

New York State Organization of Mothers of Twins Clubs

2011 Midterm Executive Board Meeting – Saturday, October 15, 2011

Best Western Plus, Syracuse, NY

1. **The meeting was called to order at 8:25 am by President Glenda Chappell.**
2. **Parliamentarian Michele Camilleri took roll call.**
3. **Roll Call: President Glenda Chappell (TNT of CNY), Vice President Mary Grace Roach (Nassau County MOTC), Treasurer Lorena Cutt (Greater Rochester MOTC), Advisor Joanne Czajkowski (TNT of CNY), Parliamentarian Michele Camilleri (MOTC Queens), Archivist Michele Camilleri (MOTC Queens), Calligraphy Nita Landes (Westside Suburban MOTC), Chaplain Nita Landes (Westside Suburban MOTC), Club Scrapbook Page Contest Chair Linda Gettings (Greater Rochester MOTC), Librarian Marie Vito (MOTC Buffalo), Membership Pins Chair Pam Reussow (Greater Rochester MOTC), MSS Scholarship Chair Linda Goldsworthy (POM of CNY), MSS Treasurer/Vice Chairman Kathlene Lyman (Schenectady MOTC), MSS Committee Member Lisa Cartini (POM of CNY), MSS Committee Member Lorena Cutt (Greater Rochester MOTC), MSS Fundraiser Chair Shirley Savage (Genesee Country MOTC), Newsletter Editor Michele Camilleri (MOTC Queens), Nominating Committee Member Lori Connolly (Greater Rochester MOTC), Nominating Committee Member Nancy McPeak (TNT of CNY), Procedure Manual Chair Myriam Lavora (MOTC Queens), State Meeting Co-Liaison Lisa Cartini (POM of CNY), State meeting Co-Liaison Linda Goldsworthy (POM of CNY), 2011 State Meeting Chair Lisa Cartini (POM of CNY), 2011 State Meeting Co-Chair Linda Goldsworthy (POM of CNY), 2012 State Meeting Chair Mary Grace Roach (Nassau County MOTC), 2013 State Meeting Chair Sharon Atti (MOTC Buffalo), 2013 State Meeting Co-Chair Sharon Wetzel (MOTC of Buffalo), State/National Liaison Mary Lou Surmik (Southern Tier MOTC), Unity Project Coordinator Kathy Brousseau (Schenectady MOTC), Ways and Means Co-Chair Lisa Vanderbrook (MOTC of Buffalo), Ways and Means Committee Rae Willette (Chemung Valley MOTC), Website Committee Michele Camilleri (MOTC Queens), Website Committee Lori Connolly (Greater Rochester MOTC), Website Committee Member Lorena Cutt (Greater Rochester MOTC), Website Committee Member Kathy Brousseau (Schenectady MOTC).**
4. **Past Presidents: Nita Landes, Myriam Lavora (x2), Shirley Savage, Michele Camilleri(x2), Linda Goldsworthy, Joanne Czajkowski.**
5. **President Glenda Chappell** read a note from Recording Secretary Barbi Cudney who was unable to attend the Midterm Meeting due to health reasons. **President Glenda Chappell** asked for the Board to approve Kathy Lyman as acting Recording Secretary for the day. **President Glenda Chappell** noted that Rae Willette entered the room. Kathy Lyman was approved as Recording Secretary for the Midterm Board Meeting.
6. **Chaplain Nita Landes** gave opening reflections.
7. **President Glenda Chappell** welcomed everyone to Syracuse. She noted that the change in location was due to the flooding at and near The Treadway Inn in Owego. All discussions will be limited to ten minutes. All cell phones should be off.

8. **President Glenda Chappell** appointed Myriam Lavora and Kathy Brousseau to the Minutes Approval Committee.
9. **President Glenda Chappell** indicated in her report that she had done the following: been in contact with the Executive Board, been in contact with the 2012 and 2013 State Meeting Chairmen, assisted with the Board Directory, assisted with minutes approval, secured the meeting place for the Midterm Meeting due to flooding in Owego, accepted the resignation of Nominating Chairman Sarah Price, secured the Nominating Chairman files, secured the Secretary equipment from the previous Secretary (Sarah Price), prepared the agenda for the Midterm Meeting and wrote articles for *The Presidential Papers*.
10. **Vice President Mary Grace Roach** reported that she has been in contact with State Reps and Club Presidents and she collected dues from 19 member clubs. She was waiting for dues from four other clubs.
11. **President Glenda Chappell** read Recording Secretary Barbi Cudney's report. The report addressed two issues: the minutes' format and our recording devices. Barbi Cudney researched some different formats for minutes to make ours more streamlined, concise, and effective. Barbi Cudney addressed the issue of "over-recording", meaning that the gist of the discussion needs to be captured, but not every comment. Barbi Cudney provided examples of formats. For the second issue, Barbi Cudney suggested that a digital voice recorder be used or have all speakers use a microphone while talking. This could alleviate some of the difficulties in hearing all discussions on our current taping device.
12. **President Glenda Chappell** asked for comments on the issue of streamlining the minutes. **Michele Camilleri** agreed that streamlining is desirable in that it is important to note that discussion was held but not necessary to include each detail. The final outcome is important and needs to be stated. The tape recordings would be maintained. **Michele Camilleri** also pointed out that it is not necessary to involve the general membership as this is a procedural change and stated that this could affect the Parliamentarian's duties. **Shirley Savage** expressed concern regarding tabled issues and she felt it should be presented to the general membership. **Myriam Lavora** stated that we could start streamlining now and after gathering input, she could present a procedural change for the manual. **Linda Goldsworthy** suggested that we break into groups to discuss this. **Nita Landes** suggested that we refer to *Robert's Rules of Order*. **Myriam Lavora** suggested that this topic be moved to new business. **President Glenda Chappell** asked the Board to discuss the topic at lunch and to be prepared with thoughts and comments after lunch.
13. **President Glenda Chappell** asked if anyone was willing to take pictures during the day. **Sharon Atti** volunteered.
14. **Acting Recording Secretary Kathlene Lyman** asked for corrections to the minutes of the April 29, 2011 Friday Executive Board Meeting of the NYSOMOTC. Corrections were noted as follows: Page 1 Line 14, change "Lisa" to "Linda". Page 1 Line 45 change "Chairman" to "Coordinator". Page 1 Line 46 add "of Unity Project Coordinator" after the word "position". Page 4 Line 1 change "tape recorder" to "typewriter". Page 4 Line 4 reword to "The paper sent a reporter to the". Page 5 line 35 replace "Michele" with "this". Page 6 Line 24 change "us" to "of". Page 7 Line 12 omit the first word "it". Page 7 Line 15, change font color of "In" to black. Page 7 Line 29, change font color to black. Page 7 Line 44 insert "she" between "that" and "might". Page 8 Line 16 change font color and add the

time “10:20”. Page 8 Line 17 change font color and add the time “10:25”. Page 8 Line 20 omit “just not which interested in applying”. Page 9 Line 16 replace comma with a semi colon and insert a space. Page 9 Line 21 change font color. Page 9 Line 29 change “Newsletter Editor Michele Camilleri” to bold type. Page 9 Line 45 change “Nominating Chairman Lisa Vander brook” to bold type. Page 12 Line 19 change “5013C” and “501F” to “5013(c)” and “501(f)”. Page 14 Line 18 “Now” should not be bold. Page 15 Line 35 “Michele Camilleri” to bold type.

15. The following motion was made to accept the corrected Friday Board Meeting minutes. **“I, Nita Landes, a member of Westside Suburban MOTC, at this NYSOMOTC Executive Board Meeting, move that we accept the minutes of the 2011 Friday Executive Board Meeting as corrected.”** The motion was seconded by **Marie Vito**.
16. **President Glenda Chappell** read the motion and asked for approval from the Executive Board. The motion passed.
17. **Acting Recording Secretary Kathlene Lyman** asked for corrections to the minutes of the May 1, 2011 Sunday Executive Board Meeting of the NYSOMOTC. Corrections were noted as follows: Page 1 Line 15 add “Chaplain Nita Landes”. Page 3 Line 29 correct to “NYSOMOTC”. Page 3 Line 32 change “budget proposed” to “proposed budget”. Page 4 Line 10 change “Erin Adams” to bold type. Page 4 Line 33 remove bold type from “Linda Gettings”. Page 5 Line 12 remove the space before the period. Page 10 Line 45 change “has” to “had”.
18. The following motion was made to accept the corrected minutes. **“I, Lisa Vanderbrook, a member of MOTC Buffalo, at this NYSOMOTC Executive Board Meeting, move we accept the minutes of the 2011 Sunday Executive Board Meeting as corrected.”** The motion was seconded by **Marie Vito**.
19. **President Glenda Chappell** read the motion and asked for approval from the Executive Board. The motion passed.
20. **Acting Recording Secretary Kathlene Lyman** asked for corrections to the minutes of the April 30, 2011 Saturday General Meeting. After receiving many corrections to the first page, **Myriam Lavora** clarified the reason for the need to make many corrections. **Myriam Lavora** served as Minutes Approval for the 2011 State Meeting weekend and stated that the Saturday General Meeting Minutes were distributed to the Executive Board without first being reviewed by the Minutes Approval Committee.
21. **Acting Recording Secretary Kathlene Lyman** recorded the corrections to the 2011 Saturday General Meeting Minutes as follows:

Page 1 Line 1 begin the sentence with “The 46th Annual State NYSOMOTC State Meeting was...”
 Page 1 Line 3 Change “twins” to “multiples”. Page 1 Line 5 insert “State” between “Annual” and “Meeting”. Page 1 Line 7 insert apostrophe before “s” in “Professionals”. Page 1 Lines 11 and 12 change to include correct spelling of names and club name, **“Pat Arcari** (Schenectady MOTC), **Michele Delle Bovi** (MOTC Buffalo), **Andrea Irizarry** (MOTC Queens), **Sharon Wetzel** (MOTC Buffalo). Page 1 Line 14 insert “and” after “guests,”. Page 1 Line 15 close parentheses after “MOTC”. Page 1 Line 16 change “Twins and Triplets” to “TNT of CNY”. Page 1 Line 21 insert space after “acquired.” Page 1 Line 22 insert space after “Vitamins”. Page 1 Line 23 upper case “N” and “C” in “Newsletter Contest”. Page 1 Line 26 correct spelling to “hors d’oerves”. Page 1 Line 27 space after “1” in “1 pm”. Page 1 Line 33 space after the period.

Page 2 Line 1 correctly spell “**Camilleri**”. Page 2 Line 1 insert after period “Member Club Delegates”. Page 2 Line 10 correct name to “Westside Suburban Mothers of Twins Club”. Page 2 Line 16 change “terrific” to “Twinrific”, omit “clubs”. Page 2 Lines 36 and 37, beginning with the second sentence, should read “**Ruth Barone** questioned if delegates can’t be tellers, can alternates be tellers. **President Glenda Chappell** confirmed that an alternate can be a teller.”

Page 3 Lines 1 and 2 correct spellings to “Karyn” and “Lotano” and correct name (twice) to “Westside Suburban MOTC”. Page 3 Line 3 omit the word “approval” and change to “corrections of the April”. Page 3 Line 8 upper case “E” and the “B” in “Executive Board”. Page 3 Line 15 change “denials” to “objections”. Page 3 Line 20 insert “Page” between “Scrapbook” and “Contest”. Page 3 Line 23 change “Chairman” to “Coordinator”. Page 3 Line 26 change “me” to “her”. Page 3 Line 30 change “Parliamentarian” to “Procedure Manual chairman” Page 3 Line 32 move comma to after “President”.

Page 4 Line 1 change “budget” to “treasurer’s report”. Page 4 Line 8 change “wsa” to “was”. Page 4 Line 9 lower case “a” on “actual”. Page 4 Line 11 insert club names **Kathy Brousseau** (Schenectady MOTC) and **Lori Connolly** (Greater Rochester MOTC). Page 4 Line 13 omit “s” in “years”. Page 4 Line 20 change “denials” to “objections”. Page 4 Line 25 lower case “c” in “closing”.

Page 5 Line 6 change “denials” to “objections”. Page 5 Line 7 change from “delegates” to “delegate’s packets on the tables were the”. Page 5 Line 15 should begin “**Parliamentarian Michele Camilleri**” Page 5 Line 16 correct spelling to “Lotano”. Page 5 Line 21 upper case “N” and “C” in “Newsletter Contest”. Page 5 Line 22 change “can not” to one word “cannot” and “there” to “they are”. Page 5 Line 24 change “an approval” to “a motion”. Page 5 Line 25 add space after “Meeting,” Page 5 Line 30 change “denial” to “objections”.

Page 6 Line 3 space after “duties,”. Page 6 Line 5 change “for approval” to “a motion.” Page 6 Line 10 change “denials” to “objections”. Page 6 Line 15 change “approval of the motion” to “a motion”. Page 6 Line 16 insert “MOTC Queens, at this” after the word “of”. Page 6 Line 20 change “denials” to “objections”. Page 6 Line 30 insert “of” between “return” and “applications”.

Page 7 Line 23 correct spelling to “Phoenix”. Line 24 space after comma in date. Line 30 change spelling to “Midterm”. Line 38 change “form” to “create”

Page 8 Line 4 correct spelling to “Goldsworthy”. Line 6 insert space after “Savage,”. Line 34 insert “almost” between “held” and “every”.

Page 9 Line 13 upper case “G” in “Grace”. Line 14 upper case “M” in “Mary”. Line 24 Insert “the election results of” after “announced”. Line 29 correct spelling to “privilege”. Line 30 change “is” to “has been”.

Page 10 Lines 5 and 6 second sentence should read “Only write the names of those you are voting for on the four designated lines.” Page 10 Line 7 correct “Mid-Term” to “Midterm”. Line 8 insert space

after comma in the date. Line 9 insert space before the number “8”. Line 14 change “I” to “Rae Willette” and insert “at” after “Treadway”. Page 10 Line 16 correct spelling to “Midterm”. Line 22 Change “following” to “Election”. Page 10 Line 24 change “for” to “that” and remove “to”. Page 10 Line 30 correct spelling to “Connors”, “DeDegosits” to “Dergosits”, “Diance” to “Diane”. Line 32 insert space before “Jessie”, omit “r” in “Debbier”, correct spelling to “Dorothea”. Line 33 correct spelling to “Lena”.

Page 11 Line 2 correct spelling to “Dorothea”. Line 3 correct spelling to “Weiss”. Line 4 lower case “u” in “unseen”. Page 11 Line 14 insert comma after “Cudney” and correct spelling to “Rochester”. Line 16 insert space after the colon before “Natalie”. Page 11 Line 19 correct spelling to “Kathlene” and insert a space after the colon before “Diane”. Page 11 Line 23 change “were” to “was”. Line 24 omit the “s” in “votes”. Line 25 omit the apostrophe in “2/3s”. Page 11 Line 27 insert period after “members”. Line 28 begin new sentence with upper case “T”. Page 11 Line 29 remove space between “Lisa Cartini” and “commented”. Line 30 change “Long” to “Grand”. Page 11 Lines 33 and 34 correct spelling to “Meghan”.

Page 12 Line 2 correct spelling to “Gonnely”. Line 12 and 13 correct spelling to “Debby” and “Cudney”. Page 12 Line 15 correct spelling to “Koubek”. Line 15 replace “Vice President” with “2012 State Meeting Chairman”. Page 12 Line 17 change “we” to “they”. Line 18 correct spelling to “Crome”, insert “(guest from TNT of CNY)” after “Crome”. Page 12 Line 18 begin second sentence “Jeanne Washburn (Southern Tier MOTC)” Line 26 correct spelling to “Executive”, omit the word “State”, and correct spelling to “Myriam”. Line 27 lower case “l” in “local” and add “s” to “member”. Page 12 Line 35 correct spelling to “Party Hardy”.

Page 13 Line 5 insert apostrophe in “husband’s” and insert “she” after “and”. Page 13 Line 11 correct to “POM of CNY”. Line 12 correct “MOP” to “POM”, change spelling of “Caneper” to “Kannenber”. Line 13 Change “Tins” to “Twins”. Line 14 correct spelling to “Ardito”. Page 13 Line 15 correct to “MOTC Queens”, correct spelling to “Kathlene” and correct spelling to “Rosemarie”. Page 13 Line 16 insert space after comma before “Staten”, correct spelling to “Audra Brandofino”, correct spelling to “Doreen Grenci”. Line 17 correct to “Westside Suburban MOTC”, correct spelling of “Karyn Audycki”, “WOW MOMS” and change “Shari” to “Sheree”. Page 13 Line 18 should read “Super State Representative Awards were given to clubs who submitted club newsletters, submitted articles, attended convention, and participated in research studies.”. Page 13 Line 22 space before “Schenectady”, correct to “Westside Suburban MOTC”. Page 13 Line 25 change “was” to “were”. Line 26 insert space after right parentheses before “author”. Line 27 correct spelling to “category” (twice), Add “MOTC” after “Suburban”. Line 28 correct spelling to “category”. Line 29 insert comma after “CNY” and omit “and” after that comma. Line 32 correct spelling to “Rosemarie”. Line 35 correct spelling to “Atti”. Page 13 Line 36 clarify to “Since there was only one location presented, **Recording Secretary Sarah Price** cast one vote for the approval of the 2013 State Meeting to be hosted by MOTC of Buffalo.”

Page 14 Line 10 change “performed” to “initiated”. Page 14 Line 11 correct spelling to “Michele”. Lines 13, 16, 20, and 26 change “Advisor” to “Installing Officer”.

Page 15 Lines 1 and 4 change “Advisor” to “Installing Officer”. Page 15 Line 5 omit “Presidential Message was given by” and omit the comma and “she” after “Chappell”. The sentence should begin “**President Glenda Chappell** thanked the ...” Line 15 correct spelling to “Midterm”. Page 15 Line 16 change “Chairman” to “Chairmen” and upper case “H” and “R” in “Hospitality Room”. Line 17 replace “will be” with “was”. Line 18 change “is” to “was” and omit “your”. Page 15 Line 19 replace “Thank you to” with “The Chairmen thanked”. Line 20 replace “chairman” with “chairmen”.

22. The following motion was made to accept the corrected minutes. **I, Myriam Lavora, a member of MOTC Queens, at this NYSOMOTC Executive Board Meeting, move that we recommend the membership accept the 2011 Saturday General Meeting Minutes as corrected by the Executive Board.** The motion was seconded by **Marie Vito**.
23. **President Glenda Chappell** read the motion and asked for the approval of the Executive Board. The motion passed.
24. **President Glenda Chappell** announced a ten minute break at 10:05.
25. **President Glenda Chappell** called the meeting back to order at 10:10.
26. **Treasurer Renie Cutt** presented her report. For the Eleanor Siegel Memorial Fund, the only activity was the repayment of the 2011 State Meeting Loan and the disbursement of the 2013 State Meeting Loan. The balance of the Eleanor Siegel Memorial Fund as of 9/30/11 was \$1,308.21. The General Fund had an opening balance of \$4,994.32. Expenses through 9/30/11 were \$369.44 and income was \$1,509.25. The balance of the General Fund as of 9/30/11 was \$6,134.13. Club dues collected was \$783.25. A few clubs submitted checks for the wrong amount. **Kathlene Lyman** (Schenectady MOTC) stated that the extra dollar in their club’s check should be donated. **Treasurer Renie Cutt** accepted the donation.
27. **Parliamentarian Michele Camilleri** presented her report. She stated that she accomplished the following: wrote an article for the *Presidential Papers* which discussed the outcome of all elections and changes to the Bylaws and Standing Rules; conferred with the Vice President, Newsletter Contest Chairman, and Procedure Manual Chairman as they reviewed the club size and implications of Bylaw changes; worked with the President, Nominating Chairman, Procedure Manual Chairman and Shirley Savage as they reviewed revising the Resume Form and making a recommendation to changing the Bylaws; created the roll call for today’s meeting; provided the President with a list of unresolved or tabled business from the 2011 Friday or Sunday Executive Board Meetings; and conferred with the President as needed.
28. **Advisor Joanne Czajkowski** presented her report stating that she had communicated with the President as needed and that she tallied the Evaluation Forms from the 2011 State meeting and sent a summary of the results to all members of the Executive Board. **Advisor Joanne Czajkowski** thanked everyone for allowing her to serve this wonderful organization.
29. **Archivist Michele Camilleri** gave her report stating that she had submitted articles for the *Presidential Papers*, “Remember When?” and “NYSOMOTC Trivia”. She thanked **Past President Carolyn Blake** for her input. **Michele Camilleri** reminded everyone to keep two years of files and to submit anything older than two years to her. **Michele Camilleri** detailed the amount and years of photo albums and pictures she has on file. (Photos: 1966, 1967, 1973; Albums: 1974 -1983, 1985 – 1990, 1989 – 1991; Individual Photo Albums: 1992-1998, 2000, 2001, 2004 – 2010) She indicated that the photo albums

for 1999, 2002, and 2003 are missing. She stated that she had more photos to organize including some given to her from Charlene Salata's family. **Michelle Camilleri** reminded people to contact her if they need any information.

30. **Calligraphy Nita Landes** reported that the Memorial Book is up to date. She is still trying to find the club names of several of our deceased members. The list will be in the *Presidential Papers*.
31. **Chaplain Nita Landes** reported that she handed in her midterm registration at the 2011 Saturday General Meeting. She wrote articles for the *Presidential Papers*. Opening, closing, and grace for Midterm were prepared. **Chaplain Nita Landes** noted the passing of Linda Kindron (MOTC of Buffalo) and the father of Past President Ruth Barone. **Nita Landes** reiterated that Barbi Cudney was facing surgery.
32. **Club Scrapbook Page Contest Chairman Linda Gettings** reported that the 2012 theme would follow the State Meeting theme "Time to Renew" and that member clubs could highlight what they do to "renew". First, second and third place awards will be given. **Linda Gettings** stated that it would be nice to have 100% participation. The contest entry form will be in the next *Presidential Papers*.
33. **Librarian Marie Vito** reported that she had submitted articles to the *Presidential Papers* and that she would be reviewing the current bibliography and use it to provide some book reviews.
34. **Membership Pins Chairman Pam Reussow** gave her report stating that she had reviewed and maintained the files and she submitted a newsletter article congratulating pin recipients. She noted that much hard work had gone into the data base over the past years and she commended the previous Chairmen for having done an outstanding job. She looks forward to giving out more special pins next year.
35. **Midterm Meeting Co-Chairman Rae Willette** welcomed everyone to Syracuse. **Rae Willette** thanked President Glenda Chappell for assisting in finding the Best Western Plus to hold the Midterm Meeting. The Owego Treadway is contracted for our 2012, 2013, and 2014 Midterm Meetings, thanks to Shirley Savage. Beginning with 2012, the room rates will change to \$94.95 with a guarantee of 30 people. A charge of \$1 per person will be assessed for every person less than 30 people.
36. **Midterm Meeting Co-Chairman Rae Willette** reported on the current Midterm Meeting. Twenty-five ladies were registered; 12 clubs were represented; 6 past presidents were in attendance; many state reps and club presidents were in attendance. MOTC Buffalo and Greater Rochester MOTC each had four members in attendance. Rae Willette and Co-Chairman Lisa Cobb enjoyed working with the Executive Board however; both will be resigning their positions as of January 2012.
37. **Marie Simmons Scholarship Chairman Linda Goldsworthy** reported that Meghan Roach fulfilled the obligations of the MSS recipient and her award had been mailed to her. Ryan Gonnely's paperwork had just been received and was given to MSS Treasurer/Vice Chairman Kathlene Lyman so that she could mail Ryan's award to him. Five requests for scholarship applications have been received so far for the current year.
38. **Marie Simmons Scholarship Treasurer/Vice Chairman Kathlene Lyman** gave her report. The total income since 5/1/2011 was \$2,111. The expenses totaled \$1511.09, which included the scholarship check to Meghan Roach, the \$500 to the winner of the Calendar Fundraiser, and \$11.09 expenses to the MSS Chairman. The balance as of 10/14/2011 was \$9,519.95. The scholarship check to Ryan Gonnely will be sent soon.
39. **Marie Simmons Scholarship Treasurer/Vice Chairman Kathlene Lyman** also reported that she had done the following: written articles and provided financial reports to the *Presidential Papers*, written

thanks you notes for contributions to the MSS Fund, communicated with the MSS Chairman as needed, and kept updated bank records.

40. **Marie Simmons Scholarship Fundraiser Chairman Shirley Savage** reported that she had done the following: submitted an article to the May/June *Presidential Papers*, distributed MSS Scholarship information to the State Reps of member clubs, and sent an email in place of an article for the Sept/Oct *Presidential Papers*. **Shirley Savage** stated that the Calendar Fundraiser and the Lottery Ticket Basket Fundraiser would be held again. She also stated that there would be a 50/50 fundraiser at the Midterm luncheon. **Shirley Savage** spoke of the importance of maintaining a good balance in the MSS Fund as it allows NYSOMOTC to continue the dream of Marie Simmons to help children in families with multiple birth children. She asked that each member of each local club support the MSS Fundraiser by either participating in the Calendar Fundraiser, donating lottery tickets and/or giving a personal donation.
41. **President Glenda Chappell** read the report submitted by Newsletter Contest Chairman Lindsay Corrigan. The report addressed changing the size categories for local clubs. After communication with Myriam Lavora and other members of the Board, a report will be presented under Old Business later in the meeting. Lindsay Corrigan's report also addressed the continuance, or not, of the Newsletter Contest. No response was received from her request to editors as to the reason(s) their club did not participate in the Newsletter Contest. Her recommendation was to continue for 2012. Lindsay Corrigan also reported that she had written an article for the *Presidential Papers* regarding the 2011 Newsletter Contest winners.
42. **Newsletter Editor Michele Camilleri** reported that she had created the format for the *Presidential Papers* and had published the May/June, July/August, and September/October 2011 newsletters. Many new articles are now included. **Newsletter Editor Michele Camilleri** reported that she had created and distributed the Executive Board Directory and the Member Club Directory. A new Member Club Directory will be sent after Midterm. Mailing labels were created and are available. The next edition of the *Presidential Papers* will be a holiday edition and **Michele Camilleri** asked for holiday photos and traditions. She also encouraged local clubs to submit photos of club happenings.
43. **President Glenda Chappell** announced that she had accepted the resignation of Sarah Price (Chemung Valley MOTC) as Nominating Committee Chairman. **President Glenda Chappell** asked for the approval of the Executive Board to appoint Nancy McPeak as Nominating Committee Chairman. The Board approved. After discussion of the necessity to appoint a fourth Nominating Committee Member, Peggy Fiorini (POM of CNY) was appointed with approval of the Executive Board. **Nominating Committee Chairman Nancy McPeak** distributed resumes and **President Glenda Chappell** asked all Board members to submit an updated resume.
44. **Photographer Nancy Converse** was not present. **Sharon Atti** (MOTC of Buffalo) was acting Photographer.
45. **Procedure Manual Chairman Myriam Lavora** gave her report. **Myriam Lavora** stated that she emailed the 2011 State Rep Packet to the State Reps prior to the 2011 State Meeting and she posted them on the website. **Myriam Lavora** stated that she worked with the Webmaster to post updates and revisions to the Manual.
46. **Procedure Manual Chairman Myriam Lavora** stated that the 2011-2012 Manual revisions would include the following: Bylaws/Standing Rules, President (remove references to Telephone Tree, Historian, and Memorial Book clarification), Recording Secretary (mailing dates for State Meeting

Minutes, establish due dates for drafts to Minutes Approval Committee), Calligraphy (change club banner to club scrapbook page), Photographer (update procedures and list of photos), Newsletter Contest (email entries to the chairman, club resizing), Club resizing (Annual State Dues), Procedure Manual Chairman, Resume Form, Presentation of Reports (Power Point? E-mail reports to the Webmaster?), and Flowers for the Memorial Service. **Myriam Lavora** then asked if the following protocol should be added: Acknowledgement of the Executive Board and the Past Presidents at the General Meeting, (Living) Past Presidents to be listed on the Executive Board Meetings' agendas, and the use of "the nominations for the office of _____ are closed."

47. **Procedure Manual Chairman Myriam Lavora** stated that some ID badges needed to be replaced and requested the Board's approval. It was stated that the Board did not need to approve the purchase of the badges as it is an equipment expense.
48. **Procedure Manual Chairman Myriam Lavora** circulated the equipment and badge lists.
49. **President Glenda Chappell** read the report of **Publicity Chairman Janet Hranek, who was not able to** attend the Midterm meeting. The report reminded everyone to start saving for the State meeting in Nassau County. The theme is "Time to Renew on 2-0-1-2"; the room rates are \$129.00; the dates are April 26-28, 2012.
50. **Research/Twin Data Registry Chairman Dessie Holliday** was not at the Midterm Board Meeting. No report was sent. **Treasurer Renie Cutt** volunteered to contact Dessie Holliday. **President Glenda Chappell** stated that she emailed Dessie Holliday several times in an attempt to get her report.
51. **2011 State Meeting Co-Chairmen Linda Goldsworthy and Lisa Cartini** distributed the 2011 State Meeting Final Report. The booklet contained many items of interest including a Financial Report, a copy of **Advisor Joanne Czajkowski's** summary of the Evaluation Forms, and a copy of the Third Call. **Linda Goldsworthy** encouraged everyone to read it and enjoy it. **Linda Goldsworthy** presented a check for \$663.04 to the State Organization.
52. **State Meeting Liaison Co-Chairman Linda Goldsworthy** reported that she has been in contact with 2012 State Meeting Chairman Mary Grace Roach. **Linda Goldsworthy** stated that she would have 2011 State meeting Registration Chairman Maria Agosh forward copies of the spreadsheets which she used for various aspects of registration.
53. **2012 State Meeting Chairman Mary Grace Roach** gave her report. **Mary Grace Roach** has been in communication with President Glenda Chappell regarding progress and she has submitted first and second calls to the *Presidential Papers*. The change in venue from the Holiday Inn in Westbury to the Marriott in Uniondale was noted. A rough draft of third call was available for President Glenda Chappell and the State Meeting Liaison Co-Chairman. After it is finalized, it will be available to the rest of the Board and to State Reps. Chairpersons were being finalized as well as room assignments for workshops. **Mary Grace Roach** stated that the Marriott in Uniondale had much information on file regarding the previous State Meetings held there. **Mary Grace Roach** stated that there would be information provided regarding public transportation as well as suggestions for activities near the State Meeting location.
54. **2013 State Meeting Chairman Sharon Atti** presented a report on the progress of the planning for the 2013 State meeting. The room rate at the Sheraton is \$109 per night with a \$5 per day fee for parking. The theme is "The Roaring 20's on the Roaring Niagara" with a casino night and a "speakeasy" night planned. Informative brochures were distributed detailing local activities and a detailed map of the

hotel. The dates of the 2013 State Meeting will be May 3, 4, and 5 2013. The General Membership must approve the date change at the 2012 Saturday General Meeting.

- 55. State/National Liaison Mary Lou Surmik** provided the dates and themes of the 2012 and 2013 National Meetings. The 2012 NOMOTC Meeting will be held in Charlotte, NC from July 22 to July 28, with a theme “Life in the Fast Lane.” Room rates are \$129 per night at the Hilton Charlotte. The NOMOTC 2013 Meeting will be held in Phoenix, AZ from July 21 to July 27, with a theme “Relax, Refresh, Renew.”
- 56. Unity Project Coordinator Kathy Brousseau** reported that she had submitted an article to the *Presidential Papers* and that she set a goal to add five new items to the project. She will reach out to clubs, specifically ones which have not yet contributed to the Unity Project.
- 57. Twin Photo Registry Barbi Cudney** was not in attendance and there was no report.
- 58. Ways and Means Chairman Erin Adams** was unable to attend. President Glenda Chappell read Erin’s report. The theme for the 2012 basket fundraiser is for each club to highlight their part of New York State. Details will be in the *Presidential Papers*. Erin Adams will be looking for help running the raffle as we get closer to the 2012 State Meeting. Erin Adams has submitted articles to the *Presidential Papers*.
- 59. Webmaster Michele Szatkowski** was not in attendance.
- 60. President Glenda Chappell** encouraged present Past Presidents to speak. **Past President Nita Landes** was happy to be present. **Past President Myriam Lavora** was glad to be here and to see everyone. **Past President Shirley Savage** was thrilled to be here and thrilled to be away from home and her job. **Past President Michele Camilleri** reminded everyone of National Breast Cancer Awareness Month and encouraged all to remember their breast self-exams and to get their mammograms. **Past President Linda Goldsworthy** was glad to be here and reported that many family members were walking for cancer awareness. **Past President Joanne Czajkowski** was glad to be here and to see everyone.

61. Old Business:

61A. MSS Participation/Eligibility: MSS Chairman Linda Goldsworthy addressed two issues.

1. The first issue was in regards to previous discussion regarding minimum eligibility requirements. (Perhaps a 70% minimum score) The intent of Co-Founder Marie Simmons not to exclude anyone from scholarship was noted. This issue was resolved at the 2011 Sunday Board Meeting. The MSS Committee had met and decided to leave the requirements as are written, as Marie Simmons intended.

2. The second issue discussed involved the sending of the application electronically. The Guidelines for applying for a MSS are on our website; the application is not. **MSS Chairman Linda Goldsworthy** proposed that she be able to send the application electronically. Most of the discussion revolved around the security of the application. A suggestion was made and approved by the Board to try sending the application electronically for this year, with no commitment to a procedural change.

Checking the Procedure Manual, there is no stipulation as to the manner by which the application is sent by the Chairman. A disclaimer will be added to the application to the intent “Any change to this document would render it null and void.” It was noted that the completed application and supporting documents are mailed to the MSS Chairman.

The meeting adjourned for lunch at 11:55 am.

The meeting was called to order at 1:05 pm by President Glenda Chappell.

(53 continued): 2012 State Meeting Chairman Mary Grace Roach began the afternoon session with more details of the 2012 State Meeting. Forthcoming is a flyer with Wednesday activity suggestions for those arriving early. Thursday night will be a “Parlor Games” evening. Friday’s workshops include: Zumba class, yoga class, acupuncturist presentation, massage therapy, manicurist, and nutritionist. Dinner and entertainment by three comedians is scheduled for Friday night. Entertainment at the Saturday luncheon will be a string quartet. Saturday evening will be a party with a D-J. The theme may be “Broadway Opening Night.” Further details will be in Third Call.

(59 continued): Lori Connolly (Greater Rochester MOTC) gave the Webmaster report for Michele Szatkowski. The following were updated on the website: The Calendar of Events, the 2012 State Meeting page, the middle bar on the home page, the Procedure Manual under both Board and Club Members links, the Board Directory under the Club Members section, the Presidential Papers page, the meeting minutes under the Board and Club sections, the Past State Meeting/Hosting Clubs page and the Midterm Meeting page. Also, the 2013 State Meeting page was added. Michele Szatkowski is still willing to implement the placement of reports on a screen in order to save paper.

61 (continued): Old Business

61B. MSS Fundraiser Participation: MSS Fundraiser Chairman Shirley Savage addressed ways to increase donations to the MSS Fund. The importance of the involvement of local State Reps was noted as critical to communication regarding information and to encourage participation in the MSS Fundraisers. State Reps should forward the ***Presidential Papers*** to their local club’s members now that the ***Presidential Papers*** are presented electronically. It was noted that some member clubs donate directly to the MSS Fund rather than participate in the two fundraisers. Other clubs make donations in addition to participation in the fundraisers. These donations are acknowledged in the ***Presidential Papers*** as well as with a hand-written thank-you note by MSS Treasurer Kathlene Lyman. **Vice President Mary Grace Roach**, in her next article for the ***Presidential Papers***, will address the issue of participation in MSS Fundraisers as a requirement for Super State Rep awards. **MSS Fundraiser Chairman Shirley Savage** will make certificates to present at the Saturday General Meeting to those clubs that participated in the MSS Fundraisers.

(50 continued): Treasurer Renie Cutt presented a report from Research/Twin Data Registry Dessie Holliday. Dessie Holliday indicated that the topic for the research project would be to find out from

member clubs the reasons why they are not participating in contests and or fundraisers. **MSS Fundraiser Chairman Shirley Savage** will work with Dessie Holliday to formulate the survey.

61 (continued): Old Business

61C. Resume Forms – Parliamentarian Michele Camilleri presented a report based on concern expressed regarding the completion of the resume form on an annual basis. **Michele Camilleri** presented a streamlined resume form which she devised with the help and consult of Procedure Manual Chairman Myriam Lavora, President Glenda Chappell, Nominating Committee Chairperson Sarah Price and Past President Shirley Savage. As per our Bylaws, the front of the form must be completed each year to confirm one's name, address, etc. and to allow one to choose positions of interest for that year. The back of the form has been revised to include one request for a brief statement of reasons for wishing to serve on the NYSOMOTC Executive Board as well as any relevant experience, paid or volunteer. The wording of the request for the appropriate signature on the back of the form will be made clear. (A NYSOMOTC Officer or the Nominating Chairman will sign if the member has been on the Board for the two years prior to the year being considered. Otherwise, a signature from an officer of the local club is required.)

61D. Nominations and Elections – Parliamentarian Michele Camilleri presented a proposed Bylaw change to Article VII Section 2 Nominating Procedures, Paragraph 1, 2, 3, & 4. Paragraphs 1, 2, 3, & 4 currently read as follows:

“A resume of qualifications, signed by an officer of the local club, shall be submitted to the Nominating Chairman no later than a date announced by the Chairman.

A candidate that has served on the Board for two consecutive years need not obtain a signature of an officer from her local club: instead a signature of a member of the NYSOMOTC Nominating Committee will suffice.

The Nominating Chairman must submit to the Parliamentarian no later than April 1st, a list of all candidates selected by her committee so that the ballots may be printed. She will also notify the President of the slate as soon as possible after selection by her committee.

The slate of Officers must be printed in the Presidential Papers just prior to the Annual State Meeting.”

The proposal leaves paragraphs 1 & 2 as is. The proposed Bylaw change combines Paragraphs 3 & 4 into the following new paragraph:

“The Nominating Chairman must submit to the President, the Parliamentarian and the Newsletter Editor no later than February 20th, a list of all candidates selected by the committee, so that the ballots may be printed and the slate can appear in the March/April Presidential Papers.”

The rationale is to insure that all mentioned Officers receive the information at the same time. Previously, the Editor knew the slate before the President and the Parliamentarian.

Discussion followed.

Shirley Savage made the following motion: **“I, Shirley Savage, a member of Genessee Country, at this NYSOMOTC Executive Board Meeting, move that the Executive Board submit for consideration the changes to Article VII Nominations and Elections Section 2 Nominating Procedures Paragraphs 3 & 4 as presented by the Parliamentarian.”** **Pam Reussow** seconded the motion.

Hearing no further discussion, **President Glenda Chappell** called for a vote. The motion passed.

61E. Voting Procedures – Parliamentarian Michele Camilleri

The issue presented itself at the 2011 Saturday General. A member looked in Roberts’ Rules with a concern for our voting rules. Roberts’ Rules states there are five methods of voting. **Parliamentarian Michele Camilleri** explained a “vote by General Consent.” General Unanimous Consent is “in cases where there seems to be no opposition in routine business; or on a question of little importance; and in the presence of a quorum; you can save time by obtaining a Unanimous (General) consent from the assembly.” **Parliamentarian Michele Camilleri** gave an example. The Unanimous Consent may be used for accepting minutes, Audit Committee reports and Proposed Budgets. If there are any questions or dissent then the motion and general vote must be used.

Roberts’ Rules does state that matters relating to Bylaws and Standing Rules have a separate requirement which is stated in our Bylaws. (Article IX State Meetings Section 4 Vote, Article XI Amendments Section 1 Bylaws and Section 2 Standing Rules of Order, Article VII Nominations and Elections Section 5, Standing Rule 1 Meetings 4, and Article X Parliamentary Authority Section 1)

61F. Clarification of Announcement of State Meeting Site: Parliamentarian Michele Camilleri responded to a member’s question as to why it was not appropriate for a member club to announce its intention to host a State Meeting more than two years in advance. **Parliamentarian Michele Camilleri** cited two references to NYSOMOTC Bylaws:

1. Article IX State Meetings Section 6. Subsection A: Clubs wishing to hostess a future meeting should present their invitation in writing to the State President.
2. Article IX State Meetings Section 6 Subsection C: Approval of future sites requires a majority vote of the registered voting delegates present and shall be limited to two (2) years in advance.

61G. Power Point Presentations – President Glenda Chappell will send out reminders to the Executive Board to submit their reports electronically for the 2012 Friday Executive Board Meeting so that we can project the reports onto a screen. This will save paper. 2012 State meeting Chairman Mary Grace Roach will make sure a screen is available to the Board for the Friday Executive Board Meeting.

61H. Club Re-sizing effect on Newsletter Contest Participation and Annual Dues – Myriam Lavora presented a proposed change. Based on the 2010-2011 directory, there were 21 clubs. Eleven clubs had between 2 and 25 members, six clubs had between 26 and 64 members, one club had between 65 and 99 members, and three clubs had 100+ members. The current guideline for club size and dues is: Small club, 1-10 members; medium club, 11-30 members; and large club, 31+ members. Various

configurations of small, medium, and large clubs were discussed. The re-sizing effect on annual dues and the newsletter contest were considered.

(61E Continued) – Parliamentarian Michele Camilleri reported that according to Robert’s Rules, the affirmative votes must be called for first.

President Glenda Chappell announced a ten minute break at 2:35.

President Glenda Chappell called the meeting back to order at 2:45.

61H (Continued) – Further discussion of club size was held and its effect on club dues and the Newsletter Contest. Parliamentarian Michele Camilleri stated that the Bylaws only impact the dues. **President Glenda Chappell** asked for a motion to present the proposed Bylaw change to the general membership. The following motion was made: **“I, Myriam Lavora, a member of MOTC Queens, at this NYSOMOTC Executive Board Meeting, move annual dues shall be \$15 for a club with 1–10 members, \$20 for a club with 11–30 members, \$25 for a club with 31–75 members, \$30 for a club with 76–150 and \$30 for a club with 151+ members. Plus \$.25 per member as of June 1st of the current year. Full dues shall be paid for a partial year membership.”** The motion was seconded by **Lisa Cartini**. The motion passed, with two abstentions.

61I. Badge Holder with State Logo – Shirley Savage will present this at the Friday Board Meeting.

62 New Business:

62A. Minutes- Procedure Manual Chairman Myriam Lavora began the discussion by reading the duties of the Recording Secretary as written in the Procedure Manual. Within the list of items to be contained in the minutes is the following: “Major points covered by discussion, motions made, and action taken.” **Myriam Lavora** stated that we have a guideline but that we can tighten up what is required. **President Glenda Chappell** stated that it is important that the issue being discussed be presented and that major points of the discussion are presented but it was not necessary to include every conversation. Discussion followed. Agreement was reached to streamline the minutes by not including every conversation. Important is the issue addressed, the gist of the discussion, the resolution, and the action taken. Full wording of all motions are required to be in the minutes. A suggestion was made to add some examples in the Procedure Manual and **Myriam Lavora** will do so in all areas which will be affected. The due dates for minutes will be put into the Procedure Manual.

62B. Digital Voice Recorder – Natalie Diaz, Manhattan MOTC, donated a digital recorder and Barbi Cudney has it. President Glenda Chappell stated that the recorder can only be registered to one person and **President Glenda Chappell** suggested the Archivist. **Archivist Michele Camilleri** stated that on the digital recorder, there are no tapes. The only permanent record would be if the information was kept on a CD/DVD. Concern was expressed regarding the use of the digital voice recorder. A suggestion was made to purchase a lap top for NYSOMOTC which was dismissed due to the fact that technology

changes so quickly. **President Glenda Chappell** will contact Recording Secretary Barbi Cudney and ask her to research a new “old fashioned” tape recorder as well as digital voice recorder or other device which will meet our needs. **President Glenda Chappell** will suggest that Barbi Cudney consult *Consumer Reports*.

62C. Names: **Parliamentarian Michele Camilleri** demonstrated that when you “Google Search” a name of a member of the Executive Board, our directory shows up. Our minutes are also on/in cyber space. **President Glenda Chappell** will contact webmaster Michele Szatkowski to find out from Tripod why our information is out there. **Kathy Brousseau, (Schenectady MOTC)**, agreed to work with Michele Szatkowski to see about removing all sensitive information from our website. As soon as a report is available, the Board will be notified. A statement will be in the *Presidential Papers* regarding the fact that our website is “under construction”. We are not using “Big Tent.”

62D. Facebook: At the 2011 Sunday Board Meeting a discussion was held regarding securing our name on “Facebook”. **Lori Connolly** volunteered to work with Michele Szatkowski to secure our name on “Facebook”. The purpose of securing our name is to ensure that no one else would be able to use our name.

63 Announcements

63A. Linda Goldsworthy volunteered to coordinate travel arrangements for some upstate clubs to the 2012 State Meeting on Long Island. **Linda Goldsworthy** stated that her club has planned to spend Wednesday night in New York City and travel to Long Island on Thursday. Another scenario would be to travel to Long Island on Wednesday and use other transportation to visit NYC Wednesday night. **Theresa Carpenter (Westside Suburban MOTC)**, stated that she had researched hotel prices in NYC for Wednesday night and found them to be costly (over \$200).

63B. Linda Goldsworthy presented information regarding a fundraiser that Sue Thompson from TNT of CNY will hold a fundraiser to raise money for a “sensory dog” which can alert the family of the onset of seizures for her boys who suffer from epilepsy.

63C. Nita Landes announced that she was expecting her 17th grandchild.

63D. Rae Willette announced that Katrina Smith, Chemung Valley MOTC is pregnant with her 5th child.

63E. Marie Vito announced that her club already has a member who has twins and triplets and now the club has a young member who has a singleton, a set of twins, and is pregnant with triplets.

63F. Michele Camilleri asked if the Executive Board wanted to do something to acknowledge the passing of Past President Ruth Barone’s father. After discussion and suggestions, it was decided that Renie Cutt would pick up and deliver to Ruth Barone a fruit basket from Wegmans, at a cost not to exceed \$100. The money would come under “President’s Expense”.

63G. President Glenda Chappell announced that Sarah Price, Chemung Valley MOTC, had her baby, a boy, “Luke”.

64: Chaplain Nita Landes gave a closing reflection.

65: President Glenda Chappell adjourned the meeting at 4:05 pm.

Respectfully Submitted,

Kathlene A. Lyman

Acting Recording Secretary

Minutes Approval

Myriam Lavora

Kathy Brousseau

02/06/2012