THE NATIONAL ASSOCIATION OF NEGRO BUSINESS AND PROFESSIONAL WOMEN'S CLUBS, INCORPORATED

80 Years of Persistence, Determination, Resolve

New York
Moving Forward with a Purpose

80TH NATIONAL CONVENTION
JULY 20-25, 2015, NEW YORK MARRIOTT DOWNTOWN

Marie E. Castillo, National President
Diane E. Toppin, National 1st Vice President
Sherelle T. Carper, National 2nd Vice President
National President MARIE E. CASTILLO invites you to Get ready for our 80th national convention in New York

It is my privilege and honor to issue the Call to the 80th Convention of The National Association of Negro Business and Professional Women’s Clubs, Incorporated. The theme for the 2015 convention is “80 Years of Persistence, Determination, Resolve – Moving Forward with a Purpose.”

How exciting to be celebrating our 80th year, a milestone in our history. From our beginnings in 1935 to these modern times our members have continued to uphold the tenets established by Founders Effie Diton, Adelaide Hardy Fleming, Goldeana Pearle Jones-Flipping, Josephine B. Keene, Emma Odessa Young, Ollie Chinn Porter, and Bertha Perry Rhodes. You will hear a lot more about them at this year’s convention.

Governor Iris Banister and the members of the “Mighty” Northeast District are getting ready to welcome us to New York, New York [aka “The Big Apple”], a city that truly never sleeps. Our stay will take place at the New York Marriott Downtown which is near the famed South Street Seaport, Chinatown, Little Italy and Wall Street. I know that we will all have a fabulous time.

This year members will have the option of going on tours of New York City on Monday and Tuesday. There are tours available to take you to many of the famous sites in the city such as: the Statue of Liberty, Empire State Building, Harlem, Times Square and the Broadway area, just to mention a few. On Wednesday, we will officially begin the Convention with our Opening Breakfast followed by our 1st plenary session where we will have a special legacy ceremony to honor our Founders and Past National Presidents. As we continue to move forward with a purpose during the week we will take care of the Association’s business and participate in interactive, informative and fun plenary sessions and workshops. Back by popular demand is the “Sister to Sister Jazz Luncheon”; however, this year the Ombudsmen will be joining us. On Friday we will honor our dearly departed members during the memorial service and induct new Life Members at the luncheon held in their honor. On Saturday morning it’s all about our fabulous youth as they display their talents in the Oratorical and Essay competitions and the Rites of Passage ceremony. Our final plenary session will conclude with the graduation of the Class of 2014-2015 Leadership Institute where we will have the opportunity to celebrate their achievement. Saturday evening we will close our Convention with the Annual Awards Banquet. Our convention schedule has been designed to allow you to get out and enjoy the city of New York.

Your support is vital to the success of the 80th National Convention. Please read the Call to Convention page by page, as it contains important information and deadline dates. We urge you to register for the convention using the iMembers Database early. Presidents, please submit the credentials form by using the BPW i-Members Database. We ask that each club purchase a journal ad to support the Association. I am appreciative of your dedication and commitment to the success of The National Association of Negro Business and Professional Women’s Clubs, Incorporated. Your efforts keep us “Moving Forward with a Purpose” and I wish to thank you for the invaluable contributions that you make to the organization.

I am excitedly “Getting Ready for New York”; I hope you are too!

Yours in B & P Unity,

Marie E. Castillo
President/CEO
Come one; come all to the eightieth National Convention of The National Association of Negro Business and Professional Women’s Clubs, Incorporated.

**We have come home!**

The 2015 National Convention will be the convention of all times, we need every member to celebrate this momentous milestone in the history of the Association – who knew, we would still be standing strong eighty years later - our Founders knew, we would survive the test of time.

Eighty years ago, the original Founders who began this organization believed in their hearts - we would be here today moving forward with a purpose which even now still endures within our beloved organization.

New York, New York as they say it is so fabulous it requires you say the name twice, New York, New York, the city that never sleeps. “New York City has tremendous energy, excitement and diversity setting it apart from all other destinations on the planet – and that’s no overstatement”. Our eightieth National Convention will be in the city of the world at the New York Marriott Downtown Hotel located in the financial district; as business and professional women what a tribute to our Founders.

Every moment of your experience at the convention will be informative, stimulating, invigorating, purposeful and above all memorable.

The convention planning committee would like you to know; we reviewed your past convention evaluation recommendations; we, incorporated your wishes and sentiments into this year’s activities to ensure your wants and desires are reflected in every aspect of the convention, we have raised the bar.

The planning committee challenges the membership of our revered Association to make this the convention the largest convention attendance ever in the history of our organization – we know each of you want to be a part of NANBPWC, Inc. history.

The National Association of Negro Business and Professional Women’s Clubs, Incorporated will celebrate its eightieth year of persistence, determination, resolve, fortitude and shear steadfastness surpassing the odds against the test of time – “Get Ready for New York, New York”.

As Always,
**Joanne E. Braxton**
National Meeting Coordinator
CONVENTION REGISTRATION
The I-Member Database will again be used for our 2015 convention registration.

Registration Instructions:

1. Login to the I-Members Database: www.imembersdb.com
2. Enter your email address and password (usually your zip code)
3. Click on the “Calendar/Register for Meetings” tab; look for the 80th National Convention Register NEW button; on the next page click on Register NOW and make your selections by clicking on the arrow in the drop down box.
4. Once you’ve made your selections scroll to the bottom of the page and click on “Submit,” you will advance to the next page where you will be able to select your method of payment.

You have the option of paying in 4 installments with the final payment due by July 5, 2015 or you can pay online using the secure PayPal link (a small handling fee will be assessed on all credit card payments), calling in your credit card information or sending a check to the national office. All convention attendees including National Officers, Past National Presidents, and Appointees must use the on-line registration process.

Important Dates:
- The registration period ends on July 5, 2015.
- If you mail your registration it should arrive at the National Office by July 5, 2015.

If a member does not have access to a computer:
The registration form included in the call should be completed and mailed to the National Office along with a check for the total registration fee.

CREDENTIALS – ADULT and YOUTH DIVISIONS
Credentials Forms MUST be received by July 5 for delegates to be officially credentialed to vote – NO EXCEPTIONS – Presidents, please do not send in your credentials forms before July 5, 2015 unless you are sure that everyone from your club who wishes to attend the convention has registered.

Instructions for Online Completion of Credentials Form (Club Presidents or their Designees Complete form Online)
1. Login in to i-Members Database.
2. Click on the Reports tab then click on Credential Transmittal; a list of options will appear, select Credential Transmittal.
3. You will be taken to the page that says “Credential Form.” Click on the yellow tab that says “Run/View on Screen.”
4. You will then be able to enter the delegate information for your club. Be sure to list members registered for the convention in only one category.
5. Once you have completed the form, click on the yellow “Submit Credentials On-Line tab and the form will be sent along with your club’s roster.
6. You are strongly urged to use the I-Member On-Line Credentials Process; however, if you do not you must submit the credentials form in duplicate along with your Club Roster.

Mail original and one copy to NANBPWC-Credentials
1806 New Hampshire Ave. NW, Washington, DC 20009-3206

7. Photo Identification will be required onsite for the credentials process to be completed.
HOTEL RESERVATIONS AND AMENITIES

The New York Marriott Downtown Hotel is pleased to welcome the members of The National Association of Negro Business and Professional Women’s Clubs, Inc. to the site of the 80th National Convention.

You may make your hotel reservations by using the following link to the Booking Website: https://resweb.passkey.com/go/nanbpwc

Or by calling 1- 877-303-0104

- **Important** – If you make your reservation by telephone, please advise the reservation agent that you are with The National Association of Negro Business and Professional Women’s Clubs, Incorporated and provide the dates of your stay to ensure that you receive the negotiated room rates.

- The convention room rate (Standard room – King/Double) for the New York Marriott Downtown Hotel is $229.00 plus tax for a total of $266.28 tax. The rates listed are effective three days before and three days after the event dates, based on availability.

- The cut-off date for making reservations to guarantee a room at the convention group rate is by **Friday, July 3, 2015**. After this date, reservations will be accepted on room availability at the prevailing hotel rate. Cancellations must be received by the hotel at least 24 hours prior to your scheduled check-in date to avoid being charged one night’s room and tax. Check in time is 3:00 pm and check out time is 12:00 noon.

- **Parking** – The valet parking charge is $55.00 per day for standard sized vehicles and $65.00 per day for oversized vehicles.

TRANSPORTATION – Note: Costs are subject to change

- JFK International Airport is 18 miles from the hotel. Taxi: $45.00 flat rate; limo: $65.00 plus toll and tip; shuttle: $21.00 per person (Super Shuttle-makes stops at other hotels along the way).

- EWR Newark Liberty International Airport is 8 miles from the hotel. Taxi: $50.00-$75.00 depending on destination; limo: $90.00 plus toll and tip; shuttle: $21.00 per person (Super Shuttle-makes stops at other hotels along the way); Olympia Trails Bus: $25.00 round trip per person, $15.00 one way to Port Authority bus terminal on 42nd Street.

- LGA LaGuardia Airport is 12 miles from the hotel. Taxi: $35.00-$45.00 average, depending on traffic; limo:$65.00 plus toll and tip; shuttle: $20.00 per person (Super Shuttle-makes stops at other hotels along the way).

PROTOCOL – Betty J. Nixon, National Protocol Chairperson

To ensure a successful 80th National Convention, members are reminded of the following protocol:

- Present picture identification at registration to be credentialed and receive Convention materials
- Wear Convention badge during all business sessions, planned functions and activities
- Be on time for all business sessions and planned activities
- Stand when our National President is introduced or enters the room, and remain standing until she takes her seat or reaches the podium
- Be attentive during deliberations and be willing to join committees
- Present required tickets or approved document for entry to activities
- Respectfully address the chair during business sessions, wait to be recognized, then state name and club.

**Convention Attire:**

- Opening Breakfast (Wednesday): **Business – red or yellow**
- African American Heritage Day (Thursday): **African attire**
- Vocal Arts Competition (Thursday) (**dark suit/dress, if you wish, but after-five not required**
Memorial Service (Friday): **White Business attire, in respect for this reverent ceremony** [no pants/pant suits for those participating in the ceremony]

Life Members’ Luncheon (Friday): **White Business attire is mandatory** [representing the solemnity of the occasion]

Awards Banquet (Saturday): **Women—evening attire; Men—dark suit with tie**

Business Sessions Adults and Youth: **Business attire**; [Youth meetings/workshops are business attire unless an exception is authorized by the National Second Vice President].

**Courtesies:**

- Recognize service providers with an appropriate gratuity (transportation drivers, bellmen, restaurant wait staff, housekeeping staff, etc.)
- Disputes with hotel for contractual services only should be brought to the attention of Joanne E. Braxton, National Meeting Coordinator, so that it can be addressed with the appropriate hotel staff
- All meals are final. NO CHANGES IN MEAL REQUESTS will be honored after June 30th
- Demonstrate sisterly behavior.

**VOCAL ARTS – Gayle Waldon, National Vocal Arts Chair**

The 13th Annual Vocal Arts Competition for Emerging Artists will be held on Thursday, July 23, 2015, 3:30 p.m. at the New York Marriott Downtown Hotel, New York, New York. The Vocal Arts Competition for Emerging Artists is our Signature Program and is the culmination of a year-long search to find the most talented, classically trained vocal artists and award them scholarships. This afternoon of vocal talent will be one of the highlights of our 80th National Convention and Conventioneers will be able to greet the contestants at the reception following the competition. The competition is composed of winners from District Competitions and Districts should submit their contestant information to the National Chair, Gayle Waldon (g.waldon@comcast.net), by May 31, 2015.

Clubs/individuals must be financial and individuals must register for Convention to participate in competitions.

**BANNERS AND L.E.T.S./WOMEN’S HISTORY PROGRAM SHOWCASE MATERIALS**

Registration forms can be obtained from the National website [www.nanbpwc.org](http://www.nanbpwc.org) members’ only section.

The Banner Parade takes place Friday during the morning plenary. LETS and Women’s History Program Showcase go on display Wednesday morning, judging will be completed by Noon on Friday and displays should be removed by 1:30 p.m. on Saturday.

- **Adult registrations** are due to Diane E. Toppin, NFVP by May 16th for Banners and Program Showcase Materials.
- **Youth registrations** are due to Sherelle T. Carper, NSVP by June 15th.
2 April 2015

Dear Marie E. Castillo, National President/CEO

SUBJECT: Recommended Slate of Candidates

In compliance with the National By-Laws and the National Nominating Committee Guidelines the 2014-15 National Nominating Committee is submitting this report to be included in the Call to Convention. We, the Nominating Committee, duly elected have completed the review, interview, and evaluation of all nominees and are recommending the following Slate of Candidates for the 2015-2017 term of office:

<table>
<thead>
<tr>
<th>Office</th>
<th>Recommended Candidate(s)</th>
</tr>
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<tbody>
<tr>
<td>President</td>
<td>Diane E. Toppin</td>
</tr>
<tr>
<td>First Vice President</td>
<td>Sherelle T. Carper</td>
</tr>
<tr>
<td>Second Vice President</td>
<td>Dr. Lavern J. Holyfield</td>
</tr>
<tr>
<td>Recording Secretary</td>
<td>Gwendolyn Wilson-Banks</td>
</tr>
<tr>
<td>Financial Secretary</td>
<td>Karma Davis-Williams</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Lois Branch</td>
</tr>
<tr>
<td>Director of Membership</td>
<td>Gail Thames</td>
</tr>
<tr>
<td>Director of Education</td>
<td>Annice R. Lucas</td>
</tr>
<tr>
<td></td>
<td>Cheryl McKay</td>
</tr>
<tr>
<td></td>
<td>Juanita Miller</td>
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</tbody>
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This document is endorsed by all members of the 2014-15 National Nominating Committee

Sandra A. Coleman [NCD], Chairperson
Martha Works-King [SED], Secretary
Patricia J. Ackason [MAD]
Beryl Dorsett [IAD]
Faye Collins [SCD]
Ann McPhee-Moorman [SED]
Lora Louise Coleman [WD]

Barbara A. Tucker, [NCD], Vice Chairperson
Mary E. Singleton [NED], Parliamentarian
Vanessa R. Thomas [MAD]
Lonna Cook [NED]
Lessie Terry [SCD]
Cassie Cook [WD]

C: National Recording Secretary Karma Davis-Williams
   National Parliamentarian Carlethere Burwell
### 80th National Convention

#### Convention At-a-Glance – Adult Division

<table>
<thead>
<tr>
<th>Monday</th>
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<tr>
<td>July 20</td>
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<td>July 23</td>
<td>July 24</td>
<td>July 25</td>
<td>July 26</td>
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**MORNING**
- New York City Tour Option - Members will have the opportunity to tour New York City on their own
- Leadership Institute Class of 2014-2015 (all day)
- Vendor Set-up
- Opening Breakfast
- Opening Plenary
- Candidates’ Forum
- Program Showcase Opens
- Life Member and Guild Meetings
- Third Plenary Plenary Workshops: Emergency Management
- B & P History Facts and Fun
- Leadership Institute Class of 2014-2015 (all day)
- Technology Institute (all day)
- Breakout Workshops
- Polls open for Voting
- Ombudsman Golf Outing
- Memorial Service
- Fourth Plenary Program Showcase Judging Ends
- Sixth Plenary-Youth Oratorical Competition
- Essay Contest Winner
- Rites of Passage
- Seventh Plenary
- Adult Club Awards
- Leadership Institute Class of 2014-2015 Graduation

**AFTERNOON**
- Board of Directors’ Meeting
- Registration and Credentials Open
- Vendor Set-up
- Legacy Room Dedication
- Vendor Marketplace Ribbon Cutting
- Second Plenary
- First time Conventioners Meeting
- Sister and Brother Jazz Luncheon
- Vocal Arts Competition and Reception
- Life Member Luncheon
- Fifth Plenary
- Youth Awards Luncheon

**EVENING**
- Free time – Enjoy New York City
- Free time – Enjoy New York City
- District Meetings
- Free time – Take a bite out of the “Big Apple”
- Free time – Enjoy New York City
- President’s Gala- Adults and Youth
- Awards Banquet

*Note: Events may vary by day and time.*
### 80th National Convention
**Convention At-a-Glance – Youth Division**

<table>
<thead>
<tr>
<th>Monday</th>
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<tr>
<td>•No planned activities</td>
<td>•No planned activities</td>
<td>•Opening Breakfast</td>
<td>•Offsite field trip to the Financial District and Stock Exchange</td>
<td>•Youth workshop</td>
<td>•Sixth Plenary-Youth Oratorical Competition Essay Contest Winner Rites of Passage</td>
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<td><strong>AFTERNOON</strong></td>
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<tr>
<td>No planned activities</td>
<td>No planned activities</td>
<td>•Offsite activity</td>
<td>•Offsite activity</td>
<td>•Youth workshop: imaging-(female members)</td>
<td>•Youth workshop: Youth Awards Luncheon</td>
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<tr>
<td><strong>EVENING</strong></td>
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<tr>
<td>No planned activities</td>
<td>•Youth Welcome Reception Youth Scavenger Hunt</td>
<td>•Movie Night</td>
<td>•Youth hospitality</td>
<td>•President’s Gala-Youth and Adults</td>
<td>•Awards Banquet Youth activity</td>
</tr>
</tbody>
</table>

- Youth are required to attend all scheduled Youth Division events.
- Each District is responsible for having sufficient adult supervision for their youth. Adult to Youth Ratio is 1:5
- The PARENTAL/GUARDIAN CONSENT Form MUST be completed and signed for each Youth attending
- Oratorical Competition Rules and Theme, Parental/Guardian Consent, Banner Parade Registration forms: Can be obtained from our website at: [www.nanbpwc.org](http://www.nanbpwc.org); Members’ Only Section; Forms/Publications Convention Forms

National Second Vice President, Sherelle T. Carper can be reached at: 2ndvicepresident@nanbpwc.org
PROPOSED BY-LAW AMENDMENTS

AMENDMENT CHANGE FORM

PROPOSED BY-LAW CHANGES SUBMITTED BY BIENNIAL CONVENTION TASK FORCE

<table>
<thead>
<tr>
<th>Article/Section to be amended:</th>
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<tbody>
<tr>
<td>Article V. Section 1. National Convention 1-A</td>
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<table>
<thead>
<tr>
<th>Current Language as Stated in By-Laws</th>
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<tr>
<td>Section 1. National Convention</td>
</tr>
<tr>
<td>1-A General</td>
</tr>
<tr>
<td>1-A-1 The National Convention shall be held <strong>annually</strong> and shall be administered by the Association with interaction from the Districts. The sites shall be selected within the Districts on a rotation basis, in alphabetical order beginning with the North Central District (effective 2000).</td>
</tr>
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<table>
<thead>
<tr>
<th>Proposed Change:</th>
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<tbody>
<tr>
<td><strong>Delete</strong> the word “annually” and <strong>replace with “biennially”</strong>. <strong>Delete</strong> the phrase, “in alphabetical order beginning with the North Central District (effective 2000)”</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Amendment — language after changes will read:</th>
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<td>Section 1. National Convention</td>
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<tr>
<td>1-A General</td>
</tr>
<tr>
<td>1-A-1 <strong>The National Convention shall be held biennially</strong> and shall be administered by the Association with interaction from the Districts. The sites shall be selected within the Districts on a rotating basis.</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Rationale:</th>
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<tbody>
<tr>
<td>To authorize the transition to meetings held every other year at the National Convention. This represents a savings in costs to the membership.</td>
</tr>
</tbody>
</table>
**AMENDMENT CHANGE FORM**

**PROPOSED BY-LAW CHANGES SUBMITTED BY BIENNIAL CONVENTION TASK FORCE**

<table>
<thead>
<tr>
<th>Article/Section to be amended:</th>
<th>ARTICLE III – ORGANIZATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 1-A and 1-B</td>
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</tbody>
</table>

**Current Language as Stated in By-Laws:**
The Association shall be governed by its charter, these Bylaws, standing rules and such other actions as the convention, the Board of Directors and the Executive Committee may take consistent therewith.

**SECTION 1. NATIONAL**

1-A The governing body of the NANBPWC, Inc., shall be the National Convention. The National Convention, to which all districts shall be subordinate, shall be held annually.

1-B The administrative body of the Association shall be the National Board of Directors to which the Executive Committee shall be subordinate.

**Proposed Change:**
Change governance to the Board of Directors National Convention.

**Amendment – language after changes will read:**

1-A The governing body of the NANBPWC, Inc., shall be the National Board of Directors to which the Executive Committee and the districts shall be subordinate.

**Rationale:**
Association cannot wait up to 2 years to make decisions, adjustments, and enhancements to benefit, sustain, and/or maintain the Association. The elected officials should not be hampered in administering and governing the affairs of the Association waiting on a Convention to approve or ratify financial decisions.
**Article/Section to be amended:**

**ARTICLE V – NATIONAL ORGANIZATION, Powers and Duties SECTION: 1-B-3**

**Current Language as Stated in By-Laws**

1-B-3 Decide the financial program for the fiscal year.
   a. Adopt the budget.
   b. Approve contracts over $10,000.00.
   c. Set the Association dues, taxes, assessments and fees with the exception of the Convention registration fees.
   d. Ratify contracts in excess of $10,000.00, which were approved as an emergency measure by the Board of Directors.

**Proposed Change:**

DELETE 1-B-3 b and 1-B-3 d.

ADD 1-B-3A

**Amendment — language after changes will read:**

1-B-3 Decide the financial program for the fiscal year.
   a. Adopt a budget for a two (2) year period.
   b. Set the Association dues, taxes, assessments and fees with the exception of the Convention registration fees.

**Rationale:**

To function biennially, the elected officers and district representatives to the Board [Governors] must be empowered to make decisions that will benefit the Association.
### Article/Section to be amended:
ARTICLE V – NATIONAL ORGANIZATION SECTION: 2-D TERMS OF OFFICE QUALIFICATIONS, 2-D-2

### Current Language as Stated in By-Laws
2-D-2 All candidates shall have been a member in good standing for two years prior to January 1 of the election year, shall have attended at least two National Conventions, and shall possess the skills and qualifications necessary to fulfill the position being sought.

### Proposed Change:
SECTION: 2-D TERMS OF OFFICE QUALIFICATIONS
2-D-2 Delete the word “two” and replace with the word “four”.

### Amendment – language after changes will read:
SECTION: 2-D TERMS OF OFFICE QUALIFICATIONS
2-D-2 All candidates shall have been a member in good standing for four years prior to January 1 of the election year, with 2 years National Convention attendance, and must possess the skills and qualifications necessary to fulfill the position being sought.

### Rationale:
Assures that a record of participation has been established by members prior to being elected.
| **Article/Section to be amended:** | **ARTICLE V – NATIONAL ORGANIZATION**  
2-A-5 Powers and Duties of the Treasurer |

| **Current Language as Stated in By-Laws** | **TREASURER**  
The Treasurer shall:  
c. Make quarterly reports to Board of Directors and an annual report to the Convention. |

| **Proposed Change:** | **Change “Convention” to Membership. Insert the term “written” before quarterly and annually.** |

| **Amendment — language after changes will read:** | **c. Make written financial reports to the Board of Directors quarterly and the membership annually.** |

| **Rationale:** | **Requires officers to continue to prepare and make available an Annual Report to the membership. The report will now reflect a fiscal year of 12 months instead of the partial reporting year ending in April or May, which is the current practice. Additionally, it stipulates that written reports must be provided.** |
### Article/Section to be amend:
**ARTICLE V – NATIONAL ORGANIZATION**
2-A-6 Powers and Duties of the Financial Secretary

### Current Language as Stated in By-Laws
**FINANCIAL SECRETARY**
The Financial Secretary shall:

   b. Make quarterly reports to Board of Directors and an annual report to the Convention.

### Amendment – language after changes will read:  
Change “Convention” to Membership. Insert the term “written” before quarterly and annually.

### Rationale:
Requires officers to continue to prepare and make available an Annual Report to the membership. The report will now reflect a fiscal year of 12 months instead of the partial reporting year ending in April or May, which is the current practice. Additionally, it stipulates that written reports must be provided.
**Article/Section to be amended:**

Article V--- NATIONAL ORGANIZATION, Section 2-B-3 GOVERNORS

**Current Language as Stated in By-Laws**

The Governors shall serve as at-large board Members, elected within their respective Districts as Governors and the Districts’ representative to the National Board of Directors.

**Proposed Change:**

Change and insertion: *(change)* The Governors elected within their respective Districts shall serve as at-large Board Members and as their District’s representative to the National Board of Directors. *(insertion)* The International Governor, appointed by the President, shall also serve as an at-large nonvoting Board Member.

**Amendment after change will read:**

The Governors elected within their respective Districts shall serve as at-large Board Members and as their District’s representative to the National Board of Directors. The International Governor, appointed by the President, shall serve as a nonvoting member.

**Rationale:**

- Grammatical correction
- To be consistent with the past and current practice
- To clarify the distinction between voting and nonvoting governors
**AMENDMENT CHANGE FORM**
**PROPOSED BY-LAW CHANGES SUBMITTED BY BIENNIAL CONVENTION TASK FORCE**

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<tr>
<td>ARTICLE V – NATIONAL ORGANIZATION Section: 2-F Functions of the Board, 2-F-1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current Language as Stated in By-Laws</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-F-1 The Board shall:</td>
</tr>
<tr>
<td>a. Establish and implement procedures in line with policy mandated by the Convention in accordance with the goals and objectives of the Association.</td>
</tr>
<tr>
<td>b. Receive and/or act upon committee reports and shall transmit with its recommendation such reports as may be appropriate to the Convention.</td>
</tr>
<tr>
<td>c. Approve transfer of a Club to a closer District.</td>
</tr>
<tr>
<td>d. Limit contractual agreements and/or expenditures to $10,000 unless prior authorization has been given by the Convention or there has been an emergency situation, which requires an immediate expenditure. The action must be ratified by the next Convention.</td>
</tr>
<tr>
<td>e. Be the final level of appeal in the disciplinary procedures.</td>
</tr>
<tr>
<td>f. Select the recipients of the National Awards.</td>
</tr>
<tr>
<td>g. Have liaison representation on all committees.</td>
</tr>
<tr>
<td>h. Decide travel and other expenses to be paid to officers, committee chairpersons, past National Presidents, consultants and convention guests.</td>
</tr>
<tr>
<td>i. Set Convention registration fees.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Proposed Changes:</th>
</tr>
</thead>
<tbody>
<tr>
<td>DELETE “d”; (CHANGE “e, f, g, h, and i” to “d, e, f, g, and h”)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Amendment – language after changes will read:</th>
</tr>
</thead>
<tbody>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rationale:</th>
</tr>
</thead>
<tbody>
<tr>
<td>To function biennially the National Board must be empowered to make decisions that will benefit the Association which may require action within the two-year period between conventions.</td>
</tr>
</tbody>
</table>
**Article/Section to be amended:** Article V NATIONAL ORGANIZATION, Section 2-G Meetings

**Current Language as Stated in By-Laws**
The Board shall meet at least three (3) times annually. One such meeting shall be held in connection with the Convention.

**Proposed Change:**
Change: “three” to “two”.
Add new sentence: Additional meetings may be convened as necessary.
Add: At least before “One meeting”.
Change: the word connection to “conjunction” and
Insert new language after second sentence: “At the discretion of the President, meetings may be conducted via electronic means.”

**Amendment – language after changes will read:**
The Board shall meet at least two (2) times annually. Additional meetings may be convened as necessary. At least one meeting shall be held in conjunction with the convention. At the discretion of the President, meetings may be conducted via electronic channels.

**Rationale:**
These changes assure that the board continues to function optimally to carry out its responsibilities. Additionally, the meetings via skype, conference call, or other electronic channels result in a reduction in the expenses related to travel costs for Board Members.
**Article/Section to be amended:**

**ARTICLE V – NATIONAL ORGANIZATION Section: 3. Executive Committee**

<table>
<thead>
<tr>
<th>Current Language as Stated in By-Laws</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Executive Committee shall consist of six (6) members: President, First Vice President, Second Vice President, Secretary, Financial Secretary and Treasurer.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Proposed Change:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Insert “Recording” after “President” and before “Secretary”.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Amendment – language after changes will read:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Executive Committee shall consist of six (6) members: President, First Vice President, Second Vice President, Recording Secretary, Financial Secretary and Treasurer.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rationale:</th>
</tr>
</thead>
<tbody>
<tr>
<td>To correct the title of the office of Recording Secretary</td>
</tr>
</tbody>
</table>
**Article/Section to be amended:**
Article VI--- Districts, Section 2 District Officers, Section 2C

**Current Language as Stated in By-Laws**
2-C DISTRICT CONFERENCES
District Conferences shall be essentially work conferences, the business proceedings of which shall be similar to those of the National Convention.

**Proposed Changes:**
Add: New Section 2C Vacancies

2-C VACANCIES

2-C-1 Vacancies, except that of the governor, shall be filled by the District’s Governing Body when in session. Persons filling vacancies shall serve until the first opportunity for the vacancy to be filled by the Conference.

2-C-2 In case of an unexpired term of the Governor, the vacancy shall be filled by a Vice Governor.

**New Language:**
2-C VACANCIES

2-C-1 Vacancies, except that of the governor, shall be filled by the District’s Governing body when in session or when not in session. Persons filling vacancies shall serve until the first opportunity for the vacancy to be filled by the Conference.

2-C-2 In case of an unexpired term of the Governor, the vacancy shall be filled by a Vice Governor.

**Rationale:**
To specify the filling of vacancies of district offices and in a manner consistent with that stipulated for national offices.
Article/Section to be amended:
Article VI—Districts, Section 2-C—DISTRICT CONFERENCES

Current Language as Stated in By-Laws
2-C DISTRICT CONFERENCES
District Conferences shall be essentially work conferences, the business proceedings of which shall be similar to those of the National Convention.
2-C-1 The Governor shall issue the Call to the Conference.

2-C-2 Delegate representation shall be one vote for each ten (10) members, excluding the President and Life Members attending the Conference. The elected District Officers, Club Presidents and Life Members shall be delegates and entitled to vote.

2-C-3 The Conference shall elect District Officers and two (2) Nominating Committee Members. Nominations and elections shall be in accordance with the guidelines contained within these Bylaws (Article V, Sections 1-D and 1-E).

2-C-4 The District Conference shall act upon resolutions, Bylaws, fundraising projects, new business items, committee reports and other business relevant to the District which is consistent with the goals and policies of the Association.

2-C-5 Each District shall forward the name of its Governor to the Board of Directors and to the National President immediately following the Conference at which she is elected.

2-C-6 The District Conference report shall be included in the Governor’s report at the next Board Meeting and the National Convention.

Proposed Changes:
Move Section “2-C” District Conferences to New Section “3”

Insert new language prior to existing statement insert: “District Conferences shall be held at least once biennially.” After existing statement, add the following language: “The District Conference shall handle any and all matters referred by the National Convention including but not limited to interpretation of policies and procedures, internal development workshops, training for officers, discussion of proposed bylaw changes, and election and installation of District Officers.”

Renumber Subsections 2-C-1, 2, 3-C, 3-D, 3-E, AND 3-F

Amendment after change will read:
### Section 3 DISTRICT CONFERENCES

District Conferences shall be held at least once biennially. District Conferences shall be essentially work conferences, the business proceedings of which shall be similar to those of the National Convention. The District Conference shall handle any and all matters referred by the National Convention including, but not limited to, interpretation of policies and procedures, internal development workshops, training for officers, discussion of proposed bylaw changes, and election and installation of District Officers.

3-A The Governor shall issue the Call to the Conference.

3-B Delegate representation shall be one vote for each ten (10) members, excluding the President and Life Members attending the Conference. The elected District Officers, Club Presidents and Life Members shall be delegates and entitled to vote.

3-C The Conference shall elect District Officers and two (2) National Nominating Committee Members. Nominations and elections shall be in accordance with the guidelines contained within these Bylaws (Article V, Sections 1-D and 1-E).

3-D The District Conference shall act upon resolutions, Bylaws, fundraising projects, new business items, committee reports and other business relevant to the District which is consistent with the goals and policies of the Association.

3-E Each District shall forward the name of its Governor to the Board of Directors and to the National President immediately following the Conference at which she is elected.

3-F The District Conference report shall be included in the Governor’s report at the next Board Meeting and the National Convention.

### Rationale:

District Conferences should be addressed separately and apart from district officers, as originally indicated, since these are different matters. Districts will have the option of meeting annually or biennially. This may address concerns in regards to the cost to members attending both District Conferences and a National Convention in the same calendar year.
**Article/Section to be amended:**
**Article IX – FINANCE, SECTION 2. FEES, DUES, ASSESSMENTS AND TAXES, 2- A CLUBS, 2-A-4**

Current Language as Stated in By-Laws

All Adult Division clubs of the Association are required to have an official representative at the National Convention. A fee will be assessed to said club if no official representative has attended the National Convention in two consecutive years. The assessment will be due sixty (60) days after the conclusion of the National Convention.

**Proposed Changes:**
Delete “the National Convention in two consecutive years”. Insert “two consecutive National Conventions”.

**Amendment – language after changes will read:**

All Adult Division clubs of the Association are required to have an official representative at the national convention. A fee will be assessed to said club if no official representative has attended two consecutive National Conventions. The assessment will be due sixty (60) days after the conclusion of the National Convention.

**Rationale:**
To be consistent with the change to holding conventions every two years
**Article/Section to be amended:** Article X Committees

**SECTION:** SECTION 1. STANDING COMMITTEES 1-A-1

**Current Language as Stated in By-Laws**

The **Budget and Finance Committee**, chaired by the Treasurer shall prepare the annual budget, recommend the amount of Club and membership dues, fees and assessments, and recommend per-diem travel and other expenses to be paid by the Association.

**Proposed Change:**

Section 1. Change “the annual budget” to “two-year budget”.

**Amendment – language after changes will read:**

The **Budget and Finance Committee**, chaired by the Treasurer shall prepare a two-year budget, recommend the amount of Club and membership dues, fees and assessments, and recommend per-diem travel and other expenses to be paid by the Association.

**Rationale:**

Since the budget is approved by the body which will convene once every two years, the budget period must be commensurate with the conventions. This supports Article V, National Organization, Powers and Duties Section: 1-B-3
Article V – National Organization 2, Section 2. Board of Directors; 2-C
Appointed Persons; 2-C-3

Current Bylaw:
The Editor shall publish the "Responsibility" quarterly by approved channels of
communication for all members and edit Association manuals and publications.

Proposed Change:
The Editor shall design and develop the “Responsibility” and edit Association manuals and
publications. Copies of the Responsibility will be sent electronically to all financial members
with email addresses in the national database.

Rationale:
1. It will be more cost efficient for members to receive their publications electronically.
2. We encourage the leadership of the club to provide copies to those members without
   email addresses.
3. The Responsibility will no longer be mailed through the U.S. Postal Service.
Article/Section to be amended:

Article VI--- Districts; Section I – GEOGRAPHICAL AREAS

As Stated in By-Laws
International Affairs Division: all clubs outside of the United States with the exception of Bermuda.

Proposed Change:
Remove: Affairs
Change: Division to District.
Add: and members after the word clubs

Amendment after changes will read:
International District: All clubs and members outside of the United States with the exception of Bermuda.

Rationale:
In the National Bylaws of 1996, 2004, 2006 prior to the 2010 bylaws the term International District was used to describe this geographic area. Current reading: Article VI-Districts, “The Clubs and Members at-Large of the Association shall be assigned geographically to Districts.

In the 2010 National Bylaws the International District was changed to International Affairs Division and there is no record in the Minutes of the Convention of such a vote being taken by the body for the change.

The role and responsibility of this geographic area have not changed which would warrant a change in the title and description

The “International District” has had and continues to have two internal divisions: (1). Clubs and members outside of the United States; and, (2) affairs of the United Nations.
YOUTH DIVISION PARTICIPATION GUIDELINES

Youth Division Theme: “Let C.H.A.N.G.E. Happen”

Youth Code of Conduct: A completed and signed Code of Conduct must be submitted with each youth registration.

Suitcase Players: 1) All participants must be members of the youth club. 2) Each presentation must relate to the National youth program theme. 3) The actual routine must be no longer than 10 minutes (an additional 5 minutes total is allowed for set-up and break down). 4) Skit must depict club’s involvement in program areas. 5) This is not a talent contest; it is the club’s creative interpretation of their community service through words, song, dance, skit, etc. 6) Adjudication criteria: adherence to theme, demonstration of program involvement, quality of presentation, originality, creativity, uniqueness, and adherence to time limit.

Oratorical: 1) Each district is allowed one contestant in the National competition. The district must submit the name of the contestant to the National 2nd Vice President by June 30. Names will not be accepted at the National Convention. 2) Contestants must provide five (5) typed copies of the presentation. 3) Presentations should: a) be memorized and orally presented at a podium; b) be at least three minutes and no longer than five minutes; c) address the competition theme; and d) not include any props or visual aids. 4) Adjudication criteria: adherence to theme, introduction, quality of presentation, purpose of presentation clearly stated, appearance, time limit, and memorization.

Oratorical Competition Theme:
“Domestic abuse occurs in many ways but for young people it occurs often in the setting of boyfriend/girlfriend relationships. What are some of the forms of abuse that are occurring and what are some remedies for it?”

Rites of Passage: The ceremony is open to graduating seniors. The club should complete the Rites of Passage Participation form to list club’s graduating seniors indicating who is attending and high school juniors willing to assist with the program. Graduating seniors should wear black attire.

YOUTH DIVISION CLUB CONVENTION PARTICIPATION REGISTRATION
Submit the information below directly to the National 2nd Vice President by 6/15

<table>
<thead>
<tr>
<th>Club:</th>
<th>District:</th>
<th>Attending?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Club President:</th>
<th>Address/City/State/Zip:</th>
<th>Attending Convention:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Our Club will participate in [Forms at: www.nanbpwc.org; members’ only; youth]

- Program Showcase Display
- Oratorical Competition
- Rites of Passage
- PowerPoint Program Presentation
- Banner Parade
- Suitcase Players

Complete and send to:
Sherelle T. Carper, National 2nd Vice President, 14535 Oakmere Dr., Centreville, VA 20120; 703-830-3982
Registration [Use this form as a Guide/Please Register Online]

BASIC CONVENTION REGISTRATION FOR ADULTS, YOUNG ADULTS, AND OMBUDSMEN INCLUDES: Opening Breakfast, Vocal Arts Competition and Reception, Awards Banquet, Workshops, and Convention bag.
In addition to what is listed above, Youth registration includes the Youth Awards Luncheon.

I am registering as a [select one only]:
National Officer ☐
Governor ☐
Life Member ☐
Past National President ☐
President ☐
Voting Delegate ☐
Youth Delegate ☐
Ombudsman ☐
Member – Other [not listed above] ☐

Registration Category [Registration ends July 5, 2015]

<table>
<thead>
<tr>
<th>Category</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult</td>
<td>400</td>
</tr>
<tr>
<td>Young Adult</td>
<td>300</td>
</tr>
<tr>
<td>Youth and Beta Psi</td>
<td>200</td>
</tr>
<tr>
<td>Ombudsman</td>
<td>275</td>
</tr>
<tr>
<td>Non-Member</td>
<td>450</td>
</tr>
<tr>
<td>Corporate</td>
<td>575</td>
</tr>
<tr>
<td>One Day Adult [Tuesday]</td>
<td>200</td>
</tr>
<tr>
<td>One Day Adult [Wednesday]</td>
<td>200</td>
</tr>
<tr>
<td>One Day Adult [Thursday]</td>
<td>200</td>
</tr>
<tr>
<td>One Day Adult [Friday]</td>
<td>200</td>
</tr>
<tr>
<td>One Day Adult [Saturday-includes Awards Banquet]</td>
<td>200</td>
</tr>
<tr>
<td>One Day Youth [Tuesday]</td>
<td>85</td>
</tr>
<tr>
<td>One Day Youth [Wednesday]</td>
<td>85</td>
</tr>
<tr>
<td>One Day Youth [Thursday]</td>
<td>85</td>
</tr>
<tr>
<td>One Day Youth [Friday]</td>
<td>85</td>
</tr>
<tr>
<td>One Day Youth [Saturday-includes Youth Luncheon]</td>
<td>150</td>
</tr>
<tr>
<td>Non-Member Youth Registration</td>
<td>250</td>
</tr>
<tr>
<td>Opening Breakfast only</td>
<td>85</td>
</tr>
<tr>
<td>Awards Banquet only</td>
<td>150</td>
</tr>
<tr>
<td>Opening Breakfast and Awards Banquet only</td>
<td>235</td>
</tr>
</tbody>
</table>

Tuesday, July 21, 2015
Sunrise Photo shoot in Central Park with Master Photographer Oliver Shipe [Maximum 10 Photographers]
I will attend the photo shoot ☐
I will not attend the photo shoot ☐
Leadership Institute [for class of 2014-2015 students only]
Session #1: Tuesday, July 21, 2014 – 9:00am to 5:00pm
I will attend ☐
I will not attend ☐

Dietary Restriction(s)
Select your dietary restrictions:
Vegetarian for all meals ☐
No Poultry ☐
No Fish ☐
No Shellfish ☐

Wednesday, July 22, 2015
Opening Breakfast 9:00am to 10:15am Fee
Select one:
Yes – Included in registration ☐
Yes – But I am not registered or coming as a guest ☐ 85
No – I do not plan to attend ☐

Thursday, July 23, 2015
Leadership Institute – Session 2 (for class of 2014-2015 students only)-10:45am-5:00 pm
Yes I will attend ☐
No I will not attend ☐

Technology Institute – Participants should bring laptops-10:45am-5:00pm
Yes I will attend ☐
No I will not attend ☐

Presidents’ Retreat Workshop [for current and incoming presidents only]-11:00am-12:00pm
Yes I will attend ☐
No I will not attend ☐

First Vice Presidents’ Retreat Workshop [for current and incoming first vice presidents only]
11:00am-12:00pm
Yes I will attend ☐
No I will not attend ☐

Concurrent Workshops 11:00am-12:00pm
Please select one:
BPW Program Innovations ☐
Branding-Who are we? What do we do? How do we perform? ☐
Effective program tools for successful club management ☐
Re-imagine Your Lifestyle ☐
Photography with Oliver Shipe [maximum 15 participants] ☐

Sister-to-Sister Jazz Luncheon [with Ombudsmen] – 12:30pm to 1:45pm Fee
Yes I will attend ☐ 110
No I will not attend ☐
Vocal Arts Competition and Reception – 3:30pm-6:00pm
Yes I will attend ☐
No I will not attend ☐

<table>
<thead>
<tr>
<th>Event</th>
<th>Fee</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life Members’ Luncheon</td>
<td></td>
<td>☐</td>
</tr>
<tr>
<td>Yes – I will attend [Inductee]</td>
<td>☐</td>
<td>60</td>
</tr>
<tr>
<td>Yes – I will attend Life Member</td>
<td>☐</td>
<td>120</td>
</tr>
<tr>
<td>Yes – I will attend Non-Life Member/Guest</td>
<td>☐</td>
<td>120</td>
</tr>
<tr>
<td>No I will not attend</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Golf Outing</td>
<td></td>
<td>☐</td>
</tr>
<tr>
<td>Yes – I will play golf</td>
<td>☐</td>
<td>70 per golfer</td>
</tr>
<tr>
<td>President’s Gala – 7:00pm-10:00pm</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>Yes I will attend</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>No I will not attend</td>
<td>☐</td>
<td></td>
</tr>
</tbody>
</table>

Saturday, July 26, 2014

<table>
<thead>
<tr>
<th>Event</th>
<th>Fee</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth Luncheon</td>
<td></td>
<td>☐</td>
</tr>
<tr>
<td>Yes – I will attend [youth member-included in registration]</td>
<td>☐</td>
<td>125</td>
</tr>
<tr>
<td>Yes – I will attend [non youth member/guest]</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Annual Awards Banquet</td>
<td></td>
<td>☐</td>
</tr>
<tr>
<td>☐Yes – I will attend [member/included in registration]</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>☐Yes – Award recipient [no cost]</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>☐Yes – Guest</td>
<td>☐</td>
<td>150</td>
</tr>
</tbody>
</table>

**Meal Selections [Select Your Awards Banquet Entrée]:**
Duet [Filet Mignon with Crab Cake] ☐
Vegetarian ☐

Final payment must arrive in National Office by **July 5, 2015.**
PLENARY WORKSHOPS
8:30am – 10:30am

**Education: “Be Prepared”** – Will you know what to do in case of an unexpected disaster? This panel discussion will help you to get ready by providing you with tips and techniques designed to keep you and your family safe.

**Education: “B & P Jeopardy-80th Year Edition”**: Back by popular demand is an informative and fun learning experience. Our National President will encourage members to participate in a question and answer session featuring facts about NANBPWC, Inc.

BREAKOUT WORKSHOPS
11:00am – 12:00pm and


Workshop #2. **Education: “BPW Program Innovations”** – Join presenters from local clubs as they share information about successful programs that they presented in their respective communities. You may get ideas for programs that you can develop in your own club.


Workshop #4. **Education: “Branding-Who Are We, What do we Do, How do we Perform?”** Branding is much more than the name, logo or services provided. It is what others think, share and feel about the organization. It is the impression people have of the work that influences their response to every message sent, action undertaken and project supported by our organization.

Workshop #5. **Education: “Photo shoot in Central Park”** Join master photographer, Oliver Shipe, as he teaches the most effective means of taking photographs in the outdoors. (This workshop will be held on **Tuesday, July 21, 2015** – Time to be announced)

**Presidents’ Retreat Workshop**: Join Past National President Peola Smith-Smith as she guides our Associations’ leaders through a workshop designed to enhance their leadership skills (for current and incoming presidents only).

**First Vice Presidents’ Retreat Workshop**: Dr. LaTaunya Conley will provide participants with program development tips to aid in maximizing club programs.

THE INSTITUTES
For students in the class of 2014-2015 only

**Leadership Institute Session #1**: Tuesday, July 21, 2015 (9:00am-5:00pm)
**Leadership Institute Session #2**: Thursday, July 23, 2015 (10:45 am-5:00pm)
**Technology Institute**: Thursday, July 23, 2015 (10:45am-5:00pm)

**“The New Office”**: Get the most out of Office’s exciting new features. Create forms, and flyers and unleash the power of Web-based meetings all in the Cloud. (Participants should bring laptops to the institute).