



GFWC of North Carolina

Executive Committee

Annual Reports

2018-2019



Convention 2019



ANN LANDIS

PRESIDENT

Serving as President of GFWC-NC during this past year has been a

privilege. It has been a time of excitement and a time of rewarding experiences. Working with Nikki Ratliff, Third Vice President and Director of Junior Clubs, has been an honor. Traveling across the state to District and club meetings has been a highlight for this President. This officer has attempted to fulfill the duties of this office as prescribed in the Bylaws and in the Standards and Practices in the following ways:

State Meetings

- Attended the 116th Annual Convention in Cary-Raleigh, NC, and introduced projects, plans and emphases for the 2018-2020 Administration.
- Presided at the Summer Meetings in Burlington.
- Presided at the GFWC-NC Arts Festival held in Mebane, NC.
- Will preside at the 117th Annual GFWC-NC Convention in Wilmington.
- Hosted the Southeastern Region Conference in Winston Salem.

Committees

- Worked with the Corporate Champion for Women and Children committee for delivery of the annual event in Charlotte, NC. Wrote personal thank you notes to all donors.
- Worked with the Disaster Relief Fund Committee. Wrote personal thank you notes to all donors.
- Prepared agendas for and presided at all

meetings of the Executive Committee.

- Attended all meetings of the Board of Trustees.
- Presided at the meetings of the Personnel Committee and completed Personnel duties, including the reviews of the staff at Headquarters.
- Attended the meetings of the Finance Committee and Budget Planning.
- Worked to review and update the Policies and Procedures of GFWC-NC with the GFWC-NC Executive Committee and GFWC-NC Junior Officers.
- Held two retreat meetings in Holden Beach for GFWC-NC Executive Committee and GFWC-NC Junior Officers to plan for the administration.
- Held the LEADS Seminar in Holden Beach for the training of new leaders.
- In collaboration with the Executive Committee, planned the program and workshops for the July Summer Meeting held in Burlington.
- Assigned members to the SER Conference Committee and worked together to host SER in NC.
- Worked with the Federation Friday committee to plan and deliver a weekly publication focused on health and women's issues.
- Worked with the Leadership Chairman to plan for delivery of the *Passport To Learning* and LEADS workshop opportunities for club women.

District Visits 2018

Attended Fall District Meetings for:

- District 9 in Elizabeth City
- District 6 in Durham

- District 7 in Whiteville

Club Visits

Visited the following Clubs:

- GFWC Mocksville Woman’s Club
- GFWC Anderson Creek Woman’s Club
- Durham Woman’s Club
- GFWC South Brunswick Islands
- Elizabeth City Woman’s Club
- GFWC of Holden Beach
- Raleigh Junior Woman’s Club
- The Woman’s Club of Clayton
- The Woman’s Club of Raleigh
- GFWC of North Wilkesboro

GFWC Meetings

I attended these meetings and events representing NC:

- Attended the GFWC Board of Directors Meeting and Convention in Saint Louis, Missouri.
- Attended Southeastern Regional meeting at GFWC Convention in Saint Louis, Missouri.
- Attended GFWC Board of Directors meeting in Richmond, Virginia.
- Attended the Southeastern Regional meeting in Winston Salem, NC.
- Wrote annual reports as specified in the GFWC Bylaws.
- Made plans to attend GFWC Convention in Austin, Texas.

Other Meetings

The demands of the position required additional participation.

- Met as needed with the Executive Administrative Assistant and Financial Associate to conduct the business of the Federation.
- Reviewed financial information presented to the Executive Committee and Board of Trustees.
- Worked with staff at Headquarters and the Executive Committee to revise and publish the *GFWC-NC Administration Book*.
- Prepared personnel information packet for the Audit Review.
- Submitted articles for *Clubwoman* Magazine and assisted with proofing of the magazine.
- Helped with and chose information for e-blasts sent to all Board Members.

- Helped to maintain website content.
- Reviewed information to be placed on Facebook posts.
- Went on site visits for 2018 SER Conference, 2019 State Convention.
- Disseminated information received from GFWC to appropriate chairmen.
- Conferred with the state Arts Festival Chairman on changes to the State Arts Festival.
- Planned and prepared the agenda for the 2019 GFWC-NC Arts Festival in Mebane.
- Worked with the Executive Committee, Junior Officers, Convention Chairmen, Local Convention chairmen and Headquarters Staff, the speakers and hotel to prepare for 117th Annual Convention of the General Federation of Women’s Clubs of North Carolina.
- Signed certificates of recognition for the State events.
- Responded to general correspondence, emails, texts and phone calls.
- Filed annual reports as required by GFWC-NC Bylaws.
- Attended meeting with hotel staff to confirm plans for convention.
- Worked with Headquarters on Convention Program and prepared script for Convention.
- Attended the GFWC-SC fundraising event in SC.
- Worked with the Finance and Fundraising Committees to offer fun and engaging opportunities.



CRYSTAL O’NEAL PRESIDENT-ELECT

This officer, serving GFWC-NC as President-elect, has had the honor of working closely with the GFWC-NC Director-elect of Junior Clubs, Angela Moss, the GFWC-NC Membership Vice Chairman, Donna Harrell, and the rest of the GFWC-NC MemberShip Crew consisting of the District Vice Presidents and the District Junior Membership Chairmen. She has worked with the Executive Committee and GFWC-NC Headquarters staff in accordance with her job responsibilities.

After months of planning, this officer and

her counterparts met with the incoming District membership leaders at the GFWC-NC Arts Festival and the GFWC-NC Convention where they outlined priorities and timelines. She was officially installed as GFWC-NC President-elect in April at the closing banquet of the state convention. In July, this officer prepared and presented a membership workshop alongside her MemberShip counterparts at the summer meeting of the GFWC of North Carolina. She helped coordinate this meeting – including hiring a mermaid to generate excitement and as a photo opportunity as members entered the event site.

Since taking office, this officer has coordinated and written pieces for the GFWC-NC Clubwoman Magazine and published #ThankYouTuesday posts on the GFWC-NC Facebook page weekly. With the help of the MemberShip Crew, she helped revise our state’s membership publications and revamped the *How to start a GFWC-NC Club* packet. She shared Member Transfer Forms with members moving to NC, shared GFWC-Recruitment Campaign information, and prepared pieces for Federation Friday posts and emails. This officer routinely fielded calls and emails regarding club membership issues and helped clubs preparing to disband. She has also started exploring ideas for statewide and cyber clubs in NC and examined the GFWC-NC bylaws for potential updates to benefit membership. This officer submitted and received a grant to conduct a statewide recruiting event at a Wine and Chocolate festival in the central part of the state. She will be excited to report on that event in 2019.

It has been this officer’s pleasure to serve GFWC-NC in 2018 and she looks forward to helping more clubs meet their membership goals during the next year.

State Meetings

- Incoming Executive Committee & Junior Officer Retreat – Holden Beach, NC
- GFWC-NC Arts Festival - Hickory, NC.
- GFWC-NC Convention

- GFWC-NC Summer Meetings
- GFWC-NC Executive Committee Meetings & Conference Calls

District Visits

Attended Fall District Meetings for:

- District 1 in Waynesville
- District 2 in Morganton

Club Visits

Visited the following Clubs:

- Sedgefield Woman’s Club
- Burlington Junior Woman’s Club
- Woman’s League of Eden
- Mebane Woman’s Club
- Greensboro Woman’s Club
- Burlington Woman’s Club
- GFWC-NC Greater Alamance County Woman’s Club

GFWC Meetings

- GFWC Convention – St.Louis, MO
- Southeastern Region Conference – Winston-Salem, NC



HELEN RICHIE FIRST VICE PRESIDENT

As the GFWC-NC First Vice President it has been my honor to train and assist the GFWC-NC Community Service Program Chairs, the Advancement Chairs and the Special and Specific Projects Chairs. I work with my counterpart, Hope Hockaday, 2018-20 Dean of Junior Community Service Project Chairs.

Areas of responsibility included: Preparing and presenting a CSP leaders training workshop at the 2018 State Arts festival, assisting CSP, Advancement and Committee Chairs with revisions of the 2018-20 GFWC-NC Administration Book and their Summer Meeting presentations. We guided them through the changes that were incorporated with the new Award entry process. We communicated in person at the State Arts and Convention meetings and through email. Under our direction these leaders also created and submitted articles for the GFWC-NC Clubwoman Magazine. We also worked with the Chairs in preparation for the 2018 GFWC/GFWC-NC Award Entry and Reporting process.

I attended all the GFWC-NC Executive Committee meetings beginning with the Nominee Planning Retreat January 2018 as well as meetings in July, January 2019, March and April. Meetings also included conference calls in the summer and fall. This officer attended the District 4 Fall Meeting and presented an Award Entry and Reporting Workshop as well as attending the District 6 Fall meeting. Information for the key initiatives for the 2018-2020 administration was also presented at these fall meetings.

In addition to the duties of 1st Vice President, this officer has assisted with the updates to the new GFWC-NC website.

I attended the GFWC-NC State Arts Festival in March and the State Convention in April. I also attended the GFWC Southeastern Region meeting in Winston-Salem.

While serving as GFWC-NC First Vice President, this officer has been an active member of the Charlotte Woman's Club and District 3.

I am grateful for the opportunity to learn and serve.



**JENNIFER RICHARDS
SECOND VICE PRESIDENT**

This officer was honored to accept the nomination for GFWC-NC 2nd Vice President during the 2017 GFWC-NC Fall Conference. Since November of 2017, this officer has attended the incoming administration retreat, worked with the GFWC-NC Junior Secretary to compile and provided District President and District Junior Director notebooks, hosted District President and Junior Director meetings at the 2018 State Arts Festival and the 2018 GFWC-NC Convention as well as attending the GFWC-NC Summer meeting and the GFWC Southeastern Region meeting. She regularly communicates with the District Presidents via email and helped the District Presidents with their first District Fall Meeting of this administration, scheduling GFWC-NC Executive Committee members to attend all District Fall Meetings and attended the GFWC-NC District 2 Fall meeting. She has attended all GFWC-NC Executive Committee meetings and conference calls as well as Officer and Junior Board

retreats. She has written articles for each issue of *The Clubwoman* magazine during this administration.

This officer attend and participates in her club meetings, projects and fundraisers. As a representative of GFWC-NC, she held an induction ceremony for new members for a Junior club in her District.

This officer is blessed to be a part of this Organization and is looking forward to the second year of this administration.



**LEANDRA "NIKKI" RATLIFF
THIRD VICE PRESIDENT &
DIRECTOR OF JUNIORS**

April 2018

- Attended 2018 GFWC-NC Annual Convention in Cary, NC.
- Attended GFWC-NC Executive Committee meeting at 2018 GFWC-NC Convention
- Collaborated with GFWC-NC Executive Committee to plan GFWC-NC Summer Meeting in Burlington, NC

May 2018

- Wrote and submitted article and welcome letter for 2018 Summer Edition of GFWC-NC Clubwoman Magazine
- Prepared and updated pertinent documents for the 2018-202 GFWC-NC Administration Book
- Communicated with Junior Officers regarding 2018-2020 Administration
- Communicated with GFWC Director-elect of Junior Clubs regarding 2018 GFWC Convention in St. Louis, MO
- Communicated with GFWC-NC President regarding 2018-2020 Junior and General Appointments

June 2018

- Communicated with Junior Officers regarding new Administration & GFWC-NC Summer Meeting
- Communicated with GFWC Director of Junior Clubs regarding GFWC Convention in St. Louis, MO
- Attended GFWC Convention in St. Louis, MO: Attended Installation functions and GFWC Junior Director meetings & BOD meetings
- Planned GFWC-NC Summer Meeting Agenda with members of GFWC-NC Executive

Committee and Junior Officers

July 2018

- Attended GFWC-NC Summer Meeting in Burlington, NC. Met with other clubwomen, General and Junior, for a day of fellowship, informational CSP workshops and leadership meetings about the new Administration
- Facilitated ACEs presentation for at GFWC-NC Summer Meeting
- Facilitated fitness workshop for Summer meeting.
- Facilitated book drive for Summer meeting.
- Attended 2 day GFWC-NC Executive Committee meeting with Junior Officers in Burlington, NC.
- Communicated with GFWC President-elect Mary Ellen Brock and GFWC Director-elect of Junior Clubs Trisha Schafer regarding 2018-2020 Administration.
- Reviewed and edited sections of the 2018-2020 GFWC-NC Administration book and prepared the document for publication along with the Executive Committee

August 2018

- Wrote and submitted GFWC-NC Fall Clubwoman magazine article.
- Prepared documentation for August 2018 GFWC Board of Directors meeting
- Arranged for registration and travel to 2018 GFWC Summer Board of Directors Meeting in Richmond, VA
- Reviewed Standards and Practices & Financial Practices documents, made new recommendations, edited document for content and editorial changes
- Communicated with 2018-2020 Junior Officers and Junior CSP Chairmen
- Planned for statewide involvement with GFWC Partner St. Jude Research Hospital Walk in Raleigh, NC to kick off Advocates for Children week in October 2018

September 2018

- Attended GFWC-NC Executive Committee/Junior Board meeting in Raleigh, NC: September 24-25. Further developed ideas about future meetings to be held: 2017 GFWC-NC Fall Conference, 2016 GFWC-NC Arts Festival and 2016 GFWC-NC Convention.
- Wrote and submitted article for GFWC-NC Special Edition of GFWC-NC Clubwoman Magazine focused on Advocates for Children and Domestic Violence Awareness and Prevention topics
- Communicated with GFWC-NC Junior Officers via phone and email
- Communicated with GFWC-NC Advocates for

Children Chairman regarding Special Edition of Clubwoman Magazine and planned projects for Advocates for Children week

- Membership Newsletter for District 1st Vice-President and District Junior Membership Chairmen
- Attended GFWC-NC Financial Task Force meeting at P2 in Raleigh, NC: September 12. Met with committee members and District Presidents to discuss and clarify financial status.
- Assisted in the planning of 2016 District Fall Meeting Agenda and talking points for visiting Executive Committee members and Junior Officers

October 2018

- Attended and participated in award presentation at GFWC-NC Corporate Champions for Women and Children event at the Ritz-Carlton, Charlotte, NC
- Researched and planned Junior Fun Night for the GFWC Southeast Regional Meeting in Winston-Salem, NC

November 2018

- Traveled to and attended the GFWC Southeast Regional Meeting in Winston-Salem, NC : November 3-5
- Attended the GFWC 2018-2020 SER Board of Directors Meeting in Winston-Salem, NC

December 2018

- Wrote and submitted GFWC-NC Winter Clubwoman magazine article.

January 2019

- Attended the EC/JO Planning retreat in Holden Beach, NC
- Assisted with planning of 2019 GFWC-NC Arts Festival

February 2019

- Assisted with the planning of the GFWC-NC Arts Festival
- Arranged pages and page assignments for the 2019 GFWC-NC Arts Festival
- Secured two workshop presenters for the 2019 GFWC-NC Arts Festival
- Communicated with GFWC-NC Junior officers and chief page regarding the 2019 GFWC-NC Arts Festival

March 2019

- Attended the GFWC-NC Art Festival in Mebane, NC
- Attended the Executive Committee meeting after the conclusion of the 2019 GFWC-NC Arts Festival

April 2019

- Reviewed Convention Program for 2019 GFWC Convention
- Prepared scripts for GFWC-NC Junior Business Session and GFWC-NC Jr/General Banquet at 2019 GFWC-NC Annual Convention
- Communicated with GFWC-NC Protocol Chairman, Sharon Greeson, regarding Protocol for 2019 GFWC-NC Convention
- Communicated with GFWC-NC Parliamentarian to the Junior Section regarding scripts for Junior Business Session at 2019 GFWC-NC Convention
- Communicated with GFWC-NC Executive Committee and Junior Officers regarding travel accommodations, guests, meals, registration, decorations, entertainment, speakers for 2019 GFWC-NC Convention
- Communicated with GFWC-NC Juniorette Chairman regarding chartering of new Juniorette Club scheduled for the 2019 GFWC-NC Annual Convention
- Communicated with 2018-2020 GFWC-NC Junior Officers/Chairmen regarding Awards and Reports to be given at 2019 GFWC-NC Convention
- Attended GFWC-NC Executive Committee Meeting in Wilmington, NC: April 25
- Attended 2019 GFWC-NC Annual Convention in Wilmington, NC: April 25-26. Presided at GFWC-NC Junior Business Session and GFWC-NC Junior Banquet and Awards
- Wrote and submitted 2018-2020 Administration Report and 2018 GFWC-NC Director of Junior Clubs Report to GFWC Director of Junior Clubs and GFWC headquarters
- Arranged travel plans/registration for 2019 GFWC Annual Convention in Austin, TX



KIM FULCHER
RECORDING SECRETARY

It has been an honor, a privilege, and a wonderful learning experience for this officer to serve as the 2018-2020 GFWC-NC Recording Secretary for the first year of this administration.

In November 2017 after the Fall Conference meeting in Burlington where she was nominated as the 2018-2020 GFWC-NC Recording Secretary-elect, she attended the incoming Executive Committee meeting held the Saturday after the Fall Conference meeting.

In January 2018 this officer attended the 2018-2020 GFWC-NC Executive Committee planning meeting weekend retreat in Holden Beach, NC.

In February 2018, as District VI President, she presided over the District VI Arts Festival in Raleigh, NC.

In April 2018 she attended the GFWC-NC Convention in Cary, NC, where she was Convention and Meetings Chairman. She was installed as the 2018-2020 GFWC-NC Recording Secretary. At the close of convention this new officer attended the 2018-2020 GFWC-NC Executive Committee Meeting held on Sunday.

In May 2018 this officer participated in a teleconference Executive Committee meeting.

In June 2018 she participated in a teleconference Executive Committee meeting to finalize preparations for the GFWC-NC Summer Meeting to be held in July 2018.

In July 2018 this officer attended the GFWC-NC Summer Meeting held in Burlington where she assisted the GFWC-NC Headquarters staff and elsewhere as needed. She also attended the Executive Committee meeting that was held before and after the Summer Meeting.

In September 2018 she participated in a two-night teleconference Executive Committee meeting.

In October 2018 this officer attended the District V Fall Meeting as a representative of GFWC-NC. Also, representing GFWC-NC, she attended the Corporate Champions for Women and Children event held in Charlotte, NC.

In January 2019 she attended the 2018-2020 GFWC-NC Executive Committee planning meeting weekend retreat in Holden Beach, NC.

In February 2019 this officer attended the District VI Arts Festival in Raleigh, NC.

In March 2019 she attended the GFWC-NC State Arts Festival in Mebane, NC where she helped the Arts Festival Chairman with her duties. She assisted the GFWC-NC Headquarters staff as needed. This officer attended the GFWC-NC Executive

Committee meeting Friday and Saturday before and after Arts Festival.

This officer has taken and recorded the minutes from every Executive Committee meeting to date. She has made sure they are correct, has distributed them to all GFWC-NC Officers and made sure they were signed and filed with Headquarters. Complete minutes with attachments are printed and given to Headquarters, the GFWC-NC President and kept with the Recording Secretary.

She also assisted in proofing GFWC-NC documents, including the Administration Book. During this year she has also attended club meetings and functions of The Woman's Club of Raleigh and the GFWC Mary Stewart Woman's Club.



BETSY GRANNIS
TREASURER

This treasurer has served as GFWC-NC Treasurer-Elect and Treasurer for the 2018 year. She has attended all of the Executive Board meetings (in person and conference calls) and retreats. She has presented a report at all of these meetings, with the assistance of the GFWC-NC Financial Associate.

As Treasurer-Elect she attended the State Arts Festival in Burlington in March of 2018, where she received training from the Treasurer and the Financial Associate. As Treasurer-Elect she also attended the Finance Committee Meeting in January and February, 2018, where the budget was discussed. She became GFWC-NC Treasurer after installation at State Convention in April 2018.

She attended Summer Meeting in July in Burlington and presented a Fundraising Workshop, as well as assisting wherever necessary. She serves on the Fundraising Committee and assists with the fundraising efforts for GFWC-NC.

She meets with the Executive Administrative Assistant and the Financial Associate on a regular basis to sign off on deposits, checks, expense reports, etc.

This treasurer has attended all of the Board of Trustee meetings, serving as an ex-officio member on the committee.



KAREN THROCKMORTON
CORRESPONDING SECRETARY

As the GFWC-NC Corresponding Secretary, it has been this officer's responsibility to assist the President and Executive Committee by coordinating "Thought for the Day" messages for Executive Committee meetings, sending correspondence, as well as cards to clubwomen for condolences, get well, and thinking of your notes for the Executive Committee. This officer attended all GFWC-NC Executive Committee meetings and phone conferences from 2018 through September 2019. This officer also attended the planning meeting for the 2018-2020 Administration as the GFWC-NC Corresponding Secretary-nominee.

State Meetings:

GFWC-NC Summer Meeting
CCWC in October in Charlotte
SER in November in Winston Salem
EC/LEADS Meeting in January in Holden Beach
GFWC-NC Arts Festival held in March in Mebane
Annual GFWC-NC Convention in Wilmington

At the January EC Meeting, she was the guest speaker at GFWC-NC LEADS Seminar, presenting The Leader in You module to the GFWC-NC District LEADS Representatives. She attended the District 7 & District 9 Fall Meetings and presented information on behalf of the Executive Committee about our Federation's treasurer responsibilities as well as leadership ideas, the President's Special Project, Federation Friday and other key information for the 2018-2020 Administration.

She serves on the following committees:
Federation Friday
President's Special Project
Disaster Relief

Each week she coordinates the Federation Friday publication for distribution via e-mail, on the

web site and on FaceBook. This involves writing many issues and editing those from the Federation Friday Committee, President Special Project Committee and special guests. She is also responsible for Press Releases, and has prepared them for CCWC, coordinating with the committee and beneficiaries, and on behalf of the EC for distribution of Hurricane Relief funds. She also participates actively in the development of materials, scripts, reports and programs for the 2018-2020 President's Special Project and she presented during the Summer Meeting. She works closely with the Chairman Linda Browne and the 9 District Representatives. As a member of the disaster Relief Committee she has visited disaster areas and researched potential 501c3 organizations for donations. She also submitted an article for the summer issue of the GFWC-NC Clubwoman.

It has been an honor to serve GFWC-NC throughout the past year, and to have the opportunity to see all the great contributions of GFWC-NC Clubwomen across this great state.



ANGELA MOSS
DIRECTOR-ELECT OF JUNIOR CLUBS

This officer, serving GFWC-NC as Director-elect of Junior Clubs, has had the honor of working closely with the GFWC-NC President-elect, Crystal O'Neal, the GFWC-NC Membership Vice Chairman, Donna Harrell, and the rest of the GFWC-NC MemberShip Crew consisting of the District Vice Presidents and the District Junior Membership Chairmen.

After months of planning, this officer and her counterparts met with the incoming District membership leaders at the GFWC-NC Convention where they outlined priorities and timelines. She was officially installed as GFWC-NC Director-elect of Junior Clubs in April at the junior banquet of the state convention. In July, this officer presented a membership workshop alongside her MemberShip counterparts at the summer meeting of the GFWC of North Carolina.

Since taking office this officer has helped GFWC-NC President-elect with ideas for the club woman magazine. Assist the MemberShip Crew revise our state's membership publications and revamped the *How to start a GFWC-NC Club* packet. She shared GFWC-Recruitment Campaign information, and assisted with the pieces for Federation Friday posts and emails. She has also started examining the GFWC-NC bylaws Junior Section for potential updates to benefit membership.

It has been this officer's pleasure to serve GFWC-NC in 2018 and she looks forward to helping more clubs meet their membership goals during the next year.

State Meetings:

- Incoming Executive Committee & Junior Officer Meeting
- GFWC-NC Summer Meeting
- GFWC-NC Arts Festival held in March in Mebane
- Annual GFWC-NC Convention in Wilmington

District Meetings:

- District 5 Fall Meeting

Club Meetings:

- GFWC Fuquay-Varina Junior Woman's Club
- Raleigh Junior Woman's Club



HOPE HOCKADAY
JUNIOR DEAN OF COMMUNITY SERVICE PROGRAMS

As the GFWC-NC Junior Dean of Community Service Program (CSP), it has been my responsibility to assist the 1st Vice-President in training and assisting the GFWC-NC Community Service Program Chairs, the Advancement Chairs and the Special Project Chairs, while specifically guiding the Junior CSP Chairs through their annual processes and answering any questions.

Many changes to the award entry process were introduced in 2018 and I assisted the 1st Vice-President in communicating these changes to the CSP Chairs, Advancement Chairs, Special Project Chairs and the membership of GFWC-NC.

Areas of responsibility included: Presenting to CSP leaders at the 2018 Arts Festival, assisting with revisions to the 2018-2020 GFWC-NC Administration Book, co-presenting to the membership at the 2018 Summer Meeting and co-hosting a lessons learned discussion with the Chairs at the 2019 Arts Festival.

Communications were completed via email and in person. The 1st VP and I reviewed our Chairs' articles for the GFWC-NC Clubwoman magazine and wrote our own articles to ensure all changes were properly communicated to our members. We also worked with the Chairs in preparation for the 2019 GFWC/GFWC-NC Award Entry and Reporting process.

I attended the GFWC-NC Executive Committee retreat in January 2018, the State Arts Festival in March 2018, GFWC-NC Annual Convention in April 2018 and GFWC-NC Summer Meeting in July 2018.

While serving as GFWC-NC Junior Dean of CSP, this officer has been an active member of the GFWC Junior Woman's Club of Charlotte serving as club Treasurer and District 3 serving as Junior Membership Chair.

I continue to be grateful for the opportunity to learn and serve.



JILL SUTPHIN
JUNIOR SECRETARY

It has been an honor, a privilege and a great learning experience for this officer to serve this first year of the 2018-2020 Administration. I am truly

grateful to be given this chance to serve for GFWC-NC.

In November 2017, this officer attended the Fall Conference Board Meeting where she was nominated as the 2018-2020 GFWC-NC Junior Secretary. She also attended the incoming Executive Committee Orientation Meeting.

In January 2018, this officer attended her first 2018-2020 Executive Committee Planning Meeting held in Holden Beach, NC. We had a wonderful time bonding with each other and learning of the President's theme, "*Celebrate Women*", and ideas for her administration. We discussed the calendar for the next two years, fundraising ideas, and all the ideas for the District, Membership, and CSP themes. The Junior Officers also met separately to decide on the Director of Junior's theme "*Infinite Horizons & Thriving Children*" and all the projects that will be associated with it. It was a fun-filled, packed weekend in a place she loves...the beach.

In March 2018, she attended the GFWC-NC Arts Festival held in Hickory, NC, where she presided over Juniorette Jamboree fulfilling her last year as Juniorette Advisor. She also helped conduct a meeting with her counterpart, Jennifer Richards-Second Vice President, at the 2018-2020 District President & Junior Director's meeting where we introduced our theme, "*We all need Vitamin Sea.*" All District Presidents and Junior Directors received a notebook filled with wonderful information including: Standards & Practices, Policies & Procedures, GFWC Protocol, District position descriptions, conducting meetings, finances, reporting, Parliamentary Procedures, The GFWC & GFWC-NC Way, and resources available.

In April 2018, this officer was installed at the 2018 GFWC-NC State Convention held in Cary, NC on Friday night at the Junior Banquet. Her mother and cousin were able to attend and finally after 20+ years understand why this officer is dedicated to her organization. This officer was also nominated for the Linda G. White Junior Clubwoman of the Year award

and served she was Chief Page for this Convention. This officer conducted a meeting about Junioresettes to get some ideas on how to get more Junioresettes involved with other Junioresettes around the state. After the close of Convention, this new officer attended the 2018-2020 Executive Committee meeting held on Sunday to discuss preliminary ideas for the Summer Meeting.

In July, this officer attended the GFWC-NC Summer Meeting where more information was given about the President's theme, "*Celebrate Women*" and the Director of Junior's theme "*Infinite Horizons & Thriving Children.*" This officer also participated in the Zumba demonstration and had her picture taken with a mermaid.

In November 2018, this officer attended her first SER Convention in Winston-Salem, NC. Friday night she had the honor and privilege of escorting the GFWC President, GFWC First Vice President, and GFWC-NC President to dinner on Friday night, while giving out history points of Winston-Salem along the way. On Saturday, she helped out where needed during the business sessions and workshops. Saturday night was fun to watch the women participate in "Minute to Win It" game night and taste moonshine, where they had a blast.

In January 2019, this officer attended her second 2018-2020 Executive Committee planning meeting held in Holden Beach, NC where we discussed our first half year of the administration. The Junior Officers met separately for a couple of hours and this officer recorded her first set of minutes from their meeting. At this meeting, the LEADS candidates joined us after they had their training classes, so we could meet them. The Leadership Passport to Learning was discussed and we agreed how to proceed. We made preliminary plans for the State Arts Festival and 2019 State Convention.

In March 2019, this officer attended the State Arts Festival held in Mebane, NC. This officer was asked to help step in and help with the awards

for the Literature Contest. She also attended another District President and Junior Director meeting to check in with them to see how their administration was coming so far.

This officer is surprised how quickly this first year "sailed" by but is truly enjoying representing the Juniors of North Carolina.



JENN JAMES
JUNIOR EDITOR

It has been an honor, a privilege and a great learning experience for this officer to serve this first year of the 2018-2020 Administration.

During my office I have submitted articles to be included in the *North Carolina Clubwoman Magazine*, highlighting the works of the GFWC-NC Junior Woman Clubs.

This officer has attended the following meetings:

- *November 18, 2017 - GFWC-NC Executive Committee Orientation Meeting held during Fall Conference
- *January 19-21, 2018 - 2018-2020 GFWC-NC Executive Committee Retreat in Holden Beach
- *April 2018 - GFWC-NC Convention – Installation
- *May 22, 2018 - Conference Call meeting to finalize Summer meeting
- *July 14, 2018 - Summer Meeting in Burlington, NC
- *September 14-16, 2018 - GFWC-NC Executive Committee Fall Retreat in Blowing Rock, NC
- *January 2019 - 2018-2020 GFWC-NC Executive Committee Retreat in Holden Beach
- *March 9, 2019 - GFWC-NC Arts Festival in Burlington, NC
- *April 25-28, 2019 - GFWC-NC Convention in Wilmington, NC

I continue to be grateful for the opportunity to learn and serve.