyan Sorensen)
 - Membership Updates:
 - 1st Trimester Early Bird is due Monday July 15th.
 - 265 members up for renewal. No drops as of today. 25 new members 1st trimester to date.
 - Promotions:
 - President Tevyan's Birthday Challenge was met. Extended to end of trimester with added incentives. If we get 63 NMA 1st tri, 2 additional chapters chosen via a drawing will receive \$100.
 - For 1st tri, Foundations will offer chapters a \$10 for every new member up to 5 and/or a \$10 State Store gift card for retention of 100%.
 - Closeout: Aug 28th via zoom. Everyone can join. To help call chapters talk with President Tevyan.
 - Support Requests: Actively looking for an MVP. This will be an appointed position and will not count towards the 8 year requirement. Reach out to President Tevyan if you are interested or have suggestions.
- **CMVP** (Shirley Viesselman)
 - TLC List: Fridley has indicated they are folding. St. James started the year with 9 members, they have recently enrolled 1 new member. President Tevyan and I visited them July 8th. They have a new board and are anxious to grow their chapter.
 - Success With Sparkle: My goal this year is to help chapters find "Success With Sparkle", and grow their chapters to at least 15 members by the end of the year. If the chapter already has 15 members, increase their membership by 5. We are starting the year with 10 chapters under 11

members and 8 chapters with 12-14 members. June 26th Tevyan and I had a Chapter President zoom to walk through their fast start. We were thrilled to have 17 attend. We had a great participation and discussion. The President/State Delegate Retreat is coming up on August 3rd in Monticello. I am really encouraging chapter presidents and state delegates to attend, and if they can't, to encourage a board member or upcoming leader in their chapter to attend in their place and bring the information back. We've been really listening to what chapters are saying and reading the district director and chapter president monthly reports. We will be addressing some of these things in our trainings. I'm also really encouraging chapters to use the new chapter orientation template, along with attending the zoom district/state orientations each trimester. Orientation is really important, to welcome and encourage participation in our organization.

- Support Requests: None currently.
- Extensions Director (Kathy Hansen)
 - Extensions Updates: I have contacted 8 ladies in the Hibbing Area. Waiting on responses. We are in the planning stage of a meet and greet on August 16th and/or 17th.
 - Support Requests: I am looking for people to help with extensions and also contact information for potential members living in Hibbing, Virginia, Chisolm and other Iron Range communities.

Subcommittees:

- Leadership (Heidi Westerlund via Email)
 - Updates: I am in the middle of a health scare for my Dad. Our family is engaged and helping as best as we can, including a lot of doctor visits with family members who don't even live in Minnesota. Having said that, the Leadership training series will go on. I just need a little catching up to do. The Leadership training series will be a wonderful success!!

Task Forces:

- Membership Orientation/Training
(Open, Chair / Members: Wendy Homyak, Jeny Ohr, Connie Fink, Glorie Balfanz, Michelle Cloutier, Cat Shuman, Sandy Trossen, Pat Underlander, Nicky Anderson, Jenise Teske, MNWT MVP, and MNWT CMVP)
 - We are looking for members for this task force along with either a chair or co-chairs. If you are interested, please email mcc@mnwt.org.
 - MNWT/District level Orientation: The MNWT Membership Team will be hosting a state Orientation via zoom each trimester open to all members. Depending on the results of this year's zooms, we may add them permanently to the MMC/Membership team activities. An online editable document should be available on our website by January 1st for all chapters and districts to utilize.
 - Review Trainings at Assembled Meetings: We are in the beginning process of completing a list of trainings currently being held at a state level. Once complete we will begin to review what is the value of each training is to member and make suggestions on how to improve content and value.
 - Review Event Planning and Registration Forms to Communicate Trainings: The group is looking at the many ways we communicate trainings with members and then checking to see how well we are they reaching the attended audience and the value of the shared information.
 - Orientation Retreat: We were very fortunate to have completed many projects by the end of the 23/24 year and are excited to start up on this new topic. Expect the first official update to be given at the November MMC Meeting.
- Membership Recognition
(Anna Nichols, Chair / Members: Mary Hansen, MNWT MVP and the Executive Director)
 - Updates The process of completing the Certification Catchup for years of membership will be completed at Fall State. For those not in attendance we will give to the DDs to hand out at their 2nd Tri meetings. It has been discussed Presenting 40-year Recognition awards. The plan is to awards these at the Winter State banquet each year. We need to secure start-up funding and a sustainable funding plan along with finalizing the recognition given before we start giving out these awards.
 - Other: I am working with Tanya to clean up the database. This was started last year and we hope to have it complete by the end of the 24/25 Women of Today year.
- Membership Wings

(Glorie Balfanz, Chair / Members: Cathy Schuman, Connie Fink, Anita Smoley, MNWT MVP, and the Executive Director)

- Updates: Our first meeting was held June 26, 2024. Our main goals for this task force is to review the current process and develop a procedure to address current concerns regarding member deaths and membership. It is our understanding chapters are frustrated that their retention awards are affected by a member passing and feel that should not affect a 100% retention award for example. We talked about developing an electronic form that chapters will fill out when a member passes. This information would be used in a memorial at the Annual Convention. The Task Force learned that the USWT has the database for all the membership numbers. There is nothing the MNWT can change at that level. We can only control the MNWT Membership numbers and recognition within our state level. The two ideas the task force is currently looking at are to have the deceased members transferred to special list, the second is to have the MNWT MVP work with the Executive Director to adjust the Retention Awards at each MNWT convention to not include deceased members.

Ongoing Business:

- none

New Business:

- Policy Updates (Jeny Ohr) – The MNWT review of Bylaws and Policies has been completed. A few items that will be updated involved MMC. At the next executive council meeting I will be making a motion to add the executive director as a member of MMC.
- MMC BINGO (Anna Nichols, MMC Chair) – A BINGO Challenge has been offered to all members. On Facebook and via chapter emails. For a copy of the BINGO Board contact anna at mmc@mnwt.org.
- Mini Orientations Task Force (Anna Nichols, Chair / Members: Glorie Balfanz, Michelle Cloutier, Mary Sobzak, Jeny Ohr) – I am looking for a few members to help update our unofficial MNWT orientation documents to create a series of Mini Orientations that would be available to all members, chapters, and districts. The 1st 4 are complete pending a review by the MNWT President. The next orientation we will be working on is Winter State Awards.
- Strategic Plan
 - Review and update MMC Action Items and Dates:
 - 1. a. & b. – CMVP is currently working on these.
 - 1. d. – In Membership Recognition Taskforce.
 - 2.a. – Membership team is working on them. Discussion held on if 2. b. – c. which have all been completed need to be reopen. Leaving as completed. Action Item – MMC Chair to hold zoom meeting open to all members to discuss extensions.
 - 3.b – planned start 24/25 year
 - 3.c. – planned start 25/26 year
 - 4. a. & b. – In Membership Orientation/Training Taskforce.
 - 4. c. – Planned start 26/27 year.
 - 4.d. – In Membership Orientation/Training Taskforce. Updating completion date from July 25 to July 26.
 - 4. e. – Planned start 24/25 year.

Next Meeting: November 16th, 10:00 am, Star Bank (Eden Prairie)

Adjourn: 11:14 am

**Any person, regardless of the number of voting positions held within the MMC committee, may only have one vote per motion.*

*** Task Forces are temporary groups to complete a specific task. Task Force Chairs are members of MMC without voting rights.*

****Guests are a valuable and important part of our committee. As a guest you can join a committee, volunteer to support specific tasks needed, chair a taskforce, voice your opinion on topics shared, and make a motion.*