



JUNIOR LEAGUE OF ALBANY
Women building better communities®

September General Membership Meeting
Pruyn House
October 12, 2010
6:30 pm Social & 7:00 pm Meeting

- I. Call the meeting to Order (7:00pm)
- II. Additions or Changes to the Agenda
 - I. Approval of the May Meeting Minutes*
 - II. Guest Speaker
- III. President Report: Carly Connors
- IV. President Elect Report: Carolyn Daggett
- V. Treasurer Report: Kara Tubbs
- VI. Secretary Report: Michele Melton
- VII. Community Council Report: Lisa Cronlund
- VIII. Nominating & Placement Council Report: Lea Ermides
- IX. Membership Services Council Report: Robyn Eisen
 - a. New Member Introduction
- X. Communications Council Report: Barbara Beauchamp
- XI. Fund Development Report: Kim Aperance
- XII. Old Business
 - a. Family Fun Day Report (Janis Graziano & Bridget Graber)
 - b. Dale Miller Fundraiser Report (Carly Connors)
 - c. Fall Fundraiser (Allison Myers)
 - d. Holiday Party (Sarah Kenning)
 - e. Member of the Month
- XIII. New Business
 - a. Rock for Reading (Barbara Beauchamp)
 - b. American Girl (Ginny Rossborough or Kirsten Kropp)
- XIV. Open Forum**
- XV. Adjournment

****Open Forum Rules:**

1. Only one person speaks at a time; no one will interrupt while someone is speaking
2. No personal attacks. Challenge ideas, not people.
3. Everybody will seek to focus on the merits of what is being said, making a good faith effort to understand the concerns of others.
4. Everybody will follow the "no surprises" rule. Concerns should be voiced when they arise, not later in the deliberations when a "surprise" objection is raised.
5. Each person reserves the right to disagree with any proposal and accepts responsibility for offering alternatives that accommodates their interests and the interests of others.

**Junior League of Albany
2010 – 2011 Calendar**

October

October 16: Fall Fundraiser (Saratoga Golf & Polo Club)

October 23: Done in a Day (Addictions Care Center of Albany Start Smart Field Day)

October 29: Done in a Day (Arbor Hill Halloween Party)

November

November 6: Sustainer Event (Cocktail Party)

November 9: Tri-League Meeting (The Crossings)

November 13: Done in a Day & DIL Sign Up (HATAS Gingerbread Event)

November 13: Rock for Reading (Tentative Date)

November 21: Done in a Day (EQUINOX Thanksgiving)

December

December 13: Holiday Party (Fort Orange Club)

January

January 11: General Membership Meeting (Gilda's Club)

February

February 8: Sectionals

March

March 8: General Membership Meeting (Placement Fair)

March 18 & 19: American Girl (Albany Country Club)

April

April 12: General Membership Meeting (The Crossings)

May

May 10: End of the Year Dinner Meeting

September General Membership Meeting

Clifton Park YMCA

September 14, 2010

6:30 pm Social & 7:00 pm Meeting

In attendance: Carly Connors, Michele Melton, Allison Meyers, Sandra Van Pelt, Karen Counes, Janis Graziano, Jennifer Carraher, Carolyn Daggett, Barbara Beauchamp, Kara Tubbs, Ginny Rosborough, Benita Lewis, Robyn Eisen-Nicoll, Lisa Trophia-Cronlund, Mary Kempton Moore, Megan Kelly, Colleen Corcoran, Natalia Kokalj, Andrea Cass, Jennifer Bryant, Alison Bates, Karen Clark, Lisa Thompson-Villa, Amada Glaser, Jessica Meigher, Brianna Wattie, Codi Taft-Silvia, Robyn Matthias, Candace Zlotnick, Catherine Willis.

- I. Carly Connors called the meeting to order at 7:01 PM, and thanked all of the Committees and Board members for their hard work over the summer.
- II. Additions or Changes to the Agenda – no changes.
- III. **Approval of the May Meeting Minutes* - Megan Kelly motioned, Robyn Nicoll Eisen seconded. Motion approved.**
- IV. Guest Speaker Tom Lewanik from Equinox conducted a number of team building and group communication skill exercises with the attendees.
- V. President Report: Carly Connors
 - a. Board Restructure – there have been two resignations (Evelyn Hickok and Liz Koulos). Robyn Nicoll-Eisen volunteered to be the new Membership VP. The Finance VP position responsibilities can be absorbed by existing Board members (esp. with liaison roles relating to the fundraiser parties), but will need a Vice Treasurer position to be filled. Mary Kempton Moore volunteered to assume this position.
 - b. Goals & Objectives – The Board met at a retreat this summer to review and revise the Goals and Objectives of JLA. The new document was distributed at the GMM, as were the blue membership binders.
 - c. Training survey- there will be a follow up training survey forthcoming (ETA 9/20/10). Please respond, your opinions are very important.
 - d. Summer membership survey results were distributed and discussed. Some new initiatives emerged as a result of the survey:
 - a. E-Newsletter to replace paper copy newsletter.
 - b. Family Fun Day is planned for 9/25- Janis Graziano and Bridget Graber have been hard at work planning this day of fun.
 - c. More training and DIAD opportunities will be offered.
 - d. Dinner, running, and book clubs to be established.
 - e. Two more surveys will be forthcoming to obtain more detailed info and guidance from the membership.
- VI. President Elect Report: Carolyn Daggett
 - a. Membership binders were distributed to the attendees. They include the budget document (*please note that the budget has been changed since the time when the binders were assembled- please refer to the updated document on the JLA website), the advisor-advisee list, committee membership lists, membership requirements.
 - b. At the end of the year, please add your materials and summaries of your committee activities to the back of the binder, so it can be passed on to the next members.

- VII. Treasurer Report: Kara Tubbs
 - a. The new budget document is up on the website.
- VIII. Secretary Report: Michele Melton- nothing new to report.
- IX. Community Council Report: Lisa Cronlund
 - a. IL sign up event – DIAD was this past Saturday, 9/12
 - b. DIAM- thank you to those who brought dresses to donate for the Cinderella Project. Please remember to give us your name as you drop off the dresses so you get credit
 - c. 9/27, 6-9 PM (PLEASE NOTE CORRECTED DATE)- DIAD Komen Race for the Cure box assembly, 4-5 volunteers needed.
 - d. Next DIADs: 10/2 Race for the Cure, 10/2 IL Sign Up at College of St Rose.
 - e. Membership folders were distributed
 - a. Website- thank you to Barbara Beauchamp and Robyn Matthias for overhauling our site.
 - b. Pink sheets are new DIADs just added for 10/23 and 10/29 (Pine Hills Library)
 - c. If you have ideas for other DIAMs please forward them to Robyn Nicoll Eisen. The suggestion of donating supplies for the Double H Ranch was suggested.
 - d. If you are struggling to meet your requirements, please keep in touch with your advisor to try and make alternative arrangements. Membership Requirements are being enforced, and last year members were removed for not meeting them.
 - e. Sign Up sheets to volunteer for box assembly and the Komen Race Day were passed around.
- X. Nominating & Placement Council Report: Lea Ermides
 - a. If you are interested in attending ODI, there is one spot left. Please email Lea Ermides ASAP. It is the same weekend as the Fall Fundraiser 10/14-10/17, in Houston, TX.
- XI. Membership Services Council Report
 - a. New active members were introduced and welcomed.
 - b. Each month, two of the new active members will be featured in the e-newsletter.
 - c. New membership requirements are in the blue binders and folders distributed.
- XII. Communications Council Report: Barbara Beauchamp
 - a. Monthly e-newsletter is starting- Allison Meyers is coordinating this effort. Please email any content to both Allison and Barbara. First edition to be posted by the end of the month. Photos will be made available via galleries.
 - b. Website suggestions should be sent to Barbara and Robyn Matthias.
 - c. JLA American Girl show ads will be placed on Facebook.
 - d. JLA blog and Twitter accounts are being set up. Send all content to Barbara to post. Some suggested content- recipes to share, positive IL or DIAD experiences. These are not the forums for criticism- any constructive criticism or feedback should be routed through your appropriate Committee channels.
 - e. Facebook- there is a JLA page and a JLA group- we will eventually transition to the JLA page. Question raised whether we can limit tagging and postings. There were over 950 impressions on our FB membership ad.
 - f. Website management/construction/HTML- if anybody is interested in learning these skills, please let Barbara know.
 - g. Imagination Library Fundraiser- Albany Country Club Craft Show 11/11/10 (Veterans Day)- a designated portion of proceeds will be donated to IL. Question was raised of who can attend- ACC members only? Inquiry to be made with Kim Aperance.
- XIII. Fall Fundraiser

- a. To be held 10/16/10 at Saratoga Golf and Polo, 7-10 PM.
 - b. Flavors of Fall theme.
 - c. Invites to be mailed week of 9/15. Feel free to forward invitations to family and friends- goal is to have more than 100 attend.
 - d. If anybody wants to carpool from Albany- let Ally know – she will help pair up people.
 - e. Part of ticket price is tax deductible- thank you letters will be sent with the amount that is deductible.
- XIV. Family Fun Day- Janis Graziano: Will be held Saturday 9/25, 1:30-4:30 at Indian Ladder Farms. Lots of great family entertainment and treats are planned!
- XV. Dale Miller- Monday 9/27, 6-8 PM: Thank you to Natalia Kokalj and Barbara Beauchamp for making the arrangements and getting the publicity postcard on the website. We need 60 to attend in order for IL to get 25% of the event's proceeds. Natalia to be a guest bartender. This would be a great opportunity to bring prospective provisionals to show what the League does.
- XVI. Provisional Class: Jennifer Carraher
- a. First Meeting 9/21 at Albany Country Club.
 - b. Last info session to be held 9/16 at Mill Road Acres Golf Course Clubhouse.
- XVII. Holiday party
- a. Sarah Kenning is chairing this year. Marna Redding and Sandra van Pelt are on the Committee.
 - b. Will be held 12/13 at the Ft. Orange Club.
 - c. Silent and live auction to be held. Any auction suggestions, please send them to Sarah Kenning.
- XVIII. Fund Development Committee report: Kim Aperance
- a. The Committee met over the summer, and developed a corporate sponsorship brochure.
 - b. Annual appeal is also being planned.
- XIX. Talbots link added to our website (in the "Support Us" section)- AJLI is a partner.
- a. If you order a Talbots gift card via our website link, JLA will get 10% of the value of the card back.
 - b. Also consider buying and donating a GC as an auction item for the Holiday Party.
- XX. New Business:
- a. AJLI merchandise is for sale, as are some JL cookbooks from around the country. Sale table to be set up at each GMM.
- XXI. Member of the Month- Congratulations to Natalia Kokalj!
- XXII. Open Forum:
- a. This is a new idea to open the floor to any questions or concerns members may have.
 - b. Question was raised whether there are any remaining membership concerns from last year? Answer- hopefully all concerns have been resolved.
 - c. A suggestion was made by a member that the open forum should be used to raise matters that concern the general membership, not individual concerns. Individual concerns should be raised within your respective Committee's leadership.
 - d. A Question was raised about where we are at with getting IL sign ups- right now we have 648 children signed up. Goal for this year is to add another 750. Milestone board to be created.
- XXIII. **Motion to Adjourn* - at 8:50 PM, Carly Connors motioned to adjourn, Sandra Van Pelt seconded. Motion approved.**

**Junior League of Albany
Board & Organizational Objectives
2010 – 2011**

GOAL I: TO INCREASE AND RETAIN LEAGUE MEMBERSHIP

OBJECTIVES:

- To recruit fifteen (15) Provisional members by October 2010.
- To retain 80% of “new” Actives. This will be successful if they pay their dues by June 2011.
- To retain 90% of Sustainers. This will be successful if they pay their dues by June 2011.
- To provide five (5) training opportunities to Actives by June 2011. This will be successful if 80% of members attend at least two sessions and rate it positively through an evaluation.
- To involve at least five (5) Sustaining members as Sustainer advisors. This will be successful if these members are recruited for Imagination Library, American Girl, Placement/Nominating, Provisional, Communications, Fund Development and Finance Committees.
 - Imagination Library – Grace Crary
 - American Girl - Bausback
 - Placement/Nominating
 - Provisional – Sally Ten Eyck
 - Communications – Donna Nowak-Hughes
 - Fund Development – Lorraine D'Aleo
 - Finance – Mary Durgee

GOAL II: TO IMPROVE OVERALL LEAGUE COMMUNICATION

OBJECTIVES:

- To develop a comprehensive internal and external communications plan by September 2010.
 - Completed (includes sending a letter from the President, a monthly electronic newsletter, an annual report, advertising on Facebook, starting a JLA blog, updating the JLA website and news media).
- To recognize Provisional, Active and Sustaining members on a regular basis for their accomplishments in and out of the League at General Membership Meetings, on the Website and in Capital Connections. Success will be achieved if 100% of the Board members recognize at least one (1) member by May 31, 2011.
 - September: Natalia Kokalj (Dale Miller)
- To fully implement a leadership transition plan with a timetable for Board approval by November 2010.
- To evaluate the Board's Goals and Organizational Objectives by March 15, 2011. This will be considered successful if a timetable is set for use by future Boards.

GOAL III: TO DEVELOP GOOD FISCAL MANAGEMENT

OBJECTIVES:

- To plan financial management training for Councils and committees by the October 2010 Board meeting. (Training dates to be determined). This will be determined successful if 70% of this group are trained and evaluate the training as a positive experience by May 31, 2011.
- To develop a plan for monitoring and reporting financial information to the League by the October 2010 Board meeting.
- To raise \$40,000 for Imagination Library and the General Fund by May 31, 2011 through fund raisers and the Fund Development Committee.

GOAL IV: TO DEVELOP STRONG COMMUNITY IMPACT

OBJECTIVES:

- To sign up 750 children by May 31, 2011.

- To have a plan for six (6) Imagination Library events by the November 2010 Board meeting.
 - September 12 – Pine Hills Neighborhood Festival
 - October 2 – College of St. Rose Literacy and Creative Arts Festival
 - October 29 – Halloween Party
 - October 23 – Additions Care Center of Albany Start Smart Field Day
 - November 13 – HATAS Event
- To develop a Community Outreach Plan. This will be considered successful if five (5) community outreach programs are planned, executed and evaluated by May 31, 2011.

Yearly Recap

DIL Sign Ups

September 12: Pine Hills Neighborhood Festival

October 2: College of St. Rose Literacy and Creative Arts Festival

Done in a Meeting or Done in a Day

September 14: Done in a Meeting (Cinderella Project)

September 27: Done in a Day (Susan G. Komen Race for the Cure - Team Box Assembly)

October 2: Done in a Day (Susan G. Komen Race for the Cure)

Fundraisers

September 27: Dale Miller Fundraiser

Social Events

September 25: Family Fun Day (Indian Ladder Farm)