



ALMANAC



THE STATE NEWSLETTER

New Jersey State Federation of Women's Clubs of GFWC

55 Labor Center Way, New Brunswick, N J 08901

President's Message— Barbara McCloskey

October Greetings!

As you may know, this President loves to hear about all your upcoming projects and fundraisers, so please remember to share your newsletters with me! Thank you again for all you do for your communities and for the support to NJSFWC.

I hope many of you attended your September Councils to hear about our Day of Service project and participated in our interactive membership workshop. District Councils are just one way that NJSFWC provides opportunities for clubs to interact and hear from other clubs in your districts.

The State Fall Conference deadline is October 4th, so I hope you have sent your registration forms to Headquarters. Besides vendors, State Chairman will have displays set up, so you can receive information, materials, and speak to the Chairman.

Fall Conference Chairman Tina Ree and her committee have spent many hours preparing for this event, and in addition to hearing Assemblyman Brian Bergen and NJSFWC Legislation and Resolutions Chairman, Jacqueline Wisner speak, representatives from our Special State Project will share with us more information about New Jersey Children's Alliance.

- ◆ Signing up for the GFWC Legislative Action Center is one of the initiatives for this administration. Legislation has always been an important focus for NJSFWC and our members, so please take the time to sign up for the GFWC LAC on the GFWC.org website.

We will again be participating in Operation Holiday Stockings, and all the information for filling the stockings and the drop off dates were in the September ALMANAC. Thank you to all the clubs that continue to participate in this valuable and worthy cause to support our US military personnel. Operation Jersey Cares will be picking up all donations.

- ◆ Communication between our clubs and members is another goal for this administration. Please continue to share all materials and forms with your members. Consider purchasing a NJSFWC Yearbook, they are still available.
- ◆ In addition, encourage your members to sign up for the eConnection and visit the NJSFWC website, where they can see for themselves, the monthly ALMANAC and all the other materials that are available to support our members.

One last thought, NJSFWC Dues are due by November 1st and It is important to let our members know the value of belonging to NJSFWC.

Personal visits by any Board of Director members, including your District Vice Presidents, the Executive Committee or this President are encouraged and welcomed.

Please feel free to contact me with any comments, questions or ideas!

In Federation Friendship,

Barbara

Together in Service
United in Friendship

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Special points of interest:

- State Dates
- Yearbook changes
- GFWC Trip
- Report Writing Workshop
- Women of Achievement
- Parliamentary Course
- 1894 Society Form

Together in Service United in Friendship



NJSFWC PRESIDENT-ELECT

chambers@njsfwc.org

Susan Chambers

There are certain basic threads that apply to all good leaders. Communication is perhaps the most important. And it's a two-way street between you and your members.

Leadership isn't about exercising power. It's about guiding your members to a common goal: whether it's effectively running a club or group meeting, running a fundraiser, or leading a book club discussion. Collaboration is needed to achieve any group goal.

Good leaders get to know their members and encourage them to participate by matching the members' interests, needs and skills to the club's (or committee's) purpose.

How do you get to know your members? Invite a member, or several, for a cup of coffee and a casual chat. Learn about each other. Ask questions, share ideas. This is best done in a small group setting where people feel comfortable talking about themselves.

And gossip about other club members has no place here ... or anywhere!

Presidents and Membership Chairmen, why not conduct a survey of your members to find out what they can contribute to, and receive from, your club? It could look something like this:

Member name

Special skills

Hobbies

Employment (current or previous)

What I enjoy about XYZ Club

So, let's say you conduct this very basic survey and find out (surprise! surprise!) that a member is a former banker. She might make a great person to oversee your fundraiser's monetary collection – or future club treasurer! Another member is a librarian. Perhaps she'd like to chair the club's book group – or even be your Education and Libraries Chairman. One gal loves to knit so get her involved in Arts and Culture and maybe even submit her work on Achievement Day.

Find out about your members. Give them the opportunity to participate and grow as individuals and your club will grow as well.

NJSFWC FIRST VICE PRESIDENT

sienkielewski@njsfwc.org

Chris Sienkielewski

GET READY...GET SET...

The First Vice President oversees all the Community Service Programs as well as Advocates for Children, Communications, Community Impact Program, GFWC Signature Project – Domestic and Sexual Violence and Awareness and Prevention, the Historian, Legislation and Resolutions, the NJSFWC Special State Project and the Webmaster. Throughout the year, these same women supply our clubs with projects ideas and resources through Supplements, District Council Bulletins and ALMANAC articles which can always be found on the website (njsfwc.org). Every year, these State Chairmen are required to send GFWC a report outlining and describing all the projects done by the New Jersey Clubwomen.

Besides listening to our members and responding to emails and phone calls, these Chairmen receive specific information, such as projects, volunteer hours, donated time and project details on their end-of -year reports. This Officer can hear a faint sigh of apprehension throughout New Jersey as the process of writing reports settles in. No worries! Every club is invited to attend one of three Report Writing Workshops. The times for each workshop vary and a flyer is

NJSFWC FIRST VICE PRESIDENT (continued)

included in this ALMANAC packet, on the website and distributed to all clubs through their District Vice Presidents. At this time there will be no on-line workshop offered.

As in all areas of our lives, especially in our club work, we need to make preparations. It is not too early to begin this process by looking at the projects your club accomplished from January 1, 2024 through December 31, 2024. Start by reviewing your minutes. Ask your club chairmen to answer some of the questions on the REPORT WRITING WORKSHEET included in this ALMANAC. Doing this simple task can only help in collecting information for your club report.

So...GET READY...GET SET....Your preparations **now** will make reporting easier and all clubs will finish in style.

NJSFWC SECOND VICE PRESIDENT**dahl@njsfwc.org****Patricia Dahl**

Have you ever heard the saying, "If I had a dime for every time...I would be rich?" Well...if I had a dime for every time, I was asked how can you find new members...I would give all the money to our Headquarters building and we would never need to worry!"

We all share the same struggle of finding new members and sometimes we just don't know exactly what to do. But the truth is...we all need a plan. Here is volunteer recruitment checklist to help get started:

- Gather a recruitment team. This can be a small group of committed and excited members (new and seasoned) headed by your Membership Chairman. The Recruitment Team can begin to gather materials, such as newsletters, photos and a list of previous projects along with NJSFWC ALMANACS and other materials to place in a folder for potential members to look through.
- Contact some former members who may wish to come back – you never know if personal circumstances have changed and they are just looking to be asked.
- Recruit within your "Circle of Influence". Ask your members to create a list of potential contacts, including friends, family, co-workers, neighbors, and community members at church, sporting teams, etc.
- Broaden your circle:
 - Write an article on your community's forum or your Facebook page or Website talking about some upcoming events and inviting potential members to a meeting
 - Put an article or an ad in your community newspaper advertising for new members
- Always follow up with potential members by inviting them to a meeting – no strings attached.
- Utilize your recruitment team to sit with potential members at meetings in order to answer any questions and help her navigate through the meeting.
- Think about Business Cards for every member to use when they speak to potential members. Leave space on the card for the member to write in her email or phone number so people can follow up if they have any questions.

Now that you have a plan, you can work on an orientation process for all the new members who will be asking to join.

Next month there will be information on what kinds of information you can give at an orientation and how to make it fun!

NJSFWC TREASURER**carbley@njsfwc.org****Linda Carbley**

Did you know one of the benefits of Federation is Insurance for your Club or Clubhouse using Federation's Insurance Company RLM Agency, Inc. under Franklin Mutual.

If you would like to receive a quote and speak with an Insurance Specialist, please call (973) 835-6171. Audrey or Sue will be able to assist you and compare your current cost to their proposal. Please let them know that you are with New Jersey State Federation of Women's Club (NJ).

If you have any questions or need assistance, please call this Officer at 732-522-1314 or email at carbley@njsfwc.org.

NJSFWC FINANCIAL SECRETARY**cibelli@njsfwc.org****Debbie Cibelli****IRS 990 Tax Filing Forms**

If you fall under the NJSFWC umbrella, as a 501(c)3, your club is responsible for filing a 990-form required by the IRS. For those of you who haven't filed or sent in their confirmation of filing, you must do so by November 15th. Thank you to those club who have already sent in their confirmations.

This form is for tax-exempt organizations with gross receipts of less than \$50,000 per year. Clubs that fail to file for three consecutive years will automatically lose their tax-exempt status. Revocation of the club's tax-exempt status will happen on the filing due date of the third consecutively missed year. In order to avoid spending extra money and time to be reinstated, do not miss the deadline.

Once you have filed (and most can do so electronically), you will receive a confirmation that states "You have successfully filed your 990". Please remember to take a screen shot by pressing "Print Screen" on your computer. If your Club's name does not appear on the confirmation, please make sure to hand write it in on that confirmation.

All confirmations have to be sent to this Officer, Debbie Cibelli, Financial Secretary, 55 Labor Center Way, New Brunswick NJ 08901 or emailed to cibelli@njsfwc.org.

Valuable tips and explanation of the different Financial Forms that need to be filed, can be found on the njsfwc.org website. Click on Materials at the top and then choose Treasurer & Financial Information and Forms.

COLLEGE DISTRICT**dobalo@njsfwc.org****Laurel Dobalo**

Welcome to Fall! As we all begin meeting again, remember our goal: "Together in Service and United in Friendship."

Branchburg Woman's Club will participate in the Neshanic Station Village on Halloween to promote their club and hand out treats for the kids.

Bridgewater Woman's Club will have a fundraiser on November 3rd featuring a Magician and Mentalist and hold a "Tea Party" complete with Hats and program on historical food and tea.

The **Woman's Club of Clinton** will hold a luncheon for veterans at Veterans Haven North and collect donations for United Way.

The **Woman's Club of Cranbury** will have a member of a Military Support Group speak about their work.

The **Flemington Woman's Club** will hold a Bingo Party Fundraiser which includes a raffle and 50/50.

The Friday Club will hold their annual Auction Fundraiser on November 15th; items include baked goods and handcrafted items.

The **Great Brunswick Area Woman's Club** will be doing a Halloween project with Woman Aware.

The **Woman's Club of Hillsborough** will make flower arrangements for Thanksgiving and collect gift cards for social services.

The **Woman's Literary Club of Bound Brook** will be holding a Toys for Tots drive.

The **Metuchen Edison Women's Club** will hold a Comedy Night Fundraiser in October and a Mahjong Tournament Fundraiser in November.

The Woman's Club of Tewksbury Township will hold a gift card raffle fundraiser and a Bag Lady Tricky Tray with handbags and gift cards as prizes

GARDEN DISTRICT**schneider@njsfwc.org****Mary Schneider**

Gloucester County Women's Club is getting ready for their November Bag Bingo. During the month of October, members are busy selling tickets, and preparing baskets.

The Haddon Fortnightly celebrated their 130th Anniversary as a member of the NJSFWC and is enjoying their freshly refurbished club house. To raise funds, they are holding a Gift Card Raffle valued at \$500. Tickets are \$2.00, and they will be sold all through the month of October. Contact Marie DiMatties at medimatties@gmail.com for tickets. Drawing is November 15th at 2:00 p.m.

Woman's Club of Medford continues with their monthly Book Club with some very interesting discussions.

Women's Club of Merchantville continues helping out at the Cathedral Kitchen in Camden.

Woman's Club of Mullica Hill will hold their Fall Craft and Vendor Show at the United Methodist Church on October 5th, 10:00 a.m. to 3:00 p.m.

Woman's Club of Penns Grove/Carneys Point held a very successful Fall Mum Sale.

Woman's Club of Pitman is preparing for their Christmas House Tour in early December. This tour is held every other year.

Porch Club of Riverton holds Tai Chai Classes and Stitchery Meetings a few times each month. The members are spending the month of October cleaning out their closets to deliver items to a thrift store in Philadelphia.

Waterford Township Woman's Club is also holding a Designer Bag Bingo this fall. The date is October 20th at the Atco Senior Center. The one they held in the Spring was a sell-out.

Woman's Club of Wenonah brings to the town a weekly Farm Market, April through September. It was another very success season. The club continues to hold their "Book Lovers Affair" monthly discussion group.

Thank you to the Garden District Clubs that donated backpacks filled with school supplies. A total of 191 backpacks were donated to the New Jersey Children's Alliance.

HIGHLANDS DISTRICT**jeisi@njsfwc.org****Karen Jeisi**

The **Highlands District** donated 149 backpacks filled with school supplies for the New Jersey Children's Alliance.

Blair Woman's Club held their opening meeting of the club year on September 17th.

Woman's Club of Denville-Rockaway gave scholarships to two graduates of the LPN program at the Morris County School of Technology; the recipients are using their scholarships towards becoming registered nurses. They also had a booth at the Denville farmers market and collected food for the local food closet.

Woman's Club of Parsippany-Troy Hills had a booth at the Parsippany Fall Festival, providing materials for children to make greeting cards for military troops, and a photo-op with a Halloween theme, while collecting money for New Jersey Children's Alliance. They also collected food for the town food pantry as part of the GFWC Day of Service and had a coloring and craft evening for members to get to know each other better.

Roxbury Woman's Club held a food drive in August, donating \$4,000 worth of food to the Roxbury Social Services food pantry. In September, they had a table at Succasunny Day with activities for children and membership info and also sponsored a blood drive.

At a **Sparta Woman's Club** September club event, the Mayor of Sparta read a proclamation honoring the Sparta Woman's Club for their 75th Anniversary.

HIGHLANDS DISTRICT (continued)

Thursday Morning Club in August had bingo and bunco fundraisers for the local food pantry. On September 28th they helped the Madison Food Bank for the GFWC Day of Service. At their October 10th evening General Meeting, Moms Demand Action (MDA) is the program; MDA focuses on legislation prohibiting individuals who pose a threat to themselves or others from purchasing or possessing firearms. On October 20th at 2:00 p.m., a music program, featuring Gabriel Donahue, who performed with Michael Flatley, will be performed at the Madison Community House; the public will be invited.

The **Vernon Township Woman's Club** in September, had a potluck supper where the GCI recipient spoke about her GCI experience.

LIBERTY DISTRICT**chambers@njsfwc.org****Susan Chambers, Acting DVP**

The **Woman's Club of Arlington** is planning a Bunco in May.

The **Woman's Club of Allwood** members will be painting pumpkins in October. Their Christmas party with holiday music is planned for December 2nd.

The **Woman's Club of Belleville** is addressing major repairs to their clubhouse including roof, railings and windows.

The **Woman's Club of Berkeley Heights** will partner this month with their Volunteer Rescue Squad to host their 3rd Annual Blood Drive.

The **Women's Club of Caldwell** has seven members with season tickets to the Barn Theater.

The **Montclair Women's Club** will hold its opening luncheon on Friday, October 11th.

The **Roseland Junior Woman's Club** is selling car magnets through October and will hold a Halloween Dance for Roseland Fifth graders this month.

The **Woman's Club of Upper Montclair**, a member of the Upper Montclair Business Association, had a table at the Upper Montclair Sidewalk Sale. They talked with shoppers, sold club ornaments and handed out info about the club and upcoming events.

The **Woman's Club of Verona** will take part in the Town Wide Garage Sale this month.

PALISADES DISTRICT**drogo@njsfwc.org****Janet Drogo**

The **Palisades District Clubs** were busy filling approximately 171 backpacks for New Jersey Children's Alliance. Thank you for your support and generosity.

Book and Needle Club took part in the Oradell Family Fun Day and held a luncheon at Tenafly Pizza Restaurant.

The **Woman's Club of Carlstadt** filled 47 backpacks for New Jersey Children's Alliance and will be selling tickets for their calendar raffle.

The **Cresskill Woman's Club** will be learning line dancing at their October meeting.

The **Woman's Club of Englewood** will host an Elegant Gala on October 6th at the Barrymore Theatre in Fort Lee.

PALISADES DISTRICT (continued)

Greater Pascack Valley Woman's Club will host their Annual Afternoon Tea on Sunday, October 27th at the Montvale Senior Center.

Contemporary Club of Hasbrouck Heights is planning a Fish and Chips Drive-thru Fundraiser on October 3rd.

The Woman's Club of Haworth will take part in Haworth Day on October 5th to promote their Club.

Lyndhurst Woman's Club is collecting pajamas and bath products for a local Women and Children shelter at October's meeting.

New Milford Woman's Club is busy stuffing Operation Holiday Stockings.

Norwood-Northvale Woman's Club will host their annual Beef Steak Dinner and Tricky Tray Fundraiser on October 25th.

The **Woman's Club of Paramus** will Walk Together for Domestic Violence sponsored by the Center for Hope and Safety on October 26th.

The **Woman's Club of Ridgefield Park** is hosting a Spooky Tea Party fundraiser at High SocieTea Tea Room in Wayne on October 18th.

Junior Woman's Club of River Edge events for the fall include a Self Defense class and an Axe Throwing night.

The **Woman's Club of Rutherford** is hosting the 10th Annual Pumpkin People in the Park from October 14th-23rd.

The Woman's of Westwood will hold a Corn Hole Tournament in October.

RAMAPO DISTRICT**witty@njsfwc.org****June Witty**

Montville Township Women's Club is selling 50/50 tickets, collecting infant clothing for Birthright, continuing to collect items for SOS (Shelter Our Sisters) and shoes for Sole4Soul. They'll be having a Fish-N-Chips dinner October 25, 2024.

Pine Lakes Woman's Club held a welcome back lunch that served homemade items.

Woman's Club of West Milford Township donated 10 backpacks for New Jersey Children's Alliance, held a welcome back BBQ for members, will hold their Annual Soup Night and are completing military stockings.

Suburban Woman's Club of Pompton Plains celebrates Yard of the Month, in which outstanding gardens and lawns cared for by residents are recognized. There was a Welcome Back lunch for returning and new members.

Woman's Club of Ridgewood has collected backpacks for local in need students. They also collect items for veterans' and are collaborating with Pascack Valley for a November Fashion Show with Chico's as sponsor.

Saddle Brook Woman's Club has been preparing for the Annual Fundraiser Tricky Tray, preparing gift card framing support Saddle Brooks Trunk or Treat.

North Jersey Woman's Club Butler held a Welcome Back for returning and new members.

Woman's Club of Ramsey participated in Apple Festival Ramsey Day in which the Club sold their Flower Crafts.

SHORE DISTRICT**osborne@njsfwc.org****Karen Osborne**

The Woman's Club of Asbury Park is having their annual Tea and Basket Auction on October 26th.

Woman's Club of Belmar will be collecting items for Veteran's to fill Christmas stockings.

Brick Township Woman's Club is participating in the Brick Craft Fair at Windward Beach on October 5th and selling passes for Boscov's Friends Helping Friends. The Environment Committee is participating in a Beach Clean Up on October 19th at Windward Beach Park.

Freehold Township Woman's Club will be busy selling passes for Boscov's Friends Helping Friends for October 22nd.

The Howell Woman's Club will hold a Welcome Tea, fill Halloween bags for a local Senior Center and donate candy to a local food pantry.

Jersey Coast Woman's Club, our newest club, had a new membership drive, gave two donations to Providence House, had a fifth member meeting, two breakfast club meetings, and three dining outs at JBJ Soul Kitchen.

Little Silver Woman's Club will be supporting the Federation Project, New Jersey Children's Alliance by sponsoring a 50/50 raffle in October.

Woman's Club of Middletown will be filling stockings for Operation Holiday Stocking and has invited the public to sponsor a stocking.

Woman's Club of Point Pleasant is planning a Flapjack Breakfast Fundraiser on October 20th at Applebee's in Ocean County Mall to support Operation Cuddly Comfort, which supplies dolls for Alzheimer's and dementia patients.

Woman's Club of Spring Lake will have speaker Joseph Rizzo, President of the Spring Lake Preservation Alliance, to present the Historic Architecture of Spring Lake. The Historian Committee will give a costumed presentation on the History of Mischief Night. The Evening Group will partner with Civic Engagement to fill stockings for Operation Jersey Cares.

Stafford Township Woman's Club is participating in Boscov's Friends Helping Friends, selling 25% off Discount Shopping Passes for a \$5 donation.

SOUTHERN DISTRICT**speechley@njswc.org****Carole Speechley**

Five of our seven clubs, Cape May, Hammonton, Ocean City, Millville and Vineland, participated in the **Special State Project Backpack Project**. Thank you!

The **Woman's Club of Absecon** began the club year with an appetizer and dessert festival. Holiday Stockings were filled for our military and delivered to Headquarters. Members participated in Boscov's Friends Helping Friends with a table there to sell tickets.

The **Women's Community Club of Cape May** had a Welcome Back potluck luncheon with time to catch-up for their September Meeting. They had fun creating their second scarecrow, which is now proudly displayed at the Physick Estate's Scarecrow Alley for the entire month of October. Their book group continues to meet monthly.

The **Colony Club of Ocean City** hosted the district's September Council Meeting at the OC Library. They participated in the Ocean City Block party and will continue the "Script" project.

The **Woman's Civic Club of Hammonton** participated in the GFWC Day of Service by collecting wrapped snacks for the local school pantries. The club is working on their Annual Vendor Night Open House on October 18th to benefit their Kids Closet, meet prospective members and shop with local independent sellers.

SOUTHERN DISTRICT (continued)

The **Millville Woman's Club** has a full October with two fundraisers, a Game Day and their popular annual Meatball Sub Sale. They will have an International Luncheon and their book group is meeting. They are hosting Presidential Early Voting for Cumberland County residents.

Congratulations to the **Woman's Club of Vineland** on their 125th Anniversary! They're collecting non-perishable food for the local food pantry. Their 2024 GCI Delegate will speak to members about her experience. The proceeds from their October Game Day will benefit the Scholarship Fund. They are holding their second Meet the Author Night, spotlighting four local authors.

THE ARTS AND CULTURE COMMUNITY SERVICE PROGRAM

Kathleen Reddick
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Fall is the Season of Arts and Craft Fairs

Arts and Craft Fairs are great ways for your Club to showcase your members' unique talents and make a profit for the upkeep of your Clubhouse or your many charities.

- To market your Arts and Crafts Fair effectively, use press releases and social media to create buzz and connect with local businesses and other clubs. Clear signage at the event, posters, and yard signs can attract visitors, while a visually appealing booth can entice customers. Consider demonstrating how a craft is made while hosting the craft table. Buyers like to see artists at work. Display what the proceeds will be used for.
- Wear something with your Club's logo. Be comfortable, but look professional. Dress in layers, especially if outdoors.
- Best sellers at craft fairs are items that improve a shopper's life or how they are perceived. Make sure your products are easy to carry out of the event and priced competitively. Unique products can help you stand out from the competition and attract more customers. The most sold items in the world are clothing and fashion items. Have a mirror available.
- Cash is King, so having small bills available is important. \$200 should probably be sufficient to start. Price your items. Customers are more likely to pick up and pay, if they don't have to ask for pricing. In craft circles, there's a "7x rule." According to this rule, crafters should aim to sell 7 times what they pay for the booth fee.
- Arriving late is mistake that can ruin your chances of making sales. Being punctual shows professionalism and reliability. Being unprepared or forgetting something essential can also leave a bad impression on customers. Make sure you have all the necessary items for your display, including table covering, and a varied selection of products.
- Offering personal customer service and adapting your sales techniques to the vendors around you can help maximize your sales. Follow these tips to increase success at your next Craft Fair.

THE ARTS/PERFORMING COMMUNITY SERVICE PROGRAM

Ann Ribinsky Brown
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Is your club looking for new and exciting ways to become involved with your school community? NJSFWC offers two specific projects to encourage this. Open to students of all ages, the NJSFWC Youth Writing Contests allows students to select either the Short Story or the Poetry Category. There are four age divisions, with specific rules for each genre. These can be found in the Arts Performing Supplement, Act 6, easily located on the NJFSWC website. While you are working with schools, you may also consider the NJSFWC Spelling Bee, designed specifically for fourth and fifth graders and challenges these pre-teens to become better spellers. There are complete and easy directions on how to organize a local bee in the Education Supplement.

ARTS/PERFORMING (continued)

Having just taken on this Board position, this Chairman would like to suggest ways or ideas to initiate these contests into your school. To begin, decide on a grade level and a genre, either short story or poetry. Approach either a teacher you know, the school principal, or the gifted and talented coordinator to find a specific teacher interested in creative writing and excited to have his/her students participate in our contest. Share a copy of our rules, and set a deadline for submissions, allowing ample time for them to be given to you, determine the winners, and mail the entries to Joyce Dreger, NJFSWC Writing Contest Chairman, by February 1, 2025. Stay in contact with your cooperating teacher, offering to come into the classroom if he/she would like your help. It is extremely beneficial to have students read aloud what they have written. Your positive feedback can lead to valuable success.

CIVIC ENGAGEMENT & OUTREACH COMMUNITY SERVICE PROGRAM

Dawn Pogosaew
pogosaew@njsfwc.org

You can't turn on the news without getting information about the Presidential candidates for the General Election in November, but it is not so easy to learn about the candidates in your hometown. A great way for clubs to help their community learn about the local candidates is to hold a, "Candidates Night Out". It is also a great opportunity for your club to partner with other organizations such as the PTA, BOE, or other community groups. Here are a few tips to get you started:

- Select a venue
- Invite the candidates
- Advertise and promote the event
- Create a list of questions: make sure to include any relevant topics to your community
- Enlist volunteers to help that night you will need ushers, a moderator, and a time keeper
- Make sure to give enough time for each candidate to answer a few questions from the audience

Detailed information can be found in the, "Guidelines for Candidates Meetings" from the League of Women Voters by going to www.lwv.org.

There are now three ways to vote in New Jersey. You can choose from mail in ballots, in-person on election day November 5th, or by the newly established early in-person voting from Saturday, October 26th through Sunday, November 3rd. More Information can be found at: www.nj.gov/state/elections/vote.shtml

EDUCATION AND LIBRARIES COMMUNITY SERVICE PROGRAM

Joan Murdock
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Thirty years ago, we visited our local Libraries for BOOKS! Today it is a place to meet people, enjoy many interesting programs - from Crafts, Teen Mystery Nights, Mahjong, Canasta, Quilting, Lectures on interesting topics, to Chair Yoga and Cooking Classes. Who would have thought that one day the libraries of yesteryear would evolve into a "community center" with such a variety of things to do!

But let's face it.... its' focus is BOOKS!!! Books to entertain, to learn, to discover. Here are a few books you might borrow from your local library to read and enjoy:

Like Mother, Like Daughter by Kimberly McCreight. A daughter races to uncover her mother's secret life in the wake of her disappearance in this "breathless, shocking thriller." —Jodi Picoult, #1 *New York Times* best-selling author.

Lies and Weddings by Kevin Kwan: (author of Rich Crazy Asians) A forbidden affair erupts volcanically amid a decadent tropical wedding in this outrageous comedy of manners.

Due out on October 15th is WAR by Bob Woodward: WAR dives into our present day — one of the most tumultuous and pivotal periods in presidential politics, American history and the future of world diplomacy.

EDUCATION AND LIBRARIES (continued)

Speaking about Books, have you heard about ESO?

ESO (Epsilon Sigma Omicron) is an Honorary Reading Society. To become a member, you simply read books from the ESO reading list or from ESO categories and then submit a brief report. The cost to join is only \$2. Presently we have been doing individual memberships, but if your club has a book club, why not start a club membership? Sign your BOOK CLUB up and when your group reads a book, the group writes a summary, then submits to our ESO State Chairman, Patricia Sherwen at eso@njsfwc.org. All information, including the membership application, forms for reviews and book lists can be found on the website under Materials, Education and Libraries.

Enjoy reading and don't forget to support your local libraries.
Next month: The Margaret Yardley Fellowship Fund

ENVIRONMENT COMMUNITY SERVICE PROGRAM

Dorothy Bernice
bernice@njsfwc.org

One of President McCloskey's **Grand Initiatives** is for clubs throughout New Jersey to contribute 130 Arbor Day or Earth Day projects.

One project you can try is to plant trees. You can go online to www.arborday.org and discover many ways to contribute in making New Jersey a greener place to live. Currently they have a gift of 10 free trees when you donate any amount of money to their foundation. Or your club can choose to plant the trees in one of America's Forests devastated by fire, insects, disease and deforestation.

We are entering the most beautiful season of the year with the kaleidoscope of colors that surround our homes with the changing colors of the leaves. As a child, this Chairman loved autumn, collecting leaves and pine cones to make all kinds of crafts. That changed as a homeowner when this Chairman began to hate those falling leaves. Raking was such a chore. Then this Chairman learned to mow those leaves and enrich the soil. Mulching leaves is so much better.

- **Improve the health of your soil:** Decomposing leaves add nutrients to the soil, which in turn can nourish your grass.
- **Have a positive impact on the ecosystem:** Beneficial insects and microorganisms will benefit from the shelter the leaves provide as well as the nutrients they impart. For instance, many species of butterflies overwinter as eggs, pupae, or adults in leaf litter.
- **Implement a weed barrier:** Regularly mulching leaves and leaving a thin layer on the grass can cut down on weed growth.
- **Save money:** No need to purchase plastic garbage bags or kraft paper leaf bags.
- **Reduce air pollution:** Relying on neither city pickup nor a noisy, gas-powered leaf blower helps support a healthy environment.
- **Create mulch for your flower beds and vegetable gardens:** Spread the wealth of nutritious mulch to other parts of your landscape.
- **Save time:** Mowing to mulch is considerably quicker than raking, bagging, and hauling.

There is no need to purchase any special mulching equipment. Put your lawn mower to the highest setting and mow the leaves into the grass. If the leaf pieces seem too large, you can mow it again to get shreds of leaves. If the leaf piles did not disperse evenly enough, a little raking will remedy that problem. You should end up with a less than 6-inch layer of shredded leaves dispersed throughout the grass. If you don't shred them, the leaves may cause too much water retention and mold which may kill your grass.

HEALTH AND WELLNESS COMMUNITY SERVICE PROGRAM**Katie Chambers**
chambers2@njsfwc.org

Maintaining heart health is crucial to ensure a high quality of life and reduce the risk of cardiovascular diseases. As we age, the heart's ability to pump blood efficiently can decline, and the risk of heart disease increases. However, adopting a heart-healthy lifestyle can significantly mitigate these risks.

Firstly, a balanced diet rich in fruits, vegetables, whole grains, and lean proteins can help maintain healthy cholesterol levels and blood pressure. Seniors in particular should also be cautious of their salt intake to avoid exacerbating hypertension.

Regular physical activity, such as walking, swimming, or even light stretching, can improve circulation and heart function. The American Heart Association recommends at least 150 minutes of moderate exercise per week. And that's where NJSFWC's Let's Get Moving challenge comes in! Remind club members to keep tracking their exercise hours and share them with you so that you can report on them this year – and maybe be recognized at Spring Conference as the club who got moving the most!

October's exercise tip: Does your club collect donations for a local food pantry? If so, you probably know how heavy those bags are. Next time you do a collection, pay attention to how much reaching, lifting, and walking back and forth (and back and forth, and back and forth...) to the car you do to load up donations. Guess what? That's exercise! And it's one that's good for you *and* good for your community

ADVOCATES FOR CHILDREN**dimatties@njsfwc.org****Marie DiMatties**

Did you know **Teal is the New Orange**? The Food Allergy Research & Education's (FARE) **Teal Pumpkin Project** creates a safer happier Halloween for all! This movement offers an alternative for kids with food allergies as well as other children for whom candy is not an option. Go to tealpumpkinproject.org for ways to get involved.

The Blue Bucket Project encourages you to use a blue bucket or container with treats to let the trick or treaters know that your home is special needs friendly especially for those children who may be unable to say "trick or treat." These are simple acts to help promote inclusion for all trick or treaters.

UNICEF USA's mission is to relentlessly pursue a more equitable world for every child. Your club can bring awareness to UNICEF by promoting **Trick or Treat for UNICEF** in your community. Go to unicefusa.org for more information.

October is National Bullying Prevention Month - **#HatNotHate** is an antibullying organization whose mission is to rally communities to raise awareness and stand up to bullying. Clubs can facilitate virtual or in-person anti-bullying assemblies presented by the HatNotHate organization. Additional information can be found on their website hatnothate.org.

COMMUNICATIONS**rothstein@njsfwc.org****Shelley Rothstein**

Thanks again to all the clubs that submitted reports on their 2023 Communications activities! Last month this Chairman shared half of the ten most interesting communications initiatives from 2023, so you can find ideas and inspiration for your next project. Here are the rest!

Woman's Club of Matawan created a large Google email group called "Friends of the Woman's Club of Matawan". They have collected email addresses of members, visitors, and town event attendees. Every time a fundraiser is held, information is sent out to this ever-growing list of "friends" which now contains over 200 individuals and groups.

Woman's Club of Paramus created two WhatsApp groups to reach their members. One group is used to coordinate their large, daily walking group and allows commenting. The second group is a No Reply group which is used to convey important club information and real-time updates. No commenting is allowed in this group to ensure that important posts are always easy to see.

COMMUNICATIONS (continued)

Metuchen Edison Women's Club has been very successful in getting information out to Della Crews of News 12 TV. Their club scholarship winners were announced on television as well as a shout out to a local vendor who regularly donates to the club's fundraisers.

Greater Pascack Valley Woman's Club partnered with their local fire prevention bureau to sponsor a babysitting clinic for local tweens and teens. The event was publicized on the town's electronic billboard and the club banner was displayed.

The Woman's Civic Club of Hammonton was the feature story in the fall issue of the Hammonton 08037 Magazine. A reporter and photographer spent time with the club interviewing members, touring the clubhouse and looking through club photos. A three-page cover story was written featuring photos of the Executive Board and the club's Prom Closet.

FALL CONFERENCE/PROGRAM ASSISTANCE**ree@njswfc.org****Tina Ree**

Reminder, Fall Conference is just around the corner on October 21, 2024 which will be held at a new venue, the APA Hotel Woodbridge, Iselin. right off the Garden State Parkway at exit 131 or 131 A.

The Invitation and Reservation forms were in the September ALMANAC which included meal choices, speakers for the day, and the deadline of October 4th.

GFWC SIGNATURE PROJECT:**hill@njswfc.org****Claire Hill****DOMESTIC & SEXUAL VIOLENCE AWARENESS AND PREVENTION**

The holidays are upon us and this is a great time to share in the season for residents of domestic violence shelters and the staff. Always check with the local battered women's shelter to discover their specific needs. Here are some ideas that can be done throughout the season:

- Collect and donate children's Halloween costumes in all sizes.
- Offer assistance with Thanksgiving meals and other holiday decorations and supplies.
- Check to see what items the shelter pantries need. It could include food and personal items, such as shampoo, body wash, deodorant, toothpaste, brush or combs.
- Purchase holiday gifts for your local domestic violence shelter staff. A massage gift certificate, a restaurant gift card, a bath and body gift basket, or anything that embodies a relaxing time for them for all their long and tireless hours. Bake cookies or goodies and take them to your local shelter for the employees, as well as those living in the shelter, for the holidays or the weekend.
- Create a tea basket and donate it to your local shelter. Include tea cups and a tea pot along with various teas, sugar packets or cubes, honey, and cinnamon. Round out the package, such as tea biscuits, biscotti or chocolate. Finally, decorate the inside of the basket with some lace or anything else to make the package more pretty. Tuck a note inside saying: "Take some time for yourself today. Relax and remember where there is tea, there's hope."

Both the New Jersey Coalition for Battered Women (www.njcbw.org) and the Domestic Violence Awareness Project (www.dvawareness.org) can offer other ideas and projects.

HISTORIAN

quilici@njsfwc.org

Randi Quilici

DOES YOUR CLUB HISTORIAN HAVE A HISTORY COMMITTEE?

Clubs have saved a tremendous amount of paperwork for over 50 years, and it's time to change our ways of saving documents and pictures. Maybe it's time to start scanning and systemizing old files, records, and past President's binders stored away forever. A history committee can help organize and digitize your club's historic records. Ask new members, day and evening, to join this committee.

Digitizing is the process of converting physical documents into digital format. The best way to digitize documents is to buy a scanner. Amazon offers a wide variety of scanners with color, prints automatically on both sides, and provides a top scanning speed of up to 40 pages per minute. There are many varieties in a variety of pricing from a highly rated scanner, such as is the ScanSnap iX1600 Premium Color Duplex Document Scanner or the Canon imageFORMULA R40 Office Document Scanner Receipt Edition. Once you scan the documents to a computer, you can store them in the cloud for easy access or to an external hard drive.

If you save documents using a thumb drive, ensure your club has a copy. When Report Writing comes around in January, a line on the History Report was added asking if your club has digitized your club's history. Why wait...the future is less paper.

As we prepare holiday stockings for military personnel, did you know that NJSFWC started this yearly tradition in 2009 during the administration of NJSFWC President Anne Redlus? Clubs embraced the project for the past 16 years, and members contributed 26,314 stockings to date. Congratulations to all clubs and members as we unite and celebrate our 130th Anniversary and accomplishments.

LEGISLATION/RESOLUTIONS

wisner@njsfwc.org

Jacqueline Wisner

October and November are perfect times for your club to become a prominent advocate for issues of both national and state importance. Through NJSFWC Resolutions, our members can become a network of voices identifying legislative issues and advocate on behalf of people throughout the state and country. Our policy positions are supported by Resolutions that determine our members' legislative actions, using letter writing campaigns, telephone calls and media outreach.

Your members can choose an issue or cause and write a resolution that can be submitted to the Resolutions Committee by December 15, 2024. NJSFWC Bylaws, Article VIII, Chairmen and Standing Committees, Section 2, n. outlines how resolutions may be submitted or suggested. The committee then reviews each resolution that is sent by the deadline. The final resolutions are then considered by the delegates at the Annual Convention held each May.

You may be thinking that writing a resolution is difficult, but this Chairman assures you that it is not and she is always just a phone call away to help.

What are the basic rules for writing a resolution?

Rule #1: Every resolution must have a title, "whereas" clause(s) and "resolved" clause(s) and carry the Club President's name and club name. The title should the general idea of the topic of the resolution. If your resolution deals with a particular piece of legislation, you may utilize that in the title. The "whereas" clauses should explain the rationale for the resolution. Each 'Whereas' clause should identify the issue and the need for action and address its effects on NJ residents or the national public at large. Try to include current statistics that address the issue, as well.

The "resolved" clause(s) are the meat of the resolution. These clauses should also be clear and concise and positively state the action or policy called for by the resolution. If you are addressing an action from a pending piece of legislation, include the bill number.

Rule #2: Give special attention to the following: 1) Limit the number of "whereas" clauses to no more than 3, if possible. 2) Carefully check the facts and verify the data used. 3) Limit the use of adjectives or qualifying adverbs which are considered "editorial opinion" and focus on the essentials.

LEGISLATION/RESOLUTIONS (continued)

Rule #3: If a resolution is adopted, the “resolved” clause becomes the most important task that is applied to our members writing for support of the resolution, and should be written to stand alone. This means that you should be able to read the resolved statement separately and have them make sense. Avoid using acronyms. Each “resolved” clause should be perfectly clear without the rest of the document present.

Rule #4: Only one topic/issue should be addressed in each resolution. It would be extremely helpful to include any information about the issue when you submit it to the committee.

Rule #5: Before submitting a resolution, carefully weigh the merits of your proposal by considering the following questions:

- Is this issue/topic of special interest to many, some, or a few members?
- Is the resolution within the scope of NJSFWC?

You may find that forming a small committee of members to examine the issues and legislation important to your club allows for a variety of opinions. Don't forget that your club members should vote to decide if they wish to send the resolution and your Club President should sign the finalized version.

If you have questions, or feel it isn't 'perfect', it's still ok to send. Always remember that it is the issue that is important to your club members. This Chairman is looking forward to see MANY resolutions submitted by our clubs.

SPECIAL STATE PROJECT

shoemaker@njsfwc.org

April Shoemaker

New Jersey Children's Alliance promotes hope, healing and justice for victims of child abuse throughout New Jersey by supporting Child Advocacy Centers (CAC) with training, resources, advocacy, and leadership. The CACs are child-friendly centers where a multidisciplinary team (MDT) consisting of Department of Children and Families workers, police, prosecutors, victim advocates, medical and mental health professionals meet to coordinate a response to allegations of child sexual and severe physical abuse. There is a CAC in every county.

With the CAC model, a child discloses, or when abuse is suspected, the child is brought to the CAC, a child-friendly facility, where they are interviewed by a specially trained forensic interviewer. The professionals involved in the investigation can view the interview in monitoring rooms, with the goal of eliminating the need to re-interview the child. The team members share case information with one another and determine next steps. The family is then connected with needed services that promote healing, including medical and mental health care. The centers are in need of QUIET items for children waiting for services.

At NJSFWC's State Fall Conferences, our members and clubs are asked to bring the following items that will be given to children when they come to the center to help with the waiting process. Please help with this project by donating the following items:

- **Small** boxes of crayons
- **Small** boxes of colored pencils
- **Small** stuffed animals that children can hold in their hands (for younger children needing comfort)
- **Small pads** of paper or notebooks (should be bounded – no loose paper)
- **Pencils**
- **Small** bottles of hand sanitizers
- **Pocket tissues** (the types that can be put into a purse or pocket)

Please Note: All items should be small and should not make any noise while the children are waiting for services. These items will be distributed to all the Child Advocacy Centers throughout New Jersey.

WEBMASTER**webmaster@njsfwc.org****Denise Hosier****What Are Web Communications?**

Web Communications break down into three basic areas:

Email—Your club should have a dedicated email address with someone continuously monitoring it. Many clubs use email to communicate among members, but do you have a published club email address where prospective members, businesses, or the media can reach out for more information? A club email address is also important for establishing other web communications for your club, like websites, social media, Zoom accounts, etc. If you don't have a club email, it's free and easy to create one with Gmail. Then you also have the advantage of a Google calendar you can use for club events and embed in your website, plus Google Documents and Google Forms that you can share among members.

Websites—If someone does a search for your club on the Internet, what will they find? Ideally, they will find your website and social media accounts, and they can learn more about your club through the information they find on the web. Your website should contain general information about your club and your meetings. There should be a contact email address so that people can get in touch with you. If you don't have any web presence at all, email webmaster@njsfwc.org and we can create a single page for you on njsfwc.org. That way someone searching for your club can easily find you and contact you.

Social Media—This is a way to create an engaged community of users. This can be Facebook, Instagram, blogs, evites, etc. These are all web-based ways to communicate with your followers or target audience. A great advantage of creating a business page on Facebook and Instagram, in addition to reaching people, is the ability to schedule posts in advance. You can set up a whole month's worth of posts in one sitting. You can also, for a relatively minimal cost, target a specific audience in a certain geographic area with a sponsored post or ad. The NJSFWC has both Facebook and Instagram accounts. If you're not following us, be sure to search for NJSFWC and click "Follow!"

DAY OF SERVICE**hrycenko@njsfwc.org****Linda Hrycenko**

The NJSFWC Day of Service will take place on January 20, 2025, which is the National Day of Service. The Center for Family Services will be our focus on that day.

The Center for Family Services has many different outreach programs to serve the community. The NJSFWC has chosen to support three of these areas. Examples of some of the items to be collected include cleaning supplies, dishes, or towels for the victims of domestic violence; diapers, bottles, or bottle cleaners for providing support for new mothers and newborn babies; and light pack sleeping bags, warm socks or hygiene items for homeless young adults.

A detailed list of donations has been emailed to all club presidents after the September District Councils. A club can decide what area (or areas) they'd like to support. A list of the venues and times for each district's donation collection will be distributed at a later date.

Everyone is already working hard to make the Day of Service a success. There was a discussion about the Day of Service at all September District Councils. District chairmen have been reaching out to clubs with information. Additional information will be available in the Material section of the website NJSFWC.org. Let's make this year's Day of Service an event to be remembered!

For questions, please reach out your District Chairman or to this Chairman at hrycenko@njsfwc.org. This Chairman looks forward to working with members to assist in service to those in need.

PARLIAMENTARY CONSULTANT TO THE CLUBS**Roberta Dyrsten
Vice Chairman**

If your club needs their Bylaws reviewed, or have questions regarding your bylaws, please send them to the Parliamentary Consultant to the Clubs Vice Chairman, Roberta Dyrsten by email: robertadyrsten@gmail.com

How to Process a Motion

- Raise your hand and await recognition by the Chair (President, Chairman, or another Presiding Officer).
- State the motion. Say "I move..." or "I move that...". (**Not** "I make a motion")
- Someone seconds the motion. If there is no second, the motion dies and the Chair says, "The motion dies for lack of a second."
- The Chair states the motion: "It has been moved and seconded that...". The motion should be restated exactly.
- The Chair asks, "Is there any discussion?"
- After any discussion, the Chair may say, "Are you ready for the question?" This is not absolutely necessary, though.
- The Chair asks for the vote: "All those in favor, say AYE. Those opposed say NO."
Even if the Chair feels everyone is in agreement, she should always ask for the "no" votes.
- The Chair announces the result of the vote: "The ayes have it and the motion is adopted (or carried) and we will..." (restate the action to be taken).
Or "The no's have it and the motion is lost."
- During the discussion/debate of a motion, the person presenting the motion has the privilege to speak first to the motion. If the issue is one that will be contested, it is a good idea to establish the rules of debate before discussion. These usually are that there is a time limit for each speaker (often 2 minutes, or a longer time if the assembly agrees), that speakers must alternate between those for the motion and those against it, and that any one person may speak to the question only twice.
- Also note that a motion that comes from the board or a committee does not need a second, since more than one person is already in favor of the action.

EMPLOYMENT OPPORTUNITY**Part-time Executive Assistant wanted at Headquarters:**

NJSFWC is looking for a detailed oriented, lead office staff employee, approximately 24 hours a week.

Candidates should have prior office experience, including Word, Excel, and QuickBooks experience helpful. Additional responsibilities would include overseeing daily office procedures, such as ordering supplies, dealing with and obtaining estimates from vendors, deposits, part-time office staff and general support to Federation members. This position would report to the Executive Committee, and would also report on any matters regarding the maintenance and repair of Headquarters.

Interested candidates should send their resume to mccloskey@njsfwc.org. Include any club or Federation experience.