



Delaware Chapter

Bimonthly Meeting
May 24, 2017
11:30 am

Duncan Center
500 Lookerman Street
Dover, DE

AGENDA

1. Introductions from Terry Teiman, President
2. Speaker – Lieutenant Governor Bethany Hall-Long
 - a. Questions and Answers
3. Business Meeting
 - a. Approval of Previous Minutes
 - b. Treasurer’s Report
 - c. Updates from Committees
 - i. Communications – Christine Crouch
 - ii. Meetings – Mary Ellen Gray
 - iii. By-Laws – Devan Stewart
 - d. Career Movements
 - e. Correspondence
4. Lunch
5. Next Meeting – July 26, 2017
6. Adjourn

Date | time 5/24/2017 11:30 AM | *Meeting called to order by* President Terry Tieman

Approval of Minutes

The minutes of the March 22, 2017 meeting were submitted. Karen McGloughlin made a motion to approve; Heather Warren seconded the motion and it so carried, with all present voting in favor.

Treasurers Reports

Sharon Sherwood was unable to attend but submitted the following: An account for Delaware Women Leading Government has been established with M&T Bank and DWLG has been registered as a state vendor. We have had 50 new member applications submitted and the funds totaling \$1000.00 have been deposited. (50 x \$20 membership fee) Checks for the organization were ordered in the amount of \$34.95. Current balance on the account is \$965.05.

Meeting Minutes

The meeting of the Women Leading Government – DE Chapter was called to order by President Terry Tieman at 11:30 a.m. at the Duncan Center in Dover Delaware. Terry introduced the guest speaker Lt. Governor Bethany Hall-Long. The Lt. Governor spoke to the group prior to our business meeting/lunch, due to another obligation in her schedule. She spoke on the “Different Journey for Women in Government” and the challenges that come with the job. She spoke about current things going on within the State and encouraged everyone to be engaged and active; if you’re not present, your voice is not heard.

The meeting was adjourned for lunch at 12:05pm and the business meeting reconvened at 12:44 pm. Trisha Newcomer read into record the Treasurers report and the committee reports for the Communications and Bylaws Committees, as the Treasurer and the Chairs of each committee were unable to attend, but had submitted their reports via email.

Committee Reports

- Communications – Christine Couch
Please accept this written report in my absence this month due to attending the International Municipal Clerks Association conference in Montreal, Canada.
- On 04/13/17 ICMA announced they are working to populate state WLG pages on their website. They requested pictures, events, articles and descriptions.
- On 04/18/17 I forwarded said announcement to the Communications Committee seeking their input. The Communication Committee submits the following:
 - Although no one has provided copies of photos, a DE Chapter’s photo is on the front page of the WLG website. We feel that photo should be included on the DE Chapter website in addition to any

other photos taken. We recommend informal photos of the speaker and attendees be taken at each meeting and sent to a member of the Communications Committee to have posted online.

- We currently do not host events, however several state chapters do such as roundtable discussions, monthly coaching conference calls, and day long workshops. Until such time as we decide to plan events, we suggest a calendar be posted on our Chapter page to include membership and executive meetings.
 - Commonly found on state chapter pages are guest bloggers who write leadership and career coaching articles. If anyone is interested in contributing, this would be a suggestion of the Committee as well.
 - As with any website, we recommend the DE Chapter's mission statement, elected board and membership be posted on the website.
 - Women in government recently noticed many changes in positions up and down Delaware. We suggest a Good News page where member's promotions, new jobs or recognitions are posted.
 - If anyone, whether on the Communications Committee or not, has suggestions, we are more than happy to receive them! Please email me at CCrouch@milford-de.gov
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- Bylaws – Devan Stewart
 - Devan noted she has been at home for the past month recovering from ankle, but has been doing work for WLG behind the scenes. The first draft in PDF format of the Delaware Chapter of our bylaws is still a work in progress, will get it to our Executive Committee first before it goes to our full membership for approval.
 - Meetings – Mary Ellen Gray
 - Mary Ellen state she is continuing to work on securing speakers and welcomes any ideas. She also suggested someone should be in charge of taking photos during our meetings so we have them available for our website when it's ready. Larissa Jones volunteered to do so. Brandy Nauman also volunteered to establish a Facebook account, where we could post things as well. She noted she would add Christine as an admin for the Communications committee.

Announcements

No Additional Announcements were made

Adjournment and Next Meeting

A motion was made by Mary Ellen Gray to adjourn the meeting and was seconded by Paula Ennis. With all members voting in favor the meeting was adjourned at 12:53 pm, with the next meeting being set for Wednesday, July 26th at 11:30 am in the Duncan Center – Dover, DE.