



**Island Women Meeting**

December 1, 2010

Harbor Masters Restaurant, Carolina Beach

**Members in attendance (in no particular order):**

Carol Konicki	Bev Veals	Gail Smyth	Adele Aquino
Mary Nobilio	Ruby Singhisen	Georgia Mullen	Denyse Fredriksson
Claire Cates	Shannon MacKay	Sandra Sink	Anne Terry
Kay Hoffman	Emilie Swearingen	Jeanne McBane	
Mary Anne Russo	Leslie Lewis	Karen MacNeil	

Carol Konicki opened the business meeting at 8:00.

**Financial Report – Mary Nobilio**

Current balance \$2,025.50. We have not yet made the \$500 donation to the Help Center nor have we accounted for the expenses for the Gazebo Project.

**UPDATES ON CURRENT PROJECTS**

**Greenway Project**

22 people, including many Island Women, joined in for the Bike Hike held on Saturday, November 20<sup>th</sup>. The riders followed Michael Kirkbride around a portion of the proposed bike route through Carolina Beach. During the ride Michael also explained the different road signage that would be used and various layouts.

- The next Bike Hike is scheduled for December 4<sup>th</sup> – from 10 am to noon and will be leaving from the parking lot in front of the GulfStream on Winner Blvd.
- The Board will be meeting to discuss formally accepting the Greenway Project as a 2011 initiative. It was also proposed that we participate in assisting with strategic planning for the Skyway.

**Environmental update – Island Water and Rain Harvesting**

Carol presented an email that Island Women received from Brendan Barry, General Manager for Cape Fear Rainwater Harvesting. He would like to come make a presentation to Island Women on the environmental benefits of rainwater harvesting. Carol will call Brendan and to find out more about his company and it was agreed that we should invite him to our February meeting to give his presentation.

Bev Veals made a suggestion that Island Women host a once a month seminar to educate the general public and Island Women members on environmental issues. Sandra Sink has a copy of a documentary on the benefits of bringing a Greenway into a community. It was suggested that we could show that at one of these seminars as well. If you would like to view it you can borrow a copy from Sandra – just email her at: sfeline@hotmail.com

**Christmas by the Sea – The Gazebo Project**

11 women spent 230 hours planning, sanding, tracing, priming and painting displays and decorating the Gazebo for Christmas by the Sea. And it looks fabulous!

A big thanks went out to Kay and Gail for volunteering their garages as painting centers, to Jim Hoffman for his elbow grease in waxing and buffing the displays, to Shannon for her beautiful designs for the gift tags, to George Mullen for his help in hanging lights at the Gazebo, and, to all the other painters, bow makers, and volunteers – Georgia, Marcia, Mary, Mary Anne, Denyse, Adele, Ruby, Carol, Bev, Anne and Pat. This project could not have been completed on time without the help of each and every Island Woman who participated.

It is expected that our participation in decorating the Gazebo for Christmas by the Sea will become an annual event, but next year we will begin our planning in September!

### **Newsletter & Communications**

Carol Bridges has sent the latest newsletter around for proofreading. Once that is done it can go to Shannon for layout and then emailed out. A brief discussion was had on how to more efficiently get the newsletter produced each quarter. More to follow on that! (Since the meeting the newsletter was emailed on December 2, 2010.)

In an effort to cut down on the number of emails being generated by Island Women, Gail Smyth suggested that going forward there be one email each week that includes all committee and member announcements – much like the PI Chamber weekly PSA. It was agreed that announcements – written exactly as you want them - should be sent to Gail by noon each Wednesday. The Weekly Update will then go out on Thursday morning. The Chamber PSA will continue to be forwarded to members each Friday sometime after it's received by Island Women.

### **Fundraising - Annual Yard and Bake Sale**

Leslie Lewis is coordinating the efforts for the 2011 sale which will be held April 16, 2011 – the same day as the Chowder Cook-Off. There will be a volunteers meeting on Tuesday night, January 11<sup>th</sup> at 7 p.m. Location to be determined. If you would like to be on the committee for the 2011 sale please email Leslie at: [leslie.lewis@firstcitizens.com](mailto:leslie.lewis@firstcitizens.com)

### **Fundraising – Grant Writing**

Gail Smyth attended a 'Grant Writing for Non-Profits' seminar at Cape Fear Community College last month. Accountability is an important part of grant writing for non-profits. When applying for a grant most foundations will want to see historic budgets and accountability for volunteer time. It is expected that the non-profit will supply either volunteer time and/or finances to a project. Therefore it is important that Island Women start to maintain records of our projects and volunteer hours.

It was proposed and agreed that:

- Each member will submit a "time sheet" for 2010 for their volunteer hours for each project worked, ie Yard Sale, Recycling etc. Gail will create the form and email Time sheets to each member within the next week.
- Each Project Captain will write a brief synopsis on the project. We will then marry volunteer time sheets to project synopsis to create historic records for 2010.
- Beginning in 2011 we will ask each member to submit a monthly time sheet for volunteer hours. Project Captains will maintain progress reports for their projects.
- Time spent at monthly Island Women meetings will be recorded as organizational/business hours.

### **OPEN FLOOR ITEMS/ANNOUNCEMENTS**

- Carol asked that if you're trying to reach her via email and you don't hear from her and its important to please call her to let her know that there's an important discussion going on via email that she needs to jump into. Her numbers are: home) 392-4110, work) 796-9428, cell) 908-303-4182.
- Mo and Anne will be planning a recycling meeting for January. A meeting announcement will be forthcoming once the day/time/location have been set.
- Emilie Swearingen announced that there is going to be a Polar Plunge on Pleasure Island to benefit the Special Olympics on Saturday, February 19, 2011. For more information visit: [www.plungehc.com](http://www.plungehc.com)
- Jeanne McBane of Jeanne's Jewels on Carolina Beach announced that a Shopping Spree is being held on December 12<sup>th</sup>. 13 Carolina Beach businesses are participating. All you have to do is do a little shopping and then take your receipt(s) to the Lazy Pirate between 5:30 – 7:30 to participate in some really great raffles. Lazy Pirate will be providing free appetizers and drink specials. For more information please contact Jeanne at: [diamondgirl2@yahoo.com](mailto:diamondgirl2@yahoo.com)

**Next meetings:**

- **IW Christmas Party** – Wednesday evening, December 16<sup>th</sup> at 5:30 pm. Location: Kay Hoffman's home at 430 Oceana Way, Gate Code 4569. Please bring your favorite hors d'oeuvres or sweet to share, and join us as we celebrate the close of another successful year for Island Women. Invitation and directions to follow. It was also decided that each member should bring a canned food item to be donated to the Help Center.
- **IW:** Wednesday morning, January 5<sup>th</sup> at Harbor Masters Restaurant  
7:45 social, 8:00 – 9:00 business meeting

***Meeting adjourned.***

Respectfully Submitted:  
Gail Smyth