



JUNIOR LEAGUE OF BROOKLYN

Women building better communities®

General Membership Meeting

Wednesday, March 26, 2014

6:30pm – 8:00pm

Partnership for After School Education Conference Room

120 Broadway, Suite 230, New York NY

(2/3 to Wall Street or 4/5 Wall Street)

RSVP: www.contactus@brooklynjuniorleague.org

AGENDA

6:00pm	Arrival/Social Time
6:30pm	Call to Order
	Consent Agenda - VOTE
	- General Membership Meeting Minutes January 2014
	- Corresponding Secretary's Report
	- Treasurer's Report
6:45pm	President's Remarks
6:50 pm	Presentation and Discussion of the Slate – LaSeanda Covington
7:10 pm	SWOT Analysis and Strategic Plan - Letitia Graham
7:30 pm	Provisional Project Announcement
7:35 pm	Prom Party and Rum Tasting Report
7:40 pm	One-minute commercials and Housekeeping
7:45 pm	Relaxation Exercise
8:00 pm	Meeting Adjourned

Mission

The Junior League of Brooklyn (JLB) is an organization of women committed to promoting voluntarism, developing the potential of women, and improving communities through the effective action and leadership of trained volunteers. Its purpose is exclusively educational and charitable.



**JUNIOR LEAGUE OF
BROOKLYN**

*Women building better communities**

CELEBRATING **100** YEARS OF SERVICE

**CORRESPONDING SECRETARY'S REPORT
February 28, 2014**

Membership

Active Resident	49
Active Non-Resident	2
Sustainer Resident	61
Sustainer Non-Resident	4
Honorary	0
Emeritus	2
Provisionals	9
TOTAL	127

Changes

Sheena Grant resigned from the League

Ann Heilakka transferred to the Junior League of Boca Raton

Birthdays

Alisha Sedor	3/4
Leticia Graham	3/5
Simone McIntosh	3/12
Patricia Brooks	3/17
Sharon Wedderburn	3/20
Irene Okumakpeyi	3/23
Jan Gawthrop	3/24

Respectfully Submitted by M Mc Cray



JUNIOR LEAGUE OF BROOKLYN
Women building better communities¹

SLATE 2014-2015

President	Letitia Graham
President Elect	TBD
Community / Placement Council VP	Monique Hardin-Cordero
Finance / Administrative Council VP	TBD
Training / Membership Council VP	Tracie Williams
Nominating **	LaSeanda Covington
Treasurer (two-year term)	Emily Bontempo
Corresponding Secretary	Maliyka Muhammad
Recording Secretary	TBD
Sustainer Representative	TBD
Communications Committee Chair	TBD
Membership Committee Chair ***	Raquel Thompson**
Operations Committee Chair	TBD
Placement Committee Chair	Jesuina Hairston
DIAD Chair	Skye Suttie
Public Affairs Committee Chair	Lisa Winkle
Training Committee Chair	Marti Mccarthy
Nominating Committee Members (6)	Tania Kleckner, Tunji Fussell



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ABSENTEE BALLOT

This absentee ballot is to be used exclusively for the January General Membership meeting to be held on Wednesday, March 26, 2014. Any active member eligible to vote who anticipates being absent from this meeting should complete and sign the below ballot and return to the Junior League of Brooklyn Office at 55 Pierrepont Street, 2nd floor Brooklyn New York 11201 by 5pm on Monday, March 24, 2014. The ballot must be in a sealed envelope addressed to the attention of the Recording Secretary or via e-mail to RecordingSecty@brooklynjuniorleague.org by 5:00pm on Monday, March 24, 2014. Absentee ballots received by the close of this time period will not be counted.

I. Consent Agenda

Upon a motion to accept the consent agenda, which includes the Corresponding Secretary's report, the Recording Secretary's report, and the Treasurer's report enclosed with this absentee ballot, the below-signed member authorizes the Recording Secretary or her designee to cast the member's vote in the manner marked below:

- Yea (accept)
- Nay (reject)
- Abstain

II. 2014-2015 Leadership Team

Upon a motion to accept the slate of Nominees for the 2014-2015 Board and Council, as presented, the below signed member authorizes the Recording Secretary or her designee to cast the member's vote in the manner marked below

- Yea (accept)
- Nay (reject)
- Abstain

Date

Member name (please print)

Member Signature



General Membership Meeting Minutes

January 25, 2014

Date: Saturday, January 25, 2014

Location: First Presbyterian Church, 124 Henry Street, Brooklyn, NY 11201

Time: Meeting called to order at 11:34am – Emily Bontempo made a motion to begin meeting at 11:34 am

Attendance: **Total-28**

- Consent Agenda
 - Emily Bontempo made a motion to accept the consent agenda as presented
 - Kate Moffett seconded the motion.
 - All in favor. Motion carried.

- President's Remarks – Jen Conway, President
 - Please buy your tickets now for our three upcoming fundraisers:
 - Yappy Hour – Thursday, February 13th at Angry Wade's in Cobble Hill
 - Rum Tasting – Thursday, February 20th at Janelle's in Prospect Heights
 - Prom Party – Friday, March 7th at Roulette in Downtown Brooklyn
 - Save the Date for our final fundraiser of the year:
 - Mad Hatter Derby Party – Saturday, May 3rd at Custom House in Brooklyn Heights
 - Jen asked that all members spend the next few months focusing on the mission of the JLB, working with each other toward that mission and treating each other with respect

- Nominating – LaSeanda Covington, Nominating VP
 - LaSeanda explained the straw ballot, the annual slating process and the annual placement fair
 - Slate to be presented to membership at the March GMM; Will be voted on at the May GMM
 - Jen discussed plans to also present amendments to the by-laws at the March GMM
 - LaSeanda to follow up with Katie Chorlton and Simone McIntosh regarding their NomCom advisor

- Financial Update – Sharon Toney, Treasurer
 - Update on financial status of the league – Financial statements were provided in GMM mailing
 - Reviewed AJLI dues – Paid to AJLI for each member of the JLB. AJLI dues increased \$8 – This increase will be added to the JLB dues for 2014.
 - **2014 Dues (\$233) – A letter will be mailed to all members regarding payment of dues**
 - **Payment or Agreement on Payment plan with Treasurer by March 1, 2014. Contact Sharon prior to March 1, 2014 to agree on a payment plan that works for you.**
 - Dues may be paid via Cash, Check or via the ‘Pay Annual Dues’ link on the member’s section of the website (via NY Charities). Paying online incurs a small fee.
 - Stressed importance of paying dues/setting up payment plan on a timely basis in order for the JLB to fund events/placements and cover overhead
 - Jen provided an update to membership about the potential rent to be charged by Catholic Charities for the current JLB office at the St. Charles Jubilee Center. Jen is currently working with BHA and the Women’s Exchange – all three groups are waiting for a bill/detail of costs allocated from Catholic Charities. Jen mentioned potential options for having a virtual office in the future.
 - Dayna requested NY Charities site to be updated to include a provisional dues payment option of \$100.

- Website Update – Emily Bontempo, Web Admin
 - AJLI website – Contact Morgan to get your AJLI member ID for login if you have not done so already.
 - AJLI site should be used for news, webinars (live on Wednesdays and archived for later review) and best practices posted by other leagues.
 - JLB website – Emily reviewed the new ‘Members Only’ section of the JLB website and provided the password for access. Includes widgets for AJLI, ‘Pay Annual Dues’ Button and NEW Hours Tracker.
 - Please submit all hours via the hours tracker for NomCom to review at Placement Fair

- Organization Chart – Jen Conway, President
 - Jen reviewed the current organizational chart and member currently in each position.
 - Discussed the rules of engagement for each member of the Board and Council and the reporting structure.
 - Explained the ‘Pass the Box’ process completed each May/June as part of position handover process to the incoming Board and Council

- Announcements - Committees
 - Belle of the Ball – Lisa Winkley and Kristen Anderson read a poem about the upcoming Prom Through the Decades Fundraiser on Friday, March 7th. All proceeds will fund the BotB program and scholarship. The committee explained the event and asked for members to purchase their tickets and invite friends. The committee also provided a brief update on the BotB collection process started in January.
 - Yappy Hour – Kate Moffett passed out flyers for the upcoming Yappy Hour on Thursday, February 13th and reminded members to purchase their tickets.
 - Rum Tasting – Tamika Goodridge reminded members about the upcoming Rum Tasting on Thursday, February 20th and asked members to purchase their tickets.
 - Provisional Class – Dayna Weinberg reminded members about the upcoming Information Session to be held on Saturday, February 1st and asked members to come to the upcoming Provisional Class training sessions in February and March and to sign up to teach.

- Lunch Break

- Training – Conflict Resolution - Sharon Wedderburn, Sustainer
 - Members completed a personality test and split into 4 groups – Beaver, Golden Retriever, Otter and Lion
 - Reviewed strengths and weaknesses of each personality type and understanding how to work with each other in a positive manner.
 - Goal – Learning to work with others who have different perspectives.
 - Reviewed mission (P.D.I.) , vision and value statements of the JLB and discussed why they matter and how they drive us
 - Promoting voluntarism
 - Developing the potential of women
 - Improving communities
 - Definition of a conflict: When one or both parties perceive a threat
 - Reviewed real-life work example with member – dealing with an employer / employee relationship
 - Reviewed internal league example with member – dealing with differing expectations between members
 - Points to remember:
 - Both/All people involved need to have a voice
 - Conflicts fester when ignored
 - Work together with mutual respect
 - Pick your battles
 - Know when to let something go
 - Number 1 Goal = Focus on the P.D.I. (JLB Mission)
 - When in a conflict – CHILL
 - Bring enthusiasm and energy into the growth and betterment of the league

- Quotes:
 - Drama usually has some sort of intense conflict – Clint Eastwood
 - Conflict cannot survive without your participation
- Presentation, Quotes and books recommended by Sharon to be posted on the 'Member's Only' section of the website
- Training – Child and Adolescent Mental Health – Lori Rodriguez, Licensed Clinical Social Worker
 - Children develop the most between ages 0-3
 - Environment and exposure during that time can be damaging both physically and developmentally
 - Important to understand the warning signs to look for in children who are experiencing depression, difficulty at home, significant life changes or mental health issues.
 - Discussed responsibilities for voicing concerns
 - Discussed our role at WSS and how to handle situation where a child or mother exhibits concerning behavior or confides in a member.
- Meeting adjourned at 3:17pm
 - Marie Thelusma made a motion to adjourn the meeting at 3:17pm
 - Kate Moffett seconded the motion.
 - All in favor. Motion carried.

Attendance

Kristen Anderson
Danisha Bailey
Emily Bontempo
Katie Chorlton
Jen Conway
Laseanda Covington
Tunji Fussell
Michelle Gay
Tamika Goodridge
Letitia Graham
Jesuina Hairston
Daria Hall
Monique Hardin-Cordero
Marti McCarthy
Simone McIntosh
Sheila McKinley
Delia Mitchell
Kate Moffett
Irene Okumakpeyi
Tramayne Osbourne
Santia Pelliccia
Skye Suttie
Marie Thelusma
Raquel Thompson
Sharon Toney
Sharon Wedderburn
Dayna Weinberg
Lisa Winkley

7:15 PM
03/10/14
Cash Basis

THE JUNIOR LEAGUE OF BROOKLYN, INC.
Balance Sheet
As of February 28, 2014

	Feb 28, 14
ASSETS	
Current Assets	
Checking/Savings	
Chase	
Chase	
Checking	16,990.37
Savings	11,136.54
Total Chase	28,126.91
Total Chase	28,126.91
Total Checking/Savings	28,126.91
Total Current Assets	28,126.91
Fixed Assets	
Computer	1,348.18
Furniture & Fixtures	3,741.55
Total Fixed Assets	5,089.73
TOTAL ASSETS	33,216.64
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
DEFERRED REVENUE	
Active Resident Dues	790.00
Late Fees	30.00
Payment Plan	115.00
Sustainer Resident Dues	125.00
Total DEFERRED REVENUE	1,060.00
Total Other Current Liabilities	1,060.00
Total Current Liabilities	1,060.00
Total Liabilities	1,060.00
Equity	
Opening Bal Equity	0.05
Retained Earnings	22,425.11
Net Income	9,731.48
Total Equity	32,156.64
TOTAL LIABILITIES & EQUITY	33,216.64

7:14 PM

03/10/14

Cash Basis

THE JUNIOR LEAGUE OF BROOKLYN, INC.

Profit & Loss

June 2013 through February 2014

	Jun '13 - Feb 14
Ordinary Income/Expense	
Income	
GRANTS AND CONTRIBUTIONS	
Board Promotion Program	2,425.00
Fundraisers	
Annual Appeal	23.00
Other fundraisers	1,111.13
Total Fundraisers	1,134.13
General Donations	625.00
Total GRANTS AND CONTRIBUTIONS	4,184.13
MEMBERSHIP DUES	
Active Resident	5,456.37
Late Fees	285.00
Payment Plan	2,654.90
Provisional	1,025.00
Sustainer Resident	10,190.00
Total MEMBERSHIP DUES	19,611.27
Merchandise	199.00
Total Income	23,994.40
Expense	
Bank Service Charges	4.00
COMMITTEES	
Communications/Newsletter	65.34
Fundraisng/Development	300.00
Membership	
Member Covered Costs	170.82
Membership - Other	276.50
Total Membership	447.32
Total COMMITTEES	812.66
MISCELLANEOUS EXPENSES	
Dues and Subscriptions	
AJLI Dues,Fees	5,144.72
Total Dues and Subscriptions	5,144.72
MISCELLANEOUS EXPENSES - Other	649.01
Total MISCELLANEOUS EXPENSES	5,793.73
PLACEMENTS	
Done in a Day	165.00
Provisional Project	-643.87
Women's Survival Space - Crafts	140.76
Total PLACEMENTS	-338.11
SUPPORT SERVICES	
Equipment Lease/Warranties	1,160.00
Insurance	2,174.18
Office Equipment	215.07
Office Maintenance	584.93
Office Supplies	54.36
Postage	1,228.53
Stationery	650.00
Telephone	1,543.76
Total SUPPORT SERVICES	7,610.83
Uncategorized Expenses	382.02
Total Expense	14,265.13
Net Ordinary Income	9,729.27

7:14 PM
03/10/14
Cash Basis

THE JUNIOR LEAGUE OF BROOKLYN, INC.
Profit & Loss
June 2013 through February 2014

	<u>Jun '13 - Feb 14</u>
Other Income/Expense	
Other Income	
Interest Income	2.21
Total Other Income	<u>2.21</u>
Net Other Income	<u>2.21</u>
Net Income	<u><u>9,731.48</u></u>

WSS EASTER PARTY

This is a joint event between craft night and outings.

All JLB members who have been trained by WSS are welcome (6 Volunteers are needed).

Come help the families at WSS enjoy an extra Easter activity.

There will be an Easter egg hunt, games, prizes, and lunch. The day will end with the story of The Velveteen Rabbit.

SATURDAY APRIL 12, 2014

Set up will begin at WSS at 11:00

Event will end around 2 pm

Please RSVP to Dayna Weinberg @Dayna.Weinberg@gmail.com

Please call if you need directions or more information 917.327.2707



JUNIOR LEAGUE OF BROOKLYN

Women building better communities®

MARCH FUN EVENT

THURSDAY MARCH 13TH 2014

6:00PM TO 8:00PM



PEACE & RIOT

BEDFORD STUYVESANT

WELCOMES

THE JUNIOR LEAGUE OF BROOKLYN TO A SHOP AND SIP
EVENT

COME SUPPORT A JLB SPONSOR WHILE SHOPPING FOR ALL
OF YOUR HOME DECOR & GIFT NEEDS

COMPLIMENTARY WINE AND LIGHT BITES WILL BE SERVED

492 NOSTRAND AVENUE

(BETWEEN HANCOCK ST & MACON ST)

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