

ZONTA DISTRICT 4 BOARD MEETING
NOVEMBER 10, 2012
HAUPTMAN-WOODWARD MEDICAL RESEARCH INSTITUTE
BUFFALO, NY 14203

In Attendance: Lee Fogarty, Joanne Raymond, Cathie Wheeler, Carma Horner, Catherine Hardman, Kathleen Kanaley, Mary Yunker, Frannie Runyan, Charlene Huber, Kathy Smith, Vivian Cody, Princess Alexander, Toni Majchrzak, Bonnie Clesse, Jill Colburn, Sandra Cronk, Rosemary Pell, Kathleen Douglass, Katharine Hewko, Joan Westcott, Atiya Ahsan, Mary Jo Sonntag, Laura Kopec, Sabina Ramsey

Meeting was called to order to Governor Lee at 9:05am.

Introductions were made.

- Motion to approve the minutes of the retreat held September 14-16, 2012.

MOVED: MARY YUNKER SECONDED: CATHERINE HARDMAN

UNANIMOUSLY APPROVED WITH CORRECTIONS NOTED.

Area 1 Director – Catherine Hardman

She submitted her report on the web. She spoke about the highlights from Area 1. She held a President's meeting. The Cambridge club has 3 new members. The Owen Sound Club held a strategic planning session with Joan Westcott. Owen Sound held a meeting with Gov. Lee and Catherine in attendance.

The Board broke into Committee meetings.

Strategic Planning – Joan Westcott

Joan discussed goals developed at the retreat. Further discussion was held to clarify goals using the document Joan sent to the Board. Reformat was discussed using the following promises: reach, reputation and responsibility and 3 pillars: Membership Development, Visibility and Alignment with Zonta International.

Treasurer report – Cathie Wheeler

She distributed the report on the website. The number of members as of October 31, 2012 is 942. Our budget is built on 960 members.

Board Ambassadors – Vivian Cody and Kathy Smith

The Ambassadors are looking to have some sort of "hook" to get clubs engaged by the end of the biennium so that every member from every club is represented by a donation to Zonta International Foundation. They would like to see articles in the District newsletter to address ZIF projects. It would also be great to have something mentioned at each club meeting. Discussion of ideas followed.

Membership – Joanne Raymond

Her report was distributed on the website. There are currently 942 members. Several clubs are having successful membership drives. There is a concern with the number of clubs with memberships below 20 – there were 11 at the end of September. There are 4 clubs with 10 or less members. She would like to see work on membership at the Spring Workshops, Conference or both. It is also important to work on retaining members.

Archivist – Gail Willsky (via written report)

Her report was distributed on the web and in this a plan was outlined to work on getting ready for the 100th anniversary. She is communicating through the Area Directors to get information from the clubs about their records and history. It is important for the District to begin planning. It is important to note that Buffalo is not the only club preparing to celebrate 100 years. There were 9 clubs that were part of the confederation. Zonta became International in 1927 when the Toronto club joined.

Parliamentarian – Kathleen Douglass

Reviewed who can vote – Elected Area Directors and officers. However, anyone is welcome to join in discussion.

Area 3 Director – Kathleen Kanaley

Her report was distributed on the website. She discussed the highlights from her area. Kathy Smith joined her at her Presidents meeting. She has encouraged each club to set membership goals. The Kenmore club will induct 3 new members at the December meeting. 4 out of 7 clubs have websites. She has encouraged clubs to attend each other's activities.

North American Inter-District Meeting – Kathleen Douglass

The meeting will be held June 14-16, 2013 at the Scotia Conference Center in Niagara Falls, Ontario, Canada. The hotel for the event will be the Gateway Marriott. The committee is hoping for a couple of hundred participants. The committee does not plan the agenda but rather hosts the event. Discussion followed about having the social events planned by a company or the committee. There was a thought that a tour of Buffalo might be able to be done by Gail Willsky since she has previously done one and it was all ready to go. Participants would need to be reminded to bring passports. Discussion followed about ideas for the programs for the event. Information is posted on the District website.

UN – Atiya Ahsan and Mary Jo Sonntag

They are developing content for the newsletter.

Area 4 Director – Mary Yunker

Her report is available on the website. She highlighted activities in her area. She held a Presidents meeting. Rochester and Cheektowaga-Lancaster each have new members. Possible new members in Geneva. 5 clubs in the area have websites. 3 clubs in the area have Z clubs.

- Motion to approve payment of \$250 to the Geneva club to cover a ZING.

MOVED: MARY YUNKER SECONDED: JOANNE RAYMOND

UNANIMOUSLY APPROVED .

Nominating – Rosemary Pell

Looking to get more people involved in seeking nominations. There are International positions as well as Board positions available. The committee has sent information to the clubs with a nomination form and the directions for the process. Self-nomination is acceptable. It was suggested to put positive statement on the District website about why you would want to run for positions – “what’s in it for you” type of message, along with the expectations for the position.

By-Laws – Princess Alexander

A status report summary with outcomes from Torino is in the report on the website. Information on how to make proposals for by-law changes for the next convention was sent to clubs. Princess and Rosemary discussed proposed by-law changes for vote at the district conference to then move forward to the convention. These changes are to strengthen Zonta senior leadership. One was regarding ensuring that the Governor has more District experience and that Districts have continuity. The other is to ensure that the nominating committee members have minimum experience to serve on the District committee. Discussion followed.

- Motion to move forward to the District Conference for vote that the position of Governor have enough District board experience to be as experienced as any other member and so Districts have continuity.

MOVED: CATHERINE HARDMAN SECONDED: FRAN RUNYAN

UNANIMOUSLY APPROVED .

- Motion to move forward to the District Conference for vote that the nominating committee members have a minimum experience on the District board to serve on the District nominating committee.

MOVED: MARY YUNKER SECONDED: JOANNE RAYMOND

UNANIMOUSLY APPROVED .

Z/Golden Z clubs – Laura Kopec

A list is being prepared of all the Z/Golden Z clubs in the US. Information packets for starting a Z/Golden Z club is being developed.

Communications and Marketing – Sandra Cronk

She distributed a report on the website. A district eNewsletter was sent out. 12% of them bounced back – mainly due to mistyped emails. There is now a sign up button on the website thanks to Sabina Ramsey. She continues to work with clubs and the web designer to develop club websites. She is still in need of information for some district committees. Facebook is an important way to promote Zonta. She has added members to the communications committee.

Advocacy – Toni Majchrzak

Zonta International looking for articles for the website. Toni submitted a project from the District and it was posted. She is looking for a list of advocacy chairs in each club and what they are doing. She shared projects in the District. She is looking for a District wide advocacy project. Gov. Lee shared that it is important to share what we are doing with Zonta International even if they don't accept it for publication they will know what we are doing.

Area 5 Director – Fran Runyan

Her report was distributed on the website. She held a presidents meeting. She verbally shared her agenda with the board. Area 5/6 Spring workshop is April 6 in Warren. Warren has chosen the venue. Erie has 2 new members and Warren has 1 new member.

Service – Katharine Hewko

Discussed clubs that are doing birthing kits. Shared that clubs are wanting to get back to service activities. She shared what clubs in the district are doing. She is seeking names and emails of service chairs and birthing kit chairs.

Directory – Donna Ketchum-Coletta (via written report)

Everything is done with the directory. It is ready to go to print. It will be ready by January. Each Board member will receive a copy.

Area 6 Vice-Director – Charlene Huber

A report was shared on the website. Highlights from the Area were shared. A presidents meeting was held. Washington County is inducting 6 new members. Three Rivers Pittsburgh North held a strategic planning session. They are hosting the 10th Annual Glass Slipper Ball March 2nd.

District Conference – Mary Jo Sonntag

The conference will be held September 27-29, 2013 at the Westin Convention Center. The room cost will be \$129. Publicity help is needed as well as help with other committees. Mary Jo will solicit help through the Area Directors. The theme for the Conference is "Building Bridges with Zonta in the City of Bridges".

Spring Workshops – Lee Fogarty

Spring workshops will be held in April – April 6 in Warren, April 20 in Niagara Falls, NY, April 27 in Owen Sound. A committee will be formed to help plan the workshops – Toni Majchrzak, Kathleen Douglass, and the 3 Area Directors hosting the workshop – Catherine Hardman, Kathleen Kanaley and Fran Runyan. Ideas for the workshop were discussed – leadership, sharing service ideas, sharing advocacy ideas, the 3 promises - reach, reputation and responsibility, history/archives, technology – more hands on and at a deeper level, ABCs of newsletters. Also need to have a treasurers report, call to convention and an Ambassador report. Important to remember there may not be break out rooms at all venues.

- Motion to adjourn.

MOVED: Cathie Wheeler

UNANIMOUSLY APPROVED . Adjourned at 2:50pm.

NEXT MEETING:
JANUARY 12, 2013
CYBER MEETING