



January 8, 2024

Attendance -

Patti
Tina
Jessica
Becca
Raegan
Jennifer
Stephanie

First motion to start the meeting: jessica

Second motion: tina

Agenda

1. President's Report - Patti

▶ Approve meeting minutes from: 1/8/2024

1st ___jen___ 2nd ___jessica___ Status ___approved___

▶ Review/Approve annual calendar (meetings & events) (See Below)

1st ___ruthann___ 2nd ___becca___ Status ___approved___

▶ Recommendations

◆ Roles 1st ___jessica___ 2nd ___tina___ Status ___approved___

◆ Chamber Events 1st ___Jessica___ 2nd ___Jennifer___ Status ___Table

1. Jen to reach out to each chamber and gather information

a. Chambers to join

- i. **Rockford Chamber - NO**
- ii. **Parks Chamber - MAYBE**
- iii. **Belvidere - MAYBE**
- iv. **Roscoe - MAYBE**

◆ Review By-Laws 1st_____ 2nd_____ Status__Table

◆ PW Updates - new emails to direct the proper information, invoices, questions/concerns. -pws given to respective roles.

president.wotm@gmail.com

vicepresident.wotm@gmail.com

treasurer.wotm@gmail.com

secretary.wotm@gmail.com

membership.wotm@gmail.com

scholarship.wotm@gmail.com

2. Vote on the structure for the year's meetings:

a. How many in-person meetings? _____6_____ Online? ___6_____

1st_jen_ 2nd_ruthann__ Status__approved__

► Next Meeting: 2-5-2024 @ 5:30 PM Location: Fastenal - 5800 Industrial Ave. Loves Park 61111

3. Vice President's Report - Tina

- a. website - most committee meetings are posted. send tina pictures. update promotional flyers, more transparency, use QR -Table
- b. add SUBSCRIBE button to website
- c. September meeting date to change from Monday to Tuesday (raegan update calendar)

4. Treasurer's Report - Jen

- a. Verbal report for monthly and annual financials: waiting on December bank statements.
- b. Submit and Review financial report 1st__ruthann__ 2nd tina__ Status__approved__

5. Events Update - Jessica + group

- a. Report on upcoming events
 - Scholarship dinner: Feb. 29th at Embassy Suites - Exhibition Room. Doors open at 5, speakers at 6. 4-5 person panel of people in the mfg industry (spotlight each panelist)
 - give recommendations to Jessica.
 - possible panelists: Ruthann to speak with people at Collins, Bob from SSI, Raegan will speak with Leadership from Fastenal, Patti will speak with Dr. Spearman at RVC
 - November 21st at 5pm, Annual membership dinner at Lino's
 - Lunch and Learns, breakfast or luncheons
- b. Determine everyone's roles to assist
 - laurie miller to help with golf outing
 - Everyone must get involved with asking for donations/raffle baskets. (2 baskets per person)

- get together to donate misc items to build a basket (from WOTM?)
- Patti send out emails to push for bigger donors

ask for help when needed, communication is key!

6. Newsletter Update - Peter
 - a. Report on this month's newsletter content
 - b. January should include summary of where 2023 scholarship money was awarded
 - c. January should include introduction of new executive committee roles
 - i. Contact Peter with any new and exciting information to be added to the newsletter.
 - ii. get list of past scholarship winners to spotlight in newsletter or on website
 1. interview past winners for social medias
7. Social Media Update - Shandi
 - a. Report on this month's social media schedule
 - i. Include schedule for promoting upcoming events - See calendar for event dates.
8. Membership Update - Becca + Stephanie
 - a. Report on new members - Meeting this week to receive updates on the role of Membership Co-Chairs
 - b. Report on efforts to recruit new members
 - c. interview new executive committee - article, on site or newsletter
 - d. MEN - let's not forget to invite men to join
9. Scholarships Update - Tina
 - a. Report on upcoming scholarship actions
 - b. Report on efforts to recruit applicants
 - i. Robotics: No updates at this time - invite to events
 - ii. WOTM Scholarships - Applications are open now
 1. Deadlines: February 1st, 2024 is the deadline, 2 step process must be completed by that day.
 2. Amounts: General Scholarship (4) \$1,000, Tell us why you are going into manufacturing and how it will impact the area. (2) \$2,000 Ruthann Gaston Need to complete a statement as part of the application process regarding what they intend to do with their education.
 3. applications are reviewed blind. We do not see names/ethnicities/ages/genders
 4. Fairs
 5. Sponsor CFNIL.org 90 Scholarships available \$250,000 in scholarships were issued in 2023.
10. Establish 2024 goals
 - a. 2023:
 - i. Provide more value to our members via connections and educational opportunities
 - ii. 25K to our scholarships
 - iii. Make it more well known that members can ask for sponsorship for training - Ruthann has a document from prior goals. Ruthann will provide the outlined document for review of the committee. (Tie this to a goal)
11. Establish 2024 budget: Jen will work on this.

- a. 2023:
 - i. Increase membership = increase revenue
 - 1. Push social media with benefits
 - 2. Benefits of WOTM doc

12. Any Other Business

- a. Midway Village manufacturing gallery
 - i. Alex Gary is looking to revamp
 - ii. Asked if we would be interested in hosting a tour/event to gather manufacturers to start the conversation to update this gallery - Jessica Greenberg will coordinate with Alex Gary for this event.

Motion to end the meeting: Ruthann Gaston

2nd motion: Tina Cantrell