

Nov 20, 2015

11:30-3:00

Present:

Lisa Coe, Ashley Dietch, Jamie Krier, Lisa Mosier, Mallory Strotheide, Jeannine Herlacher, Donna Tashjian, Ginger Prins, Jakie Root, Nancy Vanas, Katrina Lockard, Sandra Swanson, Shelley Frody, Dana Mixon, Patricia Caston, Jim Vanas, Liz Runey, Ryan Kelley, Micki Ackerman

Absent:

Anthony Mosley, Katrina Cole, LouAnn Bryant, Julie Stone,

Welcome

Introductions of each board member

Lisa read the WCR Mission statement and elaborated on what it means to the local, state and national chapters

Lisa discussed her goals for the board and for the year

- Make our chapter and events as welcoming as possible
- Know everyone's name when they attend
- All board members are responsible for saying Hi, acknowledging everyone that attends, making sure that the events are inclusive to all members and are not a persona agenda
- Encourage our members to receive the PMN designation and possibly bring the classes here

Lisa introduced committees and chairs/officers (list is attached)

Lisa reviewed responsibilities of being

President

- Inviting governor and state president/official to meetings

President-Elect

- Assisting president
- Attending leadership academy
- Learn, prepare for presidency
- Chapter Business Plan: fill out, needs to be turned in August

VP of Membership

- Needs to be a Realtor
- Implement and follow through membership campaign
- Communicate with board on goals and how to achieve
- Monitor reports

Secretary

- Record meeting minutes (what was done, not what was said) permanently
- Notify WCR (state/national) of officers

Treasurer

- Develop budget
- Keep account with receipts
- Audit

All of these are elaborated within the WCR binder and LPPM

Lisa reviewed committees and their importance

Jim Vanas wants to implement an 'ambassador' program for those entering WCR to keep membership numbers up and have high retention

Finance needs an additional person AT LEAST. Donna needs to start the budget for 2016.

Nominating committee

- Immediate past president
- 4 active members
- 2 elected by governing board
- 3 at general membership
- 2 alternates

Break into groups for 1 hour

Reconviene

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Motions

- Mallory S: Have Jan luncheon at Noto's. Lisa Vanderloo Mosier 2nd. All approve. Motion carried.
- Lisa Coe: Jan luncheon to be moved from Jan 21 to Jan 14 All approve. Motion carried.
- Lisa VanderLoo-Mosier: Board members to have board meeting before/after luncheon/ meeting. Majority approves. Motion Carried.

Luncheons at 11:30. Board meeting to be 9:30-10:30. Board members to stay and help get ready.

Facebook/Email survey for breakfast or lunch by the end of November

Committee Reports

- Ways and Means
 - Sponsorship structure. Less options to sponsors. Planning budget meeting for what to charge, when, to whom.
 - GRAR to hold all mail. Attention: Women's Council of Realtors
- Finance
 - Budget emailed and get back to Donna for budget for each committee
- Hospitality
 - 10 people total. Spread out for accommodating all attendees
 - Getting budget set and ordering WCR items
 - Need membership roster to pick for committee
- Membership
 - Ambassador program
 - Reaching out to brokers for attendance
 - Cheers for Peers - recognizing members at every meeting for everything they have done
 - Affiliates involved as much as possible
 - #1 goal is to be a Mega Chapter and STAY THERE
- Secretary
- Marketing
 - Things could use improvement
 - Stay updated with membership details
 - Keep social media updated
- Events and Education
 - Have programs ready months in advance
 - Plan on breakfast or luncheons

- Have speakers and topics ready and approved 3 months ahead of time

"Bring a guest" - allow members to bring a guest to a program for free and check us out.
Discuss at Board Meeting in January

Also, make sure affiliate members are reminded to renew their dues. Donna invoices personally.

Create membership email login, perhaps for other committee

Send report forms to committee chairs for meetings to be turned in

- Who turns forms in
- Who is responsible for luncheon surveys? Secretary or VP Membership?

WCR Emails for each committee and position

- treasurer email already exists wcrwestmichigan@gmail.com Realtor&7