

**USC Women in Management
Board Meeting-Minutes
October 10, 2008**

Present: Brenda Delong, Glenda Franco, Mary Wilson, Donna Buchanan, Sara Tompson

Absent: Carol Schmitz, Nicole Kerns, Carolyn Heine, Kerry Etheridge, Anna Chhabria, Char Ryan, Tracy Kerr, Ivonne Romo, Linda Rock

President's Report:

Brenda opened the meeting with the Honorary luncheon update. There are 11 Honorary members attending and about 45-50 WIM members who have confirmed. Facilitators at the table will have a list of topics and questions to ask during the lunch. The center piece for each of the tables will be an orchid, which Kerry has been kind to go out and purchase them and will bring them in. Brenda also questioned about maybe changing the Honorary gift WIM gives to the Honorary members and maybe having the board vote on purchasing a generic gift to give to the Honorary members for attending the lunch. The result of the September 11 luncheon survey where good. There was a 20% response- no negative feedback-many members said they learned something-Some did not like the logistics of the lunch and would like receipts for payment of the lunch. Also the question was raised on who will keep the center piece, Brenda suggested on three options. 1.Hide a ticket under the table chair. 2.Who has worked at the University the longest. 3.Giving it to the Honorary member.

Vice President

Linda is getting ready for the 2009 HERS Institute recipients. Linda will be sending out about 40 hard copy letters followed up by an email. The deadline is 1/5/2009. Also article in the USC Chronicle will feature all 3 HERS Institute programs. Linda will work on the next step of the process at the next meeting and will talk about the election process.

Programs:

Linda and Kerry met and will put together a 1-2-3 choice panel. For the panel there will be 3 past Bryn Marw attendees and the forum will be as a "Talk Show" conversational set. The December holiday reception idea is to have it in a form of "Speed Dating". No speaker is set up for the holiday reception so that the WIM members can network, mingle and enjoy. No venue is set up at the time.

Membership:

Brenda reported on the Online reservation option and setting it up. The function for this is that members can have a second option to R.S.V.P on-line for the lunches and this function also can generate a report. The launch date for this function is for November.

Treasurer Report:

Mary asked about writing out a check to the member who received the scholarship but does not know who it belongs to. Brenda mentioned to ask Carol about the name of the scholarship recipient.

Professional Development:

Donna reported on 4 events and 3 movable feast lunches. ITS, Carle Little and setting up the luncheon with the dean of HSC. More details will follow in the near future as confirmation of date is set.

Public Relations:

No Report

Scholarships:

No Report

Historian

Sara brought WIM library books to distribute to WIM Board Members