

Federation of Houston Professional Women

PO Box 27621

Houston, TX 77227-7621

Quarterly Meeting Minutes
January 25, 2010
"Strengthening Connections"

The meeting was called to order by President, Beth Caplan at 6:15 p.m. by asking every to be seated.

Welcome:

Introduce 2010 Board members

Executive Board

Pres-Elect Susan Silverman
Past President Pat Davion (Not present)
Vice President Myrleen Knott
Administrative Secretary Kaye Pittman
Recording Secretary Marla Regan
Treasurer Kristi DeNardo

Board of Directors

Program Director – Connie Smith
Database Director Yvette Bryars
Website Director Kim McCully
Gala Director Julia Mercer
Travel Director Kay King
By-Laws Director Sheri Parrack (Not present)
Membership Director Kelly Stallings
Reservations Director Carol Shepherd

Introduce Vie Mixon, President of the FHPW EF

Board members

Senior Vice-President – Vicky Reynolds
Vice President – Connie Smith
Secretary – Nancy Williams
Treasurer – Diane Magniola

We want to have a great Gala and want to encourage everyone to ask corporations and individuals to sponsor our event for scholarships or to match funds.

Quarterly Meeting Minutes—a copy is on the table, review them, and in a few minutes come back for corrections. Stand as approved

President's Messages:

FHPW's Purpose: *Foster the collective and individual power, prestige, profile, influence, affluence and abilities of professional women in the greater Houston area*

2010 Theme: “Strengthening our Connections”

- Between FHPW organizations
- Between individual members within and across organizations and geography
- To our communities in the Greater Houston area

FHPW is for All Our Members—not just Presidents and Delegates: Doing any and all of those things starts with YOU, our members—individually and as an organization.

Details:

Recognized our member organization presidents and delegates present.

Events 1: Come to the Quarterly meetings (@ the Hess Club, 5430 Westheimer, Houston

Network and socialize with women you haven't yet met

Promote this organization by conversation & bringing information

Promote yourself—bring business cards, or get/share a vendor table for your products/services

Hear great speakers—*like tonight!*

Note: Pre-paid reservations are required

Early reservations for 1/25 for members are due by the Monday prior to the Quarterly: \$30

Reservations deadline is the Thursday before a Quarterly: \$36

Late reservations/walk-ins are \$45

To make sure you know when RSVP's are due—to let us remind you to save time and money, follow us on one of our communications channels. (More shortly)

Events 2: Come to annual Women of Excellence Gala—more on that from our 2010 Gala Director later in the meeting

Events 3: Early planning is underway for education events/special programs this year, so stay tuned.

Get involved with FHPW: Volunteer and Engage

Be a Delegate/Alternate—represent your organization

Assist a board member—Learn more about key roles, more about FHPW, connect with women you didn't know before, show off your skills and learn some new ones.

Among the areas needing Assistant Directors and volunteers in 2010:

Gala

Media (web, social media, traditional media)

Reservations

Education/Programs

Get involved with the Educational Foundation (our 501c3)

Help raise money for scholarships

Help us find worth applicants

Help us find new partners/sponsors for FHPW, for the EF, for events

Building Connections Between FHPW Organizations—2010 challenge to organizations to ask each of our member organization: Find an opportunity to partner with at least one other organization for a joint event or activity

Communications Initiatives: Stay in touch with us through FHPW's expanding technology capabilities (we're revamping and expanding these in 2010). These are opt-in communications, and we're using them to help keep you better informed about events and activities in FHPW—to better connect members with important information.

Use the Meeting announcement page to get your organization's event information on FHPW's website (submit each event uniquely)

<http://www.fhpw.org/quarterly%5Fminutes.html>

Sign up for the FHPW E-news group to stay more in touch with other members—and use that capability to promote Ft. Bend's events and special

opportunities/announcements <http://www.fhpw.org/e%5Fnews%5Fgroup.html>

Opt in to follow FHPW on either Twitter (<http://twitter.com/FHPWHouston>) or Facebook

(<http://www.facebook.com/pages/FHPW/184352210806>)

Take advantage of access to the talents within FHPW

Women in this organization are speakers/presenters, movers and shakers

Board members: Invite us to come be speakers, not about FHPW, but about our areas of expertise—we'd love to spend more time with our member organizations and to have you get to know us better

Be in Touch With FHPW: To serve our members better, we need two-way communications: Let us know what YOU want and need from FHPW in 2010 and beyond.

What programs would you like to have?

What education would you like to have access to?

How can we improve our events?'

How can we help better promote Ft. Bend and other organizations?

We want and need to hear from you!

Board reports:

Administrative Secretary Kaye Pittman—Renewals

- Annual dues invoices were mailed to organizations on record on January 1, 2010. As of this date, 13 have been received. We received on renewal from San Jacinto Chapter of ABWA. We will accept payment at tonight's meeting from any organization.

Membership Director Kelly Stallings—Contacting Members

- Introduced herself to our membership and wanted each organization to be ready to hear from her and to connect this year.

Gala Director - Julia Mercer

- Introduced Linda Drummond, who will be assisting with the Gala. The WOE deadline will be March 1, 2010. Our Gala will be held on September 11, 2010 and our new venue will be the Hilton @ Post Oak.

Treasurer's Report - Kristi DeNardo

- As of the November financial report our checking and savings has \$50,761.47.

Travel Report – Kay King

- The trip to Bavaria has been filled with 22 people.

Reservations—On time; door prize business card

- We had over 90 reservations (which is more than our usual attendance for January)

Programs – Connie Smith

- FHPW Logo will be getting a 'face lift'. We will be holding a contest to create a new logo for FHPW. Criteria: individual must be a member in good standing. Details will go out on E-News, Facebook, and Twitter. We will be giving a prize for the winner.
- Introduce our speaker, Gayla Bentley, Fashion Design Group.

Minutes, part 2: are there any corrections? If not, the meeting minutes of the October Quarterly stand as approved.

Close—thank you and door prizes.

Carol Shepherd for the FHPW door prize

Myrleen Knott for the 50/50 basket for the District II Conference

Respectfully submitted,

Marla Regan

Administrative Secretary

Representing National Association for Women Business Owners Houston Chapter