



# 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

The days just seem to fly by, and the CALL for our State Convention will be out before you know it. On that note, be sure to attend your January District Councils, where you will hear more about what we have in store for you at this year's Convention!

In the meantime, January is the month when most clubs write their Year-End Reports to document their past year's projects and fundraisers.

With the great showing of members at the three Report Writing Workshops, this President looks forward to seeing many more clubs reporting this year!

As you know, the report forms and instructions have been updated and should be easier to fill out. Although the forms will be fillable on the NJSFWC website, please print them out and mail each form to the appropriate Chairman, postmarked by February 1, 2025.

We know all clubs' complete wonderful programs and encourage you to share that information with both the Community Service Program Chairmen and Standing Committees.

A change this year is the: **NJSFWC Member's Recognition Form** (which was in the December ALMANAC)

#### Members Celebrating 25 or 50 years

- List the names of members who are celebrating 25 years as members in a Federated club from 2024. These members would have joined in 1999.
- List the names of members deserving a NJSFWC Gold Certificate recognizing 50 years of membership in Federation. Joined in 1976.
- The 50 years is a total of membership in all Federated clubs, Juniorettes and EMD's.
- Certificates will be presented at all District Spring Conferences

#### Names of Members bringing in more than two members.

- List the names of members who brought in 2 or more members from Jan 2024 – December 2024 and the number of new members each recruited.
- Pins will be presented at all District Spring Conferences

Please fill out the form, found in the December ALMANAC and submit to:

Second Vice President/Membership  
Chairman Patricia Dahl  
576 Dew Court, Blackwood, NJ 08012 –  
[dahlpj@yahoo.com](mailto:dahlpj@yahoo.com) OR  
[dahl@njsfwc.org](mailto:dahl@njsfwc.org).

(Attach an extra page if needed.)

We hope to see many of you at both the Day of Service on Martin Luther King Jr. Day and at the January District Council and program assistance day meetings.

Remember, Program Assistance Day is a great way to share and hear about what other programs have been presented to clubs in your District. We will have also listings made by District that can be shared with all clubs. All councils will be in person, unless there is inclement weather!

#### My 2025 New Year's Wish For You:

12 months of **Happiness**  
52 weeks of **Laughter**  
365 days of **Success**  
8,760 hours of **Good Health**  
525,600 minutes of **Blessings**  
**AND...**  
31,536,000 seconds of **Joy**

**Happy New Year!**

*Barbara*

Together in Friendship  
United in Community

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Special points of interest:

- State Dates
- Leadership/ Membership Workshop
- Second Chance Scholarship
- Women of Achievement Patrons
- Honor Roll/Order of Lily Forms
- Contests Forms
- 1894 Society Form

**Together in Service**  
**United in Friendship**



**NJSFWC PRESIDENT-ELECT****chambers@njsfwc.org****Susan Chambers**

Welcome to a new year and a renewed chance for a fresh beginning. One of the many benefits of belonging to NJSFWC is the access to avenues of personal growth. So, do you want to become a better leader? I know I'm always looking for ways to improve, not only to improve my club and Federation but to grow my own abilities and knowledge.

GFWC Leadership Education and Development Seminar (LEADS) is a great way to build your leadership skills. Held annually the day before the opening of the GFWC Annual Convention, it's a day full of fun activities (including breakfast and lunch) that demonstrate organization, team building and more.

All NJSFWC clubs are encouraged to nominate a member for this program. The application was in the November ALMANAC and is online as well. Go to NJSFWC.org; click Materials; click Leadership and go to the LEADS section. Complete description and instructions are also there.

GFWC offers LEADS candidates a \$325 stipend and NJSFWC offers a \$250 stipend. Candidates are responsible for a portion of their expenses as affirmation of their personal commitment to their own leadership development and training. LEADS participants must make their own travel and lodging arrangements which can be done along with the GFWC Convention registration.

Applications for the upcoming June 2025 LEADS program must be submitted with a photo of the applicant and two letters of recommendation from a Federated member no later than February 4, 2025, to NJSFWC Headquarters to this Officer's attention.

This program is a wonderful way to grow your leadership skills, while enjoying the company of members from around the globe. What you learn here can be valuable for your club, too, as you take back to them what you have learned.

For further info, please contact this Officer at [chambers@njsfwc.org](mailto:chambers@njsfwc.org) or 201-265-6282.

*WISHING MY FEDERATION SISTERS, A HAPPY AND HEALTHY NEW YEAR!*

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**NJSFWC FIRST VICE PRESIDENT****sienkielewski@njsfwc.org****Chris Sienkielewski**

January of every year, our thoughts turn toward resolutions. The word "resolution" itself suggests we need a new approach. The old solution didn't work so we redo it, we make a re-solution, and re-solve the problem. This usually is the way we review our own personal goals and make resolutions, and we can do the same with our clubs. January and February are perfect times to make some new club resolutions that will help outline projects and set goals for the calendar year.

Goals are the language of the brain. Most other creatures react on instinct, but we take action by planning. Goals also provide you with a vision and a direction for moving forward and being prepared. Also, by creating goals in respect to club projects within the calendar year, helps keep our members connected to one another and to your community. So here are some re-solutions for your club that may bring about new engagements, new goals and inspirations from your members:

- Partnering with other non-profits is a great way to engage with other community members and also helps you leverage your resources so all organizations can build on each other's strengths and expertise. Perhaps you can share information, funding, space for meetings and even trainings. Your club can initiate contact with other leaders and talk about working together.
- Help your members represent your club in a positive way by providing them with mini trainings scheduled during a club meeting. Talk about what it means to be a member of GFWC, NJSFWC and your club. Share information and fun facts in small increments so they can send that message out to their friends and family.
- Ensure your programs and projects are working. Set some time aside during January and February to evaluate what will work and what will need to be adjusted before considering a new project. Look for the positives and modify the negatives. Tweak the old and adapt new methods.

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

Did you know that there are multiple studies out there that show friendships promote better health, outlook on life, and decrease depression? I wonder if the studies included women in our Federation. We already knew that membership in our clubs provides companionship, joy, satisfaction, a sense of community and emotional support...all the while offering opportunities to meet new people, while getting involved in our communities.

Here is a story that illustrates just how important friends are:

A student came to a teacher and asked her, "How many friends a person should have – one or a lot?"

"It's very simple," the teacher answered, "pick me that red apple from the highest branch."

The student looked up and answered, "But it's too high!! I can't reach it."

"Ask a friend, maybe she will help you," the teacher answered.

The student called another student and stood on her shoulders.

"I still can't reach it, teacher," said the disappointed student.

"Don't you have more friends?" the teacher smiled.

The student asked more friends who started standing up on each other's shoulders and backs grunting, trying to build a live pyramid. But the apple was too high, the pyramid crumbled, and the student wasn't able to pick the highest apple.

Then the teacher called her back.

"So, did you understand how many friends a person needs?"

"I did," the student said. "A lot – so together we could solve any problem."

"Yes," the teacher answered, "Of course you need a lot of friends. So that among all these women there would be at least one smart woman who would figure out to bring a ladder!"

Together as a club, as a state and international organization, we have friends who bring the ladder. Take some time to ask your club members why they joined your club? Why do they stay? What benefits have they received as a member of your club? List them all and use your members' answers to analyze and evaluate your club.

Ask: Are all your members engaged in club activities? Are you meeting everyone's needs? Where and when do you need to bring a 'ladder'?

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

Happy 2025 to All!! This Treasurer will be holding a Treasurer Workshop in the Spring at Federation Headquarters. Please email your suggestions to [carbley@njsfwc.org](mailto:carbley@njsfwc.org) to be discussed at the workshop. Some suggested topics you might have questions on: IRS, 501C (3) Status, Raffle Accounts, and Charitable Registration.

**NJSFWC FINANCIAL SECRETARY****cibelli@njsfwc.org****Debbie Cibelli**

Mega 50/50

Happy New Year! I hope you all had a fabulous holiday season and the new year brings joy and happiness...

This year again we will be holding a Mega 50/50 with the selling concluding at Convention with the winning ticket picked on Wednesday morning. Last year's winner received \$3,260.00. Tickets again this year are \$10 a chance. Each District Vice President and Board member will receive tickets to start selling at the January Council meetings. Our goal is to raise more than we did over the last two years. Who wouldn't want to enhance their summer fun with that kind of cash!

If you are interested in a book of tickets, please contact this Officer at [cibelli@njsfwc.org](mailto:cibelli@njsfwc.org) or 201-264-6428. When purchasing tickets, please make all checks payable to NJSFWC and put in the memo line "Mega 50/50".

As discussed in a past article the funds we receive are unrestricted and will go to the maintenance and operations of Headquarters, and the materials and support you receive from NJSFWC.

Thank you in advance for all your support!

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

The clubs of the College District will be busy collecting for and participating in Day of Service on January 20<sup>th</sup> at Headquarters as well as writing their annual reports.

**Woman's Literary Club of Bound Brook** will have Nancy Spears at their first meeting of the year. She will speak on "In the Combat Zone-Recollections of an Army Nurse who served in Vietnam."

**Bridgewater Woman's Club** will have a program on Antarctica with photos by naturalist Ben Berkeley of the Somerset County Park Commission Environmental Education.

**Woman's Club of Cranbury** will hold a Soup Night with recipes shared on their website. They will also have a Winter Party with a recycled gifts exchange.

**Woman's Club of Clinton** will have a speaker impersonating Alice Paul, a leading suffragist, at their first meeting of the year. They will also be making blankets for the Linus Project.

**Friday Club of Hightstown** will have Chelsea Frost of Pie Girl speaking about founding her business at their January meeting.

**Glen Gardner Woman's Club** will host their annual Bingo Night for the residents at Veterans Haven North.

**Greater Brunswick Area Woman's Club** will be sending treats to the New Brunswick Fire Department to celebrate our first responders.

**The Woman's Club of Hillsborough** will be working at the Helping Hands Food Bank in Hillsborough.

**Kalmia Club** will start their year with a Rockin' New Year's Eve fundraiser, featuring music from the Shackers, which will be open to the public. In honor of Black History Month, they will visit the Stoutsburg Sourland African American Museum.

**Suburban Woman's Club of South Plainfield** will learn needlepoint at their January meeting and have a local spelling bee.

**Woman's Club of Tewksbury Township** will have a speaker on New Year's Resolutions at their first meeting of the year.

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

**Gloucester County Women's Club** held another successful Bag Bingo. At the annual Emmanuel Cancer Foundation Holiday Luncheon for the families, club members helped with the games and prizes. The club collected toys for Toys for Tots, and enjoyed a holiday dinner.

**Marlton Woman's Club** sponsored a fifth grade Veteran's Day essay contest and enjoyed a holiday meal catered at their club house. They are getting ready to participate in their 11<sup>th</sup> NJSFWC Spelling Bee.

**Woman's Club of Merchantville** – Operation Santa was another success with 25 children receiving their 3 wishes for Christmas. The club enjoyed a holiday luncheon. Soup will be collected this month to give to local pantries. The club will again collect books for all of the preschool students in Pennsauken, and continue collecting note cards, playing cards, greeting cards, and calendars for local Nursing Homes.

**Woman's Club of Penns Grove/Carneys Point** – At the club's December meeting, the program was Holiday Crafting with the students from their high school helping the members with their crafts. Members continue donating to the Care Closets at their middle school.

**Woman's Club of Runnemede** hosted a District Membership Workshop in November. The club continues to collect used eyeglasses for the Lions Club.

**GARDEN DISTRICT (continued)**

**Waterford Township Woman's Club** donated \$1,000 to help the people of Ashville, NC especially a neighbor of one of their member's family who lost everything. The club held a Designer Fall Bingo with 120 people attending.

**Woman's Club of West Deptford** - Recent fundraisers included a Paint & Sip and a Pie Sale in November, and a Poinsettia Sale in December. Members enjoyed a holiday dinner and cookie exchange. This month the club will be donating supplies for Walter, the Therapy Dog, at the Gloucester County Child Advocacy Center.

The clubs of the Garden District donated 208 Holiday Stockings, and 1,780 items for the Special State Project – NJ Children's Alliance.

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**HIGHLANDS DISTRICT**[jeisi@njsfwc.org](mailto:jeisi@njsfwc.org)**Karen Jeisi**

Highlands District clubs donated 455 stockings for Operation Holiday Stocking.

**Blair Woman's Club:** Held a Silent Auction fundraiser. Collected slippers and dress socks for Veteran's Haven North and cookies for Clover Rest Home.

**Woman's Club of Denville-Rockaway:** Fifteen members walked in the Annual Walkathon and raised \$1,675 for scholarships. Members participated in the Rockaway Township Cleanup and will receive a \$300 grant. Placed Holiday Wish Trees were placed throughout the community for gifts for families.

**Hopatcong Woman's Club** delivered toys for children in the local Head Start program and gift cards for their siblings. A wreath was placed at the Hopatcong Veterans Memorial in honor of veterans.

**Junior Woman's Club of Jefferson Township** sponsored the Memorial Wrobo Run (in honor of Marine Second Lieutenant J.T. Wroblewski, killed in Iraq), proceeds were donated to the Jefferson Township Education Foundation and the Jefferson Township High School Senior Scholarship.

**Newton Woman's Club:** Held its Annual Red Stocking Luncheon, a fundraiser for a local food bank.

**Parsippany Troy Hills Woman's Club** celebrated Children's Book Week by reading at Parsippany Day Care Center and held a successful food drive for the Parsippany Food Pantry.

**Roxbury Woman's Club** sponsored a 'Giving Tree' at the Roxbury Library for Dierdre's House (Morris County Center for NJ Children's Alliance). They adopted a Social Services family for Thanksgiving and the Holidays, and held a blood drive.

**Sparta Woman's Club** decorated two large wreaths for the Newton Medical Center for their annual 'Festival of Lights' and, in sponsorship of 'Wreaths Across America', donated wreaths for the Northern NJ Veterans Memorial Cemetery.

**Sussex Woman's Club** assisted the Vernon VFW serving a luncheon for veterans from the Lyons Veterans Hospital.

**Thursday Morning Club** held a successful two-day Bazar de Noel, the club's major fundraiser and held its annual Scholarship Social to raise money to support students for GCI and HOBY.

**Washington Woman's Club** sponsored a \$1,000 Fraser Fir tree for the Rossi Festival of Trees fundraiser, benefitting Habitat for Humanities and Abilities of Northwest NJ. They continue to collect plastic to donate a NEXTREX Bench to local parks.

**LIBERTY DISTRICT****Susan Chambers, Interim**

The **Woman's Club of Allwood** held a Christmas party in featuring holiday music.

The **Woman's Club of Arlington** is planning an Author Event with Linda Sims ("Nite, Nite Baby Sallie" and "The Al Pacino Handbook" among others) on April 6<sup>th</sup>. The club's EMD held its kick-off fundraiser, all All-You-Can-Eat BBQ, at a local restaurant.

The **Woman's Club of Belleville** enjoyed a presentation in December about street drugs and how to recognize problems within our families – a very timely program. They will conduct a Poetry Contest in their local school.

The **Berkeley Heights Woman's Club** had 12 members attend a lunch to celebrate Berkeley Heights Restaurant Month. This encouraged socialization and the well-being of members in recognition of our Health and Wellness Community Service Program.

The **Montclair Women's Club** has partnered several times with MWO50 (Montclair Women Over 50), sharing a Friendsgiving Themed Potluck Dinner in November and a Holiday Cookie Swap.

The **Woman's Club of Upper Montclair** hosted a workshop to write thank you notes to veterans for Veterans Day with a sweet treat attached. The club also collected items for Operation Holiday Stockings. The stockings themselves were handmade by 2<sup>nd</sup> Vice President Trautie Becker.

The **Woman's Club of Verona** toasted the holidays with a Cookie Swap party.

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

The **Palisades District Clubs** donated 420 stockings and \$835 to help offset shipping costs for Operation Holiday Stockings, and are now busy collecting donations for NJSFWC Day of Service on January 20<sup>th</sup>.

**Book and Needle Club of Oradell** and **Westwood Woman's Club** are collecting donations for the January 20<sup>th</sup> NJSFWC Day of Service.

**Woman's Club of Carlstadt** will be having their final drawing for their calendar raffle and are working on Day of Service project.

**Cresskill Woman's Club** is planning a brown bag auction for their January meeting and will draw the first winner for their calendar raffle. They are also having a fundraiser at the Tri-Valley Diner on Knickerbocker Road in Dumont every Tuesday in January to benefit our state project NJCA.

**Woman's Club of Dumont** will host a local Dentist at their January meeting who will speak on Oral Hygiene for Seniors.

The **Woman's Club of Englewood** will have Dan Smith from UBS speaking about financial planning at their January meeting.

**Greater Pascack Valley Woman's Club** thespians are busy rehearsing for their performance at the District Arts Performing Day held in February.

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

The **Montville Township Women's Club** held a Blood Drive and Sweetie Bakeshop fundraiser. They will hold a cookie bake off for Valentine's Day for the Fireman's Home.

The **Saddle Brook Women's Club** GCI Chair is beginning to plan for their participation; the club is planning Easter Baskets for the local Food Pantry; and their Scholarship Chairman will form a committee to begin organizing for Spring Tricky Trey.

**RAMAPO DISTRICT (continued)**

The **Suburban Women's Club of Pompton Plains** is planning a Tricky Tray; members are collecting non-flag stamps for Disabled Vets.

The **Allendale Women's Club's** Book Club is ongoing. The club's Speaker Series had a presentation by Dr. Dana Dorfman on her book "Worry Works; How to Harness Your Parenting Stress and Guide Your Teen to Success." The club's ComIP is to meet to discuss fund allocation. Plans for a Fashion Show are in full swing.

The **Women's Club of West Milford Township** is holding Report Writing workshops for Chairmen. They are installing three new members!

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

**Belmar Woman's Club** is holding their annual Gift Auction in January.

**The Woman's Club of Brick Township** will be participating in the National Day of Service by making welcome and baby baskets and filling backpacks for teens.

**The Woman's Club of Colts Neck** is looking forward to a new year of service and giving.

**The Howell Woman's Club** adopted a family for the holidays and took part in David's Cookie Fundraiser in conjunction with their cookie exchange.

**The Woman's Club of Lacey** will start their Calendar Club drawing. Good luck to all who have supported them. They are hoping to give four \$1,000 scholarships to high school seniors. They will be holding a Hobby Fair to benefit the New Jersey Children's Alliance.

**The Woman's Club of Little Silver** is teaming up with a student at the Trinity School in Tinton Falls to collect coats. They are continuing with a 50/50 raffle for New Jersey Children's Alliance.

**The Woman's Club of Matawan** will be compiling 12 filled blizzard bags for Meals on Wheels recipients and items for Day of Service. Fundraisers include a January Game Luncheon and an Unwanted Holiday Gift Auction.

**The Woman's Club of Middletown** will welcome NJSFWC State President Barbara McCloskey to their meeting, with a guest speaker; the VNA Director of their WIC program.

**The Woman's Club of Point Pleasant** will be looking forward to good food and fun at their Chili and Soup Supper fundraiser.

**The Woman's Club of Spring Lake** is making blankets for Monmouth Medical Center. They will have a Regifting Auction at their meeting and are working with the District Chairman for the Day of Service.

**The Stafford Township Woman's Club** is going to the theater to see Miracle on 34<sup>th</sup> Street, holding a Bunco fundraiser, and installing seven new members.

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

The **Woman's Club of Absecon** enjoyed Drum2BFit taught by Judy Bonato of the Woman's Club of Vineland at their November meeting. They are collecting items for the Center for Family Services and looking forward to assembling them at District Day of Service.

The **Women's Community Club of Cape May** will make valentines for the veterans in a local nursing home at their January Meeting. These will be distributed with cookies to the veterans. They are hosting the Southern District January Council and will be serving a variety of soups.

## SOUTHERN DISTRICT (continued)

The **Country Shore Woman's Club** raised \$6,000 with a Restaurant Bingo, the prizes being gift cards and coupons to restaurants. In January they'll hold a penny auction to benefit the food banks. They are working on the Shoe Box Project.

The **Colony Club of Ocean City** participated in their town's beach clean-up. They had a table at the Ocean City Welcome Night with information about their club and upcoming events.

The **Woman's Civic Club of Hammonton** invited local author Rochelle DeSorte to discuss and have a book signing for her first novel entitled "The Surprise". Two baskets (Baby Basket and Welcome Basket) were made for the NJSFWC Day of Service which will be donated to The Center for Family Services.

The **Millville Woman's Club** is collecting for the Help and Hope Ministries. They will host the District's Day of Service at their clubhouse.

The **Woman's Club of Vineland** is collecting adult hats, gloves, scarves and socks for Code Blue which provides warming centers for the homeless when the temperature drops below 32 degrees. They purchased assorted sizes of girls' underwear for the nurse at a local middle school to distribute to female students – the nurse already has sanitary pads for accidents.

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## THE ARTS AND CULTURE COMMUNITY SERVICE PROGRAM

**Kathleen Reddick**  
[reddick@njsfwc.org](mailto:reddick@njsfwc.org)

Happy 2025 to all our creative Federation sisters. Have you made your New Year's resolutions yet? Better yet have you already broken a few?

January brings a sense of both renewal and doldrums, so it is the perfect time to plan new projects and focus on positive inspirations.

Here are some things to try.

**1. Vision Board:** Why not kick off the new year by creating a vision board that reflects your artistic goals and aspirations. Use magazine clippings, personal photos, trinkets, and fabrics that resonate with you to craft a visual flow to forecast your unique story for the year ahead. Incorporate some hand-lettered artwork. Choose a favorite inspirational quote or meaningful words, then practice your hand-lettering skills with markers, brushes, or watercolors. A vision board keeps you focused and motivated, and it doubles as beautiful, meaningful wall art.

**2. Mug Cozy:** Nothing says cozy like needleworking near the warm glow of a fireplace. A handmade mug cozy adds a personal touch to your morning coffee ritual and keeps your cocoa warm! This project is ideal for both beginners and experienced knitters or crocheters. Plus, it's an excellent way to use up leftover yarn from previous projects. So, snuggle up and keep your fingers nimble.

**3. Upcycled Jewelry:** Did you get some new jewelry as a holiday gift? This is the perfect time to revisit old jewelry pieces and give them a fresh look! Take apart necklaces, bracelets, or earrings that need a new life, and create a one-of-a-kind piece with an original design. Play around with mixing different materials like metal and beads or layering multiple chains for a trendy Bohemian look. You can wear your new jewelry art or frame it.

### Join a Crafting Community

While crafting can be a lovely solo activity, consider joining a crafting community for extra motivation and friendship, or consider having one within your club. While the weather outside might be frightful, Zoom communities that popped up during COVID are still going strong. YouTube has a zillion free craft and DIY videos. Have a Zoom party with your Club members to teach each other crafts or brainstorm creative projects for your Club's activities. Get out to local crafting groups if you can. Whether you choose online or in person, share your work and get inspired by others.

Use January to embrace the joy of crafting something meaningful and new.



**THE ARTS/PERFORMING COMMUNITY SERVICE PROGRAM****Ann Ribinsky Brown**  
**brown@njsfwc.org**

Along with Saint Patrick's Day, March brings the opportunity for all club members to participate in the District's Performing Arts Festival. Who can forget Marge Heron's or Annette Bortone's hysterically funny monologues? Perhaps there is a favorite monologue you would like to share. Be adventurous: search in Google for famous monologues for women. There is a plethora of well-known monologues to choose from. Practice reading it, dress for the part, and be stage-ready in no time.

NJSFWC members from across the state are very talented. Share your gift of music with your Federation Sisters. We welcome solos, trios, quartets, etc. not only voice but musical instruments as well. Or, consider presenting a favorite dance, anything from tap to Zumba, traditional folk to ballroom.

One club has approached this Chairman about performing a one-act play written by a club member. What a great idea! Can your club find a short scene to perform? Additionally, with a little practice, is there a special dance that members of your club could present? Bring your music, your costumes, your energy and you are ready to perform.

One or more groups from each District will be asked to present the same performance at Convention. The length may have to be altered at this Chairman's discretion, to meet the pre-established time limit. All props, instruments, etc., that are required for the performances must be brought to Convention by the club and/or performer. NJSFWC and the hotel will not provide pianos, screens, tables, chairs, etc., due to the cost involved.

All club members are welcome to attend the District Performing Arts Festival. There is a \$5. registration fee, which will go towards the Douglass Performing Arts Scholarship.

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**CIVIC ENGAGEMENT & OUTREACH COMMUNITY SERVICE PROGRAM****Dawn Pogosaew**  
**pogosaew@njsfwc.org**

Thank you to all the Clubs who contributed to Operation Holiday Stocking! We donated 2,706 stockings collected \$6,317.00 in postage and donations, and 4 shopping bags full of "stocking stuffers". Thank you to all the volunteers who came to Headquarters to receive, repack and stack boxes of all the stockings. Thank you to Ted Wurster from Operation Jersey Cares for picking them all up and distributing them to our active and retired Military Service Members at home and overseas!

January 28<sup>th</sup> is Global Community Engagement Day. Started in 2018 by [Engage2act.org](http://Engage2act.org) (a group of individual volunteers), the day encourages community members to raise recognition about community engagement. People can participate by sharing their stories about their own support of their own local communities and beyond. The day helps to celebrate the impacts we all contribute to "making the world a better place".

Why not use this day for your club to network with members of your community? Start by researching volunteer organizations, local volunteers, and businesses. Invite them to speak to your club members and share their experiences and contributions they have made towards creating a better community. Bring several organizations together to share ideas and collaborate together on a needed community project or be a small part of a much larger project. Not only will you learn more about your community members, their businesses, and other local organizations, it may give your club a chance to have a much larger impact that can be felt around the world!

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**EDUCATION AND LIBRARIES COMMUNITY SERVICE PROGRAM****Joan Murdock**  
**murdock@njsfwc.org**

**January is the beginning of Spelling Bee season...**

Here are the people responsible for our State and District Spelling Bees.

**Our State Spelling Bee Chairman is:**

June Adair, College District: [jadair446@gmail.com](mailto:jadair446@gmail.com) Cell: 856-264-1808

**EDUCATION AND LIBRARIES (continued)****District Spelling Bee Chairmen are:**

Garden: Marie DiMattis 865-262-6911 medimatties@gmail.com  
 Highlands: Cathy Haney 973-335-9769 tandchaney@gmail.com  
 Palisades: Lauren Cerullo: 201-741-6935 cerullo23@gmail.com  
 Ramapo: Jane Birbaum: 973-222-4151 janebirn@optonline.net  
 Shore: Robin Hoenge: 732-899-6927

There is still time if a volunteer from the College, Liberty and Southern Districts want to step up and chair this wonderful project. If so, send me a quick email and we can discuss. For more information on Spelling Bees visit our NJSFWC website, under Materials, Education and Libraries.

The State Spelling Bee will be held at the NJSFWC Headquarters Building on April 5<sup>th</sup>, 2025.

**CLUB BOOK REVIEW:**

Thank you to the Women's Club of Caldwell Book Club for their Book Review of: *The Cliffs* by J. Courtney Sullivan.

Ten members participated in reading the book and it was well received and enjoyed. The discussion was impressive, with personal experiences relating to the characters, as well as the links to past history impacting our current lives/circumstances.

**Book Summary:** In *The Cliffs*, a large Victorian house set on a towering bluff on the Maine coast is the nexus for a deeply moving tale of lives once lost to history, and of one woman's own rocky journey toward self-discovery and acceptance. The story takes place over one summer in a fictional resort in present-day Awadapquit, but it also moves back across time and connects women from the past to present-day as the house goes through many transformations and owners.

To submit a review please send the following information. It must be submitted separately from the ESO Book Club review to me at [jnam39@optimum.net](mailto:jnam39@optimum.net) or [murdock@njsfwc.org](mailto:murdock@njsfwc.org)

Name of Person Responsible for Submission

Name of Club and District.

The number of members in your Book Group

Name of Book and Author

(Review should be 50 words minimum, no longer than 75 words)

**ENVIRONMENT COMMUNITY SERVICE PROGRAM**

**Dorothy Bernice**  
**[bernice@njsfwc.org](mailto:bernice@njsfwc.org)**

We have become unaccustomed to the easy cold weather energy saver tips of days gone by. Consider holding a program at a club meeting giving energy saving tips to your members. One easy tip is to pull back those drapes on sunny days and let the sun's rays warm your house. This tip is easy but it also requires you to close the blinds and drapes by about 4:30 p.m. when the sun begins to wane so that the cool air doesn't creep in through the cracks and windows. This will also create a great environment for your indoor plants to thrive by providing the necessary sunlight and warmth.

Don't neglect the flowers and vegetable gardens in January. This is a good time to look through catalogs and decide which plants you will be purchasing or which you will grow from seeds. Study the descriptions and try to plan on disease-resistant plants. Be creative and look through the maps and discover native plants which will grow easily as they are most adaptive to your environment.

Avoid the use of salt to melt snow, it is toxic to most plants. Monitor plants for signs of damage from ice, snow, wind and wild animals. Brush snow from evergreens after a storm by sweeping upward. Avoid walking on a frozen lawn. This can cause bare spots and crush the frozen plant tissue.

## ENVIRONMENT (continued)

If you are planning to do a terrarium workshop so members have one to enter in achievement day, this is a good month to plan it. Then you can schedule the workshop for the beginning of February. This will give the plants enough time to get used to their world. You also will have to decide whether to do an open or covered terrarium. There are specific plants that thrive in each version. A local florist can help you order what you will need. This website is helpful. : <https://terrariumtribe.com>. Choose dainty accent plants to start. They are small and they give you room to be creative.

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## HEALTH AND WELLNESS COMMUNITY SERVICE PROGRAM

**Katie Chambers**  
[chambers2@njsfwc.org](mailto:chambers2@njsfwc.org)

With the New Year comes a new opportunity to participate in NJSFWC's Let's Get Moving challenge! Thank you to all who participated in 2024. As we start to tally the winners, the dial is now reset for the 2025 challenge.

All are welcome once again to start tracking their club members' exercise activities for the entirety of 2025 in recognition of the importance of cardiovascular health. The activity sheet is on the NJSFWC website, under "Health and Wellness" in the Materials tab. Remember, exercise takes many forms, and hours completed either individually or as a group count!

Why do we keep pushing exercise? It's because it impacts so much of our daily lives, not to mention our longevity. Exercise reduces your risk of heart disease, strokes, developing type 2 diabetes, and several cancers. Gentle movement and strength training supports bone density, making you more resilient and less likely to be injured in a fall. Regular physical activity also helps keep your thinking, learning, and judgment skills sharp and reduces your risk of depression and anxiety. It even helps you sleep better!

**January's exercise tip for Let's Get Moving:** With a new year comes new activities and new ways to stay fit! As you look ahead to 2025 and dream of warmer days, why not plan a community walk or run for the spring season?

To set up a community walk-a-thon, start by selecting a safe, accessible route and securing any necessary permits. Reach out to local organizations and businesses for sponsorships, donations, and volunteer support. Promote the event through flyers, social media, and community groups to encourage participation and raise funds for your cause – perhaps to benefit the Special State Project! Participants can pledge to walk a certain amount of miles and secure donations in support, or simply just pay a donation fee to participate. You'll have fun, stay active, and do good for the community in the process.

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## ADVOCATES FOR CHILDREN

[dimatties@njsfwc.org](mailto:dimatties@njsfwc.org)

**Marie DiMatties**

Wishing you and your families a safe and healthy 2024!

A resolution of mine is to encourage you all to be ADVOCATES FOR CHILDREN in your communities. Please refer to the Supplement, Bulletins, and monthly ALMANAC articles for ideas. OR you may come up with a novel idea of your own.

With January comes Report Writing. This officer look forward to reading your reports. Did you know that GF gives a \$50 award to one club for project creativity and a certificate to one State Federation in each membership category? Awards will be determined by entries into the Award Program. That means this Officer might possibly be able to submit YOUR report! But this Officer won't be able to unless you send in your club report postmarked by February 1, 2025!

Here's one idea you might consider in the coming year: Ronald McDonald House provides housing for families of seriously ill children being treated nearby. Collect aluminum tabs, donate items on their wish list, or check The website for other volunteer opportunities. [www.rmh-cnj.org](http://www.rmh-cnj.org) (for Central and Northern New Jersey) and [www.rmhsnj.org](http://www.rmhsnj.org) (for Southern New Jersey)

**COMMUNICATIONS**

rothstein@njsfwc.org

Shelley Rothstein

QR codes are a valuable tool for club women in marketing and public relations. QR codes are everywhere! You see them on television, the internet, marketing materials at the grocery store and even at restaurants to access the menu. What is QR code? It is an abbreviation for Quick Response code. These codes are two-dimensional images that you can scan with your smartphone camera. The code contains information, usually a site address, and once you scan it, the code connects you with a resource on the web. They are a great way to direct individuals to your website, database, or document.

There are many QR code generators available as online tools that are free. Google Chrome is an excellent tool to create QR code. Simply go to a website or document within Chrome, click on the 3 dots in the top right-hand corner, go to Cast Save Share, select Create a QR code, and copy or download it. Canva also has a feature that will generate a code for you to use within the flyers that you create on their website.

Once you have a QR code that links to a website or document, you can print it and place it on various materials, like social media posts, flyers, signage, and more. Consider using them on your club's website, social media platforms, and event advertising. It is a quick and efficient way to direct individuals to specific information on your upcoming fundraiser or community event.

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**CREDENTIALS AND REGISTRATION**

thompsn@njsfwc.org

Carole Thompson

**REGISTERING FOR THE 131<sup>ST</sup> NJSFWC CONVENTION – May 5 – 7, 2025**

On Saturday, February 8, 2025, the CALL TO THE 131st ANNUAL CONVENTION will be prepared for mailing to the President of each General Club, State Organization, and Affiliate Club, and to each Member-At-Large, State Board Member and Past State President, by the Credentials and Registration Committee. Each envelope will include a copy of the "Official CALL". The envelope will include the following:

- Registration and Meals Form listing all registration fees and meal costs.
- Hotel Reservation Information Sheet and directions to the hotel
- Voting Registration Form
- Checklist to aid the presidents in completing the proper club registrations.
- Other necessary information.

**Reminder to Club Presidents:** Please immediately check the contents of the envelope containing the CALL to be sure you have all the necessary forms. If you have any questions concerning the contents, contact either this Chairman or NJSFWC Headquarters. Do not wait until Convention in May. Any errors or omissions must be resolved before the deadline for Registration and Meal Reservations by April 5, 2025.

**Delegates and Alternates:** The number of Convention Delegates and Alternates to which your club is entitled is designated in the NJSFWC BYLAWS – ARTICLE XI, SECTION 11.2 and is stated on the Voting Registration Sheet. When completing this form, be sure to list the names of both Delegates and Alternates. **No on-site registration for Delegates and Alternates will be available at Convention.** Should it be necessary for an Alternate to serve as a Delegate, this change can only be made by the Credentials and Registration Chairman at the Convention Registration Desk.

The EMD Chairmen will NOT receive the CALL to Convention. If your club has an EMD, it is the club's responsibility to share the information in the CALL with your EMD and provide the Department an opportunity to be included in your voting delegation since the EMD membership is included in the total membership of your club. Representation is based on membership as recorded in the State Yearbook. All of your Delegates and Alternates, including any EMD members, MUST be listed on the Voting Registration Form and their Delegate/Alternate fees MUST be included with your Advance Registration and Meals Form. A check from the EMD will be accepted but must accompany the club's Registration and Meals Form.

**IMPORTANT:** The President and Recording Secretary of the club must sign the Voting Registration Form.

**CREDENTIALS AND REGISTRATION (continued)**

**No Delegate or Alternate shall be registered to represent more than one Club or State Organization.** Therefore, if a member of your club serves on the State Board of Directors, she is considered a Delegate from the Board of Directors and may not represent your club. She will handle her own registration through the State Board. If one of your members is registered as a Delegate or Alternate from another club, such as Past Presidents Club, she cannot represent your club. However, if she wishes to sit with her General Club for meals, her registration fee should be recorded and paid under the Past President's Club, but her meals should be recorded and paid under her General Club. In these circumstances, a note should be attached to the club's Advance Registration Sheet to alert the Chairman.

The **registration** fee for Delegates, Alternates, Members, Visitors, and Non-Members is \$45 if postmarked by April 5, 2025. Registrations **POSTMARKED AFTER APRIL 5<sup>th</sup>** and no later than April 12<sup>th</sup> will be \$55 each (\$45 and \$10 late fee). The Daily Registration Fee of \$25 (\$30 if postmarked after April 5<sup>th</sup> and no later than April 12<sup>th</sup>) is available for members or visitors who can only attend for one day.

All Registration Fees and Meal Reservations should be paid with one club check payable to **NJSFWC Annual Convention** earmarked **Credentials and Registration**. This form should be completed with all fees for registration and cost of meals. Remember to include the District, Name of Club, and name and telephone number of respondent. The Advance Registration Form should be returned to the Credentials and Registration Chairman with a copy retained for your club records. If any changes to the banquet meals are necessary due to health or dietary restrictions, a note detailing the necessary changes should be attached to the Advance Registration Form. **No meal changes will be accepted at Convention.** Any changes must be made no later than April 12, 2025. **Absolutely no reservations will be accepted after April 12, 2025.** Early Registrations are encouraged.

Please read all instructions carefully and comply with the deadlines. If you have any questions, please do not hesitate to contact this Chairman at [thompson@njsfwc.org](mailto:thompson@njsfwc.org) or (609) 468-4039.

**GFWC SIGNATURE PROJECT:** [hill@njsfwc.org](mailto:hill@njsfwc.org)  
**DOMESTIC & SEXUAL VIOLENCE AWARENESS AND PREVENTION**

**Claire Hill**

During the cold weather, contact the local Battered Women's Shelters to donate warm clothes, sweaters, coats, socks, pajamas. Consider donations for the children in the shelters also. The children also enjoy a warm blanket or fleece throw. Valentine's Day is coming, and your club can send cards for children to share with school friends. There are many types of cards available in stores. Contact the Shelter to see if there is a need.

Check with the local police department to see if they are collecting used cell phones. The phones can be rewired to automatically dial 911 and will be given to women in danger of domestic violence. Information can be gotten from the local police or "Call to Protect" Organization 202-736-3200 or [www.wirelessfoundation.org](http://www.wirelessfoundation.org).

Senior Centers and nursing homes may be in need of robes, pajamas, socks, lap robes sweatpants and shirts for residents who have little or no family members or friends visiting them during the holidays. Always call first to be sure there is a need.

**GIRLS' CAREER INSTITUTE**

[lund@njsfwc.org](mailto:lund@njsfwc.org)

**Ellen Lund**

As this Director continues to prepare for GCI 2025, let's review a few things. All money for Delegates is due by January 31<sup>st</sup>. All the Clubs were excellent in complying with this request last year, so THANK YOU.

Each Club may send as many delegates as they wish, but please only select ONE alternate. The reason for this is so not to have to disappoint so many girls if they are not later selected to be a delegate.

Now in January we will begin to line up guest speakers for our delegates. If anyone has a suggestion for a speaker or if you yourself would like to be a speaker, please contact me asap.

## GIRLS' CAREER INSTITUTE (continued)

All the paperwork is online on the [NJSFWC.org](http://NJSFWC.org) website under Materials and then under Girls Career Institute. The first listing is the online application that all the girls must complete. Other forms can be used by the Clubs and/or school personnel. Feel free to give this Director's information to any club member or school personnel if they have any questions about GCI.

All delegates and alternates MUST attend an Orientation meeting in order to attend GCI. All Orientations will be in April. A list of them and their location where they will be held is also on the [NJSFWC.org](http://NJSFWC.org) website. This is MANDATORY for several reasons. At each Orientation the girls will choose what workshops they would like to attend. They will also fill out an important questionnaire. A lot of important information is given to the girls and their parent(s), along with an informative handout.

All wish list items may be brought to each Orientation to be collected by me. Items may be dropped off at Headquarters but NOT until the end of May.

Please feel free to contact this Director with any questions or concerns, Everything you do to make GCI a fabulous success is appreciated.

Ellen Lund, Call or Text 973-979-4077 or email me at [lund@njsfwc.org](mailto:lund@njsfwc.org) If this Director does not answer your call right away, please leave a message and your call will be returned.

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## HEADQUARTERS

[fowler@njsfwc.org](mailto:fowler@njsfwc.org)

**Adrienne Fowler**

Most of us have at one time or other sung the "Auld Lang Syne" song. In the version by James Watson in 1711 the first stanza states "Should Old Acquaintance be forgot, and never thought upon". The song is about whether "old friendships" should be forgotten or not. I bring this up because Our Headquarters is our "old friend" and we should not forget her.

We are all sisters and in regard to NJSFWC you have all been true sisters in every sense of the word. You have rallied when one of us got hurt. You have been there when introduced to a cause that needed help both financially and with a physical presence.

This Headquarters Chairman wishes that you continue to enjoy life, be happy, be healthy and be there for our Headquarters. Join us in our fundraisers to maintain this wonderful building, send in donations dedicated to the maintenance of our Headquarters and support us in the 1894 Society.

Remember this is your Headquarters, it is a representation of who we are. Please also know that each club is allowed to use the Headquarters once per year for meetings or a non-fundraiser event. If interested call the Headquarters Office (732-249-5474) and arrange a date.

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## HISTORIAN

[quilici@njsfwc.org](mailto:quilici@njsfwc.org)

**Randi Quilici**

As members look back at 2024, the fun times come to mind along with club accomplishments. Report Writing is your time to brag. This Historian encourages you to send a Club History report with a few sentences describing your project. Your words and descriptions can showcase the personality and flavor of your club.

Share your success stories as it could be selected as a top ten.

Did you add a historical section in your monthly newsletter or at board meetings? Did you hand out pamphlets for your club while selling 50/50s? Did someone present historical facts about your club at an event? Did your club take a day trip to any of the historical sites in NJ? Did your club organize a trip to GFWC in Washington, DC, or did your club write an article from GFWC Women's History and Resource Center? Should I dare ask if members dressed up for Halloween as women from GFWC or NJSFWC from the 1800s? Did you digitize club records and organize a History Committee? Did your club celebrate the history of the 130th Anniversary of NJSFWC? How many 50-year members in your club sent this

## HISTORIAN (continued)

Historian an email as to why they stayed in the Federation for 50 years and what they love about being a member of the Federation?

All this can be included in your report. It's your club's history and accomplishments.

Reports have a postmark deadline of February 1, 2025. It will take 15 minutes to promote your club and write 4 sentences about any of the above suggestions or additional projects. This Historian wants to hear from you. Report Writing forms can be found on the website at [njsfwc.org](https://njsfwc.org) under the Material tab or at <https://gbr3a0.p3cdn1.secureserver.net/wp-content/uploads/2024/10/2024-Report-Form-Womens-History.pdf>.

## HONORS

[hunterton@njsfwc.org](mailto:hunterton@njsfwc.org)

**Kathleen Hunterton**

It's the hope of this Chairman that each Club President and her members are in search of their next Honor Roll recipient. Please see the attached "Honor Roll Form", in this ALMANAC, to send to NJSFWC Headquarters.

Also keep in mind that if a former Honor Roll Recipient has gone above and beyond, she is eligible to be enrolled into the "Order of the Lily".

This is a wonderful way to show your clubs appreciation to it's hard working and faithful members.

## LEGISLATION/RESOLUTIONS

[wisner@njsfwc.org](mailto:wisner@njsfwc.org)

**Jacqueline Wisner**

Many of you have posed similar questions related to the alerts from the Legislation Action Center, (LAC), so let's start the new year with a condensed list of questions and answers. Of course, if your questions are not covered in the following list, don't hesitate to contact this Chairman at [jacqueline@jwisner.com](mailto:jacqueline@jwisner.com) or text to (201) 452-4503.

- **Can a member who is registered for LAC alerts tailor the alert?**

A- It is important for GFWC and its members to communicate with elected officials with a consistent and timely message, so the text of the alert cannot be altered.

- **If a member is registered in the LAC, is she required to take action on legislative alerts?**

A- As a member of GFWC, you have an important role in civic engagement. Our legislative alerts are based upon GFWC resolutions adopted during each annual convention. If a member personally disagrees with the position of GFWC, she does not have to act on the legislative alert.

- **We may potentially turn off some members with the LAC. How do we resolve that?**

A- Remember to inform members that GFWC has a long history of legislative action on bipartisan issues, including the passage and continued funding of the Violence Against Women Act, among others. Reassure your club members that they may choose to only respond to the Legislative Alerts that they support. If they choose not to support the request, the emailed alert can simply be deleted.

- **What if a member doesn't agree with the GFWC Resolution?**

A- That member is not required to take any action on the legislative alert.

- **How should clubs use GFWC Resolutions?**

A- GFWC Resolutions should routinely be used by members to educate and advocate for an issue at the federal, state and local levels. If no GFWC Resolution covers a state specific issue, the State Federation should draft and adopt a resolution for action.

- **May states adopt State Resolutions?**

A- Yes, many states create unique Resolutions and are encouraged to do so. Remember to review pertinent State Bylaws, and once adopted by the delegates to your State Convention, your state chairman will forward the Resolution(s) to the GFWC Resolutions Chairman. All proposed resolutions must be submitted to the GFWC Resolutions Committee Chairman by November 1 of the year preceding the GFWC Annual Convention at which the resolution will be considered (e.g., resolutions to be considered at the 2025 GFWC Annual Convention must be submitted no later than November 1, 2024). Keep in mind that no state may take a position or pass a resolution that conflicts with a GFWC resolution (current Resolutions may be found in the GFWC Digital Library).

- **Can a virtual club focus exclusively on Legislation and Public Policy?**

A-Yes. What a great way to create visibility for that club!

And if you haven't already, go today and sign up for the Legislation Action Center on the GFWC website. Don't miss out on this awesome resource that keeps you informed and updated on the status of current legislative issues.

**SPECIAL STATE PROJECT****shoemaker@njsfwc.org****April Shoemaker**

At the State Conference held on October 20<sup>th</sup> our request for small objects, such as crayons, pencils, bound books and hand-size stuffed animals was successful and truly appreciated.

All the items were given to the New Jersey Children's Alliance for children in all areas of New Jersey. The Alliance representatives needed three cars to transport all of our donations.

This Chairman is pleased to announce that 27 clubs contributed to this project and she is proud of the support given to children throughout our communities.

For the next few months, this Chairman would like to stress the importance of supplying the New Jersey Children's Alliance with Lyft and Uber gift cards. These cards are invaluable for the purpose of children who need to attend various physicians and therapists throughout their journey in rebuilding their lives. Please consider donating these cards to the Children's Alliance through this chairman. They can be collecting and brought to Headquarters throughout the club year and this Chairman will pick them up and give them directly to the Alliance. We are asking that these cards be distributed throughout the various counties. Please put them in a sealed envelope and write your club's name on the outside of the envelope and the county(ies) in which you would like them distributed.

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**WEBMASTER****webmaster@njsfwc.org****Denise Hosier****Collecting Money Online**

For those of you who don't already have a means of raising funds online via credit card or PayPal, here are a couple of options.

**PayPal:** PayPal is the best and safest means of collecting donations or payments for tickets or events. It's an established, trusted, and widespread business, and it's quite easy to set up an account. The main disadvantage is the fees charged, about 2% plus a per-transaction fee for nonprofits (more for other businesses). Just go to paypal.com and click on "Business" to begin setting up an account.

**Zeffy:** Zeffy ([www.zeffy.com](http://www.zeffy.com)) is a completely fee-free way of collecting donations or payments. There are no service charges at all, even for credit card payments. The main problem is that Zeffy automatically adds a 15% "donation" for itself at checkout. If you are not paying attention, you will give this 15% to Zeffy on top of your ticket price or donation. You can click on the amount and change it to zero if you are warned to do that. So when you request donations through Zeffy, you should make sure your donors know about that checkout "donation," and that it goes to Zeffy, not to your organization. Otherwise, Zeffy works well and is a useful tool for collecting online without service charges.

**Is it really free?** There are many other fundraising platforms out there, and they all claim to be "free." But if you look further into them, you usually find there are standard credit card fees of anywhere from 2% to 5%. If your club is using other tools for accepting donations or selling tickets, please email the information to [webmaster@njsfwc.org](mailto:webmaster@njsfwc.org).

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**PARLIAMENTARY CONSULTANT TO CLUBS****Patricia Dahl, Interim****AN OUT-OF-CONTROL TREASURER?**

It seems that the Treasurer of this club does not believe that club minutes should contain any mention of finances. What? Unfortunately, the club has experienced decades of financial irregularities. Many members have requested to have the Treasurer provide a statement of the balance on hand each month and said balance to be recorded in the minutes.

**PROBLEM:** The club's bylaws do not address a Treasurer's report. The club does not use any book on meeting procedure. What can be done by the secretary so that the minutes reflect the organization's financial status? Are monthly financial statements adopted?



**PARLIAMENTARY CONSULTANT TO CLUBS (continued)**

- If the bylaws define the duties of the Treasurer and don't allow for the group to require additional duties, then the Treasurer does not have to give a monthly report unless required by bylaws.
- It can be recommended that the bylaws be amended to include a full description of the Treasurer's duties and responsibilities.
- Considering past alleged financial irregularities, a special rule of order can be adopted by the membership mandating the Treasurer to include a report at each meeting until the bylaws are amended to include this requirement.
- The motion to have the Treasurer provide a statement of the balance on hand each month and said balance is to be recorded in the minutes must be made by a member, seconded by another member, and finally voted upon by the membership.
- Financial reports should not be adopted unless sufficiently important, such as an annual report to be referred to auditors – in this case, it would be the auditor's report that would be adopted.
- At each club meeting, the chair may ask for a Treasurer's Report which may consist simply of a verbal statement of the cash balance on hand – or of said balance less outstanding obligations. Such a report requires no action by the assembly.

PROPER APPLICATION OF PARLIAMENTARY PRINCIPLES CAN ADDRESS AND SOLVE ALL CLUB PROBLEMS!!!