



Our Mission

The Flint Women's Forum brings together people of professional achievement and influence. Through educational programs and the exchange of ideas, experiences and resources, the members contribute to one another's professional advancement, increase the visibility of women leaders and facilitate the effectiveness of women in the community.

President's Scribbles

Hello Ladies:

It seems that we just moved into 2005 and January is already gone. I remember, as a kid that time seemed to take forever. Now that we are adults, it moves way to quickly so we must enjoy what we are doing and capture every moment. I know for me, the FWF is something I look forward to every month and hope you do too. Just like anything in life, the more you put into it the more you get out of it. Thank you to those who have contributed over the years and if there is anything you feel you would like to contribute our ears are always open.



Have a wonderful year and remember to take time to enjoy it!

~ Sheree W. Blazejewski

The Sharing Section

- Flint Area Chamber of Commerce is accepting applications from WOMEN business owners to participate in the **Athena Powerlink Program**. The Women's Business Council runs this program. It is designed to assist the business owner in taking their company to the next level. It is not for "start up" businesses and certain criteria must be met. Call Kramer Ruth Kramer at (810) 232-7101 for more information.
 - Planned Parenthood of East Central Michigan, Inc. is offering **sexuality education** for significant (m) others & growing up daughters. There is a program for pre-teen ages 9-13 and another for 14 -18. The classes are ongoing – please call (810) 238-3631, ext. 332 to register.
 - Let us expand our life ~ University of Michigan **Outreach Classes** are online and in your community! Classes include Ballroom Dancing, Introduction to Computers, Healthy Cooking, etc. For further information, call (810) 767-7030. To register online: <http://www.umf-outreach.edu/outreach/amaizing.htm>
 - Get support for your business – whether your business is existing or just in your head! Contact the **Small Business & Technology Development Center** at (810) 767-6494 for individual assistance and workshops. This center is operated through the University Outreach, University of Michigan – Flint.
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Membership

As an incentive for membership recruitment, any member who sponsors a new member is entitled to a certificate good for one free lunch at a regular meeting. Certificates are given upon new member induction.

New Members – Please welcome our newest members into the Forum and special thanks to the members that sponsored them.

✚ Kathy Zandstra with MFO Management Company sponsored by Annetta Tobias

✚ Annetta Tobias is retired from MFO Management Company. She is planning to spend a couple of months with her hubby in Florida and will be back at FWF in May.

Sustaining Membership

In recognition of this commitment, previous membership, and continued desire to be supportive of the Forum and its mission, we have a new category of membership: Friend of the Flint Women's Forum.

Requirements for joining this category and attendant benefits include:

1. Must have been a member in good standing of the FWF for a minimum of three years (not necessarily consecutive).
2. Must pay an annual membership fee of \$45.00.
3. Must have the ability to attend two monthly meetings per year at the member rate; additional meetings will be at the visitor rate.
4. Will be included in the member directory and identified as a 'Friend of the Flint Women's Forum.'

Forum Meeting

When: Tuesday, February 17 – noon

Where: Flint Golf Club

Speaker: Lisa Wilcox, Investigation Officer at Standard Federal Bank

Theme: "Yearly There Are Seven Million Victims, Learn How to Protect Yourself from Identity Theft"

Menu: Broiled Whitefish with Rissotto and Green Beans or Meatless Broccoli Cheddar Quiche

Cost: \$17.00 for members and \$19.00 for guests. It is essential that you RSVP to Ellen Brothers at (810) 238-7621, ext. 310.

Standing List

Betty Bennett	Jamie Cowan	Jenean Kleinedler
Pam Bishop	Sara Jo Gallock	Lois Revenaugh
Sheree Blazejewski	Diana Hedderman	Janette Sullivant
Ellen Brothers	Teri Irland-Munley	Annetta Tobias
Kathy Condon	Michele Nichols	Adrienne Wells
Sherry Collins		

RSVP to FWF Luncheons

Members who are not on the standing list need to **RSVP by calling Ellen Brothers at (810) 238-7621, ext. 310 before the Friday before the luncheon meeting.** If she is unavailable, please leave her a voicemail with your name, the name(s) of any guests, and luncheon selections (if applicable).

Members who are on the standing list do not need to RSVP unless they cannot attend. **Cancel by calling Ellen Brothers at (810) 238-7621, ext. 310 before the Friday before the luncheon meeting.** Members on the standing list will be charged for missed meetings, if a cancellation is not received timely.

Website

Visit our website. **We now have monthly newsletters posted on-line.** We want to know what you think. www.flintwomensforum.org

Board Members

President – Sheree Blazejewski	(810) 733-8907.....	sheree.blazejewski@ubs.com
President Elect – Ellen Brothers	(810) 238-7621	ellenbrothers@ywcaflint.org
Past President – Betty Bennett.....	(810) 577-9572.....	bettyboop48506@comcast.net
Secretary – Teri Irland Munley.....	(810) 762-5404.....	teri.irland@abnamro.com
Treasurer – Open.....
Membership –Lois Revenuagh	(810) 766-6161.....	lrevenaugh@flintjournal.com
Program Chair – Sherry Collins.....	(810) 342-1058.....	sherryc@mclaren.org
Public Relations – Pam Bishop.....	(810) 233-3130.....	bishopp@abc.com
Editor – Jamie Cowan.....	(810) 238-4617.....	jcowan@lewis-knopf.com
Member At Large - Kathy Condon.....	(810) 733-9532.....	kathyc@mclaren.org

Note of Thanks

The Flint Women's Forum would like to recognize Lewis & Knopf, CPAs for their help in the printing of our newsletter.

Proposal 1:**Proposed By-Law
Changes for 2005***Accept or reject the by-law changes as presented.***Article VI - Duties of the Board of Directors:**

The Board of Directors will be responsible for planning, approval, or rejection of new members and approval or rejection of recommendations from the committees. The Board of Directors shall meet regularly. Members of the Board of Directors should be able to assume the duties and responsibilities of their offices and to regularly attend Board of Directors meetings. A member unable to participate, for whatever reason, should resign from the Board. Resignation is mandatory from the Board if the member misses three consecutive meetings or cumulative total of four during the term of office.

Article VII – Officers Duties:**President**

The President IS CHIEF EXECUTIVE OFFICER OF THE FLINT WOMEN’S FORUM. The President shall chair meetings of the Board of Directors and of the Forum and provide the leadership of the Forum.

ADDITIONAL RESPONSIBILITIES:

- MAY SIGN PAYMENTS, ORDERS & CHECKS DRAWN BY THE TREASURER
- SUBJECT TO THE APPROVAL BY THE BOARD, THE PRESIDENT SHALL APPOINT STANDING COMMITTEES AND ALL OTHER COMMITTEES EXCEPT NOMINATING
- SHALL BE AN EX-OFFICIO MEMBER OF ALL COMMITTEES EXCEPT THE NOMINATING COMMITTEE
- PREPARES AGENDA FOR GENERAL MEETINGS
- APPOINTS MEMBERS-AT-LARGE TO STANDING COMMITTEES

President-Elect

The President-Elect shall automatically succeed to the office of the President. The President-Elect shall substitute for the President if absent.

ADDITIONAL RESPONSIBILITIES:

- SERVES AS A MEMBER OF THE EXECUTIVE BOARD
- SHALL SERVE FOR A TERM OF ONE YEAR AND SHALL AUTOMATICALLY BE ON THE BALLOT SLATE AS UNCONTESTED NOMINEE FOR PRESIDENT.
- SHALL PERFORM SUCH DUTIES AS ASSIGNED BY THE PRESIDENT
- SHALL HAVE AUTHORITY TO MAKE PLANS FOR THE NEXT TERM, INCLUDING APPOINTING AND MEETING WITH APPROPRIATE INCOMING STANDING COMMITTEE CHAIRS.
- OVERSEES NOMINATING COMMITTEE.
- SHALL BE AN EX-OFFICIO MEMBER OF ALL COMMITTEES.
- RESPONSIBLE FOR BY-LAW CHANGES AND INTERPRETATIONS.
- OVERSEES NEW MEMBER AWARD PROCESS.

Past President

The Past President shall provide continuity and fulfill other duties as requested by the President.

ADDITIONAL RESPONSIBILITIES:

- WORKS WITH PROGRAM CHAIR ON APRIL CELEBRATION OF WOMEN EVENT

Secretary

The Secretary shall keep minutes of the Board of Directors meetings and fulfill other duties as requested by the President and Board of Directors.

ADDITIONAL RESPONSIBILITIES:

- SHALL KEEP RECORD OF THE PROCEEDINGS OF THE MEETINGS OF THE CLUB AND OF THE BOARD
- MAY SIGN PAYMENTS, ORDERS & CHECKS DRAWN BY THE TREASURER
- CONDUCTS CORRESPONDENCE NOT SPECIFICALLY ASSIGNED TO OTHER OFFICERS OR COMMITTEES
- HELP UPDATE MEMBERSHIP YEARBOOK WITH MEMBERSHIP CHAIR
- SENDS OUT NOMINATION FORMS AND BALLOTS

Treasurer

The Treasurer shall ensure that dues are collected; that monies collected, deposited, and disbursed are properly accounted for. The Treasurer shall report the Forum's financial condition to the Board of Directors monthly and to the membership annually. The Treasurer shall cause the financial records of the Forum to be audited annually, by an independent audit committee or by an independent certified accountant, selected by the Board of Directors.

ADDITIONAL RESPONSIBILITIES:

- PREPARE ANNUAL BUDGET AND SUBMIT IT TO THE BOARD BEFORE CONSIDERATION BY THE CLUB
- WITHIN 30 DAYS AFTER THE CLOSE OF THE FISCAL YEAR (JULY 31), ALL ACCOUNTS SHALL BE AUDITED AS PROVIDED BY THE FINANCE COMMITTEE. AUDITED REPORTS SHALL BE RETURNED TO TREASURER WITHIN 30 DAYS (AUGUST 31). AUDITED FINANCIAL STATEMENT WILL BE PRESENTED TO THE MEMBERSHIP AT SEPTEMBER MEETING.
- RESPONSIBLE FOR MAINTAINING BANK ACCOUNTS AND PREPARING SIGNATURE CARDS AS NEEDED.
- SENDS OUT MONTHLY MEETING NOTICES, COLLECTS MEMBERSHIP RSVP'S AND NOTIFIES LUNCH VENUE OF PERSON COUNT.
- SENDS OUT MEMBERSHIP RENEWAL NOTICES.
- KEEPS AN ACCURATE RECORD OF MEMBERSHIP AND PROVIDES LIST TO MEMBERSHIP CHAIR ON A MONTHLY BASIS PRIOR TO MEMBERSHIP MEETING.

MEMBERS-AT-LARGE

- UP TO TWO MEMBER-AT-LARGE POSITIONS MAY BE APPOINTED BY THE PRESIDENT TO THE BOARD.
- MEMBERS-AT-LARGE WILL SERVE ON THE MEMBERSHIP COMMITTEE AND WILL ASSIST ALL BOARD POSITIONS AS NEEDED.
- WELCOMES NEW MEMBERS AT GENERAL MEETINGS.

Article VIII - Committees:

The standing committees' chairpersons will serve on the Board of Directors. The Board of Directors may, at its discretion establish other committees from time to time to address specific issues or needs. It shall be the responsibility of the Committee Chairpersons to recruit Forum members to serve on the committees.

Article IX - Standing Committee Chairpersons' Responsibilities:Program and Education

Develop the speaker roster, arrange programs for Forum meetings, and promote seminars for the

benefit of the members and the community.

- SERVES AS A MEMBER OF THE EXECUTIVE BOARD
- ESTABLISHES MEETING LOCATIONS AND MENUS
- PROVIDES GIFT TO SPEAKERS
- OVERSEES STOCK OF PROMOTION ITEMS
- DISTRIBUTES SPEAKER, PROGRAM AND MENU INFORMATION TO EDITOR, PR CHAIR AND TREASURER

Membership

Evaluate prospective members' qualifications and make recommendations to the Board of Directors.

- SERVES AS A MEMBER OF THE EXECUTIVE BOARD
- THE MEMBERSHIP COMMITTEE SHALL REVIEW AND PRESENT EACH APPLICATION AND RECOMMEND APPROPRIATE ACTION TO THE BOARD OF DIRECTORS. IN ALL MATTERS OF APPLICATION FOR MEMBERSHIP IN THE FORUM, THE BOARD OF DIRECTORS SHALL MAKE THE FINAL DECISION TO AFFIRM OR OVERRIDE THE RECOMMENDATION OF THE MEMBERSHIP COMMITTEE.
- CHAIRS MEMBERSHIP COMMITTEE.
- CONDUCTS ALL CORRESPONDENCE AS IT RELATES TO MEMBERSHIP
- SHALL RECORD AND PROMOTE ATTENDANCE
- HELP UPDATE MEMBERSHIP YEARBOOK WITH SECRETARY
- OVERSEES MEMBERSHIP GROWTH AND DEVELOPMENT AND DIVERSITY
- ARRANGES AND PRESENTS INDUCTION OF NEW MEMBERS
- DISTRIBUTES NEW MEMBER GIFTS

Public Relations

Promote the interests of the Forum and increase generally the visibility of women leaders.

- SERVES AS A MEMBER OF THE EXECUTIVE BOARD
- SHALL USE ALL FORMS OF NEWS MEDIA TO ADVANCE FWF INCREASE MEMBERS' AND COMMUNITY'S UNDERSTANDING OF THE FWF AND TO IDENTIFY THE FWF PURPOSE AND PROGRAM WITH THE PUBLIC INTEREST.
- COORDINATE ALL MEDIA RELATIONS WITH OTHER FWF COMMITTEES.
- ALL CONTACT WITH THE MEDIA (VERBAL OR WRITTEN) SHALL BE APPROVED BY THE PUBLIC RELATIONS CHAIR.
- SENDS OUT PROGRAM MEETING INFO TO MEDIA
- TAKES PHOTOS AT MEETINGS AND EVENTS. DISTRIBUTES PHOTOS TO EDITOR FOR POSSIBLE USE IN MONTHLY PUBLICATION.
- COORDINATES WEBSITE WITH EDITOR.

Internal Communications NEWSLETTER EDITOR

Inform the membership of Forum activities and information about Forum members.

- SERVES AS A MEMBER OF THE EXECUTIVE BOARD
- DISSEMINATE WRITTEN INFORMATION TO ACTIVE AND SUSTAINING MEMBERS IN A MONTHLY PUBLICATION. THIS INFORMATION SHOULD INCLUDE A RECAP OF THE PAST GENERAL MEETING AND ANNOUNCEMENTS, BOARD MEETING HIGHLIGHTS AND ANY SPECIAL ANNOUNCEMENTS TO THE MEMBERSHIP.
- COORDINATES WEBSITE WITH PUBLIC RELATIONS.
- DISTRIBUTE "ROVING REPORTER" INFORMATION SHEET AT GENERAL MEETINGS.

Article X - Quorum and Majority:

A majority of the Board of Directors shall constitute a quorum and a majority vote of those present at a

meeting shall be sufficient for any action of the Board.

Article XI - Elections:

A nominating committee consisting of five (5) members of the Forum shall be elected at the March meeting by nominations from the floor and election by written ballots. In the event the number required for the nominating committee cannot be filled by this procedure, the Board of Directors shall appoint members of the nominating committee sufficient to equal five. The nominating committee shall develop a slate of Board of Directors members for the subsequent year by accepting nominations from the membership at large and verifying that those nominated will agree to serve, if elected. The nominating committee shall submit to the membership a ballot of Board of Directors nominees with no more than four (4) nominees for any position. No nominee may be considered for more than one position. The President-Elect will be the only nominee for President. The ballots shall be ~~mailed~~ **DISTRIBUTED VIA ELECTRONIC MAIL OR THROUGH THE U.S. POSTAL SERVICE** to all members in good standing no later than May 1, to be returned to the nominating committee no later than May 16. A majority of votes on ballots returned will elect a position on the Board of Directors. The nominating committee shall tabulate the votes, maintaining the confidentiality of the ballots. The results will be announced to the membership at the next Forum meeting. The term of the Board of Directors shall be one year, commencing June 1.

I accept the by-law changes as presented above

ACCEPT
REJECT

***Please fax your ballot to Jamie Cowan @ (810) 238-5083 or
email her @ jcowan@lewis-knopf.com BEFORE February 18, 2005 ~ Thank You.***

FOCUS

Jamie Cowan, Editor
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FOCUS is a monthly publication of Flint Women’s Forum. Submissions are welcomed and appreciated. Send them to Jamie Cowan, 5206 Gateway Ctr., #100, Flint, MI 48507, fax to (810) 238-5083, or email to jcowan@lewis-knopf.com