

Insurance Women of Toledo
Board Meeting Minutes of October 22, 2003

Members Present:

Marla Wholf
Becky Stewart
Barbara Hofferle
Susan Jurgens
Carol Sheets
Sandy Powder
Donna Wymer
Sandy Dobbins
Sandi Mominee
Nancy Homan
Lisa Hochradel
Kathy Turley
Amy Miller
Sandy Fintel
Jenny Bruns

Excused Absences:

Sue Derian
Bev Hammond
Debby Gomez
Mary Hertzfeld
Cathy Krueger

President Lisa Hochradel called the meeting to order at 5:34 PM at the offices of Wellington F. Roemer Insurance, Toledo, OH. Marla Wholf read the Collect. Ms. Hochradel stated that because several Board Members needed to leave at specified times, this meeting would be out of order from the normal agenda to facilitate reporting from all committees.

Sandy Powder, Reservations, first posed the question as to whether or not there should be a raffle at the December IWOT General Meeting. It was decided that there would be two raffles. Tickets would be sold at two dollars for one ticket or 3 tickets for five dollars. Ms. Powder added that IWOT is currently scheduled in the Aquarium Room at the Toledo Zoo for the same rental cost as last year. Also, if The Lodge is not rented, IWOT is welcome to use The Lodge instead of the Aquarium Room for the December meeting, at the same cost. In addition, there will be an ornament exchange among members.

The meeting proceeded with attendance taken by Barbara Hofferle. Fifteen Board Members were present and there were five excused absences.

I. Approval of Previous Minutes

A discussion then commenced regarding the procedure for approving IWOT minutes and subsequently posting them on the website. The concern was that minutes were not being approved before being publicly posted. It was determined that the following steps would be followed:

1. Minutes are to be taken at all Board and General Meetings.
2. Minutes are submitted to Board Members for review with a deadline for response indicated.
3. Corrections/additions received from Board Members are made by the IWOT Secretary.
4. Approval is presumed after all submitted corrections have been made and/or clarified.
5. Minutes are forwarded to the Bulletin Chairman.
6. Bulletin Chairman forwards Minutes to the Web Coordinator for posting.

Minutes of the previous meeting were approved as written.

II. Correspondence

A thank you note from Dorothy Millar-Nielsen, Pueblo, CO, was read aloud. Ms. Nielsen expressed her gratitude for being remembered during IWOT Past Presidents night. Ms. Nielsen stated that she believed herself to be the oldest living IWOT Past President, and has, "many wonderful memories of my times with the Insurance Women." Correspondence to be filed with IWOT Minutes records.

Vice-President Marla Wholf, responsible for promoting NAIW programs, then reported that the deadline to register for the Communicate with Confidence (CWC) program is November 5th. The State is asking for more candidates for Certified Professional Insurance Woman (CPIW); there are currently only two. Ms. Wholf added that there are four IWOT members who have already met the requirements and will be awarded the CPIW designation during Industry Night. Ms. Hochradel asked if there are any Diversified Advanced Education (DAE) designation candidates. Ms. Turley stated that she would have hand-outs with information about DAE at the December meeting. In addition, possible instructors for the Communicate with Confidence program are Becky Stewart and Holly Wahl. Ms. Wholf stated that she can also help with the instruction for Communicate With Confidence.

III. Treasurer's Report

No Report.

IV. Committee Reports

Programs

- President Elect Traci Shook began the report by stating that the plans for Industry Night are going well.
- Cheryl Blair Lee has confirmed that she will attend. A discussion took place as to whether or not IWOT should pick up the costs for Ms. Lee, as well as her traveling companion. It was decided that the costs for both would be paid by IWOT. It was also suggested that corsages be provided to Ms. Lee and companion as a gift of appreciation.
- A motion was made to provide a \$100.00 deposit to the D.J., Abigail Sorelle, for services on Industry Night. The motion was seconded by Sandy Fintel and carried unanimously. The D.J.'s telephone number was provided to Ms. Wholf for the arranging of special songs to be played.
- Ms. Shook stated that IWOT will honor those persons who have been members for ten or more years at Industry Night.
- Raffle tickets for the Industry Night raffle are located on the IWOT website.
- Anna Gartner will be handling the production of name tags for Industry Night.
- A dress rehearsal is planned at the Navy Bistro for the Industry Night skit.

By-Laws

By-laws Chairman, Becky Stewart, stated that she had left a message for Paulette Pace, NAIW Secretary, regarding the by-laws amendments and had not yet received a response. It was noted that IWOT has been trying to secure a response from Ms. Pace since May of 2003. Ms. Pace was also contacted in August of 2003 and she promised to respond by that weekend, however, was not heard from again. It was also noted that Sue Shaw had previously send NAIW guidelines to IWOT, and the by-laws committee was in receipt of some conflicting information. After discussion, it was decided that the by-laws would be written according to NAIW standards and sent in for approval without waiting any longer to hear from Paulette Pace.

Legislation

No report.

Long Range Planning

Ms. Hochradel stated for Deb Gomez that the Committee will be getting together in early November.

Finance & Budget

Ms. Wholf stated for Sue Derian that the goal for selling Subway cards is \$560.00, or 112 cards. In addition, twenty-six web-site ad space marketing letters were mailed, and there have been at least three positive responses back to include Lifestyles and Roemer Insurance. The question as to whether or not to sell soup or cookie recipe jars was posed. There was a suggestion to see both. Final determination yet to be made.

Membership

Sandy Dobbins began by reporting that IWOT has a total membership of 76. The committee is considering having a "New Member Bio" for placement on the IWOT website. A discussion commenced regarding the fact that National asks for the year of birth on their application. It was determined that IWOT would not be requesting that type of information. In addition, Ms. Dobbins stated that she had received an application from Kristy Strobel from Meister Insurance, and John Payack from Payack Insurance requested applications for his staff. A discussion then took place regarding the membership status of Carrolyn Strayer. It was decided that Ms. Hochradel would check with Cheryl Blair Lee, National President during Industry Night.

Public Relations

No Report.

Safety

Amy Miller report that the Safety Committee is working on the Tike Stickers.

Community Service

It was reported that there are twenty-four people participating in the Great Lakes Trip and there are still fourteen seats left. The price is \$15.00 per person. The bus will leave Westfield Shopping Mall near JC Penny's at 8:00 AM on Saturday. Doughnuts were donated by Krispy Crème and prizes were donated as well. The bus cost is \$100.00, the driver costs will be between \$125.00 and \$200.00 and a minimum of \$75.00 will go to IWOT. Also, it was reported that the Books for Literacy Program deadline is November 7th. Have all books to Lisa Hochradel by that date. Books for the fourth grade and under are needed.

Bulletin

A round of applause first commenced for the excellent work done on the website bulletin, with commendations to Carol Sheets, Suzy Jurgens and Traci Shook for a difficult job well done. It was noted that Sandy Mominee's e-mail address was listed incorrectly and an e-mail will be sent to Anna Garter for correction. Reports are due by Friday, the 25th. Ms. Sheets stated that she was hopeful to get the photos of the last general meeting onto the site.

Awards

Ms. Hochradel stated that the requirements and instructions for submitting an application for Life/Health Insurance Professional of the Year are on the website under the Awards button.

Employment

Chairman Sandy Fintel reported that Ann Underwood of Payak Insurance submitted a Personal Lines position to be placed on the website. In addition, Nationwide Insurance also submitted positions in several counties throughout Ohio. Contact information will be provided to Sandy Dobbins for the forwarding of membership information, and to Sue Derian for forwarding advertising information. Information regarding Industry Night will also be provided.

Euchre Report

It was reported that it is necessary to get the Euchre checks cashed quickly. Euchre fund was \$485.00.

Long Range Planning

Regional Conference will be March 25, 2005. Suites will cost \$129.00 per night and will be held in French Lick, IN, which is approximately a six hour drive from Toledo.

V. Unfinished Business

Chairman Kathy Turley reported that the IWOT/Radisson contract regarding Conference was finally signed and was sent to National for approval. There were one and a half pages of changes made to the contract, but concessions were made. A discussion commenced regarding Conference 2007, the costs, facilities having enough space and the name. It was decided that "glass" would definitely be in the name. In addition, it was decided that there would be a separate checking account for handling expenses.

New Business

It was reported that candidates are needed for Ohio Counsel Chairs. A discussion took place regarding the change in wording for how the expenses would be paid at State Conference: "lodging" vs. "hotel." Ms. Hochradel will vote at State November 7 & 8. Input will be solicited by Ms. Hochradel prior to her attendance at the meeting.

VI. Bills

No report.

VII. Announcements

No announcements.

There being no further business, the meeting was adjourned at 7:20 PM.

Respectfully submitted,

Barbara L. Hofferle
Secretary

