

# MINT HILL WOMEN'S CLUB 2008-2009

## (QUARTERLY TEAMS VS COMMITTEE CHAIRPERSONS – As of 4/14/2008)

### Organizational Structure

#### 1. EXECUTIVE OFFICERS

- **President (Kathy Cowles), Vice President (Sharon Allen), Treasurer (Dixie Helms), Secretary (Bette Felsher)**
- ❖ Executive Officers – September through May
- ❖ Honor By-Laws and Constitution

#### 2. YEAR LONG POSITIONS (Members of the Board)

- ❖ Corresponding Secretary                      Barbara Banister
- ❖ Communications                                      Toni Rollins  
(Newsletter/Publicity/Telephone Tree)
- ❖ Treasurer /Membership Records              Dixie Helms
- ❖ WebMaster    Sandy Renne
- ❖ Auction Chairperson                              TBD (Masonic Lodge reserved for 11/17)

#### 3. QUARTERLY LEADERSHIP TEAMS

*(Intent: Fewer members will have to volunteer for year-long assignments. Activities shared by larger population of members for shorter period of time. Foster involvement and nurturing to fill Executive Officer positions. Create structure for new ideas. Reduce workload of President.)*

- ❖ The club year will be divided into seasonal quarters (revise By-Laws/Constitution)
  - Q1 = Summer: June, July, August (No monthly club meetings)
  - Q2 = Fall: September, October, November
  - Q3 = Winter: December, January, February
  - Q4 = Spring: March, April, May
- ❖ Will be made up of members of Mint Hill Women's Club.
- ❖ They will conduct their own planning meetings. They decide what activities will occur, review with Executive Officers, advise Communications Coordinator, and implement.
- ❖ The **Team** in charge for the quarter will decide quarterly activities. A chart is provided of those activities that have occurred in the past. Team has option to continue and/or do something else
  - a) Social
  - b) Service
  - c) Fund Raiser
  - d) Lunch Bunch
  - e) Personal Enrichment

#### 4. MEETINGS

- Executive Board + Holders of Year Long Positions + One representative from each quarterly/seasonal team to meet second Tuesday of each month or as determined by President.
- Monthly club meetings planned by Vice President with Quarterly / Seasonal teams providing refreshments and support Vice President as needed
- Quarterly / Seasonal teams to meet separately to plan their activities

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QUARTERS	ACTIVITIES (THAT HAVE OCCURRED)	NAME - TEAM MEMBERS
<b>JUNE / JULY / AUG SUMMER TEAM</b>	<u>Social</u> - Lunch Bunch - Garden Party	(Each member choose which quarter is best for them to volunteer)
<b>SEPT / OCT / NOV FALL TEAM</b>	<u>Service</u> - ASID House - School Supplies (Alexander Youth Center / Lebanon Road Elementary) - Lawyers Glenn Bingo - Fundraiser - Auction  <u>Social</u> - Membership Drive	(Each member choose which quarter is best for them to volunteer)
<b>DEC / JAN / FEB WINTER TEAM</b>	<u>Service</u> - Thanksgiving – Needy Family - Operations Christmas Child - Christmas Brunch for Alexander Youth Center - Christmas – Needy Family  <u>Social</u> - Card/Game Party - Greeting Card Making	(Each member choose which quarter is best for them to volunteer)
<b>MARCH / APRIL / MAY SPRING TEAM</b>	<u>Service</u> - Easter Baskets/Seniors - Easter – Needy Family - Scholarships - Lawyers Glenn Bingo  <u>Social</u> - Installation “Pot Luck” Dinner	(Each member choose which quarter is best for them to volunteer)
<b><u>ON – GOING</u> ALL TEAMS</b>	<u>Service</u> - Soda Top Lids (Ronald McDonald House) - Campbell Soup Front Labels - Non-Perishable Food - Soldier Recognition  <u>Social</u> - Lunch Bunch	
<b>VICE PRESIDENT</b>	<b>MONTHLY CLUB MEETINGS</b>	

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