

**USC Women in Management Board Meeting
Wednesday, May 7, 2014; DML G28 Herklotz**

Minutes

Present: Elaine Padilla, Hazel Breen, Queenie Taylor, Leonette Williams, Samantha Chilton, Kerry Etheridge, Tracy Kerr, Bernice Taylor, Lydia Vazquez, Muna Deriane, Stacy Patterson
Absent: JJ Lee, Roxana Bellia, Ginger Mayerson, Carolyn Heine

Reports

President

- Elaine congratulated everyone involved with the Sr. Vice-Presidents lunch; it was a great success.
- Once the invoice is received from Hospitality, it will be paid.
- We are following up on five individuals who made a reservation for the lunch but did not pay.
- The re-designed WIM web site is near completion but not yet live.
- The board minutes need to be added to the web site.
- Elaine, as WIM President, will compose a welcome message on the main page.
- Elaine would like photos of board members added to the web site.
- Elaine will send a survey to board members to determine a date for the transitional board meeting at the end of June.

Vice-President

- No report

Secretary

- The minutes were approved.

Treasurer

- The current balance is \$8,854.17. This balance includes half of the payment due on the redesign of the web site.

Past President

- Kerry completed the WIM board election slate of nominees. Kerry will send out the survey this week with a one week (i.e. 5 business days) response time to vote; results are due May 16.

President Emerita

- No report

Historian

- No report

Members at Large

- The WIM email password will be reset and followed up on the new list serv.

Membership

- The results of the membership survey by Bernice and Lydia indicate a willingness by the members to increase the annual dues rate. The membership chairs proposed increasing the annual dues for regular members to \$35.00 and for supporting members to \$75.00.
- Elaine moved to accept the dues increase and Kerry seconded the motion. The motion was unanimously passed by the board.
- Membership benefits will be spelled out on both the web site and on membership renewal forms.
- Elaine will follow-up with Lydia and Bernice on membership renewal information.
- The redesigned web site should be up and running prior to sending out the renewals.

Programs

- Stacy requested that the text of the introductions be sent to her. She would like to preserve the introductions from this year for next year's Sr. VP lunch.
- Stacy received a great deal of positive feedback on the Sr. VP lunch including satisfaction with both the venue of Town & Gown and the quality of the meal served.
- Elaine and Stacy will discuss a proposed new WIM program calendar off-line.
- Stacy is considering a program in the fall consisting of a panel of women deans.
- Talent Management proposed taking over the Sr. VP lunch. This proposal was not accepted as WIM prefers to maintain the annual Sr. VP lunch as its Special Event.

Professional Development

- JJ has scheduled a program entitled "Personal Branding" with Shirley Chan, Associate Director, Keenan MBA Career Resource Center, USC Marshall School of Business, on June 10, 2014.

Public Relations

- A WIM mixer will be held at Barbara's @ the Brewery on June 26, 2014, from 6:00pm-8:00pm.