

Women Education Leaders in Virginia Board of Directors



**2017-18 Retreat
July 21, 2017**

10:00-1:00

Margaret Blackmon's Home Afton Mountain

Attendees: Linda Reviea, Beth Baptist, Kim Evans, Shannon Beasley, Taneshia Rachal, Regina Turner, Robyn Bolling, Margaret Blackmon, Elaine Fogliani, Judy Lam, Merle Herndon

Item #	Topic	Discussion	Action	Person(s) Acting
1	Welcome (Linda)	Linda welcomed attendees and thanked Margaret for hosting the July Board meeting.		Linda
2	Agenda Overview	N/A		
3	Approval Minutes (Elaine) Documents: Minutes March 15, 2017 Minutes Annual Meeting 2017	<u>Minutes from March 15, 2017</u> <ul style="list-style-type: none"> Kim Evans provided a correction to the contact information for Regina Turner. Regina works in Greenville and not Sussex County. 	Minutes Approved	Moved by Beth; Seconded by Robyn
		<u>Minutes from the 2017 Annual Meeting</u>	Minutes Approved	Moved by Beth; Seconded by Kim

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4	Financial Statement (Judy) Documents: Budget Financial Statement Conference Financial Statement Conference Comparison Statement	<u>Profit & Loss</u> <ul style="list-style-type: none"> • Income YTD: \$35,947.80; • Net Profit: \$12,189.86; • Bank Balance: \$37,230.54; • PayPal Balance: \$965.13 (will be transferred over); • Accounts Receivable: \$97,500; • CD: \$10,000 (not included in total) -Discussed putting an additional \$10,000-\$20,000 towards a CD 	The Board authorized Elaine to put \$10,000-\$20,000 into a CD.	Moved by Margaret; Seconded by Sheri
		<u>Conference Statement</u> <ul style="list-style-type: none"> • \$11,638 for hotel; \$1623 for speaker fee and travel; \$1524 sponsored dinners; \$1569 book cost; \$2295 awards, printing, gifts • Profit on conference: \$17,295 (compared to last year, this is \$10,000 less overall). Per diem for food is a daily per diem that drastically increased the hotel bill last year. • Sheri asked about hosting the conference at UVA; issue is getting from rooms to UVA; parking was an issue and the food is expensive. WELV is connected to UVA and we should receive the same rates and benefits that UVA/partnership conferences receive (VSUP). • We had a lot less people attend; 113 this year compared to 140 the previous year; transition in following up with people; we have quite a few people who haven't paid. Judy is starting to send the second round of invoices. 	Financial Statement Approved	Moved by Beth; Seconded by Robyn

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5	<p>Schedule of Board Meetings (Elaine) Recommended Dates September 22, 2017 (Face to Face)</p> <p>January 19, 2018 (Online Meeting)</p> <p>March 14, 2018 (Face to Face)</p>	<ul style="list-style-type: none"> The September meeting will take place in Charlottesville. Elaine will send out a survey to finalize the dates. 		
6	<p>Annual Conference Location and Theme and Speakers (Elaine)</p> <p>Documents: Conference 2017 Evaluation Summary Conference Outline Board Responsibilities</p>	<p><u>2017 Annual Conference Evaluations</u></p> <ul style="list-style-type: none"> Most people were happy. <p><u>2018 Annual Conference</u></p> <ul style="list-style-type: none"> Elaine has been putting the pieces together (Suggested Theme: <i>Becoming a Resonant Leader: Charting Change that Matters</i>). The schedule has changed some based on input from last year. We will scale back the networking reception next year; Beth suggested that the money go towards purchasing the book for attendees instead of hosting the reception. Margaret would like to invite Dierdra Trent (VA Secretary of Education) back to WELV Kim is willing to look at options for big prizes; Robin suggests that we go in together to get better price; Margaret will offer her house in Atlanta as two different prizes. Suggested format: lunch to one concurrent session, then big speaker, followed by the networking session on Thursday. Breakout sessions: Kathleen Smith; business panel; diversity breakout session literacy 		

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		<p>and minority written books;</p> <ul style="list-style-type: none"> • Consider having the concurrent sessions at tables and not in different rooms • Last year, outlets were not provided and people could not charge their devices. • Discussion about sponsorship levels \$2000, \$1500, \$1000; grid of what you get; move \$2000 to top of page; social media endorsement should be added (and website placement); note at the bottom about 501c3 tax deduction. 		
7	Higher Education Report Lynchburg Conference (Sheri)	<ul style="list-style-type: none"> • 19 attendees. Meaningful information shared (held in June would move to a different month next time). • Reduced cost for membership to WELV for Lynchburg attendees. • Engaged non-traditional WELV sponsors/business owners. • Cindy Moss with Discover Education really enjoyed sponsoring the Lynchburg conference. • Shannon is developing an idea to host a race in Charlottesville. 		
8	VASCD Presentation (Elaine) Documents: VASCD Session Description	<ul style="list-style-type: none"> • Deciding between two books: <i>Becoming a Resonant Leader</i> and <i>Lead Like a Pirate</i>. We will hear back in mid-August • Taneshia, Beth, Kim, Regina, Linda have volunteered to serve on the panel. 		
9	Business Partners Dinner at Superintendents Conference in VA Beach (Elaine)	Not sure if this will happen...		

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		<p>\$150 for Judy, making hers \$825 a month. WELV would have to pay taxes. Total increase to WELV would be \$5463.36 a year; Regina gets \$100 a month for the social media (independent contractor).</p>	<p>Executive Director</p> <p>Approved stipend increase for Administrative Coordinator</p>	<p>Moved by Shannon; Seconded by Regina</p>
11	<p><u>Committee Reports</u> Communication Newsletters (Elaine and Shannon)</p>	<p>No report at this time.</p> <ul style="list-style-type: none"> • Elaine described what the responsibility entails. She will work in partnership with Shannon on the newsletter. <p>*There will be a September newsletter.</p>		
12	<p><u>Committee Reports</u> Mentorship (Margaret)</p>	<ul style="list-style-type: none"> • Margaret says please call her. • Suggestions to Linda and Mearle: selectively identify women to mentor; don't push everyone towards being a superintendent. The most important job is teaching and being a principal. • Shannon Beasley suggests that we "take advantage of Beth" and her long work history with HR. • Margaret followed up with a person who felt that the North Carolina superintendent for Asheville, NC should have a separate organization for women. Pennsylvania has a strong organization for women educational 		

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		<p>leaders. We should help other states who want to start something. This is in our strategic plan.</p> <ul style="list-style-type: none"> • Taneshia would like to see a mentoring program (aspiring principals, superintendents, etc.). Shannon indicated that we need a grant to formally introduce a mentoring program. Kim says that this is something that we can definitely work on. 		
13	Awards and Officer Nominations (Elaine and Shannon)	<ul style="list-style-type: none"> • No officer nominations needed this year. • Four awards: Spirit, Glass Ceiling, Rising Star, and Outstanding Contributions to Education. These should be mentioned in every newsletter. • Shannon will provide information on when nominations are due. • Elaine will assist Shannon in protecting the integrity of the awards. 		
14	Strategic Plan Update (Elaine) Documents: Draft Strategic Plan for 2017-18	<ul style="list-style-type: none"> • Social Media has been added under communication; • Affiliates are listed under regional events; • Goal for three business partners. We currently have two. • We need a written proposal regarding mentoring/leadership academy for women (Kim, Shannon, and Taneshia will work on it). 		
15	<u>Regional Rep Positions</u>	N/A		
15	<u>Region Reports</u> Region 1 Regina Turner Region 2 Janene Gorham	<u>Region 1: Regina</u> <ul style="list-style-type: none"> • March 24th passed out cards to math supervisors and specialists the entire state 		

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	Region 3 Jane Geyer Region 4 Jennifer Cavanaugh Region 5 Robyn Bolling Region 6 Jeanette Warwick Region 7 Gina Wohlford Region 8 Nancy Leonard	was represented; <ul style="list-style-type: none"> • July 10th online meeting for Region 1 Ambassadors; • Little Ladies of the Future (girls group) <u>Region 5: Robyn</u> <ul style="list-style-type: none"> • Short term goal is to reach out to the women administrators in Albemarle County. Taneshia recommended a description for Regional Reps		
16	Report on Ambassador Program (Elaine) Documents: List of Ambassadors Plan for Communication	<ul style="list-style-type: none"> • We currently have 11 Ambassadors • Plan for an online meeting 		
17	Report from Social Media Coordinator (Regina)	<ul style="list-style-type: none"> • Regina emailed a report on 7/20/17 (Taneshia will email it to everyone with the minutes). • Regina went over the report • Taneshia suggested a Linked in account; Regina will create an account 		
18	By-Law Changes Needed Documents: By-Laws	No recommended changes		
19	Board Member Comments And List of Action Items	None presented		
20	Adjourn for Lunch		Adjourn Meeting	Moved by Robin; Seconded by Regina

