

BPW/TN DECEMBER ACHIEVER



Issue 6 December 2014



Be Transformed By BPW
2014-2015

Inside this December 2014 Issue:

- Page 1 From the President
- Page 2 Interim Board Photos
- Page 3 Interim Board Article
- Page 4 Roberts Rules of Order
- Page 5 More Parliamentary Procedure
- Page 6 ID Course Parliamentary Procedure Handout D, Module 10
- Page 7 Random Acts of Kindness
- Page 8 Merry Christmas
- Page 9 December is.....
- Page 10 Thought for the Month & Important Info

Business and
 Professional
Women/TN 



I had a wonderful time at Interim Board. We discussed the business of the organization, talked about all the different alternatives available, and reached a consensus. It was energizing to be in the room where discussion was happening and decisions were being made. We confirmed that the convention will happen at Montgomery Bell state park the first weekend in June (more details will be coming in the months ahead!), set up the nominating committee (see Lee Ann if you want to be a part of the action!), and began plans to revise and update the mentorship committee.

At my installation I talked about the phoenix and how it has to be reborn. It is necessary for its ongoing life to go through a period of decline before that rebirth. We have experienced the decline and this Interim Board meeting was the beginning of that rebirth. There are great things happening in this organization and I am thrilled to be a part of a group of women that know how to make things happen! Don't be left behind. Find out what you can do to help and please have a Merry Christmas and Happy New Year!!

Tressy Hart,
BPWTN President





Interim Board: A healthy dose of empowerment

By Jacque Hillman
2nd Vice-President
Membership Chair



Empowering speeches stirred us all at the November Interim Board meeting in Nashville, plus the opportunity to gather with friends and support each other as we go about the business of BPW/TN.

Erica Collins, host on Blog Talk Radio's Enterprise, gave a dynamic presentation about work/life balance, which we all need in our busy lives. Erica is an outstanding woman in her field. In case you missed any of her introduction, she hosts unique shows about business – and she is interested in profiling some of our members across the state, which is great news. Erica has worked for several media companies including Business Week, HBO, MSNBC, Fox News Channel and U.S. Chamber of Commerce Broadcast shows "It's Your Business" and the "Quality Learning Series". Erica was awarded the honor to train and work at the U.S. Capitol House and Senate Radio/TV Press Galleries. She has covered local, national and international news, entertainment, business and sports.

Our speaker from Thistle Farms, Katrina Robertson, inspired us with her story about coming off the streets after years of drug addiction and prostitution. Often she had tears in her eyes as she told her story, remembering how eventually, she was not allowed to see her daughter. We had tears in our eyes as well. We can only imagine the adversity she has experienced in her life and the will to overcome it. Entering the Magdalene program, directed by Becca Stevens, an Episcopal priest at Vanderbilt University, changed Ms. Robertson's life forever. Now she and her daughter work together for Thistle Farms, managing 470 stores where Thistle Farms products are sold. You can find out more at thistlefarms.org, and we hope you will purchase their products.

We accomplished many goals at this meeting:

- Setting our state convention location at Montgomery Bell State Park;
- Establishing a plan for our new mentorship program;
- Hearing about our increase and future goals in membership;
- Learning about Ret. Navy Cmdr. Debbie O'Bryant's mentoring women veterans;
- Working on Day on the Hill plans with Zulfat Suara and going over legislation;
- Receiving our Equal Pay Day notebooks and guidance from Mary Jo Middlebrooks;
- Learning about Global Outreach to other BPW organizations;
- Receiving reports from Regions I, II and III;
- Gathering nominations for our state officers' election committee;
- Donating \$500 to the Tennessee Woman Suffrage Monument.



I'm certain there is much more, so I apologize if I have neglected to summarize any major items of business.

I am thrilled that Zulfat Suara wants to lead a new local in Nashville, and I will make certain she is involved in our next luncheon, also that she has all the Nashville contact information, including phone numbers and emails.

We are building consensus that we can and will grow; that we will continue to work for women everywhere; that we have a legacy that we will uphold in the State of Tennessee and the nation.

Our members are the basis for our future success, growth and promise.

Robert's Rules of Order

www.robertsrules.org

What Is Parliamentary Procedure?

It is a set of rules for conduct at meetings, that allows everyone to be heard and to make decisions without confusion.

Why is Parliamentary Procedure Important?

Because it's a time tested method of conducting business at meetings and public gatherings. It can be adapted to fit the needs of any organization. Today, Robert's Rules of Order newly revised is the basic handbook of operation for most clubs, organizations and other groups. So it's important that everyone know these basic rules!

Organizations using parliamentary procedure usually follow a fixed order of business. Below is a typical example:

1. Call to order.
2. Roll call of members present.
3. Reading of minutes of last meeting.
4. Officers reports.
5. Committee reports.
6. Special orders --- Important business previously designated for consideration at this meeting.
7. Unfinished business.
8. New business.
9. Announcements.
10. Adjournment.

The method used by members to express themselves is in the form of moving motions. A motion is a proposal that the entire membership take action or a stand on an issue. Individual members can:

1. Call to order.
2. Second motions.
3. Debate motions.
4. Vote on motions.

There are four Basic Types of Motions:

1. **Main Motions:** The purpose of a main motion is to introduce items to the membership for their consideration. They cannot be made when any other motion is on the floor, and yield to privileged, subsidiary, and incidental motions.
2. **Subsidiary Motions:** Their purpose is to change or affect how a main motion is handled, and is voted on before a main motion.
3. **Privileged Motions:** Their purpose is to bring up items that are urgent about special or important matters unrelated to pending business.
4. **Incidental Motions:** Their purpose is to provide a means of questioning procedure concerning other motions and must be considered before the other motion.

How are Motions Presented?

1. Obtaining the floor
 - a. Wait until the last speaker has finished.
 - b. Rise and address the Chairman by saying, "Mr. Chairman, or Mr. President."
 - c. Wait until the Chairman recognizes you.
 - d. Make Your Motion
 - e. Speak in a clear and concise manner.
 - f. Always state a motion affirmatively. Say, "I move that we ..." rather than, "I move that we do not ...".
 - g. Avoid personalities and stay on your subject.
 - h. Wait for Someone to Second Your Motion
 - i. Another member will second your motion or the Chairman will call for a second.
 - j. If there is no second to your motion it is lost.
 - k. The Chairman States Your Motion
 - l. The Chairman will say, "it has been moved and seconded that we ..." Thus placing your motion before the membership for consideration and action.
 - m. The membership then either debates your motion, or may move directly to a vote.
 - n. Once your motion is presented to the membership by the chairman it becomes "assembly property", and cannot be changed by you without the consent of the members.
 - o. Expanding on Your Motion
 - p. The time for you to speak in favor of your motion is at this point in time, rather than at the time you present it.
 - q. The mover is always allowed to speak first.
 - r. All comments and debate must be directed to the chairman.
 - s. Keep to the time limit for speaking that has been established.
 - t. The mover may speak again only after other speakers are finished, unless called upon by the Chairman.
 - u. Putting the Question to the Membership
 - v. The Chairman asks, "Are you ready to vote on the question?"
 - w. If there is no more discussion, a vote is taken.
 - x. On a motion to move the previous question may be adapted.

Voting on a Motion:

The method of vote on any motion depends on the situation and the by-laws of policy of your organization. There are five methods used to vote by most organizations, they are:

1. By Voice -- The Chairman asks those in favor to say, "aye", those opposed to say "no". Any member may move for a exact count.
2. By Roll Call -- Each member answers "yes" or "no" as his name is called. This method is used when a record of each person's vote is required.
3. By General Consent -- When a motion is not likely to be opposed, the Chairman says, "if there is no objection ..." The membership shows agreement by their silence, however if one member says, "I object," the item must be put to a vote.
4. By Division -- This is a slight verification of a voice vote. It does not require a count unless the chairman so desires. Members raise their hands or stand.
5. By Ballot -- Members write their vote on a slip of paper, this method is used when secrecy is desired.

There are two other motions that are commonly used that relate to voting.

1. Motion to Table -- This motion is often used in the attempt to "kill" a motion. The option is always present, however, to "take from the table", for reconsideration by the membership.
2. Motion to Postpone Indefinitely -- This is often used as a means of parliamentary strategy and allows opponents of motion to test their strength without an actual vote being taken. Also, debate is once again open on the main motion.

Parliamentary Procedure is the best way to get things done at your meetings. But, it will only work if you use it properly.

1. Allow motions that are in order.
2. Have members obtain the floor properly.
3. Speak clearly and concisely.
4. Obey the rules of debate.

Most importantly, *BE COURTEOUS*.



A one page handout from ID course on Parliamentary Procedure: Handout D, Module 10

Eight Basic Steps for Handling a Motion

Handling motions can be fun and exciting, if you know how to follow Parliamentary Process!

1. **STAND AND ADDRESS THE CHAIR:**
Rise and address the Chair by saying, "Madame President" or "Mister Chairperson." In larger groups, the person would state his/her name and affiliation.
2. **GAIN RECOGNITION:**
The Chair says, "The Chair recognizes..." This lets the membership know that the person has the floor and no one else can speak at the moment.
3. **MAKE THE MOTION:**
The maker says, "I move that..." If referring to a motion that comes from a committee, the maker of the motion may state: "By recommendation of the _____ Committee, I move that..."
4. **SECOND THE MOTION:**
The seconded says, "I second the motion." [NOTE: if using motion forms, the seconded has already signed and the maker states after reading the motion, and I have a second." The copy of the motion then goes to the Chair for reading to the membership. Written motions are preferred so the exact intent is carried through.]
5. **THE CHAIR STATES THE MOTION:**
"It has been moved and seconded that..." The motion will be stated 3 times before the vote is taken.
6. **THE CHAIR ASKS FOR DEBATE OF THE MOTION:**
"Is there any discussion?" The maker of the motion has the first opportunity to speak to the motion. The chair will direct additional debate by asking if someone is in the affirmative or in opposition to the motion and allow equality to the debate.
7. **THE CHAIR PUTS THE MOTION TO A VOTE:**
"It has been moved and seconded that..." "All those in favor of the motion please say Aye; all those opposed, please say No."
8. **THE CHAIR ANNOUNCES THE RESULT OF THE VOTE:**
"The motion has carried and you have just voted to..." or "The motion has lost."



"Random Acts of Kindness"

Business and Professional Women of Cumberland County may be small in membership but we are big in kindness. I wanted to take the time and mention my members kindness because they never will advertise it but I want to share it as ideas for others.

As I am getting to know my members I notice how much effort they put forth for helping others, especially Veterans. One member started years ago randomly buying meals for Veterans (active or retired) when she seen them out at restaurants. It was her way of honoring them for their service and sacrifices.

Another helped with a potluck and invited all the Veterans in the area to come and have a hot meal. Some members handed out coffee or refreshments during events on Memorial, Flag, and Veteran's Days.

Even though one member started the trend others have followed in the random acts of kindness.

None of this ladies in my Local Organization ever asked for a thanks, an acknowledgement, or a photo op from any of the veterans they provided help to. They simply did it because they cared.

I, however, wanted to show how extremely honored and proud I am to be their President and friend. I hope you, too, will start your own "Random Acts of

Kindness" because all it takes is one act of kindness to start a positive change in the world.

**Thank you for your time,
Lee Ann Gaddis
BPWTN President-elect
President of BPWCC**




A
Very
Merry
Christmas
And all the
Best Wishes for
A Happy New Year!



Business and
Professional
Women/TN

Tressy Hart LeeAnn Gaddis



Martha Ervin



Jacque Hillman Carol Turpen



Brenda Risner

Beth Bates



Ann Poag



Sheree Schneider

Carolyn Beverly

It Happened in.....DECEMBER

- December 1, 1955 - Rosa Parks refuses to give up her seat on a bus to a white person; her arrest sparks the modern civil rights movement in the US
- December 5, 1935 - Mary McLeod Bethune creates the National Council of Negro Women
- December 7, 1941 - Capt. Annie Fox receives the first Purple Heart awarded to a woman for her service while under attack at Pearl Harbor
- December 10, 1869 - Wyoming is the first territory to give women the right to vote
- December 10, 1938 - Pearl S. Buck receives the Nobel Prize for Literature for *The Good Earth*
- December 13, 1993 - Susan A. Maxman becomes first woman president of the American Institute of Architects in its 135 year history
- December 14, 1961 - President's Commission on the Status of Women is established to examine discrimination against women and ways to eliminate it
- December 14, 1985 - Wilma Mankiller is sworn in as principal chief of the Cherokee Nation of Oklahoma - the first woman in modern history to lead a major Native American tribe
- December 17, 1993 - Judith Rodin is named president of Univ. of Pennsylvania, the first woman to head an Ivy League institution
- December 28, 1967 - Muriel Siebert becomes the first woman to own a seat on the N.Y. Stock Exchange

December is :

Bingo Month

Write a Friend Month

Read a New Book Month

Safe Toys and Gifts Month

Universal Human Rights Month

Dec.8th National Brownie Day

Dec.10th Human Rights Day

Dec.21st First day of Winter

Dec. 24th Christmas Eve

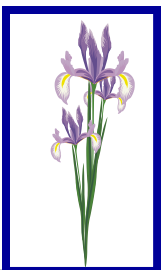
Dec. 25th Christmas Day

Dec. 31st New Years Eve

Jan.1st New Years Day



DECEMBER



NOTE: *Deadline to submit material for Achiever is the 25th of each month.*
Send to :SharonLyrae@aol.com
Articles received after the 25th will be in the next months issue.

Thought for the Month:



Upcoming Monthly Highlights

- January** Mentoring Month
- February** Foundation Month &
 Black History Month
- March** Day On the Hill,
 Region Meetings, Women's History
 Month & Equal Pay Day
- April** Equal Pay Day ,
 Award Submission Guidelines,
 State Reports Due, State Convention
- May** 2015 State Convention



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Women of Tennessee**

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