

GFWC Illinois Summer Seminar

July 2017



Set Sail . . . Explore the Possibilities

Ahoy GFWC Illinois

I hope you are enjoying Summer and are rejuvenating and re-energizing for the up-coming Club Year. It's incredible to think we are into the second year of this administration. We've accomplished a lot but there are numerous items still on the To-Do-List. Thank you for attending the 2017 Summer Seminar Region Meetings. The Region Vice Presidents have planned a great day for you.

I am proud and excited to share with you the monetary donations presented at the 122nd Annual GFWC Illinois Convention in May to *PCA Illinois* and to the four recipients of the "Let's Make Change" challenge for 2016-2017. Due to your generosity and the resounding success of the 20th Annual Blue Ribbon Luncheon and Fashion Show, we were able to present Roy Harley a check for \$19,415.29 !!! Thank you for your continued support of our State Project !!

The total amount donated to Let's Make Change by members, clubs and districts equaled \$5200.00. That gave each organization \$1300, plus any other monetary donations submitted. The final amounts presented were: *ILS – Illinois Leadership Seminars* \$1700.00 *CRF – Children's Research Foundation* \$3480.25 *Easterseals* \$2188.00 *St. Jude Children's Research Hospital* \$2910.05

My sincere and heartfelt appreciation to each and every member that contributed to this project. As each of the four recipients spoke and shared videos of their work at our Convention, it reaffirmed how much each organization needs our help financially . . . and how many lives we can continue to change! Let's Make Change and see what we can do in 2018!!

I just returned from 'sunny and warm' California (record setting warm of 120+ degrees) and the GFWC International Convention. It was an honor to represent GFWC Illinois' hard working members. There were 18 members in attendance to celebrate your achievements. You will find a complete list of all the awards received within these pages. My congratulations to the clubs and members recognized and to all of the GFWC Illinois Chairmen and to our Dean of Chairmen Shelli Fehr, for all your time and efforts in putting the information together that is submitted to GFWC each year! You all did a fantastic job

I would like to personally invite every member to the June 2018 GFWC Convention which will be held in St. Louis, Missouri. This is the first time a GFWC Convention will be hosted by a Region and not just one State. Mississippi Valley Region will be our hosts and include seven states: Minnesota, North and South Dakota, Iowa, Nebraska, Missouri and Kansas. Start making plans now to join your Federation Sisters from across the country and around the world, next June 23rd through 26th to celebrate our achievements and the election and installation of Deb Strahanoski as GFWC First Vice President and Trisha Schafer as GFWC Director of Junior Clubs 2018-2020. I can absolutely guarantee you will have a great time . . . and we can drive to St. Louis – no airfare needed.

This fall and winter will bring something new to our clubs and districts. Members of the Executive Committee and the Board of Directors will be visiting your District meeting. The Strategic Planning Committee is working to finalize the logistics of State Board Members attending District or Club meetings to answer questions, present information if needed, and share resources available to every member and club. The real value will be having the opportunity to just get to know our best and most valuable resource: the members of GFWC Illinois. On behalf of the GFWC Illinois Board of Directors and Executive Committee – I can't wait to get this project started.

I'm really looking forward to seeing you at the Great Lakes Region Conference in Oak Brook, September 15th – 17th. It will be tons of fun and an overload of information. Please join Jeanette and I as we welcome GFWC International President, Shelia Shea , GFWC President Elect Mary Ellen Brock, GFWC Great Lakes Region President Lin Wilken to Illinois

Keep Sailing and Exploring all the Possibilities of GFWC
Captain Skubic

GFWC Convention 2017 Awards

Congratulations GFWC Illinois Clubs & Members

Arts: Club Creativity Award
GFWC Fairview Heights Woman's Club, District 22
Volunteer Art Teachers for their school district due to budget cuts



Short Story Writing Contest – GFWC Member Second Place Award
Lauren Tetrick, Homer Glen Junior Woman's Club, District 11

Conservation: First Place Award



Education: Club Creativity Award – *Honorable Mention*
GFWC Mount Prospect Woman's Club, District 7
Books donated for the 3R's Program (Reading Reduces Recidivism) 1235 books donated

Newsletter Contest (State Level): First Place Award for GFWC Illinois Clubwoman Magazine

WHRC: Club Creativity Award
GFWC Woman's Club of Aurora - District 11
The club's 125th Anniversary Celebration in 2016



Fundraising & Development: First Place Award

GFWC Signature Program – Domestic Violence Awareness & Prevention Third Place Award
For Monetary donations sent by GFWC Illinois

Juniorette Participation Awards: GFWC Plainfield Juniorette Club
GFWC Joliet Juniorette Club
GFWC Naperville Juniorette Club

Easterseals "Shelby P. Hamlett Award" First Place Award to GFWC Illinois



Canine Companions for Independence:

Top Dog Supporter -- GFWC Illinois

**Dog Lover Supporter -- Island Lake Woman's Club, District 10
District 11**

**Happy Tails Supporter – Mount Prospect Woman's Club, District 7
Naperville Woman's Club, District 5**



Summer Seminar Booklet

GFWC IL Director of Junior Clubs—Jeanette T. Wells



I am excited that you decided to spend the day with us. I am certain your Region Vice President has a day full of information in store for you. I hope that you will get inspired and energized and will be ready to start planning your 2017-2018 Club year. I know you all have that one special project that you do every year that is near and dear to your club and its members. It might be a fundraiser, a service project, or a program. I would love to see the GFWC IL Juniors work on a project for Junior Special Programs. That would include projects for Prevent Child Abuse Illinois, St. June's, March of Dimes or CRF (Children's Research Foundation) to name a few. If you are looking for ideas go out WWW.GFWC.ORG and click on GFWC Resources then scroll down to "J" where you will find Juniors' Special Program CSP. That document contains ideas for projects and information on our partners. You might also want to check under "T" where the GFWC Top Projects are listed. That document contains the Top 10 Projects for each CSP and Advancement Area, including Junior Special Program: Advocates for Children. If anything peaks your interest, we could reach out to that club and get more information so that you can duplicate their event or use it as a starting point to make your it your own.

We chartered a new club at the 2017 Convention called the GFWC IL Children's Research Foundation Junior Woman's Club (GFWC IL CRF Junior Woman's Club). Membership is open to anyone interested, so please reach out to me if you would like to join. This club will meet quarterly and raise funds to benefit CRF. We are planning our first fundraiser which is tentatively scheduled for February 2018. Be on the lookout for more information concerning this event.

One last plea—I am asking you to consider reporting this year. Overwhelmed with the thought of reporting? Just pick just one project to report about. Don't keep it a secret, brag about yourselves; let us know what you accomplished. We want to know and so does GFWC. If you have any questions or need help getting started reach out to anyone on the Junior EC.

I hope you enjoyed the seminar today and that you will share the information you learned to day as well as the information in this book with your club members. It would be a shame to keep it to yourself. Enjoy the rest of your summer and good luck as you begin the 2017-2018 Club Year as GFWC IL Juniors...helping design better lives!

Reporting

Shelli Fehr—President-Elect/Dean of Chairmen
Loretta Revesz—Dean of Junior Chairmen

We know your clubs have set sail and are busy designing better lives in your communities every day. Now we want to make sure you have all the tools necessary to share your accomplishments with your friends in GFWC. At the same time, you will be recording your club history for all who follow in your footsteps in the future.

How can this be done, you ask? It couldn't be any easier! There are two available workshops for your club or District to attend.

1. Preparation Workshop----Learn best practice tips and ideas on how to record your history throughout the year and get ready to report all the wonderful things you are doing
2. Reporting Workshop---Receive everything you need to know to write an award winning perfect report to share with GFWC

It's so simple! Just call Shelli Fehr or Loretta Revesz and we will come to your club or District to present one or both of these fun interactive workshops. We can't wait to join you and learn about all the great activities happening around GFWC Illinois. So join the fun, explore the possibilities and sail into a new club year knowing all there is to know about reporting. We look forward to seeing you!!

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Grant Writing 101

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The word “grant” can be intimidating but doesn’t need to be. Whether your club is a 501(c)3 non-profit or not, you can and should apply for grants as a way to raise funds for your charities.

Any club can write a grant but you may need to partner with another organization to qualify. Not all grants require non-profit status. One club wrote for and received a \$1000 grant from the Tri-City Garden Club that was used to enhance the village welcome signs and village parks. The club purchased bushes, flowers, trees, mulch, and labor with the money. This club does not have a 501(c)3 designation nor was it needed for this grant.

If your club already has non-profit status, you qualify for almost every grant offered. There will be many available locally that you may not be aware of. A common one is the Community Foundation, which is a nation-wide granting-type of organization. Go online to see if your community has a foundation and research the requirements.

If your club does not have 501(c)3 status, find a partner that is non-profit. This could be a school, library, charity, or civic government. One club partnered with the school to provide art books to the library and art activities to the students. The school wrote the grant, naming the club as a partner. The school library bought the books and members purchased the art supplies and provided the manpower to plan and implement the art projects. This was a \$5000 grant through the Library Services and Technology Act (LSTA).

All charities are non-profit so approach them to find out what their needs are. Offer to be their partner and write the grant on their behalf if needed. The monies will be funneled through their organization but they can cut checks to your club if you are purchasing needed items for the project.

Many grants do require a partner but if none is required, find one anyway as this will strengthen your application.

Where do you find grants?

- Check the local newspaper. Quite often, local organizations will send a news release indicating they are currently taking grant applications. That is how the Tri-City Garden Club grant was discovered.
- Schools, libraries, civic governments, and charities generally are aware of grants they can receive so check to see if you could partner with them.
- You can find a complete listing in the book Foundation Grants to Individuals. This reference book lists granting agencies in the United States. Check your library for a copy. You can also Google “foundation grants” to get a listing.
- Finally, many large corporations offer community grants. Wal-Mart, Target, Dollar General, Chick-Fil-A, and Culvers are just a few.

What is included in a grant application?

All grants are different but all will require some basic information: applicant information, project director, abstract—100-word summary, used for publishing purposes, budget, action plan (statement of need, program description, schedule of implementation), goals—outcomes and benefits, and questions specific to the granting agency. These are the “who, what, when, where, why, and how” questions.

The things that are not specifically asked for but that you must include to strengthen your application are: club mission statement, club or state strategic plan goals, who the project is helping, number of people benefitting, community demographics, project statistics (past, projected future)—this is where your club reports come in handy.

How are grants judged?

Bonnie Heydorn was Director of Grants at The DuPage Foundation for 18 years and as a grant committee member on Delta Dental of Illinois Foundation for 4 years. (GFWC Illinois is fortunate to have her insider's knowledge on how grants are judged!) Below are some things to consider when applying for a grant. Many are common mistakes made by grant writers.

- Important to follow directions and do your homework before applying. While it's common sense, simple mistakes often result in good projects not getting funded.
- Make sure information on your website is up-to-date; reviewers often visit it for more information.
- Be clear on how your program or project aligns well with the funder's stated objectives and motives and how it will help them to achieve their goals.
- It's okay to call a funder to discuss your project but do your homework and have a basic understanding of their work before doing so.
- Write for the layperson. Avoid using too much industry specific jargon or acronyms.
- Grant writing is both an art (your story, motivation) and a science (data, statistics, outcomes) but applications to a foundation should be heavier on the science side.
- If cutting-and-pasting content, be careful of silly mistakes (wrong funder's name, multiple font types and sizes).
- PROOFREAD! Not just for typos, but for content and understanding. Have an internal and external person proofread from their differing perspectives.
- Once you get the grant thank them and keep funders informed. Especially if things change and you need to modify your plans or expectations, maintain a good line of communication.
- Didn't get the grant? Call for feedback but take notes for the future.
- What makes an application appealing to funders? Impact, leverage, and collaboration rise to the top.
- There are no excuses for submitting an application late! If applying on-line note that grant makers are checking to see who has been working on it and who is that last minute applicant..
- Grant makers are people too. Building a relationship based on open communication, honesty and respect is an important part of the process.

You got the grant! Now what?

Keep all copies correspondence sent from the agency and to them. This includes your letter of inquiry, agency award letter, etc. This is the paper trail that could potentially be needed if either the granting agency or your club is audited. Not likely to happen but you never know!

Do not miss deadlines! The granting agency will provide you with their reporting schedule. Some grants require periodic reports, asking questions like how much of the grant money you've spent, amendments to the original request, outcomes so far, etc. Other grants simply need a final report indicating that you spent all the money, where it was spent, and outcomes. NOTE: never decline a grant or return unspent money. You will never be considered for that grant again, unless you had been in communication with them from the start.

All grants will require some sort of final report that indicates you spent the money as recorded in the grant application and what the result of your project was. Were the desired outcomes reached? In the case of the garden grant, the club sent photos as well as the written report so they could see where their money went. The grant with the school required more documentation.

The point is, there is free money available that doesn't require asking your community for. Other clubs and organizations are receiving these grants so there is no reason for you not to. We would happily review a grant application for you if you'd like to take the plunge.

TREASURER

MICHELLE SCHULTZ, GFWC ILLINOIS TREASURER 2016-2018
ERIKA DOBROTKA, GFWC ILLINOIS JUNIOR TREASURER 2016-2018

Welcome to the 2nd year of this administration and these Summer Regional meetings. We want to share a wide assortment of items for you at these meetings. First and foremost is DUES. Last year some issues were encountered related to the timely collection of dues and getting those dues sent to Headquarters. Some changes have been made that we hope address some of the issues. A page of hints for Club, District and Junior District Treasurers is included in this booklet.

1. The Treasurer's packet will be distributed earlier so that it gets into the hands of the Treasurer's sooner.
2. The Club Dues forms that were in the Treasurer's packet have been revamped to include separate forms for General, Junior and Juniorette clubs.
3. These Club Dues forms have been expanded to a full page with more instruction on the page.
4. Procedures/instructions have been developed for District and Junior District Treasurers that will accompany the forms sent to them from Headquarters.
5. The hope is to post the Treasurer's packet on the GFWC IL website.

The next topic can be called "Lessons Learned" based on situations that arose this past year for a District and an individual club. We wanted to share this information so that steps can be taken in your District, Club or even another organization that you are involved before an issue arises. Does your club checking account have at least 2 persons authorized to conduct business and inquire? If there is only one person authorized, no one else will have the ability to sign checks or inquire on the account if the only signer is out of town or if something happens to that person. The club will need to work with their financial institution as to resolve. Most likely the club will need to provide club minutes documenting who has been appointed or elected to take over the responsibility.

Does your club have its own Tax Identification Number and has it been provided to the Bank for your account? Today all bank accounts opened are required to have a Tax Identification Number. Some individuals have provided their own Social Security Number if they cannot find the documentation for the club's Tax Identification Number or forgot to bring it with them. What happens now if the Treasurer dies and that account is under her personal Social Security number and she was the only authorized signer? This exact scenario occurred earlier this year and the account was frozen by the Bank as the account was tied to her Social Security Number and due to the account titling it was determined to be a "sole owner" account. It can be a slow process to get such a situation resolved as the deceased's family will likely have to be involved. Hopefully, the family was aware the person was a Treasurer for the organization so they know the funds were not personal and/or the club name is listed somewhere on the account opening documents since the account was not in the club's name. Each financial institution may have slightly different procedures for accounts of deceased persons, but most likely a Small Estate Affidavit will need to be completed by the immediate family to get the funds distributed. In this instance, the funds have been released and a check cut payable to the club following the completion of a Small Estate Affidavit; however, it did take 4 months to resolve. So the lessons learned are to check who is authorized to sign on the accounts of your club and/or District and verify that you have your club's Tax Identification Number tied to all your bank accounts.

What if you don't know your Tax Identification Number and can't find the IRS letter when the number was issued? The best answer is likely to be to apply for a new Tax Identification Number. This answer assumes your club is not a 501©(3). I would not recommend calling the IRS for any assistance. They will want to know

the exact name under which the Tax Identification Number was issued and/or they may want the street address that was used on the original application for that Tax Identification Number. Unless your club has an actual building that has a street address, most clubs are not going to know whose address was used on the application or even when that number was applied for originally. You can apply online for a Tax Identification Number, and it generally will take about 15 minutes. You will immediately receive a letter with your Tax Identification Number. It is very important to retain this letter. I would recommend that a copy be kept with the Treasurer and passed to each subsequent Treasurer. You may also want to provide a copy of the letter to other club officers. Your financial institution may ask for a copy of the letter. If they do, check to see if they scan the document. As long as your account is open at that financial institution, the copy of that letter should be on their system and they should be able to print a copy for you, if needed.

Another topic we wanted to touch on briefly and is a result of questions asked at Headquarters. GFWC Illinois does not have an umbrella insurance policy that covers all clubs within the State. GFWC Illinois does have liability & property insurance for our Headquarters office as well as workmen's compensation insurance. Each club needs to evaluate the need for liability insurance for their club based on your activities, etc. It is our understanding that some Districts have purchased a basic liability policy which is shared by clubs within the District.

The topic of becoming a 501©(3) entity is not a new topic. GFWC opened up the possibility last year for individual clubs the opportunity to apply to become a 501©(3) club under the umbrella of GFWC's existing status. Each club has guidelines to follow and requirements to meet to apply for the designation under GFWC; however, this route maybe the answer for your club instead of attempting the process on your own. At the recent GFWC Convention, it was noted that approximately 100 individual clubs have applied and were granted the status to date. It is the intention of GFWC to potentially offer this opportunity once an administration so keep watching for news from GFWC.

If your club is ready to tackle becoming a 501©(3) on your own, do your homework. It would be great if your club can find a lawyer willing to do pro bono work or you know someone that may help at a reduced fee. You can check the Illinois Attorney General website at <http://www.ag.state.il.us/> for legal assistance referrals. You will find the link currently under the Other Issues section on the home page of the website in the bottom left. IRS Publication 4220 Applying for 501©(3) Status and IRS Publication 557 Tax-Exempt Status for Your Organization are both available online for reading, downloading and printing. If you type in IRS Publication and then the corresponding number in your browser, you should easily find both of these publications. There is also a publication put out by Secretary of State Jesse White's office entitled *A Guide for Organizing Not-for-Profit Corporations*. This document is easier to read than the IRS publications so might be a great place to start your reading. To find this publication, go to www.cyberdriveillinois.com and using their search feature you can locate this publication.

Whether you are a club Treasurer, a Junior District Treasurer or a District Treasurer, collection and payment of dues will be part of your responsibility. Below are some helpful hints for each Treasurer position regarding the **timely collection and payment of dues**:

General/Juniorette Club Treasurers:

- Collect dues from your club members timely so can meet the deadlines below
- GFWC Dues are \$15 per member for Generals & \$10 per member for Juniores
- GFWC Illinois Dues are \$5 per member
- Your District Dues are also to be included; check with your District Treasurer for that amount
- Mail the check for GFWC, GFWC Illinois and District dues to your District Treasurer by October 15, 2017
- Include a membership list containing each member's name with mailing and emailing addresses
- Adhere to the deadlines and send the check by October 15th for the members that have paid; those members that have not paid yet can be sent by the January 15th deadline
- Pay dues for any new members or any not submitted in October to the District Treasurer no later than January 15, 2018

Junior Club Treasurers:

- Collect dues from your club members timely so can meet the deadlines below
- GFWC Dues of \$15 per member and GFWC Illinois Dues of \$5 per member are the same for Junior Clubs
- GFWC Illinois Junior Dues are \$2 per member
- Your District Dues and Junior District Dues are also to be included; check with your Junior District Treasurer for these amounts
- Mail the check for GFWC, GFWC Illinois, GFWC Illinois Junior, District and Junior District dues to your Junior District Treasurer by October 15, 2017
- Include a membership list containing each member's name with mailing and email addresses
- Adhere to the deadlines and send the check by October 15th for the members that have paid; those members that have not paid yet can be sent by the January 15th deadline
- Pay dues for any new members or any not submitted in October to the Junior District Treasurer no later than January 15, 2018

District Treasurers:

- Be in contact with the General and Juniores Club Presidents and/or Club Treasurers in your District regarding dues so they know who you are, where to send the dues and membership list
- Mail the check for GFWC and GFWC Illinois Dues along with the club membership lists to GFWC Illinois, 5 E Van Buren Street, Suite 208, Joliet, IL 60432 by November 1, 2017
- Mail any additional dues collected to the same address by February 1, 2018

Junior District Treasurers:

- Be in contact with the Junior Club Presidents and/or Junior Club Treasurers in your Junior District regarding dues so they know who you are, where to send the dues and membership list
- Mail the check for GFWC and GFWC Illinois Dues along with the club membership lists to GFWC Illinois, 5 E Van Buren Street, Suite 208, Joliet, IL 60432 by November 1, 2017
- Mail the check for GFWC Illinois Junior Dues to Erika Dobrotka, 365 East South Street, Elmhurst, IL 60126 by November 1, 2017
- Mail the check for District Dues to your District Treasurer by November 1, 2017
- Mail any additional dues collected to the same addresses by February 1, 2018

For representation at the GFWC Illinois Annual Convention, the clubs' dues must be paid by April 1, 2018. For representation at the GFWC International Convention, the clubs' dues must be paid by February 1, 2018.

LEADERSHIP.....Let's Do a Check-up from the Neck –up!

Teresa Sanford-Shipplett, Leadership Chairman
Debbie Monteith, Junior Leadership Chairman

ATTITUDE ~ MOTIVATION ~ ENTHUSIASM ~ CHECK-UP

1. A "Ship Shape" attitude: that *Can-Do* attitude will make you a good leader who makes decisions, listens, and confronts problems, admits mistakes, believes it can be done, shows **ENTHUSIASM**, is accessible, displays grace under pressure, keeps things simple, gives credit to others, is optimistic, stays positive says "yes". Your **ATTITUDE** as a leader will set the pace and tone for members. It will serve as a mirror for your club members to reflect. If your attitude is positive and dynamic, your club will be also. If problems get you down, improve your attitude by using humor, breaking down major goals into smaller ones that are more easily attainable. Find a friend you trust to serve as a role model, confidante, sounding board. You are at the wheel, set the course, and sail on!
2. The second part of the check-up from the neck-up: **MOTIVATION** Remember not everyone come on board with the same skills. That is why there are different duties. For some this may be their first time working with a crew. The Captain may need to motivate those who hold to tradition, those who are overly analytical, as well as those who tend to dominate. The charismatic crew must also be properly motivated. Be Flexible!
 - ~ What you know today may not be true tomorrow- be aware and wary
 - ~ Seeing is believing- Believing is seeing. Our reality is only what we take to be true- be objective and optimistic.
 - ~ The log book and procedures will tell you how to proceed, be practical and a little magical.
 - ~ Practice positive uncertainty—it's good motivation!
3. The third check-up **ETHUSIASM!**

Smile... "When you smile the world smiles with you.." It's true! **ENTHUSIASM** is being eager, fascinated, thrilled, fiery, exhilarated, spirited, etc. It helps you be self-assured and relaxed...helps you accept criticism, gives warmth and good feeling to all you say and do.

ATTITUDE----MOTIVATION----ENTHUSIASM ARE SO VERY IMPORTANT!

A Captain's job is to look into the future and see the course to take...A leader's job is to look into the future and see the organization, not as it is but as it should be! Set sail on the GFWC (SEAS).

GFWC Illinois Public Issues

Gerri Eck, GFWC Illinois Chairman Cyndi Fulco, GFWC Illinois Junior Chairman

Wreaths Across America 2017

Saturday December 16, 2017

“LET NO HERO BE FORGOTTEN”

Ceremony will be held on Saturday, December 16, 2017 at 11 am at Abraham Lincoln National Cemetery

The mission of Wreaths Across America is to Remember, Honor and Teach.

Anyone can sponsor a wreath to be placed on any veteran's grave. We want to Honor all who have served. So please help! \$15.00 to sponsor a wreath. Abraham Lincoln National Cemetery would like to have wreaths for all graves. Please consider this donation with your budget for the club year. It does not have to be for Abraham Lincoln National Cemetery but one near you. I will have forms for the Summer Seminar.



FORCE BEHIND THE FORCESSM



ABOUT THE USO

FOR MORE THAN 76 YEARS, the USO has been the nation's leading organization serving the men and women in the U.S. military and their families, throughout their time in uniform. From the moment they join, through their assignments and deployments, and as they transition back to their communities, the USO is always by their side.

Today's USO continuously adapts to the needs of our men and women in uniform and their families so they can focus on their very important mission. We operate USO centers at or near military installations across the United States and throughout the world, including in combat zones, and even unstaffed USO service sites in places too dangerous for anyone but combat troops to occupy.

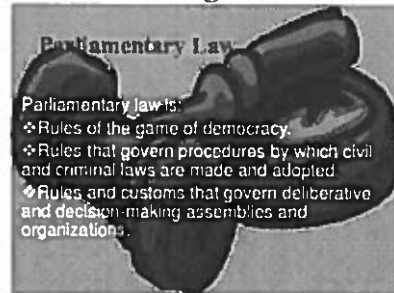
USO airport centers across the country offer around-the-clock hospitality for traveling service members and their families. Our trademark USO tours bring America and its celebrities to service members who are assigned far from home to entertain them and convey the support of the nation. And our many specialized programs offer a continuum support to service members throughout their journey of service, from the first time they don the uniform until they last time they take it off.

The USO is not part of the federal government. A congressionally chartered, private organization, the USO relies on the generosity of individuals, organizations and corporations to support its activities and is powered by a family of volunteers to accomplish our mission of connection.

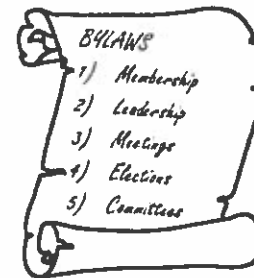


Elena Lipinski
GFWC Illinois Bylaws Chairman
Summer Seminar 2017

As I reflect upon the GFWC International Convention in Palm Desert, California earlier this month, an item with regards to parliamentary law stood out for me. On a goldenrod Basic Parliamentary Information handout, the principles underlying Parliamentary Law were explained as follows: **“rules of parliamentary law balance the rights of individuals or groups within an organization’s total membership.** These rules are based on a regard for the rights: of the majority, of the minority, especially a strong minority greater than one third, of individual members, of absentees, and of all these together. Ultimately, the will of the majority decides matters, but only after full and free discussion. The rights of all (even those absent) must be protected.” Stated thus, **parliamentary law ensures engagement and equity of voice for all group members.**



As our calendar year approaches the half-way mark, I encourage each of you club women to **get engaged** by looking through your GFWC Illinois bylaws and **exercise your voice** by submitting proposed amendments to them. Your engagement and voice are both needed and appreciated. According to the Standing Rules which were approved in March 2016, the first duty of the Bylaws Committee is to receive proposed amendments to the Bylaws and Articles of Incorporation by November 1st and present them to the annual convention with recommendations. So, **if you have any proposed amendments to the GFWC Illinois Bylaws, please submit them to me at silipinski@yahoo.com by November 1, 2017.** These will be considered by the bylaws committee when it meets both before and after the November Board of Directors meeting.



Why is it necessary to continually review our Illinois Bylaws and Standing Rules? Basically, it is best practice to have the bylaws and standing rules reflect the current practices of GFWC Illinois. As a result, we have a smooth running, well-oiled machine that is not only in good working order, but also up-to-date. This machine needs to serve us not only now, but be solidly grounded so that it will serve us well as we look to the future as well. As Kelly Barnhill stated:

“That’s the magic of revisions – every cut is necessary, and every cut hurts,
but something new always grows.”



Elena Lipinski
Reflections on GFWC LEADS

What beautiful surroundings at the JW Marriott Desert Springs Resort and Spa in Palm Desert, California – palm trees, five sparkling outdoor pools, two championship golf courses, exotic birds and the San Jacinto mountains in the background! A perfect backdrop for the 2017 GFWC Annual Convention and Leadership Education and Development Seminar, LEADS for short!

Each of the forty-two LEADS participants learned their ABCs at the Friday, June 23 seminar:
A is for the Accomplishments of GFWC through the years, including professional journalist Jane Cunningham Croly being inducted into the National Women’s Hall of Fame in 1994 for mobilizing the “previously untapped and unorganized sisterhood of capable American women that would reshape American society” in 1868 when she organized the Sorosis woman’s club
B is for Body Language, including how to read it and considerations of which to be aware
C is for Conflict Resolution Rules and Skills.

In addition, each participant was able to learn much more to put into her LEADS toolbox:

L is for Leadership Development and how to be a Positive Leader

E is for Education about Legislation Advocacy Dos and Dents, increasing Membership, Parliamentary Procedure, Preparing and Giving Presentations, and Protocol

And

D is for Development of the Why, When and How of Reporting, How to Reduce Stress, Why we Volunteer, and the Why or Mission of the WHRC

S is for Seminars or, according to Merriam-Webster, “a meeting in which you receive information on and training in a particular subject”, something each LEADS participant is expected to head up once returning to her home state.

Each LEADS participant was nourished through LEADS in three ways. First, each lady received **physical nourishment** since both a continental breakfast and a lunch were provided. Second, the **mental nourishment** each club woman experienced through eight fifteen minute sessions in addition to another six half-hour sessions was off the charts. This was due to each speaker being extremely well-versed in her topic. Our own Becky Weber was especially knowledgeable about Legislation and Advocacy as well as Public Education and awareness of members through the GFWC Legislative Action Center. However, she gave us a third type of nourishment, **emotional nourishment**, in addition to the mental nourishment through her **passion** for this cause. So, let’s remember the following quote from François de la Rochefoucauld, a French author,

If we resist our passions, it is more through their weakness than from our strength.

Let us act from a position of strength, not weakness, as we embrace GFWC, an international women’s organization that is dedicated to community improvement by enhancing the lives of others through volunteer service. Let’s join forces with our federation sisters from near and far as we participate in programs and projects that positively impacts the lives of others around us. Let us remember that right now **“It’s Our Time to Shine”**.





ALL ABOARD !!

GFWC Illinois Clubwoman set sail for the

GFWC Illinois 123rd Annual Convention

May 17-19, 2018

at the

**Marriott Peoria Pere Marquette
Peoria, IL**

*Mark your calendars now!
We're expecting you!*

*More information in the months to come
or contact Bonnie Heydorn, Convention Chair
at bonheydorn@gmail.com*



GFWC ILLINOIS FEDERATION OF WOMEN'S CLUBS
SUMMER SEMINAR – 2017
ELECTIONS COMMITTEE REPORT
Betty Peters, Chairman

Committee: Jan Bates, District 13 President and Jackie Pierce, Parliamentarian

Now is the time to get serious about the election of officers for the 2018-2020 administration that will take place at the 123rd Annual Convention in 2018.

The officers to be elected shall be: President-Elect, three Region Vice Presidents (Northern, Central and Southern), Secretary, Treasurer, and Director Elect of Junior Clubs.

Following are the instructions for applying for an office as found in the GFWC Illinois yearbook. Please note that there were some changes approved at the 2017 Annual Convention and will be found in your 2017-2018 Yearbook.

ARTICLE 5, Officers, Section 2. CANDIDACY

A. Eligibility

1. Only a member of GFWC Illinois shall be eligible to hold office.
2. To be nominated for a state office a member shall:
 - a. Have served a full term as a District President or as a GFWC Illinois Director of Junior Clubs; and
 - b. Have served an additional two years as a voting member on the Board of Directors or as an officer of the GFWC Illinois Junior Organization.
3. There shall be no more than two candidates at a time from any District for state office. Candidates from a District may not be nominated for the same office.

B. Endorsement

1. Each candidate shall be endorsed by the District or Junior District in which she serves. The endorsement shall be obtained by the District assembled in the odd numbered years or in the absence of such assembly, by endorsement of two-thirds of all active clubs in the District either by polling by mail or electronic means. Endorsement shall be properly documented in the District minutes of polling results compiled and submitted with letter of verification signed by the district president, or Junior Director of Junior Clubs, recording secretary, and candidate. A "Declaration of Candidates for GFWC Illinois Office" form shall be completed and submitted to the Elections Committee and GFWC Illinois Headquarters by December 1st in the odd numbered years.
2. Uniform publicity shall be given to each candidate for an office with picture and credentials, not to exceed 200 words in the "GFWC Illinois Clubwoman Magazine", submitted by the District no later than December 1st.

The above Declaration and documentation shall be mailed to:

Betty Peters, Election Chairman
607 West Elm Street, Millstadt, IL 62260 and
GFWC Illinois Headquarters, 5 E. Van Buren Street, Ste. 208, Peoria, IL 62032-4224

The documentation must be received by the Elections Chairman by December 1, 2017.

For more information please read ARTICLE V, OFFICERS of the GFWC Illinois Bylaws, which contains more information on the nomination and election process. I will be presenting more information at the Fall/Winter Board of Directors Meeting in November. By then you should have gotten the process started if you have decided to run for an office.

There will be an informational meeting for all candidates and their District Presidents and District Directors of Junior Clubs at the November Board of Directors meeting in Effingham on Friday, November 3. The time will be announced later.

The Elections Committee is looking forward to the election and hopes that you will choose to run for one of the offices.

**GFWC ILLINOIS FEDERATION OF WOMEN'S CLUBS
DECLARATION OF CANDIDATES FOR GFWC ILLINOIS OFFICE**

For the GFWC Illinois OFFICE _____

Name of CANDIDATE _____

Address of Candidate _____

Phone Number of Candidate (_____) _____

District Number _____

Club Membership _____

ELIGIBILITY for Candidate requires service of a full term as a District President or as a GFWC Illinois Director of Junior Clubs and an additional two years as a voting member of GFWC Illinois Board of Directors:

Position **Years of Service**

Position **Years of Service**

Date of Endorsement by District _____

I, the undersigned, understand the duties and responsibilities of the office for which I am being nominated and if elected, I do consent to serve.

Candidate **Date**

District President **Date** **District Secretary** **Date**

This form must be completed and submitted to the Elections Committee and GFWC Illinois Headquarters no later than December 1, 2017 accompanied by the letter of Endorsement from the District and copy of the minutes of the meeting where endorsement was granted.

Send to: Elections Chairman: Betty Peters, 607 W. Elm St., Millstadt, IL 62260 and GFWC Illinois 5 E. Van Buren Street, Ste. 208, Joliet, IL 60432-4224

SUMMER ART SCHOOL

Dee Lenzi, chairman

deelenzi@yahoo.com

217-621-8167

Hugs and kudos are sent to all GFWC Illinois clubs who sponsored a student for the 2017 Summer Art School at Eastern Illinois University. Originating in 1948, this project will celebrate its 70th anniversary in 2018. Wouldn't it be great to sponsor seventy students next year? I encourage every club to fund a student's tuition or collaborate with another club to share the expense for a worthy candidate next year.

In 2017 the GFWC Illinois executive committee appropriated \$1,470 for three full scholarships to be awarded to GFWC Illinois state scholarship applicants. With another \$613 raised at the fur raffle held at the state convention, four full scholarships were awarded to: **Maycee Oggero (East Peoria Woman's Club), Gracey Drennen (GFWC Freeburg Woman's Club), Christopher Silmon (GFWC Zion Woman's Club), and Mia Warzynski (Morris Woman's Club).**

Please plan to designate funds for an art scholarship, or at least a partial one, in your club's upcoming 2018 budget. Donations of fur items for the spring 2018 state convention will once again be gratefully accepted. Sincere thank yous are sent to Margie Nielson (Lombard Woman's Club) and Roberta Lindstrand (Woman's Club of Champaign-Urbana) who donated a beige fur jacket and a gray mink stole respectively. Please contact me with any fur donations for next spring's raffle. Remember: *it is "fur" a good cause!*

New Club Hunter Workshop

Karyn M. Charvat, GFWC IL Juniorette Chairman

May 18th, 2017

I. **WHY** are you starting a club?

- a. New to town?
- b. Desire for club in that area?
- c. Expanding your club footprint – Junioresettes/Encore Club

Work through WHY you want to start a club – this will help you attract the right members and get you off on the right foot.

II. **WHO** will help you?

- a. Sole gig? Cool – you can do it! Don't ever listen to anyone who says you can't. What that really means is THEY CAN'T.
- b. Group effort? Awesome- involve and delegate. Don't be a dictator! Discuss officer roles at your first meeting so that they too instantly have skin in the game.

III. **Informational Meeting**

- a. Show GFWC history
- b. Explain club structure – discuss dues and overall club purpose (CRF club example)
- c. Discuss first meeting and how public will be informed (local papers/social media)
- d. Schedule meeting at popular venue in town and offer FOOD/DRINK.
- e. Begin work on bylaws
 - i. You'll need these to become a "real club", along with dues and a club roster, so be ready to roll with these administrative items as well.

IV. **At First Meeting**

- a. Invite GFWC IL State and District Leadership to offer personal stories on how they started in Federation
- b. Show GFWC history
- c. Explain club structure – dues and purpose. Should be all ironed out with a nice elevator speech since you PREPARED it!
- d. Present and review club bylaws
- e. Gather all new member information and dues information at this meeting if you can as it is critical info for your new club charter

V. **REMAIN POSITIVE!**

- a. Remember - you are just the builder – MEMBERS will make it a club. (PJWC service and fundraising example) but you can build an EMPIRE!



GFWC ILLINOIS LEGISLATION CHAIRMAN

Becky Weber

602 Malone Ct. Metamora, IL 61548

309-369-1133

mweber@mtco.com



GFWC LEGISLATIVE ACTION CENTER

The GFWC LEGISLATIVE ACTION CENTER is an incredible tool to educate our members on important issues. Not only can we send legislative alerts, we can also send updates to keep our members informed. **We are now able to send STATE legislative alerts!!**

Here are the six easy steps to sign up for the GFWC Legislative Action Center. Start making a difference by

Living the Volunteer Spirit!

1. Go to www.GFWC.org.
2. Click on 'What We Do'.
3. Click on 'Public Policy'.
4. Scroll down the page to the words 'Legislative Action Center' in the picture of the dome and click on the picture.
5. On the right side scroll down to 'Subscribe to our mailing list' and click on the word 'GO' in the blue square.
6. Type in the requested information and click on the word REGISTER in the blue square.

You are all set. **Make sure to check the box for EMAIL OPT IN.** Check on the current issues and send your opinions directly to your own legislators.

ADVOCACY INFORMATION FOR STATE & FEDERAL LEGISLATORS

*Always pre-schedule a face-to-face meeting with your legislator's district office, do not just show up and expect to have a meeting with the staff or legislator.

*Meeting with the staff is just as important as meeting with the legislator.

*When meeting with the staff or speaking to them on the phone, be prepared and get to the point.

***DO SEND EMAILS**

***DO MAKE PHONE CALLS, MANY PHONE CALLS!**

***ALWAYS LEAVE YOUR NAME, ADDRESS, PHONE # & EMAIL**

RESOLUTIONS

Please urge your club members to read the resolution section in the convention issue of the GFWC Illinois Clubwoman. It is vital to our organization that our members are informed and take an active role in voting at our GFWC Illinois State Convention. The GFWC Illinois Resolutions are an integral part of the policies of GFWC Illinois and are germane to the interests of the work of our organization. Our Resolutions are our belief system – the causes we support – it's who we are.

BECKY WEBER – 309-369-1133; mweber@mtco.com

Set your sails now
for the 2018 GFWC Illinois Scholarship Program!



**Share the news!
GFWC Illinois is giving money away to students!**

Your club can be part of this program and it is SIMPLE!
When your club receives the scholarship packet next fall, all that your club has to do is have the club president sign each application and then pass the forms on to your local schools. Schools are free to make as many copies of the signed applications as needed. Don't forget to send a press release to your local news agencies so the word is spread to current college students and adults returning to school. And your job is done!

If you would like to see our scholarship program flourish, please consider making a personal or club donation of ANY amount to GFWC Illinois and designate it to the IFWC Scholarship program.

IFWC Scholarships available this administration include:

Arthur Grant Smith Scholarship - Drama (\$500)

Hamilton Ridge Scholarship – Music (\$1000)

Illinois Cottage Park Ridge Vocational Scholarship for Girls (\$1000)

Lincoln Lodge Vocational Scholarship for Boys (\$1000)

Lorado Taft Scholarship - Art (\$1000)

IFWC Cultural Exchange Scholarship-awarded to students studying abroad
Vina Miller Memorial Scholarship (\$1000) *With an emphasis in Public Issues*
Examples: Law, Police, Fire, Safety, Civic & Social Responsibility

More info & all scholarship applications will be included in the GFWC Illinois Report Packet which will be distributed to district presidents in the Fall of 2017 to pass on to club presidents.

Judy Rader, GFWC Illinois Scholarship Chairman
judyrader51@gmail.com (217) 732-1709

Women's History and Resource Center (WHRC)/GFWC 1734 Society

Diane Addante, Chairman
dinaper@cs.com

Donna Cross, Junior Chairman
cross_t@mtco.com

Thanks to a nice response from members, we were able to donate over \$1,700 to GFWC 1734 Society in 2016-2017. Please continue to support this annual fund which sustains our historical home in Washington DC at 1734 N Street. Amounts large and small are appreciated. Donations can be made directly to GFWC or via the GFWC Illinois Project Contribution Form. Thanks again!

In 2017-2018, we are switching gears and focusing primarily on the WHRC. Founded in 1984, the Women's History and Resource Center collects, preserves, interprets, and promotes the history of the GFWC and women volunteers. The WHRC documents the social and political contributions of GFWC clubwomen from 1890 to the present through the GFWC archives, related special collections, and publications.¹

Donations to WHRC are tiered with various benefits accruing to members. The most common level of support is "Friend of WHRC" for \$30. Please see the attached donation form for details.

If you visit GFWC.org and click on "What We Do," you will find WHRC information. There is detailed information about WHRC in the GFWC Club Manual. We will talk more about the details as the year progresses, but a favorite feature of the WHRC is the extensive information available via the Exhibits link about the Presidents of GFWC. A historical gold mine!

Challenge: We would like to respectfully request your consideration for the following:

Between clubs and members, our goal is 50 donations to the WHRC at the "Friend" level.

Donations should be sent with the attached form to: GFWC, 1734 N Street NW, Washington, DC 20036-2990. Subsequent to your donation, *please communicate it to the chairmen above.*

INCENTIVE: A token of appreciation will be given to all who participate and at GFWC Illinois Convention in Peoria in May 2018 we will do a prize drawing for one lucky winner. Don't miss out!

DEADLINE: Donations should be made by April 15, 2018.

The wealth of information housed at the WHRC is incredible and the services they render are significant. Stay tuned for more information from District Presidents after our Fall Board Meeting.

¹GFWC.org, What We Do, Women's History and Resource Center

WOMEN'S HISTORY AND RESOURCE CENTER

BECOME A FRIEND OF THE WHRC

Donate to the GFWC Women's History and Resource Center in support of our activities and you will become a Friend of the WHRC. By joining the Friends of the WHRC, you will help the GFWC Women's History and Resource Center:

- Preserve and maintain GFWC collections
- Increase research library acquisitions
- Provide student field study opportunities

- Presidential** **\$1,000**
- Benefactor** **\$500**
- Sponsor** **\$250**
- Patron** **\$100**
- Supporter** **\$50**
- Friend** **\$30**

Visit www.GFWC.org/What-We-Do/WHRC/ for membership benefits.

Name _____

Club _____

Address _____

Email _____

For club memberships, please provide contact information for the club president.

Club president _____

Address _____

- Email edition of WHRC News: Yes No
 Check donation status: Individual Club

Checks should be made payable and sent to:
 GFWC-WHRC
 1734 N Street NW
 Washington, DC 20036-29990

FRIEND LEVELS

PRESIDENTIAL—\$1,000 per year

- Special donor gift
- Name of individual or club added to large plaque outside the WHRC Research Library

BENEFACTOR—\$500 per year

- Contribution acknowledged in *GFWC Clubwoman Magazine*
- Full-day archives training workshop for individual or club representative using the collections at the WHRC (Small group format; certificate provided upon completion)

SPONSOR—\$250 per year

- 20 percent discount on library research services, including photocopying
- Feature story on WHRC-related topic on GFWC website

PATRON—\$100 per year

- 15 percent discount on library research services, including photocopying
- Current GFWC Holiday Ornament

SUPPORTER—\$50 per year

- 10 percent discount on library research services, including photocopying
- WHRC-related story featured in WHRC News

FRIEND—\$30 per year

- Exclusive *Friends of the WHRC* pin
- Subscription to *WHRC News* (name listed)
- Identification as Friends member with convention name badge ribbon

PLEASE COPY THIS FORM

HOW CAN MY CLUB SUPPORT THE WORK OF THE WHRC?

1. Join the *Friends of the WHRC*. See the next page for levels of giving and benefits of *Friends of the WHRC*.
2. Become an onsite or long distance volunteer. The WHRC needs help to make the thousands of club histories and hundreds of oral history transcripts accessible online. The WHRC can provide copies of histories and transcripts for digitizing or audiotapes for transcribing. Onsite volunteers may work as GFWC Headquarters tour guides or collections assistants.
3. Help make the WHRC an internationally recognizable resource on the historical role of women volunteers by promoting WHRC collections, services, and student field study opportunities to local colleges, universities, and historical institutions. Upon request, the WHRC can provide you a full-color rack card describing the WHRC that you may give to a local repository or academic institution.
4. Promote and participate in events that feature WHRC services and benefits, such as webinars, tutorials, and workshops, as well as the Women's History Month event held each year in March at GFWC Headquarters.
5. Encourage the appointment of a WHRC Chairman in all State Federations and clubs.

MAKE A DIFFERENCE DAY

MAKE A DIFFERENCE DAY is a national day of helping others. It was created by USA Weekend Magazine in 1992, and since that time every fourth Saturday in October is designated as Make a Difference Day.

This year Make a Difference Day falls on October 28th. Again, I am asking all the Clubs to participate in this project. I know we make a difference in so many ways all year long, but this is a time when we can all come together and work on a project as GFWC Illinois.

I am asking that we fill the pantries throughout the State. These pantries need our support. There are more and more requests every year for help. Children, seniors, homeless, single-parent households, unemployed, sick, post-military, mentally challenged all need our help. So many rely on these pantries. Hunger should not exist in the USA. Let's make a difference this year and fill the pantries.

GFWC Illinois will again join the USA Weekend challenge. "GFWC ILLINOIS FILL THE PANTRIES PROJECT". Will your club please participate? Some portion of your project must take place on October 28th. Like other projects there will be a short report to submit to me by November 30th, so that I may collate the information and forward to the challenge.

Those who do not wish to participate in the GFWC Illinois state project may choose their own project for Make A Difference Day. Whatever your club chooses to do, I know America will be a better place because you cared enough to help others in need on this special volunteer day – October 28th.

In 2016 ten \$10,000 donations to 10 projects were awarded. I believe GFWC Illinois could be one of the ten to receive those monies for our special project.

1. Choose a project that would enhance the food pantry in your area. Part of the project must take place on October 28th. Think either collection or delivery of monies or food on that date.
2. Enlist your volunteers.
3. Keep a record of number of volunteers, what was collected, how many hours were expended, take photos and write an accounting of what took place.
4. Pat yourselves on the back for a job well done.
5. Send all your information to me so that I may submit it all as a planned project throughout Illinois by GFWC women.

"GFWC ILLINOIS FILL THE PANTRIES PROJECT"

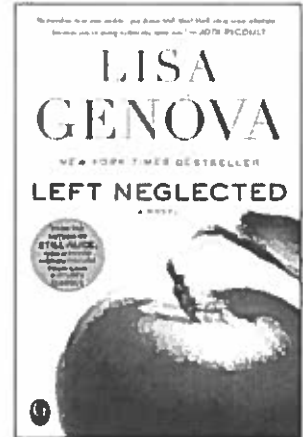
Don't forget that there is a MAKE A DIFFERENCE DAY award certificate to be given out by GFWC Illinois at convention. Each Club will be judged individually for their project on MAKE A DIFFERENCE DAY.

If you do not want to joint in the State project, that's okay. Make up your own project; however, if you join the GFWC Illinois project, you may not enter the USA Weekend project as an individual club.

Those clubs which participate in the GFWC Illinois Fill the Pantries qualify for the Make a Difference Day award by the State. They need to enter their project to the State Chairman, Linda Anne Valentino, by the deadline, which is November 30th. ALL MAKE A DIFFERENCE DAY PROJECTS MUST BE SUBMITTED BY THE DEADLINE WHICH IS NOVEMBER 30TH TO LINDA ANNE VALENTINO, 10630 Tuttle Road, Trevor, WI 53179. Thank you.

GFWC Illinois *Epsilon Sigma Omicron*

We are inviting all Illinois Club Women to read the book Left Neglected by Lisa Genova this summer. This book was recommended by many library book clubs. We are going to share our discussion of this wonderful book with a group Face Book page. Karen Erb has volunteered to set up a Group Face Book page where we can comment on the book. The goal is to introduce good books to all Illinois Club woman even if you are not an ESO member. Please read the book and join the Group Face Book page to share what you thought of the book. Participating in the discussion is strictly voluntary. You will need to apply for membership with your name, club, and district. You may read the book and read what others say about it without commenting yourself. This is OK because we are all learning from the experience. The goal is to spread the word about good literature, and thus improve our knowledge of the world around us. We hope to have another book choice every 3 months. Please let me know if you have a book to recommend to the group.



ESO Club women have recommended the following books. Even if you are not an ESO member try one of these if you are looking for a good book to read.

Winter Garden by Kristin Hannah illuminates the intricate mother-daughter bond and explores the enduring links between the present and the past.

A Just and Generous Nation by Harold Holzer The author's look at Lincoln with delight as he marches out his chances to be President.

Me Talk Pretty One Day by David Sedaris Each essay covers a different part of life. "One of the funniest books I have ever read." An ESO member

The Book of Unknown Americans by Cristina Herriquez Families migrate to the United States from Mexico and the Caribbean and struggle with the job market and language. This book tells how the new arrivals feel and the friends they make.

Happy reading,

Barbara Potter
Chairman