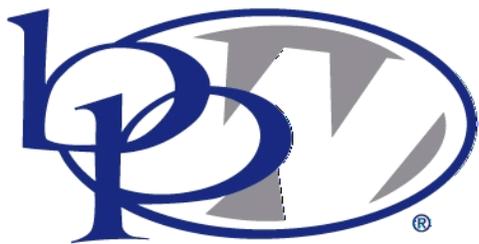


# TAR HEEL WOMAN

a publication of BPW/NC

**Working Women**

**Helping Women Work**



**Volume 94, Issue 1**

**July 24, 2018**



# **TAR HEEL WOMAN**

**is a publication of North Carolina Federation of  
Business & Professional Women's Clubs**

## **BPW/NC Officers 2017-2018**

**President: Barbara Bozeman, Rocky Mount / Nashville**

**Vice President: Jazmin Caldwell, Concord-Cabarrus**

**Treasurer: Linda Hardy, Rocky Mount**

**Recording Secretary: Julie Ueleke, Concord-Cabarrus**

**Parliamentarian: Barbara High-Tyre**

**Immediate Past State President - Elva Graham, Henderson**

### **BPW/NC Mission Statement**

The mission of BPW/NC is to provide professional and personal growth opportunities and to promote equity in the workplace.

### **BPW/NC Objectives**

- \* Improve outreach to North Carolina women to ensure membership growth of both local clubs and the Federation
- \* Promote program opportunities and resources for personal and professional growth for members across North Carolina
- \* Advocate for North Carolina working women and their families
- \* Promote structural changes to improve the effectiveness and efficiency of the Federation

**In this edition of the  
Tar Heel Woman:**

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**Spotlight on Sarah**

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**About those shovels...**

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**Emblem Collect**

\*

**BPW COLLECT**

*Keep us, O God, from pettiness; let us be  
large in thought, in word, in deed.*

*Let us be done with fault-finding and leave  
off self-seeking.*

*May we put away all pretense and meet  
each other face to face -- without  
self-pity and without prejudice.*

*May we never be hasty in judgment and  
always generous.*

*Let us take time for all things; make us to  
grow calm, serene, gentle.*

*Teach us to put into action our better  
impulses, straightforward and  
unafraid.*

*Grant that we may realize it is the little  
things that create differences, that  
in the big things of life we are at  
one.*

*And may we strive to touch and to know  
the great common human heart of  
us all, and, O Lord God, let us  
forget not to be kind!*

-- Mary Stewart, April  
1904

**Dates to Remember**

\*

**August 4—(8am-5pm)**

**Board Meetings / Training Day / Clean Up the Office  
at BPW Headquarters in Carrboro**

\*

**August 26—Women's Equality Day**

\*



## Spotlight on Sarah

Club: Concord-Cabbarus BPW

Member since: May 2018

Owner/Photographer for

Sarah Lynn Studios

[www.sarahlynnstudios.com](http://www.sarahlynnstudios.com)

Sarah is an enthusiastic new member and a wonderful photographer.

The new head shots that grace the pages of Linda Hardy and Marsha Riibner-Cady are the work of this talented Young Careerist.

Well done, Sarah!

and Welcome to BPW/NC!



## Sarah Lynn Studios

Sarah Mitchell, *Owner/Photographer*  
PO Box 424 | Rockwell, NC 28138  
(704) 425-3139 | [sarahlynnstudios.com](http://sarahlynnstudios.com)

**PPA** Member Since 2017

**CERTIFIED**  
PROFESSIONAL PHOTOGRAPHER



**PRESIDENT: BARBARA J. BOZEMAN**

Dear BPW family:

How can it be that in just 6 short years, I went from asking “what is BPW?” to saying proudly, “I am the state president for the North Carolina Federation of Business & Professional Women’s Clubs.”

Well, I guess that is an easy question to answer, isn’t it? Wanting to serve wasn’t enough.

Spending time working on different programs at the local and state level, weren’t enough. You, as a membership had to say “**we choose you to serve.**” In our first on-line elections, where there was a contested position, and with an unprecedented 50% of the membership participating, you did just that. I am truly honored. Your support has been incredible and please know I do not take that lightly. I thank you for your vote of confidence.

So what does this year hold for us? Though there are many tasks we plan to undertake this year, the key aspects are quite simple: shoring up our foundational components and transparency in all we do. My job, as your president, and the job of everyone who serves in a state position or board, is to “be of service” to our local organizations.

Suffice to say, this is going to be an exciting year. I am confident that along the way there will be hiccups and some less than ideal outcomes, but that is to be expected, accepted and dealt with accordingly. What has me most excited and even more confident is knowing what a great year for us as an organization as we change and grow into our 100th year.

**AND IT IS GOING TO BE FUN!**

(yes, I tend to shout when I say that, so all caps is okay)

So, sharpen your shovels and dig for your diamonds and let’s get this year under way.

*Barbara*



**VICE PRESIDENT: JAZMIN G. CALDWELL**

**Thank You To My BPW Sisters**

First, I would like to thank all of the ladies in BPW who believed and supported me to be the 2018-2019 Vice President of BPW NC. I am honored and humbled; and I do not take this office and responsibility lightly.

I know many of you may not be familiar with me, but this year I hope to change that. I would like to get to know all of my BPW Sisters and the local clubs which you attend. I want to get to know your concerns and thoughts on BPW and how to make BPW better and stronger. This is among the things I would like to accomplish this year, with the main goal of uniting us all in support of “women helping women.”

I want to state again that BPW is about women helping each other professionally but also personally. I believe that we ALL are important to BPW and BPW’s survival. We must hold onto the basics of respect, honesty, support for every BPW member, and remember; as it states in our collect, “it is the little things that create differences, that in the big things of life we are at one.” This is not something that will happen with just one person; or just overnight. It will take ALL of us! As Abraham Lincoln stated, “a house divided against itself cannot stand.”

For BPW to flourish and to continue to be a beacon for all women, young and old, we must work together. Therefore, I ask for your help. Please feel free to reach out to me; as well as any member of the Executive Committee to voice your concerns and suggestions. This is your organization....built by women and supported by women!

Thank you again for your support and I look forward to a promising year!

Sincerely, Jazmin G. Caldwell  
2018-2019 BPW/NC Vice President  
2018-2019 BPW/NC Foundation Scholarship Chair

## STATE TREASURER: LINDA HARDY



### So What Do My Dues Pay For?

Do you ever wonder where that \$25 in Federation Dues goes? What does it pay for? Why should I pay it anyway? These are very good questions and ones that deserve answers.

Every year at the Annual Convention, one of the most important items of business is the passing of a budget for the new fiscal year. It is the responsibility of the Finance Committee to prepare a proposed budget. With input from the newly elected officers, the Board of Trustees, and the membership at large, the proposed budget is voted on and passed at one of the business meetings at the convention.

#### Where does our income come from?

The income for the Federation includes dues from members, rent for the use of the building from AA, and funds from our investment accounts. Actually the \$25 in membership dues are divided into \$22 for Federation Expenses and \$3 for WEE/Regional Events.

#### So what are those Federation Expenses?

About 25% of the expenses goes to reimburse officers and chairs for their expenses associated with their BPW duties. Being in a Federation position usually involves some travel expenses, conference and program attendance fees, and other out of pocket expenses. These expenses must be validated before any reimbursement is paid.

Program Expenses accounts for 30% of the budget.

These include participation in Women's Advocacy Day in Raleigh; E-Meetings and Retreat; Regional and WEE programs; Training and Development; Career Woman of the Year and Young Careerist; and Women Joining Forces.

The remainder of the budget, close to 50%, includes operating expenses such as marketing, Board Meeting expenses, Investment fees, office supplies and printing; Position bonds for the President and Treasurer, and software. The main expenses for 2018-2019 are an increase in marketing aimed at getting more members; investment fees; and Wild Apricot, our membership management software program. (cont)



(So What Does My Dues Pay For? cont) - by Linda Hardy

**What about the headquarters building? Doesn't it cost a lot to own and maintain that building?**



Actually, although the rent and maintenance for headquarters is listed in the Federation budget, the actual property comes under the powers and duties of the Board of Directors. Due to a very favorable agreement with AA, the building expenses are minimal unless there is an unusual maintenance cost. Last year, for example, rent and miscellaneous income covered all but about \$200 of the property expenses. Including insurance and property taxes. In addition, there is an investment account, the Rachael McKay Fund, which is solely to be used for property expenses.

It is obvious that the financial health of the Federation is an important part of the administration of the organization and it is imperative that the membership be aware of its activities and its challenges. This is one of the reasons that the membership is asked to voice its opinions and approve the budget each year.

As Treasurer, I assure you that I take my job very seriously. I welcome questions and comments any time. My e-mail address is [Treasurer@bpw-nc.org](mailto:Treasurer@bpw-nc.org)

**SECRETARY: JULIE UELEKE**



I hope you've all recovered from our 2018 Convention!!

From the feedback I received, everyone had a great time. I know Barbara has some pictures this edition for you. Now that Convention is over, we're onto business as usual.

The new officers had a meeting the Sunday after Convention to dive into things.

We are going to be transparent this year. The minutes from our meetings will be posted on our website for all members to have access to read.

The Board of Directors will be meeting in August when we have "clean out" day at the building in Carborro.

As your Secretary, please let me know if I can bring any comments, suggestions, feedback on your behalf to this meeting.

As I said a few months ago with elections, I want to be the voice of our members.

If there is something you or your club wants to be heard, please let me know. You can call or text me (704-787-5028), email me ([Julie.ueleke@gmail.com](mailto:Julie.ueleke@gmail.com)), send me a note on Facebook (Julie Janousek Ueleke), whatever is easy for you.

Julie Ueleke  
2018-2019 BPW NC Secretary



## PARLIAMENTARIAN: BARBARA HIGH-TYRE

### Points to Ponder from the Parliamentarian

Parliamentary Procedure plays a vital role in each and every meeting. The subject of parliamentary procedure can be dry when studied, but it can be so interesting and even exciting when you see it in action.

This year I plan to highlight different aspects of parliamentary procedure in each edition of the Tar Heel Woman.

This month we will deal with terminology. It is in the form of a matching game or quiz. The first four sections have ten terms each to be matched. The last section deals with hierarchy or priority. You are asked to rank five items as to which outranks another from most important to least important.

At the very end of the THW, you will find the answers. Have fun and no peeking!

Barbara

### PARLIAMENTARY TERMS

MATCHING. Match each term in Column A with a meaning in Column B by placing the letters from Column B in the proper

#### Group 1

- |                          |                                    |
|--------------------------|------------------------------------|
| 1. _____ Adjourn         | A. Accept/agree                    |
| 2. _____ Adopt           | B. Administrative body             |
| 3. _____ Agenda          | C. Close the meeting               |
| 4. _____ Amend           | D. Modify wording or meaning       |
| 5. _____ Appeal          | E. Affirmative voice vote          |
| 6. _____ Aye             | F. Send to a committee             |
| 7. _____ Board           | G. Assembly of delegates           |
| 8. _____ Bylaws          | H. Basic rules of a society        |
| 9. _____ Commit or Refer | I. Members question chair's ruling |
| 10. _____ Convention     | J. Order of business               |

## PARLIAMENTARY TERMS (cont)

MATCHING. Match each term in Column A with a meaning in Column B by placing the letters from Column B in the proper blank spaces in Column A.

### Group 2

- |                        |   |
|------------------------|---|
| 11. Debate             | A. Single official gathering                |
| 12. Executive session  | B. More than half of votes cast             |
| 13. Incidental motions | C. Introduces business to the assembly      |
| 14. Lay on the Table   | D. Unorganized group                        |
| 15. Main Motion        | E. Deal with questions of procedure         |
| 16. Majority vote      | F. Proceedings are secret                   |
| 17. Mass meeting       | G. Set main motion aside temporarily        |
| 18. Meeting            | H. Written record of the proceedings        |
| 19. Minutes            | I. Discussion of merits of pending question |
| 20. Motion             | J. Formal proposal to take action           |

### Group 3

- |                             |  |
|-----------------------------|--|
| 21. Request for Information | A. Call for enforcement of rules                 |
| 22. Point of Order          | B. Close debate                                  |
| 23. Postpone Definitely     | C. Inquiry as to facts                           |
| 24. Postpone Indefinitely   | D. Make valid action already taken               |
| 25. Precedence              | E. Short intermission                            |
| 26. Previous Question       | F. Members required to transact business         |
| 27. Pro tem                 | G. Postpone to a certain time                    |
| 28. Quorum                  | H. Rank  |
| 29. Ratify                  | I. Dispose of the question without a direct vote |
| 30. Recess                  | J. Temporary                                     |

### Group 4

- |                         |   |
|-------------------------|---|
| 31. Regular meeting     | A. Resume consideration of a main motion        |
| 32. Rescind             | B. No opposition                                |
| 33. Second              | C. Person presiding                             |
| 34. Secretary           | D. Constituted to perform a continuing function |
| 35. State the question  | E. Place the motion before the assembly         |
| 36. Standing committee  | F. Agreement that motion be considered          |
| 37. Take from the Table | G. Periodic business meeting                    |
| 38. The chair           | H. Recording officer of an assembly             |
| 39. Unanimous consent   | I. Voice vote                                   |
| 40. Viva voce           | J. Repeal                                       |

MATCHING. Arrange the rules of an assembly or organization, in their ranking order by placing the letters in Column B in the appropriate spaces in Column A, with (1) being the highest.

Column A	Column B
----------	----------

- |               |                        |
|---------------|------------------------|
| 41. (1) _____ | A. Corporate Charter   |
| 42. (2) _____ | B. Rules of Order      |
| 43. (3) _____ | C. Constitution/Bylaws |
| 44. (4) _____ | D. Standing Rules      |
| 45. (5) _____ | E. Custom              |

## The Match Maker



“...Match maker, match maker, make me a match, find me a find, catch me a catch! “

Nope, I’m not starting a matchmaking service. I have however, heard this twice in the last 2 weeks. The most recent was during a production of Fiddler on the Roof produced by the famous Joel Gray in NYC, in YIDDISH (ok there were English and Russian subtitles and I do have a picture of Joel)!

Before that was at our convention during my induction as the Nominations Chair. As past president Gail Harper said, “You are the Match Maker. It’s your job to find the right person for the job.”

How will I do that? I will start by communicating with your club president for a recommendation. From there, well, you may be hearing from me. Perhaps you are just chomping at the bit to dive in and take on a leadership role. Good for you, it’s the best way to see the inner workings of the club, to understand the organization, get to know the leadership team, find a mentor/sponsor, make new friends... you get the idea.

Seriously, everyone who is part of this club should be helping on a committee or hold an office. Not sure what you would like to do? How about shadowing the current person who is in that office? You can read the job description in the bylaws or in the handbook, or you can contact me. We can discuss the best fit for you, where you might learn the most, or do something in which you are totally in or out of your comfort zone!

I’d love to hear from you!

Marsha Riibner-Cady, Nomination’s Chair 2018-19  
romarsci@gmail.com or 252/423-0819

**NOMINATIONS CHAIR: MARSHA RIIBNER-CADY**





## About those shovels... from Barbara Bozeman

The convention truly was a wonderful experience in Concord. Thank you to all who attended and to the women of Concord Cabarrus who put on such a memorable event—  
**YOU\*ARE\*AWESOME!**

Gail Harper (Past State President) installed the new officers this year. As each one was asked to commit to serve, they were handed a blue and gray shovel. Everyone got a good laugh as each one voiced their acceptance of the commitment – and their shovel.

Though it was just a simple plastic child's toy – painted in our BPW colors, it holds a greater meaning and as the year goes on, I hope it serves as a reminder of who we are – and who we have committed to be.

The point is fairly simple. A shovel is not made to “be a shovel” ... a noun with no action – an object in name alone. A shovel is made to move the earth, to dig and discover what lies beneath.

If you are a member of the Business & Professional Women of North Carolina, you are not made to just “be” a BPW member. You need to do something with it! If you hold an office, it isn't enough to just say you are “the chair of this or that...” **you have to do something with it – make it mean something** – give that name an action and a purpose. Each of our newly elected officers has committed go beyond just holding a title. They have committed to being a moving, functioning, active participant in this wonderful organization that means so very much to us all.

There were two stories I told during my comments after the installation. First was about the shovels – and the second, was to me an extension of the first, about the diamonds. For that, I must say the credit goes to Payal Nanjiani from the Triangle Club. I subscribe to her weekly leadership blogs. She shared a parable that spoke to my heart and I hope will speak to your hearts as well – both to your BPW experiences as well as in your personal life. Two sentences cover it: “Success is not distant” and “Each of us is standing in our own diamond mine...” You will find the story in it's entirety on the following page.

Though there are many, many things I would like to say right now, I will leave you all with this wish:

When we meet at the 100<sup>th</sup> Anniversary Convention next year, I hope all your shovels show a good year's wear and tear, and I pray each one of you uncovers more than a few of your own diamonds to sparkle and shine.

*Always, Barbara*

(each attendee of the Installation Ceremony was given a diamond-shaped card holder at their place setting, shown here)





## Payal's Leadership Through Mind *Snippets*

### **Success is not distant.**

As a child I remember a story being told of Ali Hafed, an ancient Persian who owned much land and many productive fields, and gardens. He had a lovely family and at first was contented because he was wealthy, and wealthy because he was contented.

An old priest came to Ali Hafed and told him that if he had a diamond the size of his thumb, he could purchase a dozen farms like his. Ali Hafed said, "Will you tell me where I can find diamonds?"

The priest told him, "If you will find a river that runs over white sands, between high mountains, in those white sands you will always find diamonds."

"Well," said Ali Hafed, "I will go."

So he sold his farm, collected his money, and left his family in charge of a neighbor, and away he went in search of diamonds, traveling through many lands in Asia and Europe. After years of searching his money was all spent, and he passed away in rags.

Meanwhile, the man who had purchased Ali Hafed's farm, one day led his camel into the garden to find water to drink and as the camel put its nose into the shallow waters of that garden's brook, he found a large and unusual black stone in the stream which cut through the property. It turned out to be a great diamond of enormous value. The farm that Ali Hafed had sold, so that he might find a diamond mine, turned out to be one of the most productive diamond mines.

Each of us have our own diamond mine, but we too often dream of success and growth to be made elsewhere. We ought to be open to the possibilities that are around us. Each of us is right in the middle of **our own diamond mine**, if only we would realize it and develop the ground we are standing on before charging off in search of greener pastures. Growth and success is where you are. Before you give up what you already have, make sure that what you're getting is better than what we already have.

### ***Payal***

[www.payalnanjani.com](http://www.payalnanjani.com)

Insightful Learning

(Reprinted with approval)

# ARTICLES OF INTEREST:

This section provides links to publications, articles or other items our members find of interest and would like to share. Topics are not limited to business alone, but are meant to span the personal as well as the professional insights of our members.

**From Jazmin Caldwell:**

[“Here are the World’s Most Dangerous Countries for Women Right Now” by Alanna Vagianos](#)



**From Gail Harper:**

[“How Stacy Lewis is paving the way for mothers in professional golf” by CBS News](#)



**From Barbara Bozeman:**

[“Three Excuses Holding You Back From Accomplishing Your Career Goals—by Adunola Adeshola](#)



**From Marsha Riibner-Cady**

[“Adapting For The Not-For-Profit Audit” by Brian McAllister, Assma M. Sawani, and Kimberly A. Zahller](#)



**From Barbara Bozeman**

[“10 Photography Tips for Mastering Your Camera Phone” by Justin Meyers](#)



**Thank you to all our contributors!**

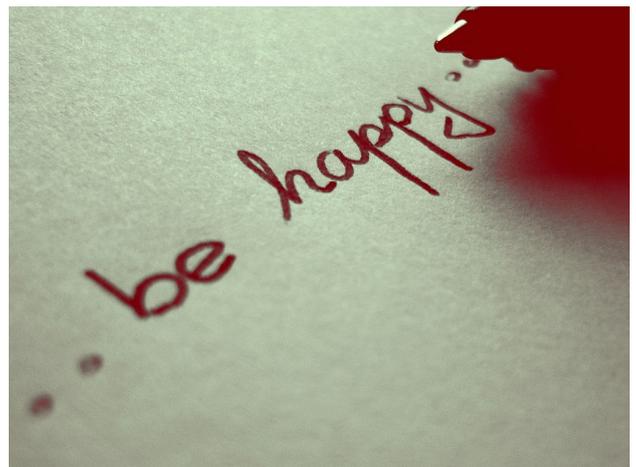
# How to Be Happy

More than 100 years ago, author Robert Louis Stevenson offered the following tips for maintaining a positive attitude. They still apply today.

- ★ Make up your mind to be happy. Learn to find pleasure in simple things.
- ★ Make the best of your circumstances. No one has everything, and everyone has something of sorrow intermingled with gladness of life. The trick is to make the laughter outweigh the tears.
- ★ Don't take yourself too seriously. Don't think that somehow you should be protected from misfortune that befalls other people. You can't please everybody. Don't let criticism worry you.
- ★ Don't let your neighbor set your standards. Be yourself.
- ★ Do the things you enjoy doing but stay out of debt.
- ★ Never borrow trouble. Imaginary things are harder to bear than real ones.
- ★ Since hate poisons the soul, do not cherish jealousy, enmity, grudges.
- ★ Avoid people who make you unhappy.
- ★ Have many interests. If you can't travel, read about new places.
- ★ Don't hold postmortems. Don't spend your time brooding over sorrows or mistakes. Don't be one who never gets over things.
- ★ Do what you can for those less fortunate than yourself.
- ★ Keep busy at something. A busy person never has time to be unhappy.

*Robert Louis Stevenson*

*(submitted by Julie Ueleke)*





BUILDING POWERFUL WOMEN



Business and  
Professional  
Women/NC

PROFESSIONALLY | POLITICALLY | PERSONALLY



99<sup>th</sup> ANNUAL STATE CONVENTION

**JUNE 22 & 23, 2018**

**REPORTS FROM THE ANNUAL CONVENTION,  
JUNE 22-23, 2018**

**Minutes from the Pre-Convention Board of Directors meeting  
June 22, 2018**

**Minutes from the North Carolina Federation of Business and  
Professional Women's Clubs, Incorporated Annual Business  
Meeting (First Session)**

**Minutes from the North Carolina Federation of Business and  
Professional Women's Clubs, Incorporated Annual Business  
Meeting (Second Session)**

**Annual Awards Report**

**North Carolina Federation of Business and Professional Women’s Clubs, Incorporated**  
**Federation Board of Directors Pre-Convention Meeting**  
**June 22, 2018**

Call to Order	The Federation Board of Directors Pre-Convention meeting was called to order on June 22, 2018 at 10:30am at the Hampton Inn & Suites in Concord, North Carolina.
Roll Call	<p>Secretary Michelle Evans called the roll.</p> <p>President: Elva Graham  Vice President/ Women Joining Forces/THW: Barbara Bozeman  Secretary: Michelle Evans  Treasurer/Membership: Linda Hardy  Immediate Past President: Marsha Riibner-Cady  Parliamentarian: Jazmin Caldwell  Board of Trustees Co-Chair: June Blanks  Foundation: Faye Painter  Legislative: Pat Sledge  Convention: Julie Ueleke  Awards: Tracy Minchin  Governance/Webmaster/Board of Trustees Co-Chair: Virginia Adamson Nominations: Mary Lou Babinski  Rebranding/Restructuring Task Force: Caryl Sinfield  Young Careerist: Chantel Daia</p> <p>Absent:  Finance: Gail Harper</p> <p>Guest:  Carol Ambrose</p>
Standing Rules of Order Motion 1 Passed	<i>Parliamentarian Jazmin Caldwell moved, and it was duly seconded, that the reading of the Standing Rules of Order be waived as they have already been distributed for this meeting.</i>
Minutes Motion 2 Passed	<i>Secretary Michelle Evans moved, and it was duly seconded, that the reading of the May 7, 2018 Board of Director’s meeting minutes be waived, as they were distributed.</i>
Interim Actions Motion 3 Passed	<i>Secretary Michelle Evans moved, and it was duly seconded, that we dispense with the reading of the Interim Action of the May 7, 2018 meeting, as they were distributed.</i>
Financial Report	Treasurer Linda Hardy presented the Treasurer’s report. Total income is \$12691.25. Total expenses were 10,077.14. State Convention income is \$8174.33.
Correspondence	Secretary Michelle Evans reported there is no correspondence.
Membership Report Motion 4 Passed	<p>Membership Chair Linda Hardy provided the membership report. As of May 31, 2018, there are 300 active members.</p> <p><i>Membership Chair Linda Hardy moved, and it was duly seconded, that the membership report for 2018 be accepted.</i></p> <p>Barbara Bozeman reported the account for Wayne-Duplin was closed. Barbara will return the charter as it was inadvertently left at home.</p> <p>Linda Hardy reported BPW has many new members.  Linda Hardy reported Metropolitan is planning to re-group.</p>

**North Carolina Federation of Business and Professional Women’s Clubs, Incorporated**  
**Federation Board of Directors Pre-Convention Meeting**  
**June 22, 2018**  
**continued**

<p>Reports</p>	<p>Board Reports: The board members provided their reports.</p> <p>Recommendations only:  Julie Ueleke: If convention committee could have a pre-paid card to use to avoid the Treasurer having to write so many checks. There is difficulty of have trophies at convention. Perhaps look at having trophies be distributed.</p> <p>Faye Painter: The Foundation and Federation will look at the way the Foundation is set up to be in compliance with 501(c)(3).</p> <p>Mary Lou Babinski: Possibly, we can add an electronic town hall for the online elections process.</p> <p>Linda Hardy: Wild Apricot has started accepting payments. There needs to be a review of this process.</p> <p>Pat Sledge: Pat is proposing the Body accept a resolution with regard to ERA. Members are encouraged to sign-in as a member of the ERA Alliance.</p> <p>Marsha Riibner-Cady: Upon installation, the access information and accounts be changed as soon as possible.</p> <p>Barbara Bozeman: The Committee should continue to make Women Joining Forces a viable tool. For THW, continue to search out ways to create an increased readership with keeping the historical value. Motivate members and leadership to contribute to the THW. For Facebook, Barbara has included community activities. Clubs are encouraged to use the event schedule on Facebook to advertise their meetings. There are not used Facebook pages and websites for the Clubs. If not using those, take them down. Facebook needs a point of contact and email address. It is beneficial to have Club members visit other Clubs. The WEE should be advertised to the public to enhance membership.</p> <p>Audit Committee: Faye Painter, Jazmin Caldwell, and Susan Benton-Wilson served on the committee and sought help from Linda Hardy. Faye Painter reported (1) requisitions forms were matched to the supporting documentation to see if the amounts matched and the documentation was appropriate; and (2) the bank statements for 2016-2017 for the Bank of America checking accounts were reconciled.</p>
<p>Unfinished Business</p> <p style="text-align: center;">Motion 5 Passed</p>	<p>Board of Trustees Nominations:</p> <p><i>Secretary Michelle Evans moved the Nominating Committee moves the election of the following members to the Board of Trustees: Caryl Sinfield, Triad, Central Region; Gail Harper, Henderson, Eastern Region; and Cyndi Haden, Charlotte, Western Region; for the 2018 – 2020 term.</i></p> <p>Board of Trustees Nominating Chair Michelle Evans thanked Faye Painter and Gail Harper for serving.</p> <p>2018 Annual Convention Report: Julie Ueleke reported we are \$822 underbudget.</p>

North Carolina Federation of Business and Professional Women’s Clubs, Incorporated  
Federation Board of Directors Pre-Convention Meeting  
June 22, 2018  
continued

New Business  Motion 6 Passed	Proposed 2018-2019 Federation Budget:  <i>Barbara Bozeman moved, and it was duly seconded, that the 2018-2019 proposed budget as amended be presented to the Convention Body for adoption.</i>  Proposed 2018-2019 Legislative Platform:  <i>Barbara Bozeman moved, and it was duly seconded, that the Legislative Platform for 2018-2019 remain the same as posted on the website.</i>
Adjournment	The meeting was adjourned on June 22, 2018 at 11:52pm .

**Minutes were approved by  
Elva Graham—President  
Michelle Evans—Secretary and  
Jazmin Caldwell—Parliamentarian**

**North Carolina Federation of Business and Professional Women’s Clubs, Incorporated**  
**Federation Annual Business Meeting (First Session)**  
**June 22, 2018**

Call to Order	The Federation Annual Business meeting was called to order by President Elva Graham on June 22, 2018, 3:12pm, at the Hampton Inn & Suites in Concord, North Carolina.
Standing Rules of Order	Parliamentarian Jazmin Caldwell read the Standing Rules of Order.
Motion 1 Passed	<i>Parliamentarian Jazmin Caldwell moved, and it was duly seconded, that the reading of the Standing Rules of Order for the State Convention be waived as they were distributed.</i>
Motion 2 Passed	<i>Parliamentarian Jazmin Caldwell moved, and it was duly seconded, that the Standing Rules of Order for the State Convention are adopted.</i>
Recognition of Pages and Time Keepers	President Elva Graham introduced the head page and timekeeper to the convention attendees. Helga Gutmann served as timekeeper. Heather Mobley served as head page. Iris Friends serve as a page.
Credentials Report	Credentials Chair Gail Harper provided the credentials report.
	Past State Presidents Not Serving on the Board: 6 Past State Presidents Currently Serving on the Board: 6 Federation Board: 8 Members: 26 Total Voting Members: 46 Guests (YC and Guests): 2 Guests Total Registered: 48
Motion 3 Passed	<i>Credentials Chair Gail Harper moved, and it was duly seconded, that the first report of the Credentials Committee be accepted, as corrected.</i>
Presentation of the Convention Program	Convention Chair Julie Ueleke indicated everyone should have received a program at registration. Revisions were reviewed.
Elections Report	Elections Chair Caryl Sinfield provided an Elections Report for State Officers and State Nominations Chair for the 2018-2019 term.
	President: Barbara Bozeman Vice President: Jazmin Caldwell Treasurer: Linda Hardy Secretary: Julie Ueleke Nominations Committee: Marsha Riibner-Cady
Announcement	The hospitality suite is located in room 222. The Golden Key Club breakfast will be in the Boardroom at 8:00am.
Adjournment	The meeting was adjourned on June 24, 2018 at 3:30pm.

**Minutes were approved by**  
**Elva Graham—President**  
**Michelle Evans—Secretary and**  
**Jazmin Caldwell—Parliamentarian**

**North Carolina Federation of Business and Professional Women's Clubs,  
Incorporated  
Federation Annual Second Business Meeting  
June 23, 2018**

Call to Order	The Federation Annual Business meeting was called to order by President Elva Graham on June 23, 2018, 2:27pm, at the Hampton Inn & Suites in Concord, North Carolina.
Head Table	President Elva Graham introduced the head table.
Recognition of Pages and Time Keepers	President Elva Graham introduced the head page and timekeeper to the convention attendees. Helga Gutmann served as timekeeper. Iris Friends (Chief) and Teresa Rhodes served as pages.
Credentials Report	Credentials Chair Gail Harper provided the second credentials report.  Past State Presidents: 6 Past State Presidents Serving on the Board: 6 Federation Board: 8 Members: 27 Non-Voting Members: 1 Young Careerist: 0 Guests: 2 Total: 50  Motion 1 Passed <i>Credentials Chair Gail Harper moved, and it was duly seconded, that the second report of the Credentials Committee be accepted as corrected.</i>
Minutes of the 2017 Annual Convention Motion 2 Passed	<i>Secretary Michelle Evans moved, and it was duly seconded, that the reading of the 2017 Annual Convention meeting minutes be waived as they were reported in the Tar Heel Woman.</i>
Interim Actions Motion 3 Passed	<i>Secretary Michelle Evans moved, and it was duly seconded, that we dispense with the reading of the January 30, 2018, February 11, 2018, and May 7, 2018 meetings as they were reported in the Tar Heel Woman.</i>
Recommendations	Secretary Michelle Evans read Legislative Chair Pat Sledge's recommendation as follows: Pat Sledge encourage BPW/NC to sign an ERA Resolution.
Membership Report Motion 4 Passed	Membership Chair Linda Hardy provided the membership report. As of May 31, 2018, the following membership numbers were reported:  Central Region: 154 Eastern Region: 68 Western Region: 65 Member at Large: 13 Total: 300  Linda Hardy reported Wayne-Duplin is turning in their charter. The one life member will be moved to Member-at-Large.  <i>Membership Chair Linda Hardy moved, and it was duly seconded, that the 2018 membership report be adopted as presented.</i>
Treasurer's Report	Treasurer Linda Hardy presented the profit and loss statement. The report will be filed for audit.

**North Carolina Federation of Business and Professional Women’s Clubs, Incorporated**  
**Federation Annual Second Business Meeting**  
**June 23, 2018**  
**continued**

Unfinished Business	There is no unfinished business.
ERA Resolution  Motion 5 Passed	Legislative Chair Pat Sledge explained BPW/NC is a lead organization in the ERA Alliance and read the proposed ERA Resolution.  <i>Legislative Chair Pat Sledge moved, and it was duly seconded, that the North Carolina Federation members adopt the resolution showing our support to ratify the Equal Rights Amendment to the U.S. Constitution by our North Carolina elected officials.</i>
Proposed 2018-2019 Federation Budget  Motion 6 Passed	Vice President Barbara Bozeman provided copies of the 2018-2019 proposed budget.  <i>Vice President Barbara Bozeman moved, and it was duly seconded, that the proposed budget for 2018-2019 be accepted as amended.</i>
Proposed 2018-2019 Legislative Platform  Motion 7 Passed	Barbara Bozeman presented the proposed 2018-2019 Legislative Platform.  <i>Vice President Barbara Bozeman moved, and it was duly seconded, that the proposed 2018-2019 Legislative Platform be accepted as presented.</i>
Announcements	Installation banquet will be in the same meeting room. The Board of Trustees will meet following the Foundation meeting.
Adjournment	The meeting was adjourned on June 23, 2018 at 3:51pm.

**Minutes were approved by**  
**Elva Graham—President**  
**Michelle Evans—Secretary and**  
**Jazmin Caldwell—Parliamentarian**

## **Annual Awards Report—Presented at Convention**

<b>State Nike Award:</b>	<b>BPW of the Triangle (1st) Concord-Cabarrus BPW (2nd)</b>
<b>Verlin Davis Award:</b>	<b>Concord-Cabarrus BPW</b>
<b>Equal Pay Creative Communication:</b>	<b>BPW of the Triangle</b>
<b>Doris Foster Membership Award:</b>	<b>Sanford BPW/BPW of the Triangle (Tied for 1st) Lincolnton BPW (3rd)</b>
<b>Marlene Plyler Membership Award:</b>	<b>Nashville BPW (1st) Lincolnton BPW (2nd) Virginia-Dare BPW (3rd)</b>
<b>Pat Nixon/Bettye Powell Membership Award:</b>	<b>Pembroke BPW (1st) Nashville BPW (2nd) Charlotte BPW (3rd)</b>
<b>Verna Taylor Membership Award:</b>	<b>Helen Parlette (Virginia-Dare BPW) (1st) Tracy Shearin (Nashville BPW) (2nd)</b>
<b>Elaine Martin Newsletter Award:</b>	<b>Concord-Cabarrus BPW/ BPW of the Triangle (Tied for 1st)</b>
<b>Website Award:</b>	<b>BPW of the Triangle (1st) Sanford BPW / Virginia-Dare BPW (2nd)</b>
<b>Golden Key Award:</b>	<b>Concord-Cabarrus BPW</b>
<b>Starbright Awards:</b>	<b>Julie Ueleke, Tracy Minchin—Shooting Star</b>
<b>Foundation Awards: (Club)</b>	<b>BPW Triad (1st) Charlotte BPW (2nd) Henderson BPW/Concord-Cabarrus BPW (3rd)</b>
<b>Foundation Award: (Individual)</b>	<b>Caryl Sinfield (1st) Mary Lou Babinski (2nd) Pat Sledge (3rd)</b>

**Young Careerist: Sarah Mitchell—Concord-Cabarrus BPW**

**President's Award: Linda Hardy**

## ANSWERS TO PARLIAMENTARY TERMS

### ANSWERS

1 C	2 A	3 J	4 D	5 I
6 E	7 B	8 H	9 F	10 G
11 I	12 F	13 E	14 G	15 C
16 B	17 D	18 A	19 H	20 J
21 C	22 A	23 G	24 I	25 H
26 B	27 J	28 F	29 D	30 E
31 G	32 J	33 F	34 H	35 E
36 D	37 A	38 C	39 B	40 I
41 A	42 C	43 B	44 D	45 E



***EMBLEM BENEDICTION***

***This emblem binds us all  
In one great sisterhood.  
It bids us hear our conscience call,  
For nobler womanhood.***

***God guide us when we wear  
this emblem o'er our heart.  
Keep us true and always fair***

***GOD BLESS US AS WE PART.***