

THE ACHIEVER

Business & Professional Women of Tennessee, INC.

NOVEMBER/DECEMBER 2020

VOLUME 5, ISSUE 3



Message From Your President

Lee Ann Gaddis

On behalf of BPW/TN we hope this message finds you safe during these trying times. We as a whole are strong and I know one day we can meet in person again. Please remember to be vigilant in wearing a mask, social distance, wash both mask and hands. Reminder that our Interim Board meetings will be electronically through Zoom. It will be on November 5th. You can find more information on the meetings in this Achiever.

Local organizations please make sure to send in your articles and pictures of your meetings and/or events. Members across the state would love to see them. It helps with the isolation.

Members during this time, please make sure to reach out, take the time to write, text, or call another member. Especially if you normally would see them but can't due to social distancing and cancelled events. We are about Women Helping Women. This has never been more important than now.

Please have a safe and Happy Holiday Season.

Remember we are resilient organization and a driving force that started during the Spanish Flu which is a similar experience to what we are dealing with Covid-19. We shall overcome but as with all things it takes patience and time.

Thank you for your time,

Lee Ann Gaddis

BPW/TN State President '19-'21

Rockwood BPW President '19-'21

2015-2016 BPW/TN Past State President

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Tammy Gibson *Rogersville BPW President*

Tammy Gibson is the 2020-2021 President of the Rogersville Chapter of BPW. She has worked for Hawkins County Schools for 26 years has been serving as a Supervisor of Special Education there since 2007.

Tammy has been married to her husband, Rick, for 26 years and together they have a beautiful daughter, Hayley, and an adorable grandson, Bryce. She is an active member of Morrisetts Chapel Baptist Church, where she teaches Sunday School, sings in the choir, and serves as the church treasurer.

Tammy also enjoys reading and spending time with her precious family.



Joy Jarrett *Elizabethton Secretary*

Joy Jarrett was born and raised in East Tennessee where she has lived in Bluff City. She has two wonderful daughters, a great son-in-law, and two awesome grandsons. She is active in her church, loves to cook and entertain family and friends during non-covid times.

Joy retired three years ago after teaching culinary arts and early childhood education for thirty years. Her last seven years of teaching were at Elizabethton High School where she met member Robin McKamey. Robin invited Joy to a meeting and where she was impressed with how they supported their community and that is when she joined. In her time with Elizabethton BPW, Joy has attended State conferences and become the local secretary of Elizabethton BPW.



Featured BPW/TN Members

We are looking to feature BPW/TN members from across the state. If you would like to be featured in an upcoming issue or would like to submit another member from your local, please send a photo and brief bio to publication@bpwtn.org.

In addition to member profiles, if you are an entrepreneur and would like to showcase your business, please send an article along with photos to Amber Farley at the same e-mail address, publication@bpwtn.org.



Vickie Watts Rockwood BPW

Vickie Watts, age 76 of Rockwood, passed away on Wednesday, October 28th, 2020 at her home in Rockwood, TN. She was born on November 1st, 1943 in Rockwood. Vickie was a member of the Rockwood United Methodist Church, and also the Business & Professional Women's Club. She retired from the State of Tennessee Department of Labor and Workforce Development after 30 years. She served on the Rockwood Industrial Board and was a former member of the Roane County Election Commission. She was a past secretary treasurer of Dennis Ferguson's fishing rodeo. She is preceded in death by her Parents: Jewell & Louise Gaddis.

She is survived by:

- Husband of 60 years: James L. Watts Sr of Rockwood, TN
- Son: Lowell Watts of Rockwood, TN
- Grandchildren: Ashleigh Sexton (Jordan) of Harriman, TN Abbie Lou Watts of LaFollete, TN
- Great Grandchild: Jayden Sexton of Harriman, TN

The family will receive friends on Saturday, October 31st, 2020 from 11:00 am – 1:00 pm at Evans Mortuary. Funeral Service will follow at 1:00 pm with Rev. Paul Johnston officiating. Graveside and interment services will follow in the Oak Grove Cemetery in Rockwood, TN. Evans Mortuary is serving the family of Mrs. Vickie Watts.



Memorials

Memorials can be made to the Rockwood BPW Scholarship Fund,, please mail to:

Geraldine Wallick
329 S. Front Ave,
Rockwood, TN 37854

National Business Women's Week Celebrations

Elizabethton BPW

Elizabethton BPW celebrated National Business Women's Week by using their social media platform on Facebook to recognize local businesses and business women who have supported their local chapters over the past few years as well as a new female entrepreneur. Businesses and women who were recognized include Polished Nail Salon, Simply Elegant Bakery & Catering, Powers Coffee, 423Made, Elizabethton Collision Center, The Vanity Shop, and Made in the Shady. Below is some information about a few of these businesses.

Polished is a nail salon located in Elizabethton, TN. Owner Jessica Franklin along with nail techs Holly, Crystal, and Kristy offer manicure and pedicure services for both male and female clients of all ages. Many of our BPW members enjoy the beautiful work these ladies do and I highly suggest you call over and make an appointment if you are in the Elizabethton/Johnson City area! These ladies have also been a huge help in our fundraising efforts by selling pecans!

Powers Coffee is owned and operated by Kim Ward and located in Downtown Elizabethton at Building 518. They have a wonderful menu featuring a variety of coffees, frozen drinks, and Italian Sodas.

423Made is a locally owned and operated by Michelle Beachum. Michelle installed our local officers this year. They specialize in custom gifts and signs. Check out their Facebook and Etsy Shop below for some awesome gift ideas.

The Vanity Room is owned and operated by Britney Hodge. She is originally from Stoney Creek and graduated from the Aesthetics department at Jenny Lea Academy in Johnson City, TN. Her passion is eyebrows and through her business she is offering spa services such as facials, waxing, and brow/lash enhancement (tinting & lifting).

Rockwood BPW

National Business Women's Week kicked off for Rockwood BPW with both County and City Mayors signing their proclamations for the week. Local President Lee Ann Gaddis spoke to her members on the history of NBWW. Local Secretary Becky Layne and 2nd Vice President Geraldine Wallick provided decorations from Linda Rector's sewn creations of owls and pumpkins. Local Parliamentarian Betty Johnston provided cupcakes to celebrate our 99th year.

Rockwood BPW is the oldest civic organization in Roane County. They also helped start the 1st public library in Rockwood by loaning money to the city to help build it. We look forward to our final countdown to a 100 years next year and hope to have a HUGE celebration. Please join us on our journey and help us celebrate.





Business and
Professional
Women's
Foundation

NATIONAL BUSINESS WOMEN'S WEEK®

October 19-23, 2020

Proclamation for the

NATIONAL BUSINESS WOMEN'S WEEK®

WHEREAS, working women constitute 72 million, or almost half, of the nation's workforce and strive to serve their communities, their states and their nation in professional, civic and cultural capacities; and

WHEREAS, women-owned businesses account for 30% percent of all U.S. business, generating almost \$2 trillion in sales and employing over 9 million people; and

WHEREAS, working women should be applauded for their contributions to the workplace and the financial stability of their families especially during the economic downturn when more women have become their family's breadwinner; and

WHEREAS, the major goal of Business and Professional Women's Foundation is to promote equity for all women and to help create better conditions for working women through the study and advocacy of social, educational and economic issues impacting women in the workplace; and

WHEREAS, since 1928, National Business Women's Week® has honored the contributions of working women and employers who support working women and their families.

WHEREAS, Rockwood Business and Professional Women is the oldest civic organization in Rockwood, Tennessee, and has served the interests of working women and other citizens since its founding 98 years ago on October 22, 1921,

Therefore, I, Ron Woody, Mayor of the County of Roane, by the authority vested in me, do hereby proclaim October 19th through the 23rd

NATIONAL BUSINESS WOMEN'S WEEK®

This event is sponsored by Business and Professional Women's Foundation. I urge all citizens, businesses and community organizations in Rockwood, Tennessee to join this salute to working women. Encourage and promote the celebration of the achievements of all working women as they contribute daily to our economic, civic and cultural goals and livelihood.

By

Date

9/22/2020



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WHEREAS, Rockwood Business and Professional Women is the oldest civic organization in Rockwood, Tennessee, and has served the interests of working women and other citizens since its founding 98 years ago on October 22, 1921,

Therefore, I, Mike Miller, Mayor of the City of Rockwood, by the authority vested in me, do hereby proclaim October 19th through the 23rd

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By

Date

10-15-20

National Business Women's Week Celebrations

2020 Woman of Achievement

Jackson Area BPW



Kimberly A. Jones,
Jackson Area Business and Professional Women
Woman 2020 Woman of Achievement

As the kick-off for the 2020 National Business Women's Week, October 19-24, Jackson Area Business and Professional Women announced their 2020 Woman of Achievement. This is the 31st year that this award has been presented. This annual award honors a woman living or working in west Tennessee, outside of Shelby County, who has achieved distinction in her field, has served as a role model and/or mentor for other working women, and who embodies the BPW motto: "Women Helping Women," especially in the workforce.

Our 2020 JABPW Woman of Achievement is Kimberly A. Jones, Executive Director/System Controller for West Tennessee Healthcare. In this capacity she is a part of the Executive Finance Leadership Team supporting the System Chief Financial Officer.

In addition to her work with West Tennessee Healthcare, Ms. Jones has played an active role in many community organizations. She has been a leader in Alpha Kappa Alpha Sorority, the Alzheimer's Association, Boys & Girls Club of Jackson, Carl Perkins Telethon Volunteer, Financial Supporter of St. Jude Heroes, and Faith Health Center.

ABPW President Jan Bynum states, "Our 2020 JABPW Woman of Achievement, Kimberly A. Jones understand the importance of women helping women, and does her best to serve a role model and mentor to women in all walks of life. We are proud to honor her service to our community."

Past recipients of this award are: Justice Martha Craig Daughtrey, Carol Carter-Estes, Helen Herron, Veronica Coleman, Anita Battershell, Caprice East, Mary Tyler, Shirlene Mercer, Judge Christy Little, Kay Gibson, Karolyn Henry, Beth Bates, Terri Kozlowitz, Pat Alford, Jacque Hillman, Jackie Utley, Doris "Cousin Tuny" Freeman, Mary Jo Middlebrooks, Margaret Cole, Linda Higgins, Dr. Nancy S. Zambito-Franz, Dr. Kay Wiles, Patsy Turner, Lynn Menendez, Daryl Chansuthus, Marilyn Jackson, Kristi Turnbow, Wanda Stanfill, Pam Nash, and Vickie Lake.

HISTORY OF TENNESSEE FEDERATION & BPW/TN

In June 1919 approximately one hundred business and professional women met in the YWCA in Nashville, Tennessee, to stimulate interest in attendance at the organizational meeting in St. Louis, Missouri, for the purpose of establishing the National Federation of Business and Professional Women's Clubs, Inc. Present from four clubs in Tennessee were Miss Florence Arp, Knoxville; Dr. Elise Rutledge, Memphis; Miss Mattie Lou Alford and Miss Fletcher Farris, Columbia; and Mrs. W.A. King of the Altrusa club of Nashville.

As an outgrowth of that meeting, Fletcher Farris of Columbia was elected delegate and Dr. Elise Rutledge of Memphis, alternate to represent Tennessee in St. Louis at the organizational meeting of the National Federation of Business and Professional Women's Clubs, at Hotel Jefferson in St. Louis, July 14-17, 1919.

In addition to Miss Farris and Dr. Rutledge, those attending from Tennessee were Miss Leora Fellate, Memphis; Mrs. W.A. King, Nashville; Miss Louise Neilson, Knoxville; and Miss Bertha Childs of Nashville. History reveals that Miss Childs was elected a vice-president of the national federation.

Early in 1920, Mrs. Ethel Crabtree of Chattanooga became interested in forming a state federation and had much correspondence with business women in Tennessee. By reason of the interest expressed, a call went out to all the business and professional women's clubs in Tennessee (about twenty at that time) to convene in Chattanooga in July.

On the afternoon of July 3, 1920, a group of women representing seven business and professional women's clubs of Tennessee met in the Hotel Patten, Chattanooga Tennessee, and agreed that a state federation should be formed. By seven o'clock that night the group was having dinner together at "The Hitching Post," a rustic tearoom in Chickamauga Park, and the Tennessee Federation was an accomplished fact. The seven charter clubs of the Tennessee Federation were Chattanooga Business and Professional Women's Club, Chattanooga Business Women, Columbia Business and Professional Women's Club, Jackson Business and Professional Women's Club, Knoxville Business and Professional Women's Club, Memphis Business and Professional Women's Club, and Business and Professional Women's Club of Nashville.

During the years, in addition to Miss Bertha Childs, elected vice-president at the organizational meeting, Tennessee has given to the National Federation of Business and Professional Women's Clubs, Inc., two outstanding national presidents, Miss Charl Ormond Williams and Miss Osta Underwood; two national treasurers, Mrs. Sara C. Bruce and Miss Wanda Carter (Bates); recording secretary and 2nd Vice President, Miss Ann Scott; an executive secretary, Miss Elinor Coonrod; a national parliamentarian, Miss Margaret Heath, who served longer than any other person in a national position; and a number of national committee chairs and members.



History of Tennessee Federation & BPW/TN Continued...

In 1921 the first convention of the Tennessee Federation was held in Nashville. In 1922 Tennessee entertained a highly successful national convention in Chattanooga. In July 1984 National Area 3, of which Tennessee was a member, hosted a dynamic national convention in Nashville. The Tennessee Federation of Business and Professional Women's Clubs, Inc., which became Business and Professional Women of Tennessee, Inc. (BPW/TN) on July 1, 2009, has gained prestige and power for the business and professional women of Tennessee; has taken part in affairs affecting women, along with a long career of state and community usefulness, which completely justifies the vision and hopes of our great organization.

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PATTY WOODBY

INTERIM CARTER COUNTY MAYOR

Patty Woodby is a member of the Elizabethton BPW chapter and was recently took on the role of Interim Carter County Mayor.

Patty is the first female county mayor in Elizabethton and was also the first Chair Woman on the Carter County Commission. Patty began working 10 years ago for the county in the Circuit Clerk's Office. Two years ago, she ran for Commission and was elected out of the 2nd District. Last year she was placed in the Vice-Chair role of the Commission, and then became Chair after Ray Lyons retired. In September Patty was elected as Chair for the Commission and due to the passing of Mayor Rusty Barnett on the same day, she became Interim Mayor. In December she plans to be the first woman to run for County Mayor and hopes to continue out the term.



Photo from the Elizabethton Star, Brittnee Nave

Elizabethton BPW wishes Patty all the best and are proud to support her in her roles.



East Region Fundraiser

FALL 2020-SPRING 2021

The East Region fundraiser is in full swing and with the holidays around the corner now is a perfect time to place an order! It is the Region's goal to allow members from both the East and West to earn free tickets to the spring meeting as well as build their treasury. Details can be found in the last issue of *The Achiever*, but below you will find a recap and deadlines for the various incentives you can earn!

Qualifying Deadlines & Incentives

- December 1st 2020 - Every BPW/TN Member who places an order by December 1st will be entered into a giveaway which will be awarded at the Region I meeting in March.
- January 1st, 2021 - Locals / Members who raise \$500 by January 1st will win entry into a giveaway which will be awarded at the Region I Meeting in March.
- February 1st, 2021 - Deadline to earn tickets to the East Region Spring Meeting.

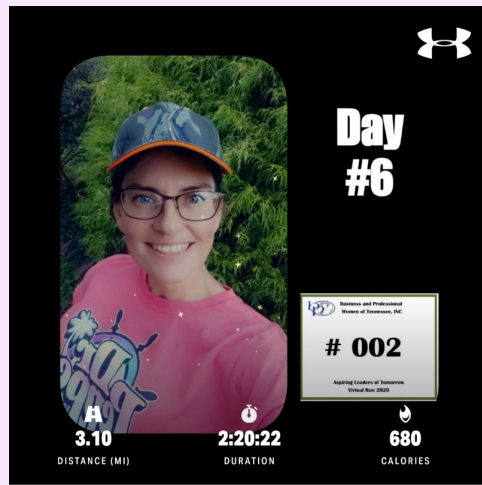
Congratulations are in Order!

- The following members have already placed an order and gotten their names into the member drawing!
 - Beth Bates
 - Kristi DeMoss
 - Martha Ervin
 - Amber Farley
 - Michelle White
- The following members have earned their free ticket!
 - Martha Ervin - Memphis
 - Michelle White - Elizabethton

Make sure to place your order by December 1st to be entered into that member drawing!



BPW/TN Virtual Walk for Education



BPW/TN is hosted their first ever virtual fundraising walk during National Business Women's Week. This walk raised funds for the Aspiring Leaders of Tomorrow Scholarship fund. The walk was open to members and non-members to walk, run, etc in their own towns so that they could practice social distancing as well as participate in a statewide walk. Each participant received a virtual bib and medallion for participating.

Together members walked over 35 miles in one week, raising more than \$200 for the scholarship. BPW/TN would like to congratulate the winner of our first ever virtual walk, LEE ANN GADDIS! Lee Ann walked more than 15 miles during the walk and has been crushing her walking mileage ever since!

BPW/TN will hold another walk in the spring, so please keep an eye out for more information. If you would like to contribute to the scholarship fund, please contact Beth Bates at batesb@aol.com

Proper Care for Cloth Masks

This information was obtained from the CDC website.

Wet & Dirty Masks

- Wet or dirty masks should be keep it in a sealed plastic bag until you can wash it.
- Wash wet or dirty masks as soon as possible to prevent them from becoming moldy.
- Wet masks can be hard to breathe through and are less effective than dry masks.

How to Wash & Dry Your Mask

- Masks should be washed whenever they get dirty or at least daily. If you have a disposable face mask, throw it away after wearing it once
- .If using a washing machine you can include your mask with your regular laundry. Use regular laundry detergent and the appropriate settings according to the fabric label.
- If you are washing by hand, wash your mask with tap water and laundry detergent or soap .Rinse thoroughly with clean water to remove detergent or soap.
- If using a dryer to dry your mask, dry completely in a warm or hot dryer.
- If hanging your mask to dry, hang your mask in direct sunlight to dry completely. If you cannot hang it in direct sunlight, hang or lay it flat and let it dry completely.

Classic Pecan Pie

In celebration of the upcoming holidays and the annual pecan fundraisers hosted by both Elizabethton BPW and Rockwood BPW. Here is a classic pecan pie recipe for you to try this season! If you have a favorite pecan recipe, please send it along to publication@bpwtn.org to be featured in an upcoming issue!

What You'll Need:

- One 9-inch unbaked pie dough chilled
- 2/3 cup corn syrup
- 1 cup brown sugar
- 1/4 cup unsalted butter
- 2 teaspoons vanilla extract or 1 tablespoon bourbon
- 1/2 teaspoon cinnamon
- 3 large eggs
- 1 1/4 cup chopped pecans

Instructions:

1. Preheat the oven to 350F degrees and position the oven rack in the bottom 1/3 of the oven.
2. Take the pie dough out of the fridge and let sit at room temperature for about 10 minutes.
3. On a lightly floured surface using a floured rolling pin, roll out the dough into a circle about 12 inches in diameter
4. Lightly dust the bottom of a 9-inch pie plate with flour and transfer the pie dough to the pie plate. Lightly sprinkle flour on the inside of the pie crust. Then fold over the edges of the pie dough and crimp with your fingers or press down with a fork.
5. Place the pie plate and crust in the fridge as you make the filling.
6. Add the corn syrup, brown sugar and butter to a medium saucepan over low heat. Melt together until the sugar is no longer grainy and the butter is melted, stirring occasionally.
7. Remove the pan from the heat and whisk in the vanilla extract (or bourbon) and cinnamon.
8. In a separate bowl whisk the eggs until frothy.
9. Whisk 1 tablespoon of the brown sugar mixture into the eggs.
10. Whisk the eggs into the warm brown sugar mixture, making sure to go quickly so that the eggs don't scramble.
11. Take the pie crust out of the fridge and place the chopped pecans in the pie shell, then pour the filling mixture into the crust (the pecans will float to the top).
12. Bake in the preheated oven for 50-60 minutes* then remove from the oven and let sit at room temperature for at least 4 hours before serving.

Note:

After about 30 minutes check on the pie to see if the crust is getting too brown. If it's already golden, place a piece of aluminum foil over top of the pie and continue baking.

Pie can be covered and stored at room temperature for up to 8 hours, then refrigerate. Store pie covered in the fridge for up to 4 days (although it's best after 2). Pie can be wrapped tightly and frozen for up to 3 months, then thaw in the fridge overnight. Bring pie to room temperature before serving.

Convention Meeting
Virtual Zoom Meeting, Tennessee
May 21st, 2020

Call to Order	President, Lee Ann Gaddis called the meeting to order at 7:16pm CST.
Invocation/Pledge	There was not an invocation or pledge due to the virtual aspect of the meeting.
Introductions	No Introductions were given.
Roll Call	Parliamentarian, Beth Bates, called credentials, and the chair declared a quorum.
Motion No. 1 Credentials Report	Secretary, Amber Farley, moved that the credentials report as of May 21 st , 2020 at 7:16pm be adopted as presented. The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.
Motion No. 2 Rules of Order	Treasurer, Carol Turpen moved that The Rules of Order for the Board of Directors meeting be adopted as distributed. The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.
Motion No. 3 Agenda	Region II Director, Sharon Taylor-Carrillo, moved that the Agenda be adopted as presented with the proviso that the President be permitted to make any changes necessary to conduct the business meeting, and seconded by 2 nd Vice President, Robin McKamey. The motion was adopted as presented.
Motion No. 4 Program Platform	1 st Vice President, Martha Ervin, moved that the program platform be adopted as presented. The motion was seconded by Region II Director, Sharon Taylor-Carrillo. The motion was adopted as presented.
Motion No. 5 Legislative Platform	1 st Vice President, Martha Ervin, moved that the legislative platform be adopted as presented. The motion was seconded by Region I Director, Michelle White. The motion was adopted as presented.
<i>Recess</i>	The Board of Directors Meeting will recess until June 10 th for the Bylaws.
Call to Order	President, Lee Ann Gaddis called the meeting to order at 7:02pm CST June 10 th , 2020.
Motion No. 1 Credentials Report	Secretary, Amber Farley, moved that the credentials report as of June 10 th , 2020 at 7:02pm be adopted as presented. The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.
Motion No. 2 Bylaw Change	Secretary, Amber Farley moved that Article X. Section 1. Bylaw be changed to Each region shall have a director who shall be elected at the annual state convention. Regional directors shall be members of the state executive committee and the board of directors. A term of office shall be one (1) year, or until a successor is elected. A Regional director shall have served as area coordinator, district director, local organization president or as a member of the executive committee, The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.

New Business

**Motion No. 8
Achiever Fee** Region II Director, Sharon Taylor-Carrillo moved that as of July 1st, 2020, all new members will have to pay a year subscription of \$25 to have a printed copy of the state published achiever mailed to them. The motion was seconded by Secretary, Amber Farley. The motion was adopted as presented.

Adjournment Having no further business, the 101st Pre-Convention Board of Directors Meeting of the Business and Professional Women of Tennessee, Inc. adjourned at 8:25pm CST, May 14th, 2020.

Respectfully submitted by Date: November 1st, 2020

Respectfully submitted by Date:

Amber Farley, Recording Secretary

Lee Ann Gaddis, President

Minutes Approval Committee

Martha Ervin, 1st Vice-President

Carol Turpen, Treasurer

Beth Bates, Parliamentarian

Convention Meeting
Virtual Zoom Meeting, Tennessee
May 21st, 2020

Call to Order	President, Lee Ann Gaddis called the meeting to order at 7:16pm CST.
Invocation/Pledge	There was not an invocation or pledge due to the virtual aspect of the meeting.
Introductions	No Introductions were given.
Roll Call	Parliamentarian, Beth Bates, called credentials, and the chair declared a quorum.
Motion No. 1 Credentials Report	Secretary, Amber Farley, moved that the credentials report as of May 21 st , 2020 at 7:16pm be adopted as presented. The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.
Motion No. 2 Rules of Order	Treasurer, Carol Turpen moved that The Rules of Order for the Board of Directors meeting be adopted as distributed. The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.
Motion No. 3 Agenda	Region II Director, Sharon Taylor-Carrillo, moved that the Agenda be adopted as presented with the proviso that the President be permitted to make any changes necessary to conduct the business meeting, and seconded by 2 nd Vice President, Robin McKamey. The motion was adopted as presented.
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Motion No. 5 Legislative Platform	1 st Vice President, Martha Ervin, moved that the program platform be adopted as presented. The motion was seconded by Region I Director, Michelle White. The motion was adopted as presented.
<i>Recess</i>	The Board of Directors Meeting will recess until June 10 th for the Bylaws.
Call to Order	President, Lee Ann Gaddis called the meeting to order at 7:02pm CST June 10 th , 2020.
Motion No. 1 Credentials Report	Secretary, Amber Farley, moved that the credentials report as of June 10 th , 2020 at 7:02pm be adopted as presented. The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.
Motion No. 2 Bylaw Change	Secretary, Amber Farley moved that Article X. Section 1. Bylaw be changed to Each region shall have a director who shall be elected at the annual state convention. Regional directors shall be members of the state executive committee and the board of directors. A term of office shall be one (1) year, or until a successor is elected. A Regional director shall have served as area coordinator, district director, local organization president or as a member of the executive committee, The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.

Motion No. 3 Bylaw Change	Secretary, Amber Farley moved that Article X II. Section 2. (Third Paragraph) Bylaw be changed to To be eligible for nomination for a state office, a member at large must submit an Official Data Form for Members at Large listing her qualifications and have been a member of BPW/TN or Tennessee Federation of Business and Professional Women for at least two years as of the convention at which they are a candidate. The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.
Motion No. 4 Bylaw Change	Secretary, Amber Farley moved that Article XI. Section 1. Bylaw be changed to The officers of BPW/TN shall be president, a first vice president, a second vice president, a secretary, and a treasurer. The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.
<i>Recess</i>	The Board of Directors Meeting will recess until June 11 th for the Elections
Call to Order	President, Lee Ann Gaddis called the meeting to order at 7:01pm CST June 11 th , 2020.
Motion No. 1 Credentials Report	Secretary, Amber Farley, moved that the credentials report as of June 11 th , 2020 at 7:02pm be adopted as presented. The motion was seconded by 1 st Vice President, Martha Ervin. The motion was adopted as presented.
Bylaws Report	The proposed bylaw changes motioned on June 10 th were voted on and approved as presented. <ol style="list-style-type: none"> 1. Article X. Section 1. Passed with 66.7% (10 yes, 5 no) 2. Article X II. Section 2. Passed with 100% (15 yes) 3. Article XI. Section 1. Passed with 100% (15 yes)
Elections	Beth Bates and Virginia Bates served as the Election Committee and reviewed Elections Rules. Speeches were given by nominees.
<i>Recess</i>	The Board of Directors Meeting will recess until June 11 th at 7:50pm
Call to Order	President, Lee Ann Gaddis called the meeting to order at 7:50pm CST June 11 th , 2020.
Polling Hours	Polling Hours will be held from 8:00-10:00pm CST on June 11 th , 2020. Instructions were given on how to fill out the online voting ballot.
<i>Recess</i>	The Board of Directors Meeting will recess until June 12 th at 7:58pm
Call to Order	President, Lee Ann Gaddis called the meeting to order at 7:00pm CST June 12 th , 2020.
Election Results	14 Ballots were cast <p>President – Lee Ann Gaddis – 11 Ballots yes</p> <p>1st Vice President – Martha Ervin – 14 Ballots yes</p> <p>2nd Vice President – Sharon Taylor-Carrillo – 10 Ballots yes</p> <p>Secretary – Amber Farley – 14 Ballots yes</p> <p>Treasurer – Carol Turpen – 14 Ballots yes</p> <p>Region I Director – Michelle White – 14 Ballots yes</p> <p>Region III Director – Liz Stanley – 12 Ballots yes</p> <p>Region III Director – Jewell Walker – 1 Ballot yes</p>

Adjournment

Having no further business, the 101st Convention of the Business and Professional Women of Tennessee, Inc. adjourned at 7:07pm EST, June 12th, 2020.

Respectfully submitted by Date: November 1st, 2020

Respectfully submitted by Date:

Amber Farley, Recording Secretary

Lee Ann Gaddis, President

Minutes Approval Committee

Martha Ervin, 1st Vice-President

Carol Turpen, Treasurer

Beth Bates, Parliamentarian

Post Convention Board of Directors Meeting
Virtual Zoom Meeting, Tennessee
June 18th, 2020

Call to Order President, Lee Ann Gaddis called the meeting to order at 8:03 pm CST.

Invocation/Pledge There was not an invocation or pledge due to the virtual aspect of the meeting.

Introductions No Introductions were given.

Roll Call Secretary, Amber Farley called the roll, and the chair declared a quorum.

Motion No. 1

Rules of Order Region I Director, Michelle White moved that The Rules of Order for the Board of Directors meeting be adopted as distributed. The motion was seconded by Secretary, Amber Farley.

Motion No. 2

Agenda 2nd Vice President, Sharon Taylor-Carillo moved that the Agenda be adopted as presented with the proviso that the President be permitted to make any changes necessary to conduct the business meeting, and seconded by Jan Bynum. The motion was adopted as presented.

Appointments

Minutes Approval President, Lee Ann Gaddis appointed the following to serve along with the Committee President to approve the minutes of this meeting:

Martha Ervin, 1nd Vice-President

Carol Turpen, Treasurer

Beth Bates, Parliamentarian

Approval of Other

Committee Appointments President, Lee Ann Gaddis, with no objection, announced Secretary/Treasurers for the three Regions were approved by the Executive Committee:

Region I Maggie Brummitt

Region III Sharon Taylor-Carillo

Actions of the Executive Committee The Actions of the Executive Committee were presented by Amber Farley, Recording Secretary, as follows:

1. The Executive Committee approved that the Official Bank for the Business and Professional Women of Tennessee, Inc. be Regions Bank, Rockwood, Tennessee.
2. The Executive Committee approved that the Treasurer ensure that a security bond is secured covering the Treasurer and all persons entrusted with the handling of the Business and Professional Women of Tennessee, Inc. funds and property and the cost of such bond was included in the 2020-2021 budget.

Motion No. 3

The Achiever By Direction of the Executive Committee, 1st Vice President, Martha Ervin, moved that the Board of Directors accept the Achiever bid from Amber Farley. The motion was seconded by Region I Director, Michelle White. The motion was adopted as presented.

Motion No. 4

The Achiever By Direction of the Executive Committee, 1st Vice President, Martha Ervin, moved that the Board of Directors accept the Achiever to become a bi-monthly publication and that any new requests to receive a printed publication will require a \$25 charge for printing. The motion was seconded by Treasurer, Carol Turpen. The motion was adopted as presented.

Motion No. 5

Interest Accrue By direction of the Executive Committee, Recording Treasurer, Carol Turpen, moved that the interest accrue on the checking, the money market /savings account and the Executive Secretary CD be allowed to accrue without further action. The motion was adopted as presented.

New Business None

Announcements None

Adjournment Having no further business, the Post Convention Board of Directors Committee meeting was adjourned at 8:25PM.

Respectfully submitted by Date: November 1st, 2020

Respectfully submitted by Date:

Amber Farley, Recording Secretary

Lee Ann Gaddis, President

Minutes Approval Committee

Martha Ervin, 1st Vice-President

Carol Turpen, Treasurer

Beth Bates, Parliamentarian

Business and Professional Women of TN, Inc.
Statement of Financial Position
June 30, 2020
Presented to the Board of Directors Thursday, November 5, 2020

Assets	2019 Actual	2020 Actual
Working Fund	5,115.25	7344.23
<i>Working Fund Transfer to New Year</i>	5,000.00	5000
<i>100th Year - Working Fund Transfer for 2018-2019</i>	5,000.00	3104.02
Convention Account	4,870.19	3878.37
Executive Secretary CD	24,744.26	24778.75
Money Market Savings	6,412.02	6412.87
<i>Total Current Assets</i>	<u>51,141.72</u>	<u>50,518.24</u>
Total Assets	<u>\$51,141.72</u>	<u>\$50,518.24</u>
Liabilities		
Accounts Payable		
President Credit Card	0.00	0.00
Treasurer Credit Card	0.00	0.00
<i>Total Current Liabilities</i>	<u>0.00</u>	<u>0.00</u>
Net Assets		
Unrestricted	51,141.72	50,518.24
<i>Total Net Assets</i>	<u>51,141.72</u>	<u>50,518.24</u>
Total Liabilities & Net Assets	<u>\$51,141.72</u>	<u>\$50,518.24</u>

Business and Professional Women of TN, Inc.
Statement of Cash Received and Expenses Paid

June 30, 2020

Presented to the Board of Directors Thursday, November 5, 2020

Revenues	Actual 2019	Actual 2020
Aspiring Leader of Tomorrow Entry Fees	50.00	50.00
Convention Ads/Sponsors	229.00	0.00
Convention Auction	301.00	0.00
Convention Meals	945.00	0.00
Convention Registrations	580.00	0.00
Fundraising	275.70	0.00
Convention (100th Year)	0.00	0.00
Interim Board Registration & Meals	755.00	285.00
Interim Board Auction	162.40	89.00
Investments-Savings, Short-term CD	25.85	35.18
Other Revenue	100.00	0.00
President's Gift	220.00	0.00
State Membership Dues	4,673.25	3,455.00
Total Revenues	\$8,317.20	\$3,914.18
Expenses		
Achiever & Printing Expense	1,063.30	1,133.68
Convention Expenses	5,545.16	0
Day on the Hill	1,368.10	0.00
First VP	8.50	112.80
Foundation Expense	25.00	0.00
Insurance Expense	318.00	318.00
Interim Board Expense	1,407.60	1,196.34
Licensing Fee (Annual Report)	20.47	20.47
Memorial for Past State Presidents	300.70	0.00
Mentor Awards	43.79	0.00
Miscellaneous	174.22	0.00
Operating Expense	1,068.78	702.70
President Expense	172.00	176.90
President's Gift	220.00	0.00
President's Pin	335.00	0.00
Previous Year Expense	0.00	329.25
Regional Director Expense	0.00	80.00
Second VP	50.00	0.00
Secretary	0.00	40.00
Aspiring Leaders of Tomorrow (formerly Young Careerist)	500.00	300.00
Website Expense	302.88	305.35
Total Expense	\$12,923.50	\$4,715.49
Net Cash Received	<u><u>-\$4,606.30</u></u>	<u><u>-\$801.31</u></u>

BUSINESS AND PROFESSIONAL WOMEN OF TENNESSEE, INC.

**2020 STATE CONVENTION
INCOME & EXPENDITURE REPORT**

**HAMPTON INN & SUITES
MT. JULIET, TENNESSEE
AUGUST 16TH - 18TH, 2020**

INCOME

Convention Auction	\$	80.00	
Registration Fees	\$	260.00	
			<u>\$ 340.00</u>

EXPENSES

Pay Pal Fees (registration)	\$	6.63	
Reimbursed Carol Turpen-registration	\$	65.00	
Meal expense	\$	77.90	
Meeting room expense	\$	274.38	
Supplies	\$	62.97	
			<u>\$ 486.88</u>

Officers expense			
Parliamentarian-Beth Bates	\$	93.20	
Sectary- Amber Farley	\$	40.00	
Region I Director-Michelle White	\$	152.00	
			<u>\$ 285.20</u>

Net Loss (\$432.08)

Financial Review to the Finance Committee

Finance Committee Purpose

The Finance Committee is composed of a chair and at least 2 members in addition to ex-officio member, the treasurer. Committee members are chosen for their financial experience and knowledge. The committee's responsibility is to perform a financial review of the treasurer's records for the previous year's management team and prepare a report on the findings. The report is presented to the Executive Committee prior to the Interim Board Meeting and to the Board of Directors at the Interim Board meeting. Upon approval of the financial review, the committee ensures all proper tax forms are filed.

Additional responsibilities of the committee include but are not limited to the following:

- Prepare the annual budget for presentation to the Board of Directors at the pre-convention board meeting.
- Have general supervision of all expenditures.
- Assist local organizations in developing sound financial policy and procedures.

Finance Committee 2019-2020

Chair and Voting Members

Martha Ervin, Chair (voting)

Beth Bates (voting)

Amber Farley (voting)

Bylaw Required Members

Lee Ann Gaddis, President (ex-officio, voting)

Carol Turpen, Treasurer (non-voting)

Financial Review/Audit

The financial records were turned over to the finance committee within the 45 days period required in the bylaws. The audit finds the records are in reasonable condition. Supporting documentation exists for most of the transactions. Below are details and observations made while reviewing records.

Financial Records

The financial records for the year 2019-2020 were found to be in reasonable order and mostly following the procedures set up under the State Financial Review Guideline.

- Monthly bank statements containing cancelled check images as provided by the bank.
- Online banking is utilized to access paper copies of the statements for reconciling purposes.
- All paid invoices and/or approved payment vouchers
 - Invoices to support payments exist for vendors
 - Approved expense vouchers
- Voided checks are included in the documentation.
- All financial statements are included:
 - Investment funds
 - Executive Secretary Certificate of Deposit
 - Working Fund Savings Account
 - Working Fund Account
 - Visa Credit Card
 - Interim Board/Convention Account
- Final financial statement as of the close of the fiscal year, June 30th was included.

Notes:

Due to the deteriorating health condition of the previous treasurer, the committee could not retrieve all of the beginning of the fiscal year transaction. Therefore, data from the bank statements was used to restate the financial position.

Quicken is the official bookkeeping system for the organization.

Business and Professional Women of TN, Inc.
FY 2019-2020 Financial Review Reports
Presented to the Executive Committee – Thursday, November 5, 2020

The financial review of the financial transactions of the Business and Professional Women of Tennessee, Inc. for the period July 1, 2019 to June 30, 2020 has been completed, pursuant to Chapter XIX. STATE FINANCIAL REVIEW GUIDELINES of the organization's handbook.

The handbook requires the finance committee perform the procedures outlined in the chapter to ensure that the organization's financial activities for the named period were accurate, reasonable, and in accordance with the organization's policies.

All financial records were compiled and reviewed to ensure the policies outlined in the handbook were followed. Records were received in a timely manner.

The committee restates the financial statements provided by the treasurer, to ensure consistency with last year's reviewed financial statement. This serves as a basis for the analytical procedure comparing last year's accounts to the current year.

By applying audit procedures, the committee concluded that the organization's activities were carried out in accordance with the financial procedures outlined in Chapter XIX. STATE FINANCIAL REVIEW GUIDELINES of the organization's handbook. The committee concluded all deposits were accounted for and that all expenses are necessary and reasonable to the organization's mission.

Respectfully Submitted by,

Martha Ervin
BPW Finance Committee Chair
for 2019-2020

**BUSINESS AND PROFESSIONAL WOMEN OF TENNESSEE, INC. (BPW/TN)
OFFICIAL DATA FORM FOR CANDIDATES FOR OFFICE**

The _____ Business and Professional Women's Local Organization of _____, Tennessee, presents _____

as a candidate for the office of _____ of the Business and Professional Women of Tennessee, Inc. (BPW/TN). She has been endorsed for such office by this local organization.

Current BPW office, if any _____

Previous State Service _____

Qualifications for Office _____

Date and local organization which you served as president _____

Number of years membership in a Tennessee BPW organization _____

LOCAL ORGANIZATION PRESIDENT _____

LOCAL ORGANIZATION SECRETARY _____

Date _____ Region _____

Consent to Serve

The duties of an elected officer for regional director of the state organization include attendance at executive committee meetings, state board meetings, planning meetings, regional meetings, and state conventions.

The duties of district director include conducting district meetings, attendance at meetings of the state board of directors, state convention, and regional meetings.

I have carefully studied the requirements for office for which I am a candidate. Neither my job nor my membership in any other organization in any way prevent my support of the organization's objectives and policies, including active support of our state legislative platform.

The _____ Business and Professional Women's Local Organization has my permission to submit my name as a candidate for the office of _____ of the Business and Professional Women of Tennessee, Inc. (BPW/TN).

I agree to serve as _____, if elected. I am able to give the required time to the duties of such office and there is nothing in my health or personal affairs to prevent my serving.

Dated this _____ day of _____, 20 _____.

Return form in duplicate to: Nominations Chair.

[Candidates for Executive Committee offices also submit photo. Attach bio and photo for publication.]

Candidate _____

Address _____

Place of employment: Name & Address _____

Phones: (H) _____ (B) _____ (FAX) _____

Cellphone: _____ E-mail: _____

**BUSINESS AND PROFESSIONAL WOMEN OF TENNESSEE, INC. (BPW/TN)
OFFICIAL DATA FORM FOR MEMBER AT LARGE CANDIDATE FOR OFFICE**

_____ Member at Large in good standing of the
Business and Professional Women of Tennessee (BPW/TN), presents herself as a candidate for the office of
_____ of the Business and Professional Women of
Tennessee, Inc. (BPW/TN).

Present business or profession _____

Current BPW office, if any _____

Previous State Service _____

Qualifications for Office _____

Tennessee local organization of which you were a member _____

Number of years of membership in a Tennessee BPW organization _____

Date which you served as president _____ (for candidates for line officer)

Consent to Serve

I have carefully studied the requirements for office for which I am a candidate. Neither my job nor my membership in any other organization in any way prevents my support of the organization's objectives and policies, including active support of our state legislative platform.

I agree to serve as _____, if elected. I am able to give the required time to the duties of such office and there is nothing in my health or personal affairs to prevent my serving.

Dated this _____ day of _____, 20 _____.

Return form in duplicate to: Nominations Chair.

[Candidates for Executive Committee offices submit photo. Attach bio and photo for publication.]

Candidate _____

Address _____

Place of employment: Name & Address _____

Phones: (H) _____ (B) _____ (FAX) _____

Cellphone: _____ E-mail: _____

BUSINESS & PROFESSIONAL WOMEN OF TENNESSEE

CALENDAR OF EVENTS: 2020-2021

2020

December 20th, 2020

Event / Deadline:

Submission Deadline for January Achiever issue.

2021

January 15th, 2021

The Achiever Published Online and Mailed to Printed Subscribers.

February 20th, 2021

Submission Deadline for March Achiever issue.

March

Women's History Month

March 2021

Equal Pay Day

March 6th, 2021

Region I (East) Spring Meeting (Michelle White)

March 9-10th, 2021

Women's Day on the Hill

March 15th, 2021

The Achiever Published Online and Mailed to Printed Subscribers.

March 27th, 2021

Region III (West) Spring Meeting

April 1st, 2021

Candidates for Office

April 10th, 2021

Deadline: Nominations (State Officers, Regional Directors) to Nominations Chair. (60 days before the first business session of Convention).

April 10th, 2021

Deadline: Submitting bylaws amendments tbc at BOD (60 days prior)
Approve all committee appointments for upcoming year (60 days prior to Convention)

April 10th, 2021

Executive Committee approve convention budget

April 20th, 2021

Submission Deadline for May Achiever issue.

April 30th, 2021

Deadline: Membership Dues for Awards.

April 30th, 2021

ALT-YC Scholarship Application Deadline

May 2021

Early Registration Deadline for 2021 Convention.

May 15th, 2021

Deadline: LO Officers Information form to Treasurer and Webmaster

May 15th, 2021

Deadline: President's Reports (award qualifications, officers) to President, 1st & 2nd VPs, and Legislative Chair at www.bpwtn.org.

May 15th, 2021

Deadline: Reporting Foundation Contributions

May 15th, 2021

Deadline: All reports to State President for Convention

May 15th, 2021

Deadline: All reports to 1st Vice President for Post-Convention EC and BOD

May 15th, 2021

The Achiever Published Online and Mailed to Printed Subscribers.

June 2021

2021 BPW/TN State Convention

HOLIDAY BUCKET LIST

This year our holidays may look a little different, but there are plenty of activities you can do to connect with loved ones and enjoy the season while taking precautions and practicing safety.



Write Christmas Cards



Christmas Movie Marathon



Create Your Own Holiday Photo at Home



Decorate the Tree



Write a letter to Santa (you are never too old to believe!)



Dance to Holiday Music



Bake Homemade Christmas Cookies



Christmas Crafts



Drink Hot Cocoa by the Fire



Drive around the neighborhood and look at the lights



Gingerbread Houses



Virtual Holiday Pajama Party