



Zonta International District 4 Board and Committee Chairs  
Weekend Training Retreat

September 14-16, 2018 at Center of Renewal Retreat  
and Conference Center in Stella Niagara, NY USA

MINUTES - Saturday, September 15, 2018

Governor Bonnie Clesse welcomed those members joining the group today, and read Greetings from our Zonta International (ZI) Liaison, Judy Gorton.

Lt. Governor Janice Durmis spoke on MEMBERSHIP. Her message included:

- the need to always be recruiting new members, and to take care of the members we have
- the need to have communities involved with the Centennial
- the need to reach out and form Z Clubs and Golden Z Clubs
- the need, for retention purposes, to know why women joined
- the need to allow members a chance to voice their opinion
- the need to engage members and to understand that communication is vital
- the need to have a compromise between the local and global members

There is an "Individual" category, which is a pilot program for this year. It is for women who want to be a part of Zonta, but cannot be as involved. There is a membership tool kit on the ZI website. At Convention 2020, it will be voted whether to continue this project.

Past Governor Kathleen Douglass spoke on LEADERSHIP. Her message, along with the reminder that the Leadership Committee is here to help, included:

- the need to develop a curriculum to use the E-Learning that is available, with modules 10-12 minutes long
- the need to go to ZI website, click on E-Learning and view the 6 topics in the Leadership program
- the need for Area Directors to encourage Clubs to use this site because many questions are answered here
- the need to encourage members to go to "Dashboard" and check things out - a goal this year

Past Governor Lee Fogarty mentioned that USA Caucus is also on "Dashboard". Connie Deckert suggested gearing the modules to specific committees to help those who are Chairs.

Judy Powers and Sheena Poole spoke on SERVICE. Their message included:

- the need to "toot our own horns" about our amazing projects
- the need to check "Criteria for Clubs and Districts" on how to choose a project
- the need to check out the website for the Service Goals
- the need to check the website for the Centennial Anniversary Grant application

A request was made to put the birthing kit materials and sources on the website, and then update as needed.

Judy Powers spoke on BYLAWS. She mentioned which passed, which failed to pass, and which resolutions passed. These BYLAWS passed:

- Classification - Members need to go to "MY ZONTA" and update their classification.
- Termination of a Club - ZI can also now do this.
- Young Professional - ZI dues are 50% for members under 30.



Governor Bonnie led a discussion on Workshops and Table Topics, as ideas are needed for the Spring Workshops. Ideas included:

- hands on learning about “Dashboard” and how to use it
- workshop on Klausman recipient and why . . .
- Invite Clubs to highlight one member of the Club and tell what they do for Zonta in their community.
- have topics ahead of time and get the information out
- marketing in the flyer - “What’s in it for me?” eg. testimonials
- highlight the Service projects of a few Clubs

- find ways to reach out/market to young people
- for Table Topics - best practices to stimulate discussion
- interactive is very important
- press release - keynote speaker
- breakout sessions - person mediating needs to be excited and in control
- everyone who speaks needs to be an excited Zontian; perhaps a break on the cost from Club of which that person is a member
- put a little competition into it to encourage ALL Clubs to be involved
- devote a morning or afternoon to social media, or do it as a webinar for the more advanced

Past Governor Lee Fogarty, Julie Brown, Connie Deckert, and Kyle Patterson spoke on ADVOCACY.

Their message included:

- the need to get cities on board the “Cities for CEDAW” (gender equality) - Pittsburgh has already done this.
- the need to see to the passage of ERA (Zonta USA Caucus) - Lee will send a letter to all the Clubs explaining the process.
- the need to celebrate “National Gender Equality” week in Canada (Sept. 23-29)
- the need to check out the Roles of Advocacy and Service on the Website
- the need to reach out to Indigenous peoples and support them

Governor Bonnie reviewed ZI Goals and District 4 Goals.

- We need to align District 4 Goals with ZI Goals as much as possible
- We are hoping to welcome 200 new members this biennium, so we need to look at our Club before we invite women to join, and make sure it is welcoming and involved.
- We need to keep in touch with members who have left. They might rejoin.
- The Centennial is a “once in a lifetime” chance to get publicity and bring Zonta to the fore.  
Suggestions include:
  - - - PUBLICIZE - through Facebook and other social media, letters to the editor, ads, billboards
  - - - Wear tee-shirts and Zonta pins elsewhere, place used Zonta magazines in office waiting rooms (if possible)
  - - - go to other groups’ events and talk about Zonta
  - - - We need more collaboration between Clubs.

The Saturday afternoon AGENDA began with Governor Bonnie thanking our 2 photographers, Sandra Cronk and Vivian Cody.

Past Governor Lori Robinson introduced Jill Colburn and Nancy McCulloch, and spoke on NOMINATING. Their message includes:

- the need to have a “roadshow” presentation at AD meeting and Club meetings where they review the roles of Governor, Lt. Governor (Governor-in-training), and Area Directors
- the need to look at the role of Vice Area Directors
- the need to have Area Directors assist in choosing their successors
- the need to talk to those who have had a particular job to find out about it
- the need to know that Nominations forms go to the Clubs in November



Sandra Cronk, Kat Bunyan McClendon, and Sheena Poole spoke on COMMUNICATIONS. Their message includes:

- the need to understand that communication is important because it builds and maintains relationships, fosters innovation, and contributes to the growth of an organization
- the need to get members involved in social media
- the need to know that the D4 website uses generic email addresses
- the need to know that it is good for Clubs to have a generic email address that someone monitors
- the need to check to be sure all members of a Club are getting the ZI Newsletter monthly

Sheena Poole reported on, and the members viewed, the new D4 website. She reviewed various topics within the website, and said that she needs content. This content is coming from us and needs to be ready for public viewing. Sheena needs Board approval before the the website can be up and running.

Nancy Zilvytis spoke on Z and GOLDEN Z Clubs and reviewed the work that has been done. Her message includes:

- the need for ZI to invest in younger generations
- the need to have a list of Z and Golden Z Clubs to post on the D4 website
- the need to know the 10 steps to starting a Golden Z Club

Mary Yunker and Past Governor Vivian Cody reported on the HISTORIAN/CENTENNIAL committee. Their message includes:

- the need for Clubs to know to include Centennial information and history at Club meetings
- the need to know that the ZI emblem combines 5 different symbols
- the need to know that the 2020 Convention Celebration will be held in Chicago July 4-8
- the need to know that there will be a book - 300 pages so far

Past Governor Lori Robinson and Kathy Smith spoke about their work as FOUNDATION AMBASSADORS. Their message includes:

- the need to know that over \$200,000 was raised for the Foundation at the Convention
- the need to know that \$2 million will be spent on the project to end child marriage
- the need to know that all the money that goes to the ZI Foundation (established in 1984) comes from the donations of Zontians and non-Zontians
- the need to know that the Ambassadors are very willing to visit Clubs
- the need to know the projects being supported, and that the fundraising goal is \$5 million, which is a decrease of \$376,000

Donna Ketchum-Colletta spoke about the AMELIA EARHART committee. Her message includes:

- the need to know that our ZI President is an Amelia Earhart fellow, and that this is the 80th anniversary of this fellowship
- the need to understand that the cruises Donna arranges support the Amelia Earhart goals, and that the goal this time is to raise \$10,000
- the need to have \$100 - \$150 baskets for the silent auction at the D4 Conference, as well as some smaller items for "ticket drop-in" raffle



Governor Bonnie explained about the Traveling Flag. This flag will have the 100 years logo, say District 4, and will be surrounded by white. The President of each Club will write her name and the name of her Club on the perimeter of white part. The Club will have a celebration (large or small) when the flag appears. At the end, perhaps the flag could be displayed at ZI Headquarters.

Suggestions for the Traveling Flag:

- - - Have pictures taken of the flag “hand-off”.
- - - Each Club could write a story about their experience.
- - - Get a calendar to schedule this out so each Club can plan their activity.
- - - Invite local politicians and encourage the local Town to issue a Proclamation.

Governor Bonnie will send the Centennial ideas to have them put on the D4 website.

Past Governor Kathleen Douglass installed Jill Colburn onto the Nominating Committee.

Respectfully submitted,  
Marianne Chimento  
Secretary, District 4



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MINUTES of the BOARD and COMMITTEE CHAIRS MEETING -  
Sunday, September 16, 2018

Governor Bonnie Clesse called the meeting to order and welcomed those attending.

Attendance was taken by Secretary Marianne Chiumento.

Minutes of the last meeting of the previous Biennium Board had been approved by that Board.

The Agenda was reviewed and "Nominating Committee Report" was added.

Treasurer's Report: deleted because the Treasurer was absent.

MOTION: The Board approved the Proposed Travelling Flag as our District-Wide Centennial Project.

Motion made by Diane Balaban and seconded by Nita McCown

Motion carried with 7 Yeas, 0 Nays, 0 Abstentions

MOTION: The D4 Communications Committee's proposed website proceed with development and be released when this website has sufficient content to be made public.

Motion made by Ann Marie West and seconded by Gina Orsini

Motion carried with 7 Yeas, 0 Nays, 0 Abstentions

Sheena's target date is the end of October, and so she needs input from each Committee, with content due by mid October.

COMMITTEE GOALS for 2018 - 2020 are on separate sheets and submitted to the D4 website.

ADVOCACY: Past Governor Lee Fogarty spoke about a vote coming on September 30, 2018. The Violence Against Women Act needs to be reauthorized, and it is in danger of not happening. A template of a letter is coming and it needs to be responded to immediately. Lee's emails will always indicate "Zonta USA Caucus".

Comments from Committee Members:

AMBASSADORS: Past Governor Lori encouraged members to go online and individually donate to the Foundation. It is very quick.

Past Governor Vivian, as Marian de Forest, will travel to other Clubs when invited. A book is being prepared, and so is a video. The Buffalo Club has contributed money to get the video started, and the hope is that individual members will contribute also.

#### AREA DIRECTORS GOALS AND UPDATES

Area 1 - Julie Brown for AD Brenda Graham - Five Clubs in Southern Ontario are very excited about the Travelling Flag project. All Clubs are focusing on membership, and sharing within the Area by promoting each other's events and encouraging members to support D4. Goals will be created after the D4 Retreat and the AD goals are established.



Area 2 - Nita McCown and Kary Grant will encourage Clubs to work on birthing kits, ensure their service projects are aligned with ZI goals, and develop an Area 2 Newsletter.

Area 3 - Jenny Johnston is working on a new Club to host the Area 3 Workshop. She has 3 Canadian Clubs and 4 US Clubs. Fort Erie will disband in 2020. The Clubs are working on birthing kits, making sure service projects align with ZI, and the Peace Bridge for the 16 Days.

Area 4 - Gina Orsini is having a Presidents' Meeting on October 20th. She will set up Facebook communication for the Area and report back.

Area 5 - Diane Balaban reported that Presidents were given notebooks containing important information. She reported on various Clubs with upcoming dates and events. Clubs will be working on birthing kits.

Area 6 - Ann Marie West reported that she will be in Pittsburgh on October 12 and 13. She will send letters of introduction to the Club presidents.

Ann Marie West spoke for all Area Directors on the plans they have to work together. They plan to:

- - - support the goals of all Committees
- - - bring in 100 new members in the Biennium
- - - make sure service projects are aligned with ZI
- - - collaborate to have each Area make 2019 birthing kits in the biennium
- - - work on PR about Zonta - with enthusiasm
- - - work on "Zonta Without Borders" campaign to celebrate, uplift, and empower each other
- - - go to other Clubs' events, supporting relationships
- - - participate in 1 e-club meeting

Governor Bonnie thanked everyone for attending this Retreat and Board Meeting. She appreciates all the hard work from everyone, including coming together and going a step beyond. Safe travels to all.

At 11:35 AM the Weekend Retreat was adjourned.

Respectfully submitted,  
Marianne Chiumento  
Secretary, District 4



