

Genesee Country MOTC & Westside Suburban MOTC

49th Annual NYSOMOTC State Meeting



May 2, 2014
Friday Executive Board Meeting Minutes

Disney Dream in 2014

NYSOMOTC Friday Executive Board Meeting
Friday, May 2, 2014
Clarion Hotel – Batavia, NY

The 2014 Friday Executive Board Meeting was called to order at 8:48 A.M. by **President Mary Grace Roach**.

Chaplain Nita Landes gave an opening prayer.

Myriam Lavora and Michele Camilleri were appointed as Minutes Approval Committee by **President Mary Grace Roach**.

President Mary Grace Roach welcomed everybody to the meeting and commented about how nice it was to see everybody's faces and reminded all that all discussions would be limited to 10 minutes.

Recording Secretary Lorena Cutt called the Roll. Present were: **President Mary Grace Roach** (Nassau County MOTC), **Vice President Kathy Brousseau** (Schenectady MOTC), **Treasurer Lori Connolly** (Greater Rochester MOTC), **Recording Secretary Lorena Cutt** (Greater Rochester MOTC), **Advisor Glenda Chappell** (TNT of CNY), **Parliamentarian Linda Goldsworthy** (POM of CNY), **Archivist Michele Camilleri** (MOTC Queens), **Calligraphy and Chaplain Nita Landes** (Westside Suburban MOTC), **Club Scrapbook Chair Katrina Smith** (Chemung Valley MOTC), **Membership Pins Chair Nancy McPeak** (TNT of CNY), **Midterm Meeting Chair Shirley Savage** (Southern Tier MOTC), **MSS Scholarship Chair Natalie Diaz** (Manhattan MOTC), **MSS Treasurer/Vice Chair Kathlene Lyman** (Schenectady MOTC), **MSS Committee Members Karen Nichols** (Madison Oneida MOTC), **Katrina Smith** (Chemung Valley MOTC), **Lina Rivera Santana** (Nassau County MOTC) and **Nancy Converse** (TNT of CNY), **MSS Committee Member Alternate Kathy Rucci** (MOTC Suffolk), **Newsletter Contest Chair Ruth Barone** (Greater Rochester MOTC), **Newsletter Editor Michele Camilleri** (MOTC Queens), **Nominating Chairwoman Lisa Cartini** (POM of CNY), **Nominating Committee Members Colleen O'Connell** (Westside Suburban MOTC), **Joanne Czajkowski** (TNT of CNY) and **Doreen Grenci** (MOTC Suffolk), **Procedure Manual Chairman Myriam Lavora** (MOTC Queens), **State Meeting Co-Liaison Sharon Atti** (MOTC Buffalo), **State Meeting Co-Liaison Sharon Wetzel** (MOTC Buffalo), **2014 State Meeting Chair Barbi Cudney** (Genesee Country MOTC), **2014 State Meeting Co-Chair Debby Barton** (Westside Suburban MOTC), **2015 State Meeting Chair Linda Redmond** (TNT of CNY), **2015 State Meeting Co-Chair Nancy Converse** (TNT of CNY), **State/National Liaison Mary Lou Surmik** (Southern Tier MOTC), **Unity Project Chairman Katrina Smith** (Chemung Valley MOTC), **Twin Photo Registry Barbi Cudney** (Genesee Country MOTC), **Ways and Means Committee Members Peggy Fiorini** (POM of CNY), **Lauren Oaks** (MOTC Suffolk), **Sharon Wetzel** (MOTC Buffalo) and **Lisa Torres** (MOTC Suffolk), **Webmaster Michele Szatkowski** (Greater Rochester MOTC), and **Website Committee Members Kathy Brousseau** (Schenectady MOTC), **Michele Camilleri** (MOTC Queens), **Lori Connolly** (Greater Rochester MOTC) and **Phoebe Kannisto** (MOTC Buffalo).

Past Presidents in attendance were **Nita Landes** (Westside Suburban MOTC), **Myriam Lavora** (MOTC Queens), **Shirley Savage** (Southern Tier MOTC), **Michele Camilleri** (MOTC Queens), **Ruth Barone** (Greater Rochester MOTC), **Linda Goldsworthy** (POM of CNY), **Joanne Czajkowski** (TNT of CNY) and **Glenda Chappell** (TNT of CNY).

President Mary Grace Roach read her report (copy attached) and said that it was an honor and pleasure to serve as President.



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Vice President Kathy Brousseau gave her report. We have received dues from nineteen (19) clubs with 1,659 members. She was advised that WOW Moms has disbanded. She further reminded all that the revised Super State Rep guidelines were adopted at the October Midterm Board Meeting. The results of the revisions will be shown at the Saturday General Meeting. A copy of her report is attached.

Recording Secretary Lorena Cutt gave her report (attached). Minutes from the 2013 Saturday Midterm Board Meeting were reviewed and corrected. The corrections were as follows:

Page 1 – should officially indicate the full name of the meeting; 2013 Saturday Midterm Meeting (line 1).

Page 4 - insert the word *the* (President Mary Grace Roach asked *the* Board) (line 11) and Michele Camilleri should be noted as Acting Parliamentarian (line 33).

Page 6 – Under Research/Twin Data Registry Report, 2014 *State* Meeting needed capitalization (line 12) and State/National Liaison report - Kim Ozark –*President* needed to be capitalized (line 33).

Page 7 – (Super State Rep Award Report) *Board* needs to be capitalized (line 29) and *501c3* update needs to be bold (line 33).

Page 9 – (Announcements) Lina Rivera Santana is from Nassau County MOTC not MOTC Suffolk (line 28) and Friendly's spelled incorrectly; Chaplain misspelled (line 30).

Page 10 – (Kathleen) Lyman misspelled (correction Kathlene) (line 16).

President Mary Grace Roach asked for any objections to the minutes as corrected. With there being no objections, **President Mary Grace Roach** "accepted the Saturday Midterm Board Meeting Minutes as corrected this day May 2, 2014 Friday Executive Board Meeting". Kathlene Lyman also indicated that she did not receive the check from Karen Nichols for the donation to the MSS Scholarship Fund as indicated on page 4 of the Minutes (Midterm Meeting Chairman Report). It was discovered that the check was deposited in the General Fund with the other Midterm Registration checks in error.

Treasurer Lori Connolly gave her report of the financial record for the fiscal year 2013-2014. Total income for the Eleanor Siegel Memorial Fund for the year was \$2,408.91 and total expenses were \$2,135.06 leaving a closing balance of \$1,545.49. Total income for the General Fund was \$3,698.25; total expenses were \$3,167.80 leaving a closing balance of \$6,744.72. The financial statements will be revised as a result of Karen Nichols' Midterm Meeting registration check being deposited into the General Fund as opposed to the MSS Scholarship Fund. A full copy of the report, including club dues collected, is attached. **Myriam Lavora** questioned the lack of an expense item for an Ad in the National Organization's Annual Convention Program. **Mary Grace Roach** advised that there was no Ad placed last year, but there will be one placed this year. **Kathy Brousseau** and **Nancy McPeak** were approved as the committee to audit the Treasurer's books.

Parliamentarian Linda Goldsworthy gave her report (attached), including the proposed revisions to Standing Rule #IV B and By-law Article II. Clubs were given the proposed changes previously and should have already discussed with their members. Voting will take place at the Saturday General Meeting.

Advisor Glenda Chappell gave her report (attached) and advised that she had researched and purchased a projector for use during the meetings. She also presented a gift to outgoing President Mary Grace Roach.



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1 **Archivist Michele Camilleri** reported that she wrote 'Remember When' articles for the Presidential Papers. She also
2 advised that she has twenty eight (28) tubs of records plus the photo albums. You may turn over any records that you
3 may have from your position that are greater than two years old. She provided a list of the photo albums that she has.
4 (Report attached)

5
6 **Calligraphist Nita Landes** reported that she devised a new certificate for club contests. She presented a finished color
7 product. (Report attached)

8
9 **Chaplain Nita Landes** reported that Past President Anne O'Gorman's husband recently passed away. **Ruth Barone**
0 commented that it was nice to see the post on Facebook, which then allowed her to go to the calling hours. **Nita Landes**
1 also stated that she had sent a sympathy card to the family of Cheryl Hughes, but it came back a few times due to an
2 incorrect address and didn't know a correct address. The address will be provided. (Report attached)

3
4 **Shirley Savage** asked about the Treasurer's report and the clarification of the check adjustment. **Michele Camilleri**
5 advised that it should be stated in the Audit Committee's report that it was noted and will be adjusted.

6
7 **Scrapbook Page Contest Chair Katrina Smith** gave her report (attached). The theme chosen for the State Meeting was
8 "*How Goofy is your Club?*"

9
0 **Membership Pins Chair Nancy McPeak** gave her report (attached).

1
2 **MSS Scholarship Chair Natalie Diaz** received many application requests but only three completed applications were
3 returned. Two scholarships were awarded. Electronic medium made the process quicker with less paperwork.

4 **President Mary Grace Roach** asked how we can increase the return rate. **Linda Goldsworthy** commented that it is up to
5 students; they have to do the work, and there may not a lot of time for them to do it. **Natalie Diaz** indicated that we
6 may need to look at revising the requirements. Should we put more emphasis on the essay? It was noted that most
7 essays are shorter than the reference letters. Maybe ask for a writing sample. Applicants have to do more paperwork
8 than essay work. **Michele Camilleri** suggested the MSS Scholarship Committee meet and present revisions on Sunday.
9 The organization is allowed to revise application process without legal approval. **Natalie Diaz** also suggested we allow
0 applicants to submit applications electronically as it may lessen the work on the chair's part. If so, the committee must
1 get a writable document to send for return. The Website committee could research how to get a writable document as
2 well as how to get the scholarship information in web search engines.

3
4 **MSS Fundraiser Chair Holly Shear** prepared her report but had a computer glitch and will update her report for the
5 Sunday Board Meeting. Currently, eleven (11) clubs submitted raffle dates with 411 dates sold collecting \$822. There
6 are many multiple dates sold. She advised that she is still selling open dates. There were also approximately 130 lottery
7 tickets collected and divided into two (2) raffles. Two donations were received totaling \$200. (Report attached)

8
9 **MSS Treasurer/Vice Chair Kathlene Lyman** advised that the fund collected \$3,063 in income for the year and had
0 expenses of \$500 leaving a closing balance of \$12,705.95. Last year's Scholarship winners were issued funds under last



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1 year's expenses. The adjustment of Karen Nichols donation will occur after the meeting and will be adjusted and
2 reported at the Saturday General Meeting. Full report attached.

3
4 **Newsletter Contest Chair Ruth Barone** reported that one of the judges she asked to judge the newsletter had a personal
5 emergency at the last minute and was unable to return the score sheets. Thus she had only two judge's scores and
6 remarks. Four clubs submitted newsletters for the contest: MOTC Queens, MOTC Buffalo, MOTC of Suffolk County and
7 Nassau County MOTC. The submitted newsletters and plaques are in the Moms Information Room; winners to be
8 announced Saturday. A copy of her report is attached.

9
0 **President Mary Grace Roach** called a Break at 10:10 am. The meeting was called back to order at 10:22 am.

1
2 **Newsletter Editor Michele Camilleri** provided her report (attached). The Executive Board Directory and Member
3 Directory were updated. **President Mary Grace Roach** asked for a round of applause for the outstanding job on the
4 *Presidential Papers*.

5
6 **Nominating Chairwoman Lisa Cartini** reported that she assigned her committee members to respective areas, sent
7 resumes to the Executive Board, and prepared the list of eligibility for President and Nominating Chairman (attached).
8 Lisa further reported that currently there was not a slate of officers to run for the Executive Board. **President Mary**
9 **Grace Roach** reminded everyone that we cannot close the Saturday General Meeting without a slate of officers and that
0 she knows people will step forward at the meeting. Lisa's full report is attached.

1
2 **Photographer Judy Tennenbaum** was not present due to medical issues. **President Mary Grace Roach** asked for help
3 where ever you could with Photographer or the Ways and Means table selling tickets and to keep her in your prayers.

4
5 **Procedure Manual Chairwoman Myriam Lavora** reported that revisions have been provided to the webmaster. At the
6 October meeting we agreed to try providing the annual revisions packet electronically. Only the six (6) Officers, the
7 Archivist and the Procedure Manual Chairman will receive hard copies of the manual revisions. Board Members can
8 access them on the website. **President Mary Grace Roach** expressed concern that the chairs of the committees would
9 not update manuals before handing it off to the next person. Myriam indicated that if there is someone, other than the
0 six (6) officers, who wants a full revision packet because they like to keep their binder up to date, she will be happy to
1 accommodate them. **Linda Goldsworthy** questioned why the Executive Board then needs to have a physical Manual.
2 Myriam stated that officers should have a hard copy for reference, if needed, during meetings. The Executive Board
3 can access the updated manual electronically. **Michele Camilleri** would like a report for the newsletter to include a
4 statement that revisions will be on line. Annual revisions will be placed in a "package" folder on the website and added
5 to the manual on line. A copy of Myriam's report is attached.

6
7 **Midterm Meeting Chairman Shirley Savage** reviewed her report providing a brief summary for 2013 meeting. The
8 menu has been chosen for the October 2014 Midterm Meeting. Shirley advised that this is the year that we need to look
9 at and renew the contract for the next three (3) years. The hotel room rate will be raised \$10. Shirley also asked for a
0 co-chairman. **Barbi Cudney** agreed to be co-chair. **Michele Camilleri** reminded the Board that this meeting should not



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make a profit (for future planning). We may need to consider additions to the menu to decrease the overage. October 18th is the date for the 2014 Midterm Board meeting.

Publicity Chair Janet Hranek was absent. **President Mary Grace Roach** read the report she submitted.

Research/Twin Data Chair Lindsay Corrigan was absent but submitted her report to the President. She conducted a survey regarding Twins Placement in Schools. The survey questions were submitted to the previous two newsletters and she received forty four (44) responses. The results should be posted in the newsletter and on the website. **Natalie Diaz** asked if this survey should be posted outside of the local clubs. The Survey was started at state level, but Natalie could spread the survey beyond the local clubs. **Michele Camilleri** commented that Lindsay was also to research the use of the Twin Data Registry form and that National's Notebook had just published an article on the use of the form, so now would be a good time for her to reach out to National to get more information on how they use the form. **President Mary Grace Roach** will ask Lindsay if she did that. **Nita Landes** stated that she was chairman on a previous committee (in the 60's) researching the same topic of twins in school and thought it would be interesting to go to archives for committee notes and see how difference between then and now. Back then the research was called Pilot Project. If Nita still has a copy of the booklet provided, she will provide to Michele. For more information, a good resource is www.Twinslaw.com (link for each state).

State Meeting Co-Liaison's Report, written by Sharon Atti and Sharon Wetzel, was read by **President Mary Grace Roach**. (Copy attached.)

2014 State Meeting Chair Barbi Cudney reported that there were 104 registered attendees to the state meeting (including two (2) guests). The Jell-O Museum tour and quilt excursion had to be cancelled due to low numbers. Her full report is attached. Barbi wanted to remind everyone that all deadlines are very important! This causes less undue stress on the organizer. Barbi advised that they were repaying the State Meeting Loan and \$105 for the State Meeting Assessment Fee and asked if the registration fee paid by Rita Spear could be refunded due to illness. **Colleen O'Connell** made a motion as follows: *"I, Colleen O'Connell, a member of Westside Suburban MOTC, at this N.Y.S.O.M.O.T.C. Friday Executive Board Meeting, move to refund Rita Spear her registration fee due to illness"*. The motion was seconded by **Kathlene Lyman**. Motion passed.

2015 State Meeting Chair Linda Redmond advised that the Embassy Suites Hotel has been secured. Room rates are \$120 for a King Suite and \$130 for Double bed suites. They are planning a Friday night Anniversary Party (which will be dressy) and the Saturday events. Breakfast will be served every morning which is included with room price. There is a Manager's reception every evening, which includes snacks and drinks. POM of CNY has agreed to run the Hospitality Room.

President Mary Grace Roach advised that we need to have a 2016 State Meeting site in works. The Saturday General Meeting cannot close without a host.



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State/National Liaison Mary Lou Surmik gave the National convention dates and locations: Austin, TX will be July 20-26, 2014, and next year the convention will be held in Cincinnati, OH. **President Mary Grace Roach** commented that she and Mary Lou are working on a full page ad for the convention booklet (\$45). The ad will be presented on Sunday.

Twin Photo Registry Chair Barbi Cudney reported that last year's Scrapbook Page contest is on display in Mom's Information Room. We now have seven (7) scrapbooks. She is in need of additional pages. This weekend would be great for ideas and pictures to be submitted.

Unity Project Chairman Katrina Smith provided her report (attached).

Ways & Means Chair Judy Tennenbaum is absent. **President Mary Grace Roach** reminded all that the committee might need some help at the raffles, and if anyone could help that would be appreciated.

Webmaster Michele Szatkowski read her report (copy attached). She advised that she has started and is continuing to work on a new website. Michele Camilleri is doing a great job with the Facebook page as well as the email account. She also asked if there was a possibility that Kathy Brousseau would work on the new site while she maintains the old site. **Natalie Diaz** commented that the club may need to spend money to have website done professionally. Our current site has no security and causes much frustration. **Kathy Brousseau** added that going the professional route would get it done faster. **President Mary Grace Roach** commented that Natalie has good points. A new Website could be a new ad campaign. **Michele Camilleri** agreed that we should spend money to have done, and it would be in our best interest to get some proposals. **Michele Szatkowski** will maintain the current site while the new one is built. **Debby Barton** made a motion to "recommend that the general membership allow the Executive Board to pursue bids to \$2,000 to build and implement a new website". The motion was seconded by **Nancy McPeak**. However, this motion was then rescinded by **Debby Barton** for further clarification. The new motion made by **Debby Barton** was as follows: "I, **Debby Barton**, a member of **Westside Suburban MOTC**, at this **N.Y.S.O.M.O.T.C. Executive Board Meeting**, move that the Executive Board recommend that the general membership allow the Executive Board to pursue bids, select a vendor and expend funds, not to exceed \$2,000, to build and implement a new **NOMOTC website**". This motion was seconded by **Nancy McPeak**. The Motion was passed by unanimous vote.

Past Presidents Ruth Barone, Myriam Lavora, Michele Camilleri, Joanne Czajkowski, Nita Landes, Glenda Chappell, Linda Goldsworthy and Shirley Savage each gave their sentiments about the weekend.

Old Business:

- 1.) **501C3 update:** **President Mary Grace Roach** reminded the Board that discussion had started with regard to the Organization possibly receding from the National Organization and forming its own 501C(3). A committee was formed and reviewed **Michele Camilleri's** research done six years prior. **Mary Grace** also sent the research to two separate accountants for review (however as they did not specialize in that field, they were not helpful). So the committee asked **Natalie Diaz** to put together a presentation on the process, etc. Further, **Mary Grace** previously spoke with **Pam Krell** (Past President of the National Organization) about benefits we receive from National. **Pam Krell** provided **Mary Grace** with a report which included the following highlights:

- a. Published book to provide guidance on twins



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- b. Help for club presidents
- c. Group tax exemption
- d. Access to the Organization's Parliamentarian
- e. Media Connection
- f. Marketing and Publicity
- g. Research Opportunities
- h. Annual Conventions
- i. Etc.

Natalie then described Manhattan MOTC's reasons for leaving National and forming their own 501(c)(3). Natalie outlined that to form our own 501(c)(3), we must have a professional do the research. An accountant needs to file the paperwork. Manhattan needed to get an LLC first, and then file for 501(c)(3) status. Their investment was \$6,000. That may be on the high end for State, but there are companies that organize and file 501(c)(3)'s. **Michele Camilleri** reminded the Board that we currently are a social welfare organization and to proceed in this direction we would have to cease operation as NYSOMOTC, form a new organization, incur cost of rewriting the by-laws, file for new tax status (new FEIN number). We would have to hire an accountant on a permanent basis and would also need outside auditors. It will cost this organization thousands of dollars. Dues would have to be raised significantly to cover the recurring basic costs. Natalie advised that Missouri just completed the same process, and had asked their member groups prior to going forward who would stay with them for budgeting purposes. It was decided that the general information would be presented to the general membership at Saturday's meeting and a decision/vote made on whether to move forward with the research of the steps and exact costs (somewhere between \$4,000 to \$10,000) and increase in dues. Then we can move forward or not. Further, Pam Krell could possibly give the group the benefits of National.

2.) **Event Badges and Window Clings:** President **Mary Grace Roach** sent the Board costs associated with the purchase of badges and window clings. 3/4 of the Board voted it down. Therefore she did not move forward. A member club could do this as a Show and Sell idea. **Colleen O'Connell** stated that a vendor will be at Show and Sell where you could order window clings, and that they are also willing to travel next year to Syracuse.

3.) **Twin Data Registry** was already covered above.

New Business:

1. **Power Point:** a previous decision was made to have the Advisor run the projector for ease of having someone to run it. However, Advisor **Glenda Chappell** does not have Power Point. There was a miscommunication about the transfer of the duty to the Advisor, and apologies expressed. A recommendation was made by **Linda Goldsworthy** to add to the resume form a space to include personal technology capabilities. **Myriam Lavora** commented that the revisions packet is now outdated as this procedure has already been changed. The Advisor's page has included duties as a Reports Coordinator. **Michele Szatkowski** advised that she prepared the PowerPoint for this meeting merely to help Glenda; no official change had been made to the position. It was then decided that a procedure change be made to shift the duties of Reports Coordinator back to the Webmaster, as well as to add a special qualifications area to the resume form.



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2 **2. Kathy Brousseau presented President Mary Grace Roach with her Certificate.**
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4 **Chaplain Nita Landes gave a closing prayer.**
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6 **The Friday Executive Board Meeting was adjourned at 1:00 pm by President Mary Grace Roach.**
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9 **Respectfully submitted by,**
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4 **Lorena Cutt**

5 **Recording Secretary**
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2 **Myriam Lavora**

3 **Minutes Approval Committee**
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0 **Michele Camilleri**

1 **Minutes Approval Committee**
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2 **Approved this date October 18, 2014**

