

EWTG Board of Directors Meeting Minutes

Wednesday, July 16, 2025

5:30 – 7:00 PM

Zoom Meeting

Board Position	Name	Present
President	Coleen McCarthy	x
President-Elect	Terri Peirce	x
Finance Director	Jennifer Moussa	x
Conference Director	Alida Bennett	x
Operations Director	Tricia Schulze	x
Affiliates Director	Bobbie Lehrmann	
Communications Director	Colleen Couch	x
Education Director	Jessica Hyde	x
Membership Director	Poornima Siddapur	x
Professional Development Director	Sarah Melecki	x
Engagement Director	Chan McDermott	x
Community Service Chair	Yvonne Campos	
Nominating Chair	Aelia Akhtar	
Scholarship Chair	Retha Youell	x
CMP Management	Melanie Bowman	
CMP Management	Becky Gray	x

- Segue – Coleen McCarthy called the meeting to order at 5:33 pm.
- Approval of Minutes: June 18, 2025, Minutes were presented.
 - **Jessica Hyde made a motion to approve June 18, 2025, minutes as presented. Poornima Siddapur seconded the motion. No discussion. The motion carried.**
- EWTG Calendar and EWTG Scorecard – Coleen McCarthy
 - Reminder to add events on the EWTG Calendar and avoid overlapping with other events.
- President’s Report - Coleen McCarthy
 - Coleen attended various meetings ranging from operations, conference planning, website redesign, to a bylaws committee meeting.
 - Coleen hosted a President’s Advisory Committee on June 30.
 - The President's Advisory Committee discussed key topics for developing women leaders, including skills like emotional intelligence, communication, and negotiation. Coleen outlined upcoming plans to facilitate networking and leadership discussions.
 - The group agreed to integrate these topics into strategic planning and other organizational initiatives to act on feedback from the President’s Advisory Committee.

- Efforts continue to review and update the bylaws.
- Coleen reviewed the Conflict-of-Interest statement that all Board members acknowledge.
 - The Board discussed guidelines for appropriate conduct at EWTG events, with Coleen emphasizing that board members should not use their positions to solicit personal business or create the appearance of personal gain during an EWTG hosted event/meeting.
 - The Board agreed that while it is acceptable to share business information during networking, the primary focus of Board members at EWTG events should be promoting the organization.
- Finance Director Report – Jennifer Moussa
 - Jennifer provided a review of the June 2025 Balance Sheet and Budget vs Actual reports. The Profit and Loss Balance Vs Actual report showed a negative \$7,961.93 in the Janus fund for March (last quarter). Market value jumped significantly in the June quarter to a profit of \$39,837.58.
 - A \$5000 credit card (deposit) to Kalahari was processed last month for the conference venue.
 - The Board requested that the \$796 expense be reclassified from Membership to Engagement

Alida Bennett made a motion to approve the June 2025 financials as presented. Chan McDermott seconded the motion. One abstained pending reclassification of the \$796. The motion carried.

- IDS – Website Redesign – Colleen Couch
 - The Board discussed the website redesign project, with Colleen reporting they have narrowed down vendors to three options and plan to decide by early September.
 - Colleen emphasized the importance of board members updating outdated website content by September 1st, as this is a prerequisite for moving forward with the new platform.
 - The team also discussed adding promotional content for the Kalahari hotel and creating an image slider for conference announcements.
 - Becky will visit with Diana about incorporating images.
- IDS - Ratify Electronic Scholarship Vote – Coleen McCarthy
 - An electronic vote was conducted on June 26, 2025, regarding a \$1,250 scholarship application for Lucie Prieto to attend the Texas LBJ School Governors Center for Management Development's Management Development Program.

Sarah Melecki motioned via email to approve the scholarship for Lucie Prieto in the amount of \$1,250. Chan McDermott seconded by email. All responded in favor by email.

Sarah Melecki made a motion to ratify the online vote. Chan McDermott seconded to ratify the online vote. No discussion. The motion carried.

- President-Elect – Terri Peirce

An updated Strategic Plan has been drafted and will be shared with the Board for review and insight into goals and objectives prior to the next Board meeting.

The DIR Weekly Agency newsletter promoted EWTG, the annual conference, and the backpack program. EWTG was also showcased in the HHSC Connection.

- Conference Committee – Alida Bennett

The Conference will be November 16-17 at Kalahari Resort in Round Rock. The keynote speaker, Julie Burch, has been selected and the contract is pending. She has previously been a session presenter. Alida has been successful at securing chairs for the conference subcommittees.

- Operations Committee – Tricia Schulze

The Board is reminded to review the proposed bylaw changes. Discussion:

- The Board discussed the proposed student membership section. There was consensus to keep the Student Membership Committee as a presidentially appointed committee and listing it as a standing committee in the bylaws. The Board confirmed that student members would be eligible for scholarships but would not be eligible to serve on the Board.
- The Board agreed to change certain positions to two-year terms, including the finance director and operations director roles, while keeping the president and president-elect positions at two years.
- The proposed bylaw changes include a new section addressing the Conflict of Interest.
- The changes will now be presented to the membership for review and vote at an upcoming meeting on August 21st.

- Committee updates – The Board ran out of time to review the individual committee reports.

- Membership Committee – Poornima Siddapur
 - Report submitted.
- Education Committee – Jessica Hyde
 - Report submitted.
- Professional Development Committee– Sarah Melecki
 - Report submitted.
- Communications Committee – Colleen Couch
 - Report submitted.
- Engagement Committee– Chan McDermott
 - Report submitted.

- Affiliates – Bobbie Lehrmann
 - Retha reported on a successful July affiliate meeting.
 - Community Service Committee – Yvonne Campus
 - No report.
 - Nominating Committee – Aelia Akhtar
 - No report.
 - Scholarship Committee– Retha Youell
 - No report.
- Conclude / Adjourn – The meeting adjourned by consensus at 7:01 pm.