

# Lakeshore Business & Professional Women



February 2017

**WEDNESDAY, February 15**

**Program: Fall Prevention - Manitowoc County Falls Coalition - Betsy Benz, Aurora Health Care**

**NOTE: Dinner at 6 p.m.**

**TimeOut**

**1027 North Rapids Road**

**Manitowoc, WI 54220**

**Cost: \$15.00**

**Raffle: Gert Bloedorn**



**Sherry Rezba, Lakeshore BPW President**

## RESERVATIONS

**NOTE: Due date for reservations or cancellations is Friday, February 10 by noon.**

If you have a **STANDING RESERVATION** and

**CANNOT ATTEND the meeting, please call**

**Vicki Wetenkamp, 320-2730, by noon on**

**Friday, February 10 to cancel your reservation.**

(If no answer, leave a voice message.)

If you are on **PERMANENT CANCELLATION** and **PLAN TO ATTEND**, call Vicki to make your reservation.

**FEBRUARY**



Many of our members have renewed their membership at the January meeting. If you were unable to attend, please be reminded to submit your dues at our February meeting.

Thanks to the members who volunteered to help bring our by-laws and sunshine policy up to date. Because of their work in advance of the meeting we were able to review them and vote on them last month. The meeting went a bit longer than usual so we tabled discussion on changing the name of our group and moving our accounts to another financial institution until the February meeting.

Committee members have been appointed and we are ready to start our new year. Please consider inviting a guest to an upcoming meeting in an effort to expand our membership.

See you Wednesday, February 15.

**Sherry**

# Lakeshore Business & Professional Women



## Agenda

### 1. **Welcome & Introduction**

Question: What personality type are you? Consider how you express, perceive, process and implement information.

Extrovert/Introvert (energy expression)

Sensing/Intuition (perceive information)

Thinking/Feeling (process information)

Judging/Perceiving (implement information)

Program:

- Presentation on Fall Prevention by Betsy Benz , Fall Prevention Coalition and Aurora Health Care Pledge of Allegiance

### 2. **Business Meeting**

Minutes from January 2017

Treasurer's report

Committee Reports (by exception)

- Membership – Dues to be paid in January. See form on page 3
- Finance – Audit completed in January
  - Tastefully Simple
- Programming
- Communications

**Old Business** – change of name of organization, Change of financial institution

**New Business**

### 3. **Correspondence /\$1 Announcements**

### 4. **Raffle: Gert Bloedorn will conduct the raffle.**

### 5. **Closing/End of Meeting**

## MISSION STATEMENT

*To develop women's potential while  
promoting equality through networking,  
education and advocacy.*

# Lakeshore Business & Professional Women



## MEMBERSHIP APPLICATION

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_  
\_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

BIRTHDAY (day/month) \_\_\_\_\_

EMPLOYER \_\_\_\_\_

OCCUPATION \_\_\_\_\_

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## DUES for 2017

Quantity	Description	Amount
1	One year membership	\$48.00

PLEASE RETURN APPLICATION AND DUES TO:

Gert Bloedorn  
4750 Vista Road  
Manitowoc, WI 54220

You can also bring your dues to the January meeting.

*Monthly meal cost is usually \$15.00, but may be higher for special occasions.*

# Lakeshore Business & Professional Women



## General Meeting Minutes January 18, 2017

### **Welcome & Introduction**

The evening began with dinner at 6:00 p.m.

Question of the day: "Do you dream and if so, do you remember your dreams?"

### **Program**

Patricia Koppa, current register in probate and candidate for circuit court judge.

### **Business Meeting**

Meeting began at 7:20 p.m. with the Pledge of Allegiance.

### **Minutes from Previous Meeting**

Minutes from the November & December meetings were sent with the newsletter. Minutes were approved as sent. (Motion/second – Michelle Birschbach / Claremarie Gillis)

### **Treasurer's Report**

The Treasurer's report for the end of 2016 was presented. We have \$26.27 in Business Share Account, \$5.00 in the membership account, \$3,088.85 in checking and \$8,353.82 in the money market/savings for a total of \$11,473.94.

Sherry Rezba noted that starting with the January meeting, those that respond as attending a meeting and then ending up NOT attending, will receive an invoice for the meal (\$15). This has not been done in the past and is part of our by-laws.

Judy Pivonka asked why we are doing our banking at Shoreline Credit Union instead of using the services of an establishment where a LBPW member is employed. Discussion on this matter was tabled until the next meeting.

### **Committee Reports** (by exception)

**Membership** – Yearly dues (\$48) are due the end of January payable to Gert Bloedorn. They may be paid this evening or sent to her before the end of the month.

### **Finance** –

An audit of the treasurer's books was recently done. An email was sent from Peach Panosh noting the following:

An audit of the Lakeshore BPW treasurer's records was done by members Claremarie Gillis, Jane Panosh and Sherry Rezba on January 11, 2017.

Information was provided by Gert Bloedorn, Lakeshore BPW treasurer. Items audited were 3 awarded scholarships, a transfer from money marketing to business checking, a payment of the April 2016 meal expense, and the deposit of rummage sale proceeds. All were correct and the financials were found to be in order.

Respectfully submitted by Jane Panosh.

Tastefully Simple (Cindy Haefke) – no orders were received since the last meeting. The new spring/summer line starts February 14<sup>th</sup>. However, catalogs and new order forms will not be available until the March meeting.

**Programming** – no report

**Communications** –

Sherry Rezba read a letter from the Wellness Center regarding a special offer for Chamber of Commerce members. However, we as a group do not qualify for this promotion.

**Legislation** – no report

**Old Business** –

Karen Schweitzer-Olson asked members to start setting aside items for the annual rummage sale in June. With taking down holiday decorations, this is a good time to put away items from the season that you may possibly not use again next year. Be sure to talk to friends, co-workers, neighbors and such about the sale in the event they have items they would like to donate.

**New Business** -

The committee sign-up sheet was passed along to members. All members are expected to sign up for at least one committee. If not, the President has the privilege of assigning people to various committees and assigns a member as a chair of the committee. It was suggested that the annual roster contain a notation of which committee the member is a part of. This will be especially helpful when needing to contact members of a particular committee.

The Sunshine policy was discussed as sent to members. There were several minor wording changes noted. Michelle Birschbach, seconded by Judy Pivonka motioned to approve the use of the spread sheet to keep track of when a card was sent to a member and for what reason. Motion approved. It was also suggested that the Sunshine Committee be dropped and have those duties fall under the Communications Committee. This will be voted upon with the approval of the by-laws as presented (with all the changes noted) at the next meeting.

Therese Peeschek volunteered to be the point of contact for members, especially Rosie and Marilyn since they do not have email to keep them and members abreast of happenings of members to the group.

The by-laws as sent to the members were reviewed. Michelle Birschbach noted that the name listed "Lakeshore Business & Professional Women" is not the correct name as listed on the legal paperwork. Discussion on this name issue was tabled until the next meeting.

In Peach Panosh's absence, Sherry Rezba passed out a sheet noting Peach's thoughts on the membership committee (of which she has been a member for a number of years). All in all, with no new members gained in the last few years with numerous attempts to recruit them, it was felt that the Membership Committee as a whole should be dropped and those duties should fall under the Communications Committee. Michelle Birschbach volunteered to be an "admin" person for the group's Facebook page.

Besides the changes that were previously noted to the by-laws, the following were also discussed.

- 1) The immediate past president or an executive board member shall be responsible for greeting new members (new member liaison) in addition to sending out information to new members.
- 2) The sending of notices of meetings of the organization to all members (under Secretary) was slated to be deleted. However, Michelle Birschbach noted this is part of Robert's rules and cannot be deleted.
- 3) The standing committees of the organization shall NOW be Finance, Programming and Communications. Legislation and Membership are to be deleted. Information on those 2 committees are to be deleted from the by-laws. Motioned by Karen Schweitzer-Olson and Judy Pivonka and approved.
- 4) The Communications Committee shall now include social media (Facebook), sunshine and membership.
- 5)

The entire by-laws as worked upon will be sent to members and reviewed, finalized and approved at the next meeting. Thanks to all members for their input and thoughts on the different areas.

#### **Correspondence/ \$1 Announcement**

*Correspondence* - None

#### *Dollar Announcements –*

\*Gert Bloedorn noted that she will be leaving January 31<sup>st</sup> for a 2 week trip to Ft. Lauderdale with her sister.

\*Karen Schweitzer-Olson noted that her brother and sister-in-law were headed to Orlando and are still at the airport.

Michelle Birschbach thanked members for allowing Pat Koppa to speak to the group on such short notice.

\*Michelle Birschbach noted that the Lakeshore Paw fund is going well (Lakeshore Paw Pals) with 2 micro grants recently used for animals in need.

\*Michelle Birschbach noted that "we are all amazing and wonderful women"

\*Vicki Wetenkamp handed out a brochure from Holy Family Memorial Hospital entitled, "Doing what's right for the health of our business and community". Please take time to review the information in the brochure.

\*Lauretta Krcma-Olson said DITTO to Michelle's comment about all of us being amazing and wonderful women

Raffle – won by Gert Bloedorn.

Lauretta Krcma-Olson motioned to adjourn the meeting, seconded by Karen Braunel Tuschl. Meeting adjourned at 8:45 p.m.

## Committee Descriptions

**Membership** – Promote, expand, stabilize and orient the membership. Maintain the membership roster and send the annual dues notice. Sunshine responsibilities are overseen by this committee.

**Finance** – Prepare the annual budget, fundraising and scholarships.

**Programming** – Plan monthly meetings including menu, location, program and dinner reservations. Organize raffles and engage in community outreach. *Programming covers July 2017 thru June 2018.*

**Communications** – Prepare and distribute monthly newsletter, oversee website and inform the media of club activities.

**Legislation** – Advocate for the needs of all women at the state and local level. Update the bylaws as needed. Annually review all organization documents.

### Lakeshore Business and Professional Women 2017 Committee Signup Sheet

	Finance	Programming	Communications
<b>Exec. Board Member</b>	Treasurer Gert Bloedorn	Immediate Past President Kathleen McDaniel	Secretary Cindy Haefke
<b>Chairperson:</b>	<b>Karen Schweitzer-Olson</b>	<b>Chantal Elliott</b>	<b>Claremarie Gillis</b>
<b>Members:</b>	Vicki Wetenkamp	Vicki Wetenkamp	Lauretta Krcma-Olson
	Cindy Haefke	Karin Braunel -Tuschl	Therese Peeschek
	Judy Pivonka	Michelle Birschbach	Rose Eisner
	Peach (Jane) Panosh	Lee Anne Raleigh	Michelle Birschbach
	Carol Grueztmacher		Marilyn Kollross
			Dolores Jung

\*The president serves as an ex officio member of all our committees, per Article X, §1 of our bylaws.

#### MISSION STATEMENT

*To develop women's potential while promoting equality through networking, education and advocacy.*

Lakeshore BPW Programs 2017  
**MEETINGS to be held at TimeOut - January – June 2017**

**January 18 – Organizational Business Meeting**

**February 15 – Fall Prevention, Manitowoc County Falls Coalition**

**March 15 – TBA**

**April 19 – Keeley Crowley – Sexual Assault Awareness and Prevention**

**May 17 – Scholarship Recipients**

**June 21 – Preparation for Rummage Sale**

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**BPW Annual Calendar**

**January**

- Pay dues by January 31
- New officers assume duties (exception is Programming whose calendar runs July to July)
- Audit Committee audits books

**February**

- Audit Committee reports to club at meeting. (This was done in January.)

**March**

- Scholarship applications made public

**April**

- Review scholarship applications

**May**

Award scholarships at meeting

**June**

- Rummage sale fundraiser

**July**

- No meeting
- Volunteer at races to raise money for scholarships

**August**

- Social meeting
- Volunteer at races to raise money for scholarships

**September**

- Committees meet to prepare budget requests
- Legislative Committee reviews bylaws

**October \*- Amendment made at Sept. meeting to finalize budget at November meeting.**

- Budget requests due by 10/1
- Board meets to review budget
- Nominating Committee selected

**November**

- Nominating Committee presents slate of officers, elections held
- Budget presented to membership

**December**

- Officer Transition
- Receipts and expenditures due to Treasurer by 12/10
- Treasurer to close books on 12/31

**Lakeshore BPW  
2017 Officers**

**President**

Sherry Rezba  
[sherryrezba@gmail.com](mailto:sherryrezba@gmail.com)

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**Secretary**

Cindy Haefke  
[chaefke@lakefield.net](mailto:chaefke@lakefield.net)

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**Treasurer**

Gert Bloedorn  
[gertbloedorn@gmail.com](mailto:gertbloedorn@gmail.com)

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**Immediate Past President**

Kathleen McDaniel  
(920) 629-6752  
[kathleenmcdaniel@gmail.com](mailto:kathleenmcdaniel@gmail.com)

**Happy February Birthdays**

Lee Anne Raleigh – Feb. 1  
Carol Gruetzmacher – Feb. 2  
Lauretta Krcma-Olson – Feb. 13  
Karin Braunel-Tuschl – Feb. 16  
Michelle Birschbach – Feb. 20

