

**PWI**  
**Board Meeting Minutes**  
**April 3, 2008**

**Location:** US Bank

**Board Members Present:** B'Ann Dittmar, Jackie Richardson, Mary Sheahen, Betsy Eaton, Nancy Peterson, Tina Hyde, Sue Berning, Stephanie Heine & Carrie Melton

**Board Members Absent:** None

**Secretary Report:** None

**Treasurer Report:** Tina distributed and reviewed the treasurer's report. Our current checking account balance is \$10,607.57. Tina motioned that we roll \$5,000.00 into a 7-month CD - All were in favor.

We currently have 69 members, 18 of which are new members. There are 52 current members that have not renewed membership at this time. Sue will send a reminder letter to those members and will follow up with a phone call.

There were 52 at the March luncheon with 45 RSVP's. With additional people attending and the fact that we offered a plated meal there were a few people who did RSVP and did not get to eat. During the discussion on how to handle this problem we all agreed to clearly state this to all members and to emphasize the importance of making your RSVP.

We currently have 32 booths signed up for the Booth Event on April 9, 2008. Carrie will give Stephanie a list of all the participants that have signed up and any special request from them. Sue will send out a reminder to everyone about the booth event.

Tina left after her report.

**Membership Report:** Sue gave Nancy a list of three people who were interested in writing an article in the PWI Newsletter. We had six referrals for new members. Sue will email a letter inviting them to join PWI.

Sue suggested that she be present in the Ballroom prior to the luncheons to support membership. Carrie will assist Tina at the registration table. This will start in May.

Starting in May, Jackie will start sending the email invitations out for the luncheons and will keep track of all the RSVP's. Carrie will give Jackie any speaker information that needs to be included in the invitation. Sue will provide the latest database of PWI members. The invitations will be sent out the Monday of the PWI Board Meeting. Dead line for RSVP's will be on Friday and Jackie will send out an email on that Friday with a reservation list.

Sue volunteered to assist at the PWI Booth during our Booth Event on April 9, 2008. Carrie will send a reminder to all participants about items for the "Wheel of Fun". Nancy will bring 1 unwrapped angel to the event to showcase at our booth.

Sue will welcome new PWI members starting at the May Luncheon.

Final plans are being made for the May luncheon that will include some fashion tips.

**Hospitality Report:** Jackie reported that she is almost finished with all the Golf Outing details that will be held in June. She will pass along the Golf Outing information to Nancy by Friday, April 4<sup>th</sup>. Nancy will place it in the Territory Times. Jackie mentioned that there is a need for more caddies. During the May luncheon we will make an announcement to members requesting donations of prizes.

B'Ann suggested a different venue for the Annual Luncheon. Jackie will ask for bids from different restaurants in the downtown area.

**Communication Report:** We discussed the new website and features. Profiles are needed for all the PWI Board Members. The History of PWI was also suggested for the website. Scott's bill for the website was \$175.00. Mary motioned the bid for Scott, Seconded by Jackie. A Board only tab on the website was suggested that would allow for board members to retrieve the database, etc. Nancy will find out what cost would be involved in this.

The use of the website was discussed and ideas mentioned to draw more members to the site. Carrie suggested a counter be placed on the site for us to track the number of visitors. Betsy suggested that we add our website to all material.

Membership Directory Bids were received from 3 sources and Liz Larson's bid was considerably less than the other two. After discussion, Betsy motioned Liz for the Membership Directories, Seconded by Sue with Nancy abstaining. B'Ann will inform Liz and will set up photo times for members at the April Booth Event and May Luncheon with a goal to have the directories finished by July. It was suggested that next year we include member websites.

B'Ann received scholarship applications and a board committee will meet at US Bank on Monday, April 7, 1pm to review the applications and make a decision. The three recipients of the \$1,000 scholarships along with their parents will be invited to attend the May luncheon.

Betsy will continue to look for organizations for PWI's monthly community connection program.

**Next Meeting:** May 1<sup>st</sup>, 2008, 8:15am at US Bank

**Meeting Adjourned:** approximately 10:15am