

Women Education Leaders in Virginia Board of Directors



Thursday, September 25, 2014
Zehmer Hall, University of Virginia
10:00 AM-2:00 PM (Coffee and Conversation at 9:30)

Attending: Elaine Fogliani, Beth Baptist, Brenda Blackburn, Sherri Almond, Julie Meyers, Paula Lichello, Merle Herndon, Margaret Blackmon, Stacy England, Liza Scallet, Kim Evans

Item #	Discussion		Action	Documents
1	Welcome/Introductions			
2	Agenda Overview		Board	Agenda
3	Approval Minutes	Minutes from the retreat (July 15, 2014) were presented and approved.	Board	Minutes July 15, 2014 Retreat
4	Financial Statement	Presented by Julie Meyers Intuit is costly. Monthly fee plus a charge for using the cards. Options – do not accept credit card payments; invoice after conference;	Board	Budget Financial Statement

		<p>(Think about until item #17)</p> <p>Quiet financial quarter Staci moved that we approve the report Seconded by Margaret Blackmon All were in favor and the motion carried.</p>		
5	<p>Annual Conference</p> <ul style="list-style-type: none"> • 2015 Conference Update • Save the Date Cards • Brochure • Sponsors • Breakout Sessions 	<p>Elaine reviewed the 2015 conference schedule</p> <p>Feedback needed – Kara Vanderpool Ward – possible presentation at conference. Elaine will send out information about the presenter and presentation and would like us to provide feedback on the topic Career Development using Technology. Does this topic appeal to our audience or do we want to do a panel?</p> <p>We have 3 breakout sessions confirmed and we have 5 more slots to fill.</p> <p>Plan is to not have a brochure. Liza shared that registration will be online . Electronic flyers will be used to promote the conference.</p> <p>Sponsors – Elaine created a new sponsor commitment form. Liza will contact previous sponsors and ask them to continue as a sponsor this year. Elaine</p>	Board	Save the Date Cards Conference Outline

		reviewed the sponsor levels. Margaret suggested adding scholarships to the levels. In addition, she asked Liza to share the previous sponsor list with her so that she can make contact to those persons she knows.		
6	October Lynchburg Forum	Paula presenting 8:30 – 12:30 at Randolph College, Saturday, October 18, 2014 Delegate Jennifer McClellan. Panel discussion “Urban Classrooms and What Have I done”; breakout sessions. Full breakfast and hoping for 50 attendees.		
7	VASCD Presentation	Elaine presented The Confidence Code is the book that will be shared at the conference.		
8	Business Partners Dinner at Superintendents Conference in VA Beach	Elaine presented American Fidelity (First event is on Sunday, 9/28 at the VASS conference) 10 female superintendents registered for conference and 8 will attend the dinner.		
	Lunch for Donna and David December 12 Omni Ch’ville	Elaine presented Donna Plasket and David Brenneman are retiring from UVA; Donna is a founding mother of WELV. David, as Dean of the Curry School of Education, supported both the creation of WELV with faculty participation and		

		financial support in the early days of the organization. We will recognize both of them on 12/12. We will pay for Donna and David.		
9	Report from Executive Coordinator <ul style="list-style-type: none"> • Website Update • Credit Card • Other 	<p>Liza Website is still a work in progress. Will be using an easier program to maintain the website. The idea of the website is to reflect the mission of WELV and to display and convey information about conferences, etc. and to make it a vault to archive the past. Plan is to include a private access page that is only for the board to review.</p> <p>Staci suggested that we remove the triangle from the header and just have the words “Empowering and Mentoring Women Leaders”</p> <p>Merle suggested that we move the logo to the center and center the words “Empowering and Mentoring Women Leaders”</p> <p>After some discussion, the board decided to allow Liza the freedom to experiment with the header to ensure that the triangle and the second Women Education Leaders in Virginia are removed.</p> <p>Elaine suggested that she and Liza</p>		

		<p>develop what should go on the page.</p> <p>Credit card – the board approved obtaining a credit card for WELV</p>		
10	<p><u>Committee Reports</u> Communication Newsletters</p>	<p>Staci – newsletter was done by Elaine and Liza.</p> <p>Next newsletter will be in January – with a focus on the conference</p>		
11	<p><u>Committee Reports</u> Mentorship</p>	<p>Margaret is mentoring around a dozen people. We need several people to mentor in a more formal way.</p> <p>Kim Evans would like to serve on this committee.</p> <p>Paula suggested that we develop a conceptual framework and pitch the idea to possible mentors and mentees during a breakout session at the conference.</p> <p>Leadership Academy should be tied into this project.</p>		<p>Outline of Mentorship Program</p>
12	<p>Past Presidents Council</p>	<p>Paula presented</p> <p>Need names and contact information for past presidents. The idea is to contact past presidents and invite them to the conference and as the group discuss what role/input they can provide (ie mentoring) for WELV. Margaret will get the list to Paula.</p>		

13	Contributions	Beth presented Contribution levels for giving are in the Fall 2014 newsletter		
14	Strategic Plan Update	Elaine The strategic plan is on the website. Elaine walked us through the plan. She stated that we are making progress in all of the goals outlined in the Strategic Plan.		Strategic Plan for 2014-15
15	<u>Region Reports</u> Region 1 Regina Turner Region 2 Lee-Ann O'Dell Region 3 Sheri Almond Region 4 Jennifer Cavanaugh Region 5 Linda Reviea Region 6 Brenda Blackburn Region 7 Rebecca Harrison Region 8 Merle Herndon	Kim presented on behalf of Regina Turner; Region 1 meeting on 10/18 Sherri Almond reported that region 3 is surviving. Elaine suggested that Sheri Almond touch base with WELV's first Ambassador, Taneshia Rachal. Region 4, Jennifer Cavanaugh, will hold a meeting with the female leaders who attended the conference. Region 6, Brenda Blackburn, two women superintendents are retiring. A meeting was held in September. Brenda will make contact for an ambassador. Merle, Region 8 reported of the 12 superintendents in Region 8, at least half are women.		
16				
17	Membership Rates for WELV Membership/Conference Registrations/Using	Liza Scallet Continue to use PayPal as an option but		

	PayPal	eliminate Intuit Conference registrations on line Membership rates \$25 until the March conference; all memberships will start at the same time and will be included in the registration fee; Membership will run from March 1 – February 28 annually. The membership fee will be \$40 starting March 2015.		
18	Nominations	Staci England presented The board had a rich discussion regarding the terms of office for the officers. Much of the discussion revolved around the time in office of the President (president elect through past president). Elaine and Staci will work on the bylaws.		Positions Open
19	Awards	Elaine presented Elaine reviewed the current list of awards and recommended two new awards; “The Women Leader to Learn from Award” and the “Regional Woman Leader of the Year.” The establishment of these awards were not approved by the Board.		Proposed Changes
20	Board Member Comments And List of Action Items	Action Items - If you have connections with sponsors inform Elaine and Liza - Suggestions for breakout sessions		

		<p>to Lee Ann O'Dell.</p> <ul style="list-style-type: none"> - Register for Lynchburg session - Elaine will send out invite to dinner for Donna - Liza will continue to work on website - Elaine and Julie will meet to - Staci work on newsletter for January - Margaret, Elaine, Kim will work on mentorship program - Margaret to give list of past presidents to Paula - Elaine will update strategic plan - Staci will propose bylaw changes - Staci and Elaine will work on awards - All Board Members: Send headshots to Liza for website 		
21	Adjournment	Next meeting February 19 at Lynchburg College.		