EWTG Board of Directors Meeting Minutes
Wednesday, April 17, 2024
5:30 – 7:00 PM
Zoom Meeting

1) Segue – Theresa McShan presided and called the meeting to order at 5:33 pm.

Board Position	Name	Present
President	Theresa McShan	x
President-Elect	Coleen McCarthy	x
Vice-President	Yvonne Campos	x
Financial Officer	Shannon Creekmur	x
Secretary/Treasurer	Terri Peirce	
Affiliates Director	Bobbie Lehrmann	x
Communications Director	Sarah Melecki	x
Educational Events Chair	Poornima Siddapur	x
Program Co-Director	Kynthia Brooks	
Program Co-Director	Tricia Schulze	
Mini-Course Director	Rashida Broussard	x
Public Relations Director	Jennifer Dormer	x
Membership Director	Tamala Fletcher	s
Guest: Past President	Regina Durden	x
CMP Management	Becky Gray	x
CMP Management	Melanie Bowman	x

2) Approval of Minutes: Becky Gray presented the March 2024 Minutes. **Shannon Creekmur made a motion to approve the March Minutes with an adjustment to the President-Elect report. Coleen McCarthy seconded with the adjustment. No discussion. The motion carried.**

3) EWTG Board and Committee Calendar reviewed.
    a. All committee chairs to update on an ongoing basis. Sarah Melecki requested support with adding rows to the Calendar Smartsheet.
4) EWTG Scorecard - Coleen McCarthy
    a. The Scorecard was reviewed.
5) President's Update- Theresa McShan
    a. Beginning work on the 2023 President Report. Lauren Ramsey is no longer working with CMP Management. Allie Yoder will be joining the team to support the conference planning.
6) Financial Officer Report – Shannon Creekmur
    a. March financials were reviewed. Balance Sheet and Profit & Loss Statement were reviewed.
    b. Tamala Fletcher made a motion to approve March financials. Shannon Creekmur seconded the motion. No discussion. Motion carried.
7) Old Business
    a. None
8) New Business
    a. EWTG Event Smartsheet Form – Becky Gray

i. All events will now be requested through this form/template to support efficiency. The form needs to be submitted at least 5 business days prior to the first notification about the event to members. It is linked on the EWTG Board Documents Smartsheet.

b. Member Survey

c. Bylaws Review / Membership – Coleen McCarthy

i. Board members interested in supporting this process are needed for a Bylaws Sub-Committee. The goal is to have revisions complete by the end of 2024. Jennifer Dormer and Sarah Melecki are interested in participating. Sarah Melecki suggested that if there will be changes to the Board positions, these changes would ideally be happen prior to board nominations.

9) Director Reports –

a. President-Elect/ Strategic Planning and Mentorship Committee Chair – Coleen McCarthy

i. No additional report

b. Vice President/Conference Committee Chair –Yvonne Campos

i. Existing conference committee descriptions are being reviewed to determine needs.

ii. Conference venue options were shared in Austin, San Marcos, and San Antonio. A few other venues will be providing quotes as well.

iii. Early-bird registration for members-only was suggested to give members priority if a smaller capacity venue is selected.

iv. 40th Anniversary of the EWTG Conference

v. Auction ideas – Gently-used designer bags, teacups/sets, quilts.

vi. Goal - May 10 for venue selection

vii. A scheduling poll will be sent to conference committee members.

c. Affiliates – Bobbie Lehrmann

i. Next week is the Brazos Valley Affiliates meeting. Currently 18 are registered to attend and over 60% are not currently EWTG members, so this is an opportunity to grow membership. Upcoming focus will be to promote membership in the San Antonio Affiliates group through the newsletter.

d. Communications – Sarah Melecki

i. Edits to the EWTG Social Media policy will be shared for review prior to the May Board Meeting.

ii. The Communications Committee has been finalizing "One-pager". They will be shared with the Board for recommendations for publishing.

iii. Newsletter articles due by Saturday, April 20th.

iv. Regina Durden will be the focus of next months' Members spotlight. Plans to include newer members as well for this monthly spotlight.

e. Membership - Tamala Fletcher

i. Membership is currently at 295, which is lower than in 2022 (333 members). A membership drive at the conference is recommended. Potentially planning a member event for the end of May at Boggie Creek Farms.

f. Mini-Course – Rashida Broussard

i. Theresa McShan presented at the March Mini-Course.

ii. The next meeting will include invites to Theresa and Tamala.

iii. May mini-course speaker is pending.

g. Programs –Tricia Schulze/Kynthia Brooks

        i. No report
    h. Public Relations – Jennifer Dormer
        i. Conference survey results were shared. 30% of attendees learned of the conference from a state agency executive. Marketing to these agencies recommended for the 2024 conference. Awaiting purchase order for the yearly access to the state directory. Anticipated marketing to these state agencies.
        ii. Requesting a meeting with CMP to begin planning for Woman of the Year.
        iii. Quotes for a video presentation for WOTY will be secured for consideration.
    i. Scholarships- Ruth Jajeda
        i. No new scholarship applications in quarter 2

10) Conclude / Adjourn – **The meeting adjourned by consensus at 6:54 pm.**