



S O R O P T I M I S T

Best for Women

Northeastern Region

Improving the lives of women and girls

CALL TO CONFERENCE

Soroptimist of Northeastern Region 39th Annual Conference

Saturday, April 2, 2011

Hilton Garden Inn Providence Airport/Warwick
Warwick, Rhode Island

*Northeastern Region 1976- 2011
"A New Day"*

Sara Nichols, Governor

Letter from the Governor

Dear Soroptimist Members, Friends & Guests:

WELCOME to the 39th Northeastern Region annual Spring Conference. It is truly a “New Day” with new ideas and energy awaiting our horizon. We look forward to many new opportunities to inspire and empower women and girls around the world to live their dream and **YOU are the key to the success of our Soroptimist mission.**

Please accept this invitation to join us in celebration on Saturday April 2, 2011. This will be a day dedicated to **THANKING YOU, INSPIRING YOU, SUPPORTING YOU and HAVING FUN TOGETHER.**

I am thrilled to begin our “New Day” conference celebration with our Official Visitor, **SIA President- Elect, Patricia (Pat) Donohue** in the morning session. She will not only give us an update from our Federation but will also share the vision of Soroptimist International of the Americas in her presentation “Embracing Change.”

The rest of the business session will include: (1) voting on the region strategic plan and the 2011-2012 annual budget, (2) building consensus on region-level projects in club-building and retention, fundraising for local and international projects, and public awareness; and (3) learning from each other through club highlights and “speed networking”.

The day would not be complete without celebrating the wonderful accomplishments of clubs, members, and the winners of the Region-level Soroptimist Women’s Opportunity Award, Violet Richardson Award, and Ruby Award. We welcome guests, potential Soroptimist members and others join us at the luncheon to share in the celebration.

A dinner social event will take place Friday night in Downtown Providence for anyone wishing to arrive early. A Soroptimist “Marketplace” will be available for any member or club to promote their items or services during breaks. And a special raffle drawing for a **FREE** Soroptimist International Convention registration will take place onsite!

Our Region has done amazing work through the years, and will continue in the future. I look forward to seeing all of you.

Best to you!

Governor Sara Nichols

Official Call to Conference Logistics

- DATE: Saturday, April 2, 2011
- LOCATION: Hilton Garden Inn Providence Airport/Warwick
1 Thurber Street, Warwick, Rhode Island 02886
Telephone: 401-734-9600; Fax: 401-734-9700
- REGISTRATION: Regular Member - \$45
First Time Attendee - \$25
- DELEGATES: THREE (3) delegates required per club
(*see below for FAQ about delegates)
- LODGING: Room rates run \$99 plus tax. Anyone interested in staying Friday night may contact reservations by phone
Reference: "Soroptimist International of the Americas Room Block" for special rate.
- MEAL PACKAGE: \$45 for the day - *Includes breakfast, lunch, and coffee breaks*
(*\$35 luncheon tickets for guests, see registration form*)
- AGENDA SUMMARY: 7:30 AM – Registration & Breakfast
9:00 AM – Opening Ceremony
12:00 PM – Luncheon Awards Celebration
2:30 PM – Business Meeting Resumes
5:00 PM – Meeting Adjourn
- RECOGNITIONS: First Time Attendees
Memorial Tribute
(*See registration form to indicate recognitions*)
- DEADLINES: Register Online or Mail
All conference forms due by **March 25th**
MAIL ALL MATERIALS TO KATHIE LANG
21 Susan Lane, Meriden, CT 06450
Email: note4kathiel@aol.com; Phone: (203) 235-1998

Directions

<http://hiltongardeninn.hilton.com/en/gi/hotels/index.jhtml?ctyhocn=PVDGIGI>

From I-95: Take Exit 13 to Theodore Francis Green Airport.
Proceed on Airport Connector Rd. to Jefferson Blvd. Exit.
Turn left at end of ramp onto Jefferson Blvd.
Proceed 1/4 mile and hotel is located on left, corner of Jefferson & Thurber.

Hotel Parking – Complimentary, self park

Menus

Breakfast: continental with sliced fruit, yogurt, pastries, bagels, Starbucks coffee and tea.

Lunch: Chicken Marsala, mixed vegetables with penne pasta, garlic bread, salad; Apple cobbler for dessert.

Coffee/Tea Break in afternoon.

Soroptimist Market Place

Clubs or individuals wishing to sell goods or services, must contact Joan Merritt by March 25th to guarantee space to display. Joan can be reached at (860) 642-1977 or Email – joanmerritt@charter.net.

Agenda – Tentative

Friday, April 1, 2011

- 4:00-5:00 PM Pre-Conference Board Meeting
- 6:00 PM Social – Pay-your-own dinner, Downtown Providence
(RSVP to Terry Moretti, terrym46@hotmail.com; (401) 232-3115)

Saturday, April 2, 2011

- 7:30-8:45 Registration
- 7:30-8:45 AM Buffet Breakfast
- 9:00-10:00 AM Opening Ceremonies
- Pledge of Allegiance
 - Welcome and Introductions- Governor Sara Nichols
 - Appointment of Tellers
 - Credentials Report
 - Reading of Standing Rules
 - Adoption of the Official Program
 - Official Correspondence
 - Recognition of First Time Attendees
 - Memorial Tribute
 - Membership Report, Terry Moretti, Region Chair
 - Fundraising Report, Bernice Szafarek, Region Chair
 - Program Report, Diane Higgins, Region Chair
 - Financial Report, Kathie Lang, Region Treasurer
- 10:00 – 10:45 Official Visitor
- SIA President-Elect Patricia (Pat) Donohue
“Embracing Change”
- 10:45 - 11:00 Break
- 11:00 – 11:45 Business Session
- VOTE: Strategic Plan
 - VOTE: 2011-2012 Budget
 - Open Forum: Region-level Project Ideas
 - Launching New Charter Clubs
 - Re-Energizing Current Chartered Clubs

- 12:00 -2:30 PM Awards Luncheon
- Club Reports – Highlights
 - Women’s Opportunity Award
 - Violet Richardson Award
 - Ruby Award
- 2:45 -3:15 Business Session
- SI Convention – Montreal, July 10-14, 2011
 - Region Janet Pfeiler Grant – New Design & Deadline
 - Open Forum: Region-level Project Ideas
 - Collective Fundraising
 - Public Awareness
- 3:30 – 4:30 Speed Networking – meet up to 8 Dynamic Women!
- Share Club and/or Personal Accomplishments
- 4:45 – 5:00 PM Closing Ceremony
- Membership Awards
 - Final thoughts
 - Soroptimist Pledge
 - Adjournment

I pledge allegiance to Soroptimism and to the ideals for which it stands:

The Sincerity of Friendship

The Joy of Achievement

The Dignity of Service

The Integrity of Profession

The Love of Country

I will put forth my greatest effort to promote,
uphold and defend these ideals,
for a larger fellowship in home, in society,
in business-for Country and for God.

Speakers Bio

Federation Guest: Patricia Donohue, SIA President-elect

President-Elect Patricia (Pat) Donohue is a member of SI Watsonville, California, and a past Sierra Pacific Region Governor. Pat also served on the SIA Federation Board previously from 1991-2001. She currently serves on the Hartnell Community College Board of Trustees and served as its president from 2008 through 2010. She is also a director of the Hartnell College Foundation Board and a member of the Western Stage Theatre Council. Pat is president of “Down Pat Training”, a company specializing in local government employee training programs. Pat’s professional background includes 37 years as the Director of Parks & Community Services for the City of Watsonville.

2011 Soroptimist Awards

Violet Richardson Award

The Violet Richardson Award is a recognition program for young women ages 14-17 engaged in volunteer action within their communities or schools. The award is given to young women whose activities make the community and world a better place. Clubs submit their entry to the region-level where the region selects a woman to honor at the region conference. At the federation-level one young woman is selected to receive a donation to her favorite charitable organization.

Women’s Opportunity Award

The Women’s Opportunity Awards program was established in 1972 to assist women with primary financial responsibility for their families to obtain the skills training and education necessary to improve their employment status and standard of living for themselves and their family. Every year, more than US \$1 million in club, region, and federation funds were awarded to more than one thousand women in SIA’s 19 member countries and territories. Clubs submit their entry to the region-level where the region selects a woman to honor at the region conference. At the federation-level one woman is selected to receive a \$10,000 cash award to further her education/career aspirations.

Ruby Award

This program honors a woman who has worked to improve the lives of women and girls through her professional or volunteer work. The program begins at the local-level where clubs recognize a woman in their community. Clubs submit their entry to the region-level where the region selects a woman to honor at the region conference. At the federation-level one woman is selected to receive a \$5,000 donation to her favorite charitable organization.

DELEGATES Frequently Asked Questions:

What is a delegate?

At Soroptimist conferences and conventions, a delegate is a voting representative on behalf of her club.

Who is a delegate?

All clubs in good standing may nominate and/or elect any regular member of their club to serve as a delegate. A delegate must be a regular member who is in good standing (i.e. has paid her full annual dues in the current club year, July – June).

What does the delegate do?

Per the Northeastern Region Bylaws, Section 10: The voting body shall be the members of the region board and the accredited delegates of each attending club in good standing. Delegates must check in and be seated prior to opening of the business session. The delegates present will be reported at the opening of conference session during a Credentials Report. See Standing Rules for more instruction of voting and discussion during conference session.

Is the club required to have a delegate?

It is in the best interest for the club to have a voice at conferences and conventions. At the Regional Conference, the clubs are asked to send THREE (3) club delegates. The club is required to pay for the registration fee of all three delegates out of their club finances. ***NOTE: Payment of three (3) delegates (total of \$135) is required even if the club does not have bodies to fill the slots.***

General Attendees:

Soroptimists and guests are encouraged to attend the conference for the rich learning and networking opportunities. All attendees pay the regular fees as indicated above, however they are not allowed to vote during session.

Conference Standing Rules

1. The voting body of the Conference shall be the Northeastern Region Board, the Presidents, the duly accredited Delegates or their alternates.
2. The Official Program and the Agenda shall be the order of the day,
3. All voting delegates must be seated in a designated section of the Conference Hall promptly at the opening of each session.
4. Those Delegates not answering the Roll Call at the beginning of each session, if tardy, shall be detained by the Credential Committee until duly recognized and recorded as voting Delegates for that particular session.
5. On a discussion a member shall rise, be recognized, address the Chair, and state her name and Club clearly.
6. A voting Delegate shall take precedence over an attending member in being recognized.
7. The first Delegate to rise shall be recognized, providing she has not already spoken on the question.
8. A voting Delegate may speak twice only on the same question for two minutes at a time.
9. A Soroptimist who is not a voting Delegate may speak once only on a question, for not more than two minutes.
10. All substantive motions shall be submitted in writing to the Chair on the prescribed form.
11. A voting Delegate may not leave the Conference session when there is a motion on the floor unless given permission by the Chair.

Club Responsibilities

All clubs are asked to be active contributors to the success of the conference. NO RAFFLE BASKETS required. All fun-raising will be done onsite. If there are any questions on the tasks or responsibilities, please contact Governor Sara for assistance – swaselchuk@yahoo.com or 203-521-2411.

- **DRESS CODE:** business attire for meeting
- **CLUB CHECKLIST:**
 - Distribute the Call to Conference to all your club members.
 - Determine who your delegates will be.
 - Return the Club Registration and club payments **by March 25th**
 - Send Club Communication Form **by March 25th**
 - RSVP for Soroptimist Market Place, if applicable
 - RSVP for Friday night dinner social, if applicable
 - Reserve your Hotel Room, if applicable
 - Find out if you have club members interested in attending SI Convention
 - Encourage fun!**

Club Communication Form

Instructions: Complete for all activities completed and planned to be completed this year.
(add more pages as needed)

Club Name:

Date submitted:

Number of Activities Reported:

Event/Activity Title:

Date of Event:

Primary Purpose: MEMBERSHIP FUNDRAISING PROGRAM PUBLIC AWARENESS

Additional Areas Accomplished:

MEMBERSHIP <i>(# of prospective new members attended)</i>	FUNDRAISING <i>(raised \$X through raffle, auction, tickets, etc)</i>
PROGRAM <i>(advancing the mission of improving the lives of women and girls)</i>	PUBLIC AWARENESS <i>(announcement posted in newspaper, public flyers, radio, TV, etc)</i>

Event/Activity Title:

Date of Event:

Primary Purpose: MEMBERSHIP FUNDRAISING PROGRAM PUBLIC AWARENESS

Additional Areas Accomplished:

MEMBERSHIP <i>(# of prospective new members attended)</i>	FUNDRAISING <i>(raised \$X through raffle, auction, tickets, etc)</i>
PROGRAM <i>(advancing the mission of improving the lives of women and girls)</i>	PUBLIC AWARENESS <i>(announcement posted in newspaper, public flyers, radio, TV, etc)</i>

Memorial Tribute Form

A memorial tribute will be held on at conference in memory of members who have passed away since April 2010. Please include a brief description of the deceased member's club and personal accomplishments and return this form with all conference materials to Kathie Lang **by March 25, 2011**

Name of Deceased Member: _____

Number of Years as a Member: _____

Charter Member: _____ Yes _____ No

Description of Accomplishments/Comments:

Submitted by:

Soroptimist International of _____

Name _____ Phone: _____

Address _____

Conference Forms – Deadline: March 25, 2011

Complete Packet Checklist:

- Club Registration Form** - Clubs are asked to send in **ONE Registration form** that would include listing all DELEGATE & FIRST TIME ATTENDEES in the club who are planning to attend the Region spring conference. The club is required to pay for the registration fee of three (3) delegates. **PAYMENT FOR DELEGATES MUST BE INCLUDED IN THE PACKET.**
- First Time Attendees, Regular Attendees, and Luncheon Guests may send payment separately.
- All attendees, including the delegates, must pay for their own meals and lodging if necessary.
- Club Communication Form** – summary of Program, Membership, Events, Public Awareness for 2010-2011
- Memorial Tribute** – if applicable

- **Deadline: March 25, 2011**
- **Checks Payable: SINER Conference**
- **Mail Complete Packet (All Forms & Checks) to:**

**Kathie Lang - Treasurer,
21 Susan Lane, Meriden, CT 06450
Phone: 203-235-1998;
Email: note4kathiel@aol.com**

CLUB SUMMARY REGISTRATION FORM

CLUB NAME:			
PRESIDENT NAME:			
LIST THREE (3) CLUB DELEGATES			
(A club delegate can be any regular member in good standing. This may include the President. The club is required to pay for the delegate conference fees. Meals & lodging are not required to be covered by the club.)			
1.			
2.			
3.			
LIST ALL FIRST TIME ATTENDEES			
(Applies if she has NEVER attended a Regional Spring Conference before as a Soroptimist)			
1.		4.	
2.		5.	
3.		6.	
SUMMARY			
PERSON COMPLETING THIS PACKET:			
CONTACT TELEPHONE:			
CONTACT EMAIL:			
TOTAL AMOUNT ENCLOSED	Check all that apply:		
\$ _____	<input type="checkbox"/> Delegates (\$135 for 3 delegates) <input type="checkbox"/> Meal Package (\$45 per person) <input type="checkbox"/> Luncheon Only (\$35 per person) <input type="checkbox"/> First Time Attendee (\$25, non-delegate) <input type="checkbox"/> Regular Attendee Registration (\$45)		

INDIVIDUAL REGISTRATION FORM

CLUB NAME:	
MEMBER NAME:	
ADDRESS:	
TELEPHONE:	
EMAIL:	
TOTAL AMOUNT ENCLOSED <i>(Example: Conference Registration + Meal Package = \$90)</i> \$ _____	Check all that apply: <input type="checkbox"/> Delegate (PAID BY CLUB) <input type="checkbox"/> Regular Attendee Registration (\$45) <input type="checkbox"/> First Time Attendee (\$25, non-delegate) <input type="checkbox"/> Meal Package (\$45 per person) <input type="checkbox"/> Luncheon Only (\$35 per person)

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