

Board and Foundation Meeting Minutes
4:00PM - 5:00PM
Tuesday, September 13, 2016
Paisley & Jade 3119 W Moore St, Richmond, VA 23230

Attendance: Caryn Foster Durham - President, Deanna Hathaway - President Elect, Michelle Fowler - Treasurer, Pam Gavin Secretary, Carolyn Hawthorne - Foundation President, Katie Schexnayder - Foundation President Elect, Susan Morris - Foundation Secretary, Sarah Williams - Foundation Treasurer, Deana Oseguera, Gwen Hurt, Janine Randazzo, Kim Letteer, Tracy Lewis, Amye Brunette, Lee Brazzell, Zee Worstell, Robin Hogge, Liz Funke, Meredith Sutphin, Robin Hogge

Absent: Danielle Gilbert, Kathy Dolan, Carla Bailey, Lauren Cox Sweeney

Local Vision: The Richmond and Southeast VA Chapter of NAWBO supports women entrepreneurs in all stages of their business life.

Mission Statement: NAWBO is an organization which works to:

- ❖ Strengthen the wealth creating capacity of our members and promote economic development
- ❖ Create innovative and effective changes in the business culture
- ❖ Build strategic alliances, coalitions, and affiliations
- ❖ Transform public policy and influence opinion

1. **Call to Order** Caryn Foster Durham
2. **Approval of Minutes:**
 - Robin to email August Minutes to Board for approval.
3. **President's Report** Caryn Foster Durham
 - Review Event Script: Caryn reviewed event script and board role to speak tonight.
4. **Vice President's Report** Deanna Hathaway
No Report
5. **Treasurer's Report** Michelle Fowler
Michelle would like to find a replacement for next year.

6. Committee Updates

Public Policy

Caryn Foster Durham

Caryn asked for a show of hands on who would like to attend the GA Tour of the building in September. Nathalia is trying to confirm a final date. Caryn to get specifics from Nathalia on what the tour will include in September. We will still visit the GA in February

Marketing/PR

Lauren Cox Sweeney

We are finalizing program descriptions. Elizabeth Coffey will be the graphic artist., Kim Brundage has agreed to continue her photographer sponsor. In addition to verbal recognition at the podium and logo on powerpoint, she would like a slide that includes her work.

Membership

Janine Randazzo

Janine is going to email all new members to see if they need mentorship or if they would like to get more involved. Monthly's who have not renewed are contacted by national for renewal.

Janine asked if we can recognize members who bring a guest to each meeting. Recognition will be "If you brought a guest, please stand, waive hand, etc..."

Programs

Deana Oseguera

Dr. Malikay and Chandra Thompson are attending from Dress for Success tonight. Thank you for bringing your items in for wine raffle.

October program - we are good to go at John Marshall. Center for Inclusive Communities. Concept everyone who comes to October Luncheon what are our issues we are having in our own businesses. The idea's will become the panel discussion for the luncheon. We will make the discussion as engaging as possible for the attendees. How do you make your workplace more diverse and how do you manage your business better.

November 9: Jepson Alumni Center, still working on content.

December: Virginia Historical Society: Ginger Juice may not be the best choice for keynote speaker got all of her funding through Crowdfunding. Deana suggested added a crowdfunding program for Nawbo. Susan suggested Polly White of Gather to be keynote for December.

April speakers have been confirmed for panel: add title and potential panelists: Robin Haines, Robin Green, Zee Worstell

June waiting to hear from BonSecours on grant for June to hold event at Bon Secours training facility. We should know by end of September if grant is approved.

Foundation

Carolyn Hawthorne

Tracy sent list to boards on sponsor status. Be sure to let us know who you are going to contact so we are not all calling the same person. Levels have changed, take a good look at what sponsors are getting this year. The Corporate Sponsor is now the Supporter, for a little more money they are receiving a better deal overall for their sponsorship.

Find out "What sponsors want to get out of their Sponsorship"? Do they want to sponsor an event? Do they want their logo on the website?

Partner sponsorship is a good deal for small business owners, your logo is on the website all year long.

Carolyn asked if board members should be excluded in awards. This is something we need to address because sponsors are asking. It was suggested by the board to have a discussion with the foundation board: Should Board Members be eligible for an award? Those who spoke about it said they felt board members should be excluded.

Tracy said she needs everyone's help on sponsorship solicitation. NRV put on an event today, how is richmond doing as a market. It would be great to see the bigger names sponsor these events.

Zee said she recently read a report that said women business owners definitely support the local market. She will send the report to board.

Carolyn reported we need everyone to help with sponsorships, Carolyn asked if we should add a STEM Award.

Foundation Action Items

- Board members may not be nominated
- Foundation to put together an outline for the STEM Award for board approval
- ASK ASK ASK Foundation budget is \$104K
- Add to Agenda where we are financially with sponsorship.
- Should Board Members be eligible for an award? Needs further discussion

7. New Business

Caryn reviewed

Senator Warner's Virginia Women's Conference - September 24

Nawbo has an exhibit table, no fee to register 8AM - 3PM

Action Items

