

## **EWI Roanoke Chapter Board Meeting Minutes**

**December 12, 2007**

The December Board of Directors meeting was called to order at 4:30 p.m. by Wanda Hatchett, standing in for President Leslie Coty until 6:00 pm. Other representatives present were Lana Seale, Linda Mack, Tonya Harper, Michelle Chambers, Angie Baughman, Anna Karbassiyoon, Becky Beard, Corrin Bowers, and Jo Lynn Seifert.

### **2008 Membership Update: Anna Karbassiyoon**

Currently membership is down to 22 members which are 3 less than requirement for 25 members. February is the final cut off. Lotz Funeral Home is not renewing and we need to send the renewal information to Patti at SunTrust to Patti to get to their new contact for replacement. Everyone needs to send her any contact information for prime candidates to target. We should go back to prospects who've already expressed an interest.

**OLD BUSINESS:** None reported.

**NEW BUSINESS:** Hotel Roanoke's meeting room contract is ending but think the 2008 agreement has been signed for the "same deal" (only a \$1 profit after expenses are met).

Anytime another meeting location is planned, they need a minimum of 30 day's notice. As Libby Camper used to take care of the contract renewal, someone else needs to confirm that 2008's agreement is secured. Becky suggested we should start looking now for a location for 2009 and suggested checking into a private room at the 202 Market Restaurant.

### **TREASURER'S REPORT: Tonya Harper**

In October and November, Michelle was a great help in setting up an easy systems that assures nothing falls through the cracks and keeps us "paid up". We have \$7,500 in cds and \$8,500 in the checking/general account.

### **Boutique Night Report:**

Profit made was \$111 on raffle and \$510 from Minere Jewelry. They sold over \$2,800 which met their anticipated goal. They were very pleased and want to come back next year and paid their fees the same night. Calhoun and Kipp sold close to \$500 and were very pleased but they still owe their \$100 fee. Outstanding fees still due are Claire V, Mary Kay, Davidsons and Padow's. Amanda will follow up on outstanding payments. It was agreed that next year instead of the "honor system" we should have the stipulation in writing to pay the same night. Thank you notes should be mailed when fees are paid.

### **Suggestions for next year's Boutique Night:**

Keep food simple so guests will be focus on shopping for increased profit. More new vendor prospects are needed and Florabella was recommended to invite. Becky suggested advertising it in the Business Journal as Just the Fax was not worth it.

**PUBLICATIONS:** Per Ashley's email notice, there will be not be a PULSE newsletter this month and it will resume in January.

### **PROGRAMS/ SPEAKERS: Corrin Bowers:**

January and March speakers only are scheduled. Kathleen Harshberger is available who previously spoke on "International Etiquette" and was well received. J. Andree Brooks is also available to speak on "Leadership". We need to set the dates. The program surveys showed members want professional women and even more informative, "crowd pleasing" programs.

*Suggestions made:*

- Rita Bishop, new superintendent for Roanoke City Schools
- Donna Dilley, Business Journal's writer for Business Manners
- Kathy Surace, Business Journal writer of "Dress Code" Jo Lynn will see her tomorrow.
- Joan Bugbee, past writer for the Business Journal
- Woods Rogers attorney to speak about Labor Law (ask Hope for name)

**READING RALLY: Becky Beard**

This year's program kicks off January 11<sup>th</sup> and Hurt Park's principal is very excited as he anticipates a tough year ahead. Becky emailed the sign up sheet yesterday to everyone to preview so they could sign up at today's meeting. (Sign-up sheet passed around) We'll start with reading "**Winn Dixie**".

**SECRETARY:** No report.

**SERGEANT-AT-ARMS:** No report.

**WAYS & MEANS:** Libby Camper is no longer with EWI due to a new job, so a substitution is needed.

**DIRECTOR-at-LARGE:** Anna for Amanda

On the scholarship, the inquiry received was from a high school student and so it doesn't qualify. The draw back is that people have not been mentored. Anna will be meeting soon with a prospect, Donna Robertson of National College.

**Meeting Adjourned at 5:15 pm.**

Respectfully submitted,

Jo Lynn Seifert,  
Secretary