



# 104TH ANNUAL CONVENTION REPORTS

2022-2023

Business and Professional Women of Tennessee, INC.  
1824 Roane State Hwy, Box 218, Harriman, TN 37748

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## State Officer Reports

### [Interim Board Report](#)

#### **Carol Turpen, Treasurer**

The Interim Board meeting took place on October 22, 2022 at 11:00 am (CST) / Noon (EST) by Zoom meeting. There was no registration fee for the meeting and no expenses paid since the meeting was online.

### [Treasurer's Report](#)

#### **Carol Turpen, Treasurer**

The following Balance Sheet as of May 15, 2023 is for information only.

| <b>Account</b>                    | <b>Balance</b>     |
|-----------------------------------|--------------------|
| BPWTN Convention-Interim Board    | 3,236.57           |
| BPWTN Executive CD                | 24,825.29          |
| BPWTN Money Market-Working        | 6,414.48           |
| <b>Fund</b>                       |                    |
| BPWTN Scholarship Fund            | 5,160.61           |
| BPWTN Working Fund                | 16,981.01          |
| <b>Total Bank Accounts</b>        |                    |
| <b>Credit Card Accounts</b>       |                    |
| BPWTN President Credit Card       | 0.00               |
| BPWTN Treasurer Credit Card       | 0.00               |
| <b>TOTAL Credit Card Accounts</b> | 0.00               |
| <b>OVERALL TOTAL</b>              | <b>\$56,617.96</b> |

## Membership Report

### Sharon Taylor-Carrillo, Membership Chair

Membership as of May 15, 2023 stands at 101. Below is a comparison of the membership lists for the current year and previous year.

| 2022-2023                  |            | 2021-2022                  |            | % of loss<br>or gain | # of<br>loss<br>or<br>gain |
|----------------------------|------------|----------------------------|------------|----------------------|----------------------------|
| Membership                 |            | Membership                 |            |                      |                            |
| Local Name                 | Total      | Local Name                 | Total      |                      |                            |
| Chattanooga Business Women | 4          | Chattanooga Business Women | 4          | 0.00%                | 0                          |
| Elizabethton BPW           | 20         | Elizabethton BPW           | 22         | -9%                  | -2                         |
| Hardeman County            | 5          | Hardeman County            | 5          | 0.00%                | 0                          |
| Jackson Area               | 27         | Jackson Area               | 36         | -25%                 | -9                         |
| LaFollette BPW             | 6          | Lafollette BPW             | 6          | 0.00%                | 0                          |
| Member at Large            | 11         | Member at Large            | 10         | 10%                  | 1                          |
| Memphis Area BPW           | 7          | Memphis Area BPW           | 6          | 16.7%                | 1                          |
| Paris BPW                  | 6          | Paris BPW                  | 6          | 0.00%                | 0                          |
| Rockwood BPW               | 15         | Rockwood BPW               | 12         | 25 %                 | 3                          |
|                            |            | Rogersville BPW            | 3          | -100.00%             | -3                         |
| <b>Grand Total</b>         | <b>101</b> | <b>Grand Total</b>         | <b>110</b> |                      | <b>-9</b>                  |

## Regional Director Reports

**East Region Director, Robin McKamey**

**West Region Director, Martha Ervin**

### Fall Planning Meeting

The Fall Regional Meeting was held online with Zoom on Thursday, August 18, 2022 beginning at 6pm CST/7:00 pm EST. Our guest speaker was Amy Steadman DeWitt. The topic was Jesse Ackermann, a social reformer, feminist, journalist, writer, and traveler who settle for a time in Elizabethton and made major contributions to the library system of East Tennessee State University.

The meeting was recorded for those who were not able to attend. The link and passcode for the meeting was published in the Achiever and forwarded by email to members unable to attend. The link was good for 60 days following the meeting.

### Spring Meeting

The Spring Regional Meeting was held online with Zoom on Tuesday, April 4, 2023 beginning at CST/7:00 pm EST. Our guest speaker Alicia Mitchell.

Alicia Mitchell is an Agent with New York Life Insurance Company. Alicia spoke about the benefits and significance of Long Care Insurance.

## Standing Committee Reports

### Legislation Committee Report

#### **Robin McKamey, Legislation Chair**

Several Bills have been passed in 2023 including:

After a Tennessee school shooting gun reform and school security rose to top priority on the legislative floor. Intense protesting lead to two Democrats being expelled but later reinstated. Only Bill passed was shield that protects gun manufactures from civil lawsuits. Special Sessions are in the making.

A school safety bill was passed-\$140 Million to go toward making sure every public school has a resource officer.

House Resolutions: 63 and 65 the expulsions of Rep Justin J Pearson, D-Menphis and Justin Jones D-Nashville. National attention – both were reinstated.

Reform was made on the bill passed to hold back 3<sup>rd</sup> grade students but will not take effect until next school year.

\$3.3 billion transportation plan that will bring toll lanes to Tennessee.

Abortion Rights

Transgender Healthcare laws passed but lawsuit has been filed to prevent it from every happening. Federal judge blocked the passing of prevention of restricting drag shows in public spaces and taking place in front of minors. Tennessee was the first state to sign this law into effect.

Congested roads with pot holes high priority for Gov. Lee.

Medical Marijuana system failed with multiple attempts.

Tax Break: 3 month sales tax on groceries saving TN an estimated \$407 Million.

### Financial Committee Report

#### **Beth Bates, Committee Chair**

During the year, the finance committee met when necessary to discuss and review documents for the organization's annual financial review. Although committee members were vast distances a part, we were able to accomplish these tasks using conference calls and sharing documents by email and snail mail.

The following items were successfully completed by target dates:

- Financials forwarded to the executive committee within 30 days of the quarter end dates.

- 990N report filed for the state organization Business and Professional Women of Tennessee.
- Reviewed and assisted with data preparation for both the interim board and state convention committee budgets.
- Assisted with creating the budgets for Interim Board and Convention.
- Prepared a proposed budget for 2023-2024 for president successor.

Many thanks to the ladies who participated on the finance committee. Their attention to detail and recommendations allowed us to have another successful year.

**Committee Members:**

Martha Ervin President, 2021-2023  
Carol Turpen, Treasurer, 2021-2023  
Amber Farley, 1<sup>st</sup> Vice President, 2021-2023

## Annual Budget (2022-2023) - Proposed

### Beth Bates, Finance Committee Chair

The annual budget will be presented to the Pre Convention Board of Directors meeting held by Zoom on May 25, 2023 at 7:00 pm (CST) / 8:00 pm (EST).

#### INCOME

|                               |         |          |
|-------------------------------|---------|----------|
| Member at Large (MAL)         | 5 @ 50  | 250.00   |
| Senior Member at Large (SMAL) | 5 @ 40  | 200.00   |
| Member of Local (MOL)         | 68 @ 50 | 3,400.00 |
| Senior Member of Local (SMOL) | 27 @ 40 | 1,080.00 |
| Student of Local (SOL)        | 15 @ 15 | 225.00   |

|                     |                   |
|---------------------|-------------------|
| <b>TOTAL INCOME</b> | <b>\$5,155.00</b> |
|---------------------|-------------------|

#### EXPENSES

|                                  |        |
|----------------------------------|--------|
| President                        | 300.00 |
| 1st VP (Issues Mgt.)             | 175.00 |
| 2nd VP (Membership)              | 0.00   |
| Secretary                        | 100.00 |
| Treasurer                        | 100.00 |
| Regional Directors (2 @\$125.00) | 250.00 |

**\$ 925.00**

|                        |       |
|------------------------|-------|
| Finance                | 25.00 |
| Foundation/Scholarship | 25.00 |
| Governance             | 25.00 |
| Legislation            | 25.00 |

**\$ 100.00**

|   |          |
|---|----------|
| Achiever Newsletter                         | 1,200.00 |
| Bond (Insurance)                            | 320.00   |
| Filing Fee W/State of TN.                   | 65.00    |
| Leadership Training/Membership Involvement  | 800.00   |
| Licensing Fee                               | 50.00    |
| Mailbox Rental (includes forwarding)        | 125.00   |
| Marketing (College & Organizational)        | 500.00   |
| Office Supplies (i.e. postage, stationary)  | 115.00   |
| Past President Memorial                     | 100.00   |
| PayPal Fees                                 | 40.00    |
| President Pin                               | 0.00     |
| Website, Membership & Event Management Fees | 525.00   |
| Miscellaneous                               | 290.00   |

**\$4,130.00**

|                       |                   |
|-----------------------|-------------------|
| <b>TOTAL EXPENSES</b> | <b>\$5,155.00</b> |
|-----------------------|-------------------|



## Governance Chair Report

Lee Ann Gaddis, Committee Chair

### **HANDBOOK OF POLICIES AND PROCEDURES REPORT TO THE PRE-CONVENTION BOARD OF DIRECTORS, JUNE 2016- MAY 2023**

**MANDATORY OR EDITORIAL HANDBOOK CHANGES by INTERIM BOARD OF DIRECTORS, NOVEMBER 2023.** The following changes bring the Handbook into conformity with current state bylaws and actions of the convention body or board of directors.

#### **CHAPTER VII. THE REGIONAL ORGANIZATION AND REGIONAL DIRECTOR, p. 15**

[Listing of Local Organizations] Region II. *Add* Music City BPW.  
2023 REMOVE: Music City BPW

**CHAPTER XXIV. STATE CONVENTION, Minutes and Approval Committee, p. 32**  
Editorial Change: *Add* “2nd” before “vice president” as a member of the approval committee. (Change was made in Chapter on Interim Board but was not made in this chapter when office of 2nd Vice President was added.)

#### **CHAPTER XIV. STATE AWARDS, Mentoring Award, p.43**

*1st paragraph changed to read:*

The **Key Culbertson Mentoring Award** is established to recognize a BPW/Tennessee member who has been an outstanding mentor and role model in the organization. The purpose of the award is to encourage members to share their knowledge of BPW and offer their special leadership skills and support to other members. The award will be presented for the organization year.

*Additional criteria is unchanged.*

#### **CHAPTER XV. FINANCIAL POLICIES, p. 44**

A **BPW/TN credit card** will be maintained to be used only by the president and/or the treasurer to pay for Interim Board or Convention expenses contracted for by BPW/TN. If the credit card is used for any approved non contracted Interim Board/Convention purposes such as annual renewals for website hosting/content management or mailbox rental, the treasurer shall remit the amounts to be paid before the due date for payment of the credit card bill.

#### **Per Diem Policy, p.45**

- Payment will not be made unless voucher is returned to state president within fifteen (15) days after the meeting or event. Any checks for reimbursement of expenses shall be deposited within five (5) business

days following receipt of the check. Only checks received less than five (5) business days before June 30 may be deposited within five (5) business days after the 1st of July.”

## **CHAPTER XXIV. PAST STATE PRESIDENTS**

p. 58--*Add*

2015-2016 Lee Ann Gaddis Cumberland County BPW

2016-2017 Mary Elizabeth Bates, Jackson Area BPW

2017-2018 Sharon Taylor-Carrillo, Music City BPW

2018-2019 Robin McKamey, Elizabethton BPW

2019-2021 Lee Ann Gaddis, Rockwood BPW

2021-2023 Martha Ervin, Memphis Area BPW

## **APPENDIX**

### **p. 70 Expense Voucher**

*Add:*

Payment will not be made unless voucher is returned to state president within fifteen (15) days after the meeting or event. Any

checks for reimbursement of expenses shall be deposited within five (5) business days following receipt of the check. Only

checks received less than five (5) business days before June 30 may be deposited within five (5) business days after the 1st of July.

pp. 75, 76

### **Dues Transmittal Forms**

*Add:* Space for recording renewal date

*Change:* FAX number to Cellphone number

*Added:* Email references to forms.

\*\*\*Please note due a loss of information from previous Governance Chair and their Committee not all changes are within this report. Please report to the previous minutes and updated version for more detailed information.

### **BYLAWS Report**

Pertaining to Bylaws and Handbook for Business and Professional Women of Tennessee, INC.

As per Bylaws no changes/motions were submitted to the Governance Chair or Bylaws committee 60 days prior to Convention. Therefore, any changes or motions will have to be put before the Convention Body with a 9/10 th vote for it to pass.

Point of information; "9/10 rule" means your Convention Body needs 90 percent of the voting body to approve the motion. Anything less will the motion automatically fail to pass.

## Sub Committee Reports

### Fundraising Report 2022-2023

#### Amber Farley, Fundraising Chair

Fundraising this year was focused primarily for building the State Convention Fund. Multiple fundraisers were held during spring 2023 including a fundraisers for Pampered Chef, Little Caesar's Pizza Kit, and the annual BPW/TN Virtual Walk/Run event.

| <b>Fundraiser</b>         | <b>Amount</b>    |
|---------------------------|------------------|
| Pampered Chef             | 162.75           |
| Little Caesar's Pizza Kit | 36.00            |
| BPW/TN Virtual Walk/Run   | 375.00           |
| <b>Total Raised</b>       | <b>\$ 573.75</b> |

There is one more fundraiser planned for May 26th-30th with Double Good Popcorn. Members are asked to join us in sharing this fundraiser with their communities either in person or via social media. Double Good Popcorn is a great fundraising program where individuals can purchase various flavors of popcorn to include sweet and savory flavors.

A finalized fundraising figure can be given at the Convention meeting once the final fundraiser has been completed.

### Equal Pay Day Report

#### Michelle White, Equal Pay Day Chair

Equal Pay Day was observed March 14, 2023. Women working full time and year round are paid 82 cents for every dollar paid to a man who works full time and year round.

Equal Pay day marks the day of the year on which it takes for women on average to earn what men did in 2022.

That's 15 month's or, if you look at a typical 9 to 5 work day, women start working for free at 2:40pm.

Wearing red on Equal Pay Day to Symbolize how far in the red with their pay women have gotten.

Unhappy Hour was a virtual observation for members to gather and celebrate the closing of the gap in pay.

A zoom meeting was held on Tuesday, March 14, 2023 at 6:00 pm (CST) / 7:00 pm (EST) on Zoom. The event "Unhappy Hour for Equal Pay Day was attended by BPW members from across the state as we raised a toast to our BPW sisters in celebration of Equal Pay Day.

## Scholarship Committee Report

### **Beth Bates, Committee Chair**

First the good news: We have \$5,160.61 in our scholarship fund.

Now the not-so-great news. We had no applications this year. Please consider asking your local scholarship winners to apply.

Therefore, the committee plans to ask the Post-Convention Board to eliminate the application/membership fee of \$25 and to require that the applicant be a full-time student.

I certify that I have consulted with my colleague on the Scholarship committee Lee Ann Gaddis.

## Volunteer Attorney Report

### **Beth Bates, Volunteer Attorney**

I am happy to report that our organization has not been sued. I am also the registered agent for service of process. Also, I am happy to report that I have not suffered another fire; thus the financial records are safely ensconced in my garage. Beth Bates.

## Webmaster Report

### **Martha Ervin, Webmaster**

The website is hosted by 1and1.com and includes two domains, [www.bpwtm.org](http://www.bpwtm.org) and [www.bpwtm.com](http://www.bpwtm.com). The package/contract was engaged on September 8, 2010.

The business package includes the following:

- E-Mail – The organization utilizes this feature to protect the security of our executive and board of directors members by supplying an email address with the extension of [@bpwtm.org](mailto:@bpwtm.org). This also gives a more professional look when someone chooses to interact with the officer from the website.
- Online storage – Utilizing this to retain various organizational documents such as bylaws, handbooks, forms, newsletters, reports. The documents are only accessed through a folder and link from the website. Any documents that are retired, are stored in an area where access is restricted.
- Security and service - The package includes virus protection to ensure our website is safe for visitors as well as ourselves.

The content management is currently with Weebly.com. The reason for selecting was

- Ease of use and the ability to update from anywhere that has an internet connection.
- Ability to create online forms to reduce paperwork management among the members
- Ability to download form information (event registrations) in an excel format and share with committee members
- Assign administrators to specific pages for updating without site degradation

Actions this year:

- Filed the Achievers at 1and1.com, updated the website with the link to the documents.
- MailChimp is the official email source for communicating with members. As webmaster, emails were forwarded to members regarding online meetings held during the year. If anyone does not receive an email, the cause can be one of the following:
  - The address on file is incorrect.
  - The address was not submitted for inclusion in MailChimp mailings.
  - The member has a special configuration (filters, employer blocks external email, etc...) in their email program that does not allow the email from MailChimp.
  - The member unsubscribed from MailChimp.
- Updated the website with current information for events such as required meetings (Interim Board, Convention, Regional Meetings)
- When required added updated forms and other additional content.

Typical visits per year are 3016 page views with 2184 unique visitors per week which increases during annual events like Business Women's Week, Day on the Hill and Equal Pay Day. These times of the year are opportunities for our organization to shine and attract new members.

## Publication Bid

The following publication bids were requested and have been submitted for consideration. Voting for the publication Bid during the Pre-Convention Board of Directors Meeting on Thursday, May 25, 2023 at 7:00 pm (CST) / 8:00 pm (EST).

Emily Flores

# EMILY FLORES

## CONTACT INFORMATION

2109 SHEFFIELD ST.  
KINGSPORT, TN 37660  
(251) 508-7771  
EFLORES1534@ICLOUD.COM

## BID SUMMARY

I would like to formally submit my bid for the opportunity to become Editor of The Achiever for the 2023-2024 year. As your new editor, I will communicate with your contacts to collect information from BTW/TN, local groups, as well as information from across the state of Tennessee. I will create and design each issue for electronic distribution, and I will have issues printed for mailing distribution.

I will use knowledge gained from my BFA in Graphic Design, and experience out in the field of brand development and Social Media Marketing to provide your group with a fully designed newsletter. I will work within the needs of your group and communicate with you on any changes or new developments.

Below you will see a breakdown of bids, options for various publications allotments, and the final cost for proposed publications and expectations.

## PROPOSED EXPENDITURE EXPENSES

\* Based off of the information given, there will be 11 total printed copies. These are to be mailed each month. If this total number of prints should increase or postage the supplies expenditure will need to be adjusted to fit the extra supply cost within the budget.

| MONTHLY  | BI-MONTHLY  | QUARTERLY  |
|--|---|--|
| The cost to print each copy 2023-24 will amount to \$5.00 per issue. Based off your information given as a reference. Subject to change. | The cost to print each copy 2023-24 will amount to \$5.00 per issue. Based off your information given as a reference Subject to change. | The cost to print each copy 2023-24 will amount to \$5.00 per issue. Based of your information given as a reference. Subject to change . |
| * \$55.00 per month to print physical copies. Total Cost \$605.00  | *\$90.00 per 2 months to print physical copies. Total Cost \$540.00   | *\$125.00 per 3 months to print physical copies. Total Cost \$500.00   |
| * 15.00 per month for postage Total Cost \$165.00  | *\$25.00 per 2 months for postage Total Cost \$150.00   | *\$35.00 per 3 months for postage Total Cost \$140.00  |
| *60.00 per month for creation and editing of newsletter. Total Cost \$720.   | *\$70.00 per 2 months for creation and editing of newsletter. Total Cost \$420.   | *\$90.00 per 3 months for creation and editing of newsletter. Total Cost \$360.00.   |
| Total Combined Cost: \$1490.00   | Total Combined Cost: \$1110.00  | Total Combined Cost: \$1000.00   |

## 2023-24 BPWTN Achiever Editor Bid

I would like the opportunity to serve again as the BPWTN Newsletter Editor for the 2023-24 BPW year.

The Webmaster would be responsible for posting the Newsletter monthly to the BPWTN website and for emailing the newsletter monthly to the members.

I would provide the newsletter each month print ready.

I would then be responsible for printing and mailing out the snail mailed issues.

The cost of designing the newsletter monthly would be \$55.00 for a 10 page newsletter.

~The cost of printing a Black and White newsletter with 5 pages front and back for a total of 10 pages would be \$1.00 per issue. (.10 per additional page)

~If color pages are requested the cost would be .25 cents per page or \$2.50 per issue

~The cost of mailing would be .63 cents per issue (per the cost of each stamp).

*((Additional cost for additional pages, & additional postage is required for more than 5 pages))*

I would recommend that the Achiever be sent out 11 times during the 2023-2024 year. We need to keep our members well informed and good communication is a key factor in success of our future.

|   |   |                              |  |                              |       |  |                              |
|---|---|------------------------------|--|------------------------------|-------|--|------------------------------|
| <p>July - Convention Highlights and Committee Info<br/>                 Aug - Fall Region Meetings<br/>                 Sept - Equality Day and NBWW/ Interim Board<br/>                 Oct - NBWW<br/>                 Nov - Breast Cancer Awareness<br/>                 Dec - Christmas<br/>                 Jan - New Year<br/>                 Feb - Foundation Month/ Black History Month<br/>                 March - Spring Region Meetings/ Women's History Month/EPD.<br/>                 April - Election Info, Convention info Deadlines<br/>                 May - Convention Invitation</p> <p style="text-align: center;"><b>If sent out Monthly</b></p> | <p>June/July - Convention Highlights and Committee Info<br/>                 Aug/Sept- Fall Region Meetings, Equality Day, NBWW- and Interim Board<br/>                 Oct/Nov- NBWW/Breast Cancer Awareness<br/>                 Dec/Jan Christmas and New Year,<br/>                 Feb/March - Foundation Month/ Black History Month/ Spring Region Meetings/ Women's History Month/EPD.<br/>                 April/May - Election Info, Convention info, Deadlines</p> <p style="text-align: center;"><b>If sent out Bi-monthly</b></p> |                              |  |                              |       |  |                              |
| <p><b>EXAMPLE Based on mailing out to 8 members</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Black and White</td> <td style="width: 40%;">\$55.00 + \$ 8.00 Printing + \$5.04 stamps = \$68.04 X 11 issues = <b>\$748.44</b></td> <td style="width: 40%;">X 6 issues = <b>\$408.24</b></td> </tr> <tr> <td>Color</td> <td>\$55.00 + \$20.00 Printing + \$5.04 stamps = \$80.04 X 11 issues = <b>\$880.44</b></td> <td>X 6 issues = <b>\$480.24</b></td> </tr> </table>  |   | Black and White              | \$55.00 + \$ 8.00 Printing + \$5.04 stamps = \$68.04 X 11 issues = <b>\$748.44</b> | X 6 issues = <b>\$408.24</b> | Color | \$55.00 + \$20.00 Printing + \$5.04 stamps = \$80.04 X 11 issues = <b>\$880.44</b> | X 6 issues = <b>\$480.24</b> |
| Black and White   | \$55.00 + \$ 8.00 Printing + \$5.04 stamps = \$68.04 X 11 issues = <b>\$748.44</b>  | X 6 issues = <b>\$408.24</b> |  |                              |       |  |                              |
| Color   | \$55.00 + \$20.00 Printing + \$5.04 stamps = \$80.04 X 11 issues = <b>\$880.44</b>  | X 6 issues = <b>\$480.24</b> |  |                              |       |  |                              |

**Sent to the President for approval by the 1<sup>st</sup> of each Month**

*Newsletter submissions due by the 20<sup>th</sup> of each month for the next issue*

### **The Achiever**

Sharon Taylor-Carrillo      [SharonLyrae@aol.com](mailto:SharonLyrae@aol.com)  
 2403 Gold City Road, Franklin, KY 42134      615-319-6531

## Program Platform 2023-2024

### **Purpose**

Our mission is to achieve equity for all women in the workforce through advocacy, education and information.

### **Vision Statement**

BPW/TN is the leading advocate for working women across our state.

### **Values Statement**

BPW/TN is focused on equitable economic opportunities for all women in Tennessee. We are a formidable force with a broad base, diverse membership, and on the cutting edge in education, research, and information. In our efforts to achieve equity, we are the catalyst for change in public policy within all levels of government, and we form strategic alliances with businesses, academia, and non-profit organizations. Individually and collectively, we are strong in our commitments, empowering our members.

- BPW/TN will be an advocate for economic equity issues through public policy statements.
- BPW/TN will be a powerful force within 1.) Government; 2.) Business; 3.) Women's Forums by empowering its members to stand and be heard.
- BPW/TN will help members to fulfill their personal and professional potential through individual development, creative programming, mentorship, scholarship, and workshop opportunities.
- BPW/TN will build community and increase communication among its members through a variety of electronic and traditional media and meeting opportunities.
- BPW/TN will develop strategic alliances that achieve equity for women in the workplace.
- BPW/TN will advocate strategies to promote work-life balance in the modern workplace.
- BPW/TN will promote activities that improve the lives of all women.

### **Goals**

- BPW/TN will increase educational, leadership, and professional development opportunities for all members.
- BPW/TN will support women business owners, entrepreneurs, and professionals through programming opportunities.
- BPW/TN will increase membership.



# Legislative Platform 2023-2024

## **PREAMBLE**

The Equal Rights Amendment, as authored by Alice Paul, shall stand first, foremost, and above all other items which may appear on the platform of this Federation until equal, legal rights for women and men become guaranteed in the United States Constitution, because all statutory law derives there from.

## **THE EQUAL RIGHTS AMENDMENT**

Equality of rights under the law shall not be denied or abridged by the United States or by any state on account of sex.

### **Economic Equity**

Ensure pay equity, equal educational and economic opportunities at all stages of life; and promote affordable, quality dependent care to help ensure economic self-sufficiency for women.

### **Health**

Ensure reproductive choice and full access to all reproductive health services and education; ensure funds for research into and protections for women's health care needs; and encourage the development of a national health care plan recognizing the special health care needs of women.

### **Civil Rights**

Ensure equal rights and remedies for women in all phases of their lives; support affirmative action; eliminate sexual harassment and violence against women.

The organization supports issues of importance, which promote the goals, objectives, and mission statement of the Business and Professional Women of Tennessee, Inc. (BPW/TN). The placement of the Platform items in no way indicates importance or priority of one item above another.

The placement of the Platform items in no way indicates importance or priority of one item above another.

# Award Guidelines

## 2023-2024 Issues Management Award Guidelines

The purpose of the Issues Management Award is to recognize outstanding programs and events that assist members with personal and professional development not related to legislative activities. Examples include National Business Women’s Week events, health and education issues, and other BPW signature events or issues that are not tied to specific legislation.

The President’s Report provides space for each Local Organization to submit an entry. Include the following in the submission:

- Describe the event/project and its overall objective.
- Describe the planning process and steps of implementation.
- Identify collaborative efforts with other organizations, if applicable
- Describe public relation efforts, if applicable.
- Report attendance/participation at the event/project.
- Report new members gained as a result of the event/project.
- Describe the outcome and whether the event/project achieved its overall objective.
- Optional and highly encouraged, provide an Achiever article and photos of the event for posting in Achiever following the event/project.

### Reminders for Local Issues Management Chairs

- Each local organization is allowed one (1) official entry submission.
- The State Chair reviews the entries submitted on the President’s Report and chooses the outstanding entry.
- Certificates of Appreciation are awarded to the local organization having the best program.
- Entries must be consistent with BPW/TN’s mission statement – “To achieve equity for all women in the workplace through advocacy, education and information.”
- Deadline for entries is the same as the President’s Report, May 15, 2024.

## 2023-2024 Legislation Award Guidelines

The purpose of legislative award is to promote participation in community and state legislative events. Examples include but are not limited to Day on the Hill, Equal Pay, and community or state candidate forums.

The President's Report provides space for each Local Organization to submit an entry. Include the following in the submission:

- Describe the event/project and its overall objective.
- Describe the planning process and steps of implementation.
- Identify collaborative efforts with other organizations, if applicable
- Describe public relation efforts, if applicable.
- Report attendance/participation at the event/project.
- Report new members gained as a result of the event/project.
- Describe the outcome and whether the event/project achieved its overall objective.
- Optional and highly encouraged, provide an Achiever article and photos of the event for posting in Achiever following the event/project.

### Reminders for Local Legislation Chairs

- Each local organization is allowed one (1) official entry submission.
- The State Chair reviews the entries submitted on the President's Report and chooses the outstanding entry.
- Certificates of Appreciation are awarded to the local organization having the best program.
- Entries must be consistent with BPW/TN's mission statement – "To achieve equity for all women in the workplace through advocacy, education and information."
- Deadline for entries is the same as the President's Report, May 15, 2024.

## 2023-2024 Membership Award Guidelines

Membership Awards are based on the current year's membership as of April 30 and compared to the April 30 membership of the previous year according to the state treasurer's records.

1. Membership Award – Highest percentage of increase in number of members
2. Iris Award - Largest increase in number of members
3. Certificate of Appreciation – locals with the greatest percentage of increase in membership in membership categories.
4. Mildred Hearn Award - goes to the local with the largest retention in number of members.
5. Retention Certificate – given to each local with a retention rate of 80% or more (certificate states retention rate.)
6. Certificate of Appreciation goes to each local organizing and chartering a new local.
7. Top Recruiter Award – member who has recruited the highest number of verified new members as of April 30.

### Membership Outreach Award

Criteria includes a list of the title and number of non-BPW events someone in your organization attended within the year to speak about your BPW/TN local organization or about BPW/TN in general. Include any events where you leave BPW marketing materials (brochures, flyers, business cards with BPW logo, etc...). Include programs such as visits to college campuses, chamber events, or other social outings.



### **6 KEYS TO UNLOCKING POWERFUL LOCALS BPWTN LOCAL MEMBERSHIP PLAN - RECRUITMENT & RETENTION**

To complete this program and receive state recognition, you must use the Keys to recruit and retain members in your local. While the local may not achieve 100% of the KEYS, it is strongly encouraged to do its very best by utilizing as many of the tools as possible to gain and retain the most members.

**A Special Membership Award will be given for total Key points. (first and second place)**

1. The local organization achieving First Place (total points) will receive a special award at State Convention and a certificate of achievement.
2. The local organization achieving Second Place (second in total points) will receive a certificate of achievement.
3. A local will receive a recognition certificate if it fulfills at least ONE task in all six of the KEYS.

### *First Key-Development of Keys*

Utilize every “tool” in your toolbox of recruitment items that you develop such as mailing lists from other organizations, brochures, business cards, banners, member applications, etc.

Distribute literature to each member to make each of them an “assistant membership chair” and request they utilize these items to network and recruit.

#### *Second Key-Mentoring Develop*

Utilize a program to mentor other young women, sharing the experience and wisdom of your more seasoned members. It can be young BPW members just beginning their career, a group of school-age young women, or another group or organization. Have training, develop a schedule, and create subject material for participating mentors.

#### *Third Key- Potential Member Recruitment*

Make visitors feel welcome, introduce everyone, distribute your programs, meeting schedule, and contact information. Have membership chair or someone to follow up via call, email, text, etc.

#### *Fourth Key-New Members*

Assign a buddy to new members for six months. Make them feel an immediate part of the group by having an induction ceremony and presenting a certificate or pin. Orient them with a special session or a packet containing BPW history, symbols, etc. Make sure they are assigned to a committee according to their interest.

#### *Fifth Key-Current Members*

Don't neglect your current members. Make sure everyone feels important to the organization and that they have an assigned responsibility. Follow up with absent members to let them know they were missed. Share news in newsletters or meetings, such as promotions, death in family, etc.

#### *Sixth Key-Lapsed Members*

Send reminder letters or email for dues renewal. Find out why members choose not to renew and attempt to correct the problem if possible.

Use the score sheet to submit your membership report/award entry. Be sure to give supporting documentation when necessary.

Deadline for scoresheet submission is May 15, 2024 and can be submitted with the Presidents Report.

## 2023-2024 Mentoring Award Criteria

This award was established to recognize a BPW/Tennessee member who has been an outstanding mentor and role model in the organization. The purpose of the award is to encourage members to share their knowledge of BPW, offer their special leadership skills, and support to other members. A plaque will be presented to the “BPW Mentor of the Year” by the presentation of the **The Kay Culbertson Mentoring Award** plaque will be presented at the BPW/TN State Convention for the organization year.

### **WHAT IS A MENTOR?**

Mentoring is a partnership between two people in which an experience individual provides information, guidance, and support to another person to help foster career development and personal growth. No formal training is necessary to become a mentor. As a Business and Professional Woman, a member has the characteristics and skills needed to be a caring mentor. The nominee may be the individual who has invited new members to attend their first BPW meeting, attend state convention, or fall interim board. The nominee may have taken a scholarship recipient and shared with them experience and knowledge.

### **QUALIFICATIONS FOR THE MENTOR AWARD**

- 1) Nominee must be a BPW member for at least three years and be in good standing.
- 2) Nominator must complete the nomination form and essay about her mentor and return nomination form to the Mentoring Committee Chair by April 30, 2024.

The entry form can be found on the website or from the committee chair, Carol Turpen, by email ([mentor@bpwtn.org](mailto:mentor@bpwtn.org)).

## Local President Reports

### Elizabethton BPW

|                                       |   |
|---------------------------------------|---|
| Name of Local Organization            | Elizabethton BPW  |
| Enter Meeting Location, Date and Time | Elizabethton / Carter County Chamber of Commerce<br>Second Tuesday each Month at 6:00pm |
| Enter Member's Dues                   | MOL - \$50.00<br>SMOL - \$40.00<br>SOL - \$15.00  |

### Officer Information (2022 – 2023)

All the following fields are required. If a person is serving in dual roles, enter their name in both fields. If there are multiple VPs, identify the title along with the person's name. If an officer does not have an email address, please provide the email address of the person who will forward email communications to the officer.

| +Office                                | Name           | eMail Address               |
|--|----------------|-----------------------------|
| <b>President</b>                       | Amber Farley   | amberfarley.bpw@gmail.com   |
| <b>Vice President</b>                  | Michelle White | michelle.white12@yahoo.com  |
| <b>Secretary</b>                       | Joy Jarrett    | joyljarrett@icloud.com      |
| <b>Treasurer</b>                       | Kristi DeMoss  | kdemoss@bankoftennessee.com |
| <b>Additional Officers not listed:</b> |                |                             |

### New Officer Information (2023 – 2024)

**Please complete if officers are elected before May 15th.** If a person is serving in dual roles, enter their name in both fields. If there are multiple VPs, identify the title along with the person's name. If an officer does not have an email address, please provide the email address of the person who will forward email communications to the officer.

| Office                                 | Name           | eMail Address               |
|--|----------------|-----------------------------|
| <b>President</b>                       | Amber Farley   | amberfarley.bpw@gmail.com   |
| <b>Vice President</b>                  | Michelle White | michelle.white12@yahoo.com  |
| <b>Secretary</b>                       | Joy Jarrett    | joyljarrett@icloud.com      |
| <b>Treasurer</b>                       | Kristi DeMoss  | kdemoss@bankoftennessee.com |
| <b>Additional Officers not listed:</b> |                |                             |

### Membership Categories - for all awards

Membership as of April 30<sup>th</sup> is used to calculate the award – Highlight one

Local organizations with 10 members or fewer

Local organizations with 11-20 members

Local organizations with 21 or more members

## **Program or Events for 2022-2023**

Due to the pandemic, we understand that many locals have not had the opportunity to participate or present their normal in person annual Issues Management, Legislation, Personal Development or Membership Outreach programs.

In the following section, please provide any activities or programs the local presented or participated in and the medium used such as Zoom, FaceBook Live, etc... Show us your creative side and let others know how your local overcame the social distancing and mask wearing restrictions.

Award recipients will be determined by information contained in this report. Certificates of appreciation are awarded to the local having not just the best programs promoting the mission and objectives of BPW/TN. Certificates will also be awarded for creativity! So show us how you shined during one of the worst events in our organization's history.

### **Format example:**

#### **Issues Management**

Zoom meeting during National Business Women's Week to network with local business women.

#### **Legislation Management**

Members of the organization attended the Women's Collaboration Day on the Hill event

#### **Personal Development**

Webinar on Zoom to conduct Individual Development training

#### **Membership Outreach**

Mary Smith and Betty Boop represented Local XYZ to talk about Business and Professional Women of Tennessee.

#### **Issues Management**

Elizabethton BPW hosted their 2<sup>nd</sup> Annual National Business Women's Week Celebration event in October by inviting both professional and entrepreneurial women to join them. This event celebrated women working in and around Carter County, Tennessee. The women were able to highlight their businesses and network. In addition, the annual Elizabethton Business & Professional Women's Woman of the Year award was awarded to Joy McCray, the Director of the Elizabethton / Carter County Chamber of Commerce for all of her work and accomplishments since becoming the director. The 2022 scholarship award was planned to be presented at this event, but the recipient was unable to join us, so a sperate event was held for this.

#### **Legislation Management**

N/A

#### **Personal Development**

Pam Rathbun, a Financial Advisor with Thrivent Financial, spoke to members about some of the free courses and programs offered to help individuals with their financial circumstances. According to Thrivent's article on Women & Wealth, history has proven that achieving financial independent is a greater challenge for women than men due to the fact that women earn less money over a lifetime, need more money in retirement (they outlive men by about



five years), and women have less investing confidence. These resources provided members with a great opportunity to work towards personal development on their financial goals this past year.

**Membership Outreach**

Member, Amber Farley, serves on the Elizabethton / Carter County Library Board as the Business & Professional Women Appointee. This allows her to network with other members of the community and represent the organization.

Member, Elaine Sheets, represented Elizabethton BPW in the annual Dessert Walk for ARM ministries. This is a fundraiser where our local is listed on the t-shirts as a sponsoring group.

Elizabethton BPW members support the Relay For Life, ETSU & Johnson City event by hosting their silent auction tent each year. This allows members to network with a variety of women in the area.

In April Elizabethton BPW held a wine tasting with Traveling Vineyards. This wine tasting/membership drive was intended to bring a diverse group of women to join BPW in a networking event.

Lastly, Elizabethton BPW organizes various donation drives including Christmas Gifts for Ivy Hall Nursing Home and a Food Drive for ARM Ministries. These drives allow us to be involved in the community.

**Social Media Outreach**

Social media is an important part of getting the message out for events within the communities. Please identify how local events were communicated to members and the community.

| Check All Social Media that Apply |                         |   |
|-----------------------------------|-------------------------|---|
|                                   | FaceBook (Local’s Page) | <a href="https://www.facebook.com/groups/elizabethtonbpw/">https://www.facebook.com/groups/elizabethtonbpw/</a> |
|                                   | Pinterest               | N/A   |
|                                   | Twitter                 | N/A   |
|                                   | Local’s Website         | N/A   |
|                                   | Other                   | N/A   |

**Due Date for President’s Report: May 15, 2023**

|  |                            |
|--|----------------------------|
| Amber Farley,<br>President Elizabethton BPW                              | May 1 <sup>st</sup> , 2023 |
| Submitted By   | Date Submitted             |
| <a href="mailto:amberfarley.bpw@gmail.com">amberfarley.bpw@gmail.com</a> | 423.946.9638               |
| eMail Address of Submitter   | Phone Number               |

## Jackson Area Business and Professional Women

|                                       |  |
|---------------------------------------|--|
| Name of Local Organization            | Jackson Area Business and Professional Women |
| Enter Meeting Location, Date and Time | Zoom; First Monday of Each Month, 5-6 p.m.   |
| Enter Member's Dues                   | \$90   |

### Officer Information (2022 – 2023)

All the following fields are required. If a person is serving in dual roles, enter their name in both fields. If there are multiple VPs, identify the title along with the person's name. If an officer does not have an email address, please provide the email address of the person who will forward email communications to the officer.

| Office                                 | Name               | eMail Address            |
|--|--------------------|--------------------------|
| <b>President</b>                       | Linda Rizzuto      | Rizzuto.linda@gmail.com  |
| <b>1<sup>st</sup> Vice President</b>   | Tawanicka McKinney | Tmck1974@aol.com         |
| <b>2<sup>nd</sup> Vice President</b>   | Darlette Samuels   | dsamuels@lanecollege.edu |
| <b>Secretary</b>                       | Dr. Linda Theus    | ltheus@lanecollege.edu   |
| <b>Treasurer</b>                       | Dawn Mooney        | dawn@pcpaladins.com      |
| <b>Additional Officers not listed:</b> |                    |                          |

### New Officer Information (2023 – 2024)

**Please complete if officers are elected before May 15th.** If a person is serving in dual roles, enter their name in both fields. If there are multiple VPs, identify the title along with the person's name. If an officer does not have an email address, please provide the email address of the person who will forward email communications to the officer.

| Office                                 | Name                | eMail Address            |
|--|---------------------|--------------------------|
| <b>President</b>                       | Dr. Margaret Taylor | Margaret@asafwesttn.org  |
| <b>1<sup>st</sup> Vice President</b>   | Kimberly Jones      | kjonesaka1908@gmail.com  |
| <b>2<sup>nd</sup> Vice President</b>   | Beth Bates          | beth.bates3618@gmail.com |
| <b>Secretary</b>                       | Dr. Linda Theus     | ltheus@lanecollege.edu   |
| <b>Treasurer</b>                       | Dawn Mooney         | dawn@pcpaladins.com      |
| <b>Additional Officers not listed:</b> |                     |                          |

### Membership Categories - for all awards

Membership as of April 30<sup>th</sup> is used to calculate the award – Highlight one

Local organizations with 10 members or fewer

Local organizations with 11-20 members

Local organizations with 21 or more members

## **Program or Events for 2022-2023**

Due to the pandemic, we understand that many locals have not had the opportunity to participate or present their normal in person annual Issues Management, Legislation, Personal Development or Membership Outreach programs.

In the following section, please provide any activities or programs the local presented or participated in and the medium used such as Zoom, FaceBook Live, etc... Show us your creative side and let others know how your local overcame the social distancing and mask wearing restrictions.

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### **Format example:**

#### **Issues Management**

Zoom meeting during National Business Women's Week to network with local business women.

#### **Legislation Management**

Members of the organization attended the Women's Collaboration Day on the Hill event

#### **Personal Development**

Webinar on Zoom to conduct Individual Development training

#### **Membership Outreach**

Mary Smith and Betty Boop represented Local XYZ to talk about Business and Professional Women of Tennessee.

#### **Issues Management**

A Step Ahead Director (Dr. Margaret Taylor) reviewed the goals of this non-profit and the dire need for funding for this group. A Step Ahead helps women understand and learn where to obtain birth control appropriate for their need. Margaret also reviewed comments from doctors and women who are concerned about legislature and legal concerns based on Tennessee's laws on abortion. Beth and Linda attended virtual Board meetings during the year.

#### **Legislation Management**

JABPW hosted newly elected County Commissioner Olivia Abernathy and Jackson City Vice Mayor Marda Wallace in a very informative program about their path to election as well as their key interests: education and infrastructure. Both shared positive points about our city and county as well as challenges. Male civil servants could well take a lesson from that.

We recognized the 20 most influential women in West TN Outside of Shelby County, Memphis, the 11<sup>th</sup> Sterling Awards near Equal Pay Day. We obtained an Equal Pay Day Proclamation.

Members were encouraged to contact their federal legislators about the ERA and the Paycheck Fairness Act by e mail and Facebook posts. They were provided with a link about how to register for the City of Jackson Mayoral election to be held on May 2. Members were also reminded to vote in the 2022 elections. Also, information about the new dashboard established by the speaker of the Tennessee General Assembly was shared. A member

encouraged others to support an advocate confidentiality bill in the state legislature HB 0686 and SB 1205.

**Personal Development**

Zoom monthly meeting on Self Care by the Center for Positive Living. Continuing educational for the two non-traditional scholarship winners funded by our

**Membership Outreach**

We recognized the 20 most influential women in West TN Outside of Shelby County, Memphis, the 11<sup>th</sup> Sterling Awards near Equal Pay Day (potential New Member Outreach). Several socials for members and Winners have been done (one by a winner’s employer – completed in March, one by a winner’s family - May, and one by a BPW member - June).

**Social Media Outreach**

Social media is an important part of getting the message out for events within the communities. Please identify how local events were communicated to members and the community.

| Check All Social Media that Apply |                         |
|-----------------------------------|-------------------------|
| X                                 | FaceBook (Local’s Page) |
|                                   | Pinterest               |
|                                   | Twitter                 |
| X                                 | Local’s Website         |
|                                   | Other                   |

**Due Date for President’s Report: May 15, 2023**

Linda Rizzuto

Submitted By

Date Submitted

RIZZUTO.LINDA@GMAIL.COM

eMail Address of Submitter

731-225-5378

Phone Number

## Memphis Area BPW

|                                       |   |
|---------------------------------------|---|
| Name of Local Organization            | Memphis Area Business and Professional Women        |
| Enter Meeting Location, Date and Time | 3 <sup>rd</sup> Monday of the month, 6pm<br>Virtual |
| Enter Member's Dues                   | 0   |

### Officer Information (2022 – 2023)

All the following fields are required. If a person is serving in dual roles, enter their name in both fields. If there are multiple VPs, identify the title along with the person's name. If an officer does not have an email address, please provide the email address of the person who will forward email communications to the officer.

| Office                                 | Name             | eMail Address                        |
|--|------------------|--------------------------------------|
| <b>President</b>                       | Martha Ervin     | Martha.Ervin@ErvinHypnosisCenter.com |
| <b>Vice President</b>                  | Cheryl Yarbrough | ConsultsbyCheryl@aol.com             |
| <b>Secretary</b>                       | Carol Turpen     | cgturpen@crockettnet.com             |
| <b>Treasurer</b>                       | Carol Turpen     | cgturpen@crockettnet.com             |
| <b>Additional Officers not listed:</b> |                  |                                      |

### Officer Information (2023 – 2024)

**Please complete if officers are elected before May 15th.** If a person is serving in dual roles, enter their name in both fields. If there are multiple VPs, identify the title along with the person's name. If an officer does not have an email address, please provide the email address of the person who will forward email communications to the officer.

| Office                                 | Name             | eMail Address                        |
|--|------------------|--------------------------------------|
| <b>President</b>                       | Martha Ervin     | Martha.Ervin@ErvinHypnosisCenter.com |
| <b>Vice President</b>                  | Cheryl Yarbrough | ConsultsbyCheryl@aol.com             |
| <b>Secretary</b>                       | Carol Turpen     | cgturpen@crockettnet.com             |
| <b>Treasurer</b>                       | Carol Turpen     | cgturpen@crockettnet.com             |
| <b>Additional Officers not listed:</b> |                  |                                      |

### Membership Categories - for all awards

Membership as of April 30<sup>th</sup> is used to calculate the award – Highlight one

Local organizations with 10 members or fewer

Local organizations with 11-20 members

Local organizations with 21 or more members

## **Program or Events for 2022-2023**

Due to the pandemic, we understand that many locals have not had the opportunity to participate or present their normal in person annual Issues Management, Legislation, Personal Development or Membership Outreach programs.

In the following section, please provide any activities or programs the local presented or participated in and the medium used such as Zoom, FaceBook Live, etc... Show us your creative side and let others know how your local overcame the social distancing and mask wearing restrictions.

Award recipients will be determined by information contained in this report. Certificates of appreciation are awarded to the local having not just the best programs promoting the mission and objectives of BPW/TN. Certificates will also be awarded for creativity! So show us how you shined during one of the worst events in our organization's history.

### **Format example:**

#### **Issues Management**

Zoom meeting during National Business Women's Week to network with local business women.

#### **Legislation Management**

Members of the organization attended the Women's Collaboration Day on the Hill event

#### **Personal Development**

Webinar on Zoom to conduct Individual Development training

#### **Membership Outreach**

Mary Smith and Betty Boop represented Local XYZ to talk about Business and Professional Women of Tennessee.

#### **Issues Management**

None

#### **Legislation Management**

None

#### **Personal Development**

None

#### **Membership Outreach**

The entire local participated in the 2022-2023 Virtual Walk Run during April and encouraged a non-member to participate as well.

---

## **Social Media Outreach (2022-2023)**

Social media is an important part of getting the message out for events within the communities. Please identify how local events were communicated to members and the community.

| Check<br>All that<br>Apply | Social Media            | Please share links used   |
|----------------------------|-------------------------|---|
| X                          | FaceBook (Local's Page) | <a href="https://www.facebook.com/MemphisBPW/">https://www.facebook.com/MemphisBPW/</a> |
| X                          | Local's Website         | <a href="http://memphisbpw.weebly.com/">http://memphisbpw.weebly.com/</a>               |
|                            | Other                   |   |

**Due Date for President's Report: May 15, 2020**

|                     |                   |
|---------------------|-------------------|
| <u>Martha Ervin</u> | <u>05/14/2020</u> |
| Submitted By        | Date Submitted    |

|   |                       |
|---|-----------------------|
| <u><a href="mailto:Martha.Ervin@ErvinHypnosisCenter.com">Martha.Ervin@ErvinHypnosisCenter.com</a></u> | <u>(901) 489-5481</u> |
| eMail Address of Submitter  | Phone Number          |

## Rockwood BPW

|                                       |  |
|---------------------------------------|--|
| Name of Local Organization            | Rockwood BPW                                     |
| Enter Meeting Location, Date and Time | 3 <sup>rd</sup> Tuesday, Rockwood Public Library |
| Enter Member's Dues                   | \$5  |

### Officer Information (2022 – 2023)

All the following fields are required. If a person is serving in dual roles, enter their name in both fields. If there are multiple VPs, identify the title along with the person's name. If an officer does not have an email address, please provide the email address of the person who will forward email communications to the officer.

| Office                                 | Name                                   | eMail Address        |
|--|--|----------------------|
| <b>President</b>                       | Geraldine Wallick                      | Leeann4002@yahoo.com |
| <b>Vice President</b>                  | Amy Jones                              | Leeann4002@yahoo.com |
| <b>Secretary</b>                       | Becky Layne                            | Layne_rf@hotmail.com |
| <b>Treasurer</b>                       | Lee Ann Gaddis                         | Leeann4002@yahoo.com |
| <b>Additional Officers not listed:</b> | Corresponding Secretary- Malinda Yager | Leeann4002@yahoo.com |

### New Officer Information (2023 – 2024)

**Please complete if officers are elected before May 15th.** If a person is serving in dual roles, enter their name in both fields. If there are multiple VPs, identify the title along with the person's name. If an officer does not have an email address, please provide the email address of the person who will forward email communications to the officer.

| Office                                 | Name                                   | eMail Address        |
|--|--|----------------------|
| <b>President</b>                       | Lee Ann Gaddis                         | Leeann4002@yahoo.com |
| <b>Vice President</b>                  | Terri Honeycutt                        | Leeann4002@yahoo.com |
| <b>Secretary</b>                       | Becky Layne                            | Layne_rf@hotmail.com |
| <b>Treasurer</b>                       | Geraldine Wallick                      | Leeann4002@yahoo.com |
| <b>Additional Officers not listed:</b> | Corresponding Secretary- Malinda Yager | Leeann4002@yahoo.com |

### Membership Categories - for all awards

Membership as of April 30<sup>th</sup> is used to calculate the award – Highlight one

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**Local organizations with 11-20 members**

Local organizations with 21 or more members





## **Program or Events for 2022-2023**

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#### **Legislation Management**

Members of the organization attended the Women's Collaboration Day on the Hill event

#### **Personal Development**

Webinar on Zoom to conduct Individual Development training

#### **Membership Outreach**

Mary Smith and Betty Boop represented Local XYZ to talk about Business and Professional Women of Tennessee.

#### **Issues Management**

**National Business Women's Week-** Members gathered together to celebrate NBWW along with the celebration of Rockwood BPW of being oldest Civic organization in Roane County, Tennessee. We were recognized by State Senator Ken Yager with a signed proclamation. The national organization BPW Foundation also recognized and congratulated Rockwood BPW for their years of continuous service. The President of the National Federation of BPW, formally congratulated along with NFBPW virtual chapter. Proclamation given by the City of Rockwood's Mayor declaring this week NBWW. Our Keynote Speaker, BPW/TN Past State President Brenda Ingle, spoke of always reaching out to others and lending a hand out to others that needed a hand up. Rockwood BPW celebrated our local organization with a luncheon inviting members both State and local. We also created the 1st public library by loaning the City of Rockwood money to build it. In March 2022, Rockwood Public Library created, a place again, for Rockwood BPW to store our historical archives and conduct our monthly meetings. We will work in unison with them to promote a more enriching relationship between our organization and community.

**Equal Pay Day-** In March, our Members from our local and across the state joined and celebrated the earliest time Equal Pay Day being in March in the history of acknowledging the Equal Pay Day.

Meetings- Members of LO attended all regional, state, and NFBPWC meetings. Members that attended these specific meetings shared the information to members of Rockwood that were not able to attend.

### **Legislation Management**

Rockwood Business and Professional Women's Organization held its annual legislative meeting in September 2022. Becky Layne, legislative chair, distributed and discusses contact information for elected officials as well as information concerning women's suffrage. Our Speaker for the night was State Senator Ken Yager, who spoke to members about the upcoming sessions of the next year. He took the time to answer our questions and concerns about the upcoming bills and other legislation. He also spoke on his personal struggle with cancer and has since become cancer free.

In August and November 2022, members took the time to help others get to the polls to vote. Regardless of political views, Rockwood BPW members wanted to ensure everyone that was able to vote, had a way of transportation to get to the polls and vote.

### **Personal Development**

Members participated in other groups and in community awareness to better help the community during the pandemic and help others with mental health.

During the pandemic and since, members reached out to other BPW members and others across the US to comfort and talk to them. Mental Health is a critical issue and Rockwood BPW members reached out to let others know someone cared about them and made them feel wanted. One member and another member's husband have traveled to other places to share their experiences with cancer and how having a group such as BPW helped them overcome the depression, the struggles of living with cancer and treatments.

Another member travels to the local prison to help inmates with money management. She, also, helps them upon parole set up a bank account and/or savings account. Many incarcerated individuals may not be able to hold a job in the banking/financial world but nearly all, will need an account to help pay for the cost of living.

Members also have been in leadership training at various levels by zoom and in-person. These training sessions are being used improve relationships with members and non-members. Also to mentor and help members and non-members looking to take on future leadership roles in the BPW and our community.

Members over the year have donated time, money and items to our local charities such as Meals on Wheels, Women's Shelters, Blessed Boxes, and Little Free Library. Meals on Wheels provide meals to those unable to fix hot meals for themselves. Women's Shelter is for those who are seeking help from situations that have been harmful to them. Blessed Boxes provided food in areas that may not can afford food daily. Little Free library are places to donated, share, or borrow books in communities. All of these are helping to promote better futures for those that need them.

### **Membership Outreach**

### **Pecan Sales/White Elephant Sale**

Rockwood BPW conducts two major fundraisers. The proceeds from the Pecan Sales help pay for expenses such as attendance at regional and state meetings or special projects, as well as community activities. The other fundraiser is the White Elephant Sale. The profits from both sales will be used to fund two BPW Scholarships to Rockwood High School Seniors, a Girls' State Delegate, a donation to REACH (organization which provides Christmas shopping for disadvantaged children), a United Way donation, Fire PUP program, the Imagination Library, a donation to the BPW/TN Education and Scholarship Fund. Additional support for our Rockwood BPW Scholarship comes from a basket furnished each month by a member being drawn to receive it. Everyone contributes \$1 to add to the contribution. At our Christmas meeting donations to our Scholarship Fund are made in lieu of gifts. Funds this year of \$438 was made from White Elephant which will nearly cover a student's scholarship (book stipend) for 1 semester.

Rockwood BPW continues sales of **Cooking with BPW Past and Present**, a cookbook with over 200 recipes from BPW members and friends, both present and past.

### **Rockwood Books**

Rockwood BPW also has a presence in our town through its reprinting of two books of interest to many citizens. One is the Rockwood Centennial Book, a pictorial history of Rockwood produced for centennial celebration in 1968. Our organization has sold over 350 copies of this book and was reprinted again for the 150th Anniversary of the founding of Rockwood and has been reprinted again this year. The other book was used as a promotion of the town to business and industry in 1938 and was reprinted by BPW in 1993, 2001, 2010, and 2013. These two books emphasize the prominent place in the community that Rockwood BPW has held.

### **Social Media and Other Projects**

Social Media posts are sent to each Rockwood BPW member by email or snail mail, as well as to other BPW members across the state and is posted on Rockwood's Facebook page and on the BPW/TN website. Rockwood BPW Members are involved in the growth of our town by serving as members of Rockwood Revitalization, a Tennessee Downtowns program, Rockwood 2000, Civitan, and other civic organizations. Members also contributed to Blessing Boxes and Little Libraries during the last year. Food and books were distributed to the sites to ensure people in those areas had supplies to make it through the pandemic.

**Social Media Outreach**

Social media is an important part of getting the message out for events within the communities. Please identify how local events were communicated to members and the community.

| Check All Social Media that Apply |                         |              |
|-----------------------------------|-------------------------|--------------|
| X                                 | FaceBook (Local's Page) | Rockwood BPW |
|                                   | Pinterest               |              |
|                                   | Twitter                 |              |
|                                   | Local's Website         |              |
|                                   | Other                   |              |

**Due Date for President's Report: May 15, 2023**

Geraldine Wallick/Lee Ann Gaddis  
Submitted By

May 8, 2023  
Date Submitted

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