

GFWC-NC District Four Administration Handbook 2022-2024



District 4: Community Service Betwixt and Between



2022-2024 GFWC-NC District Four Administration Book

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GENERAL FEDERATION *of* WOMEN'S CLUBS



GFWC Motto:
“Unity in Diversity”

GFWC International Tag Line:
Living the Volunteer Spirit



Southeastern Region - Jewels of the Federation
“The Need is Great & the Need is Now”



GFWC-NC Motto:
“The Union of All - For the Good of All”

GFWC-NC President's Theme:
From the Mountains to the Sea... We are GFWC-NC

GFWC-NC Junior Director's Theme:
NC Cares – Climate Advocacy, Resiliency, Education and Sustainability

GFWC-NC Juniette Motto:
Make your own music, sing your own song; soon the whole world will be singing along



2022-2024 GFWC-NC District Four Theme:
Community Service Betwixt and Between

Greetings to the Clubwomen of District Four!

It is my pleasure to serve this great district of the North Carolina General Federation of Women's Clubs. Our GFWC-NC President Kim Fulcher has chosen as her special project the **Mountains-to-the-Sea Trail**, a long-distance recreational trail that traverses North Carolina from the Great Smoky Mountains to the Outer Banks. The "Piedmont" Section of the trail (over 225 miles) runs straight through District 4. With the state theme being, ***From the Mountains to the Sea....We are GFWC-NC***, it seemed appropriate to add the district tagline: ***District 4: Community Service Betwixt and Between.***

Hope Hockaday serves as GFWC-NC Third Vice President & Director of Juniors. The theme for her administration is ***NC CARES – Climate Advocacy, Resiliency, Education and Sustainability.***

I hope that the clubs of District 4 will learn about volunteer opportunities to advance the goals of both these worthy themes.

I also hope to facilitate more connection between our district clubs. The GFWC motto is **"Unity in Diversity."** Our clubs are a reflection of our diverse communities, but our goals are united. I look forward to opportunities for clubs to network, learn from each other and join together in projects.

In addition to our core focus on diversity, membership, combating domestic violence, and addressing various children's issues, GFWC-NC District Four is also committed to promoting the establishment of new clubs and the sustainability of our current clubs by providing the resources and guidance that each club may need.

Please use this Administration Book, your GFWC-NC Administration Book, and the GFWC Club Manual in conjunction with the information available on Federation websites and social media sites to assist you while navigating the next two club years. You can also stay informed by visiting the GFWC-NC District 4 website which has a new appearance. Please do not hesitate to reach out to any of your leaders or Federation Friends whenever you need assistance, resources, or advice.

Since we are the "district in the middle," let's focus our efforts on strengthening our communities and enhancing the lives of others as we show pride in our state and international organization.

Vanessa Lowder, District President

A Collect for Club Women

Keep us, oh God, from pettiness;
Let us be large in thought, in word, in deed.
Let us be done with fault-finding, and leave off self-seeking.
May we put away all pretense and meet each other face to face,
without self-pity and without prejudice.
May we never be hasty in judgment and always generous.
Let us take time for all things; make us to grow calm, serene, gentle.
Teach us to put into action our better impulses, straightforward and unafraid.
Grant that we may realize it is the little things that create differences,
that in the big things of life we are at one.
And may we strive to touch and to know, the great, common
human heart of us all.
And, oh Lord God, let us forget not to be kind.

~Mary Stewart, April 1904

Junior Pledge

I pledge my loyalty to the Junior Club Women,
By doing better than ever before what work I have to do.
By being prompt, honest, courteous,
By living each day, trying to accomplish something, not
merely to exist.

GFWC-NC Juniorette Motto

Make your own music, sing your own song; soon the
whole world will be singing along.

2022-2024 GFWC Leadership

General Federation of Women's Clubs Headquarters

1734 N Street NW, Washington, DC 20036

P: 202-347-3168

F: 202-835-0246

GFWC International President	Deb Strahanoski
GFWC President-elect	Suellen Brazil
GFWC First Vice President	Wendy Carriker
GFWC Second Vice President	Jolie Frankfurth
GFWC Secretary	Mary Beth Williams
GFWC Treasurer	Becky Wright
GFWC Director of Junior Clubs	Katie Moydell

General Federation of Women's Clubs Southeastern Region

SER President	Beverly Lassiter, NC
SER Vice President	Reno Manning Eitel, MD
SER Secretary	Sharon Sheridan, OH
SER Treasurer	Kelly Lane, VA



Follow GFWC on Facebook for club projects and ideas –
“Like” GFWC Sign up for weekly *News and Notes* email through gfwc.org
Stay connected with <https://www.gfwcncdistrictfour.org/>

2022-2024 GFWC of North Carolina Leadership

GFWC-NC Headquarters
7474 Creedmoor Road #301
Raleigh, NC 27613
Phone: 919-790-8684, Fax: 919-790-8705
Website: www.gfwcnc.org Email: hq@gfwcnc.org

GFWC-NC Executive Committee and Junior Officers

GFWC-NC President	Kim Fulcher
GFWC-NC President-elect	Karen Throckmorton
GFWC-NC First Vice President	Cindy Hewett
GFWC-NC Second Vice President	Misty Deyo
GFWC-NC Third Vice President & Director of Juniors	Hope Hockaday
GFWC-NC Recording Secretary	Sandy Cyphers
GFWC-NC Treasurer	Helen Richie
GFWC-NC Director-elect of Junior Clubs	Rebecca Duffy
GFWC-NC Dean of Junior CSPs	Cara McCollum
GFWC-NC Junior Secretary	Nicole Fleming
GFWC-NC Junior Editor	Ellen Creasman

GFWC-NC Board of Trustees

Chairman (term ends 2024)	Dottie Jennings
Member (term ends 2023)	Peggy Schivone
Member (term expires 2024)	Ellen Patterson
Member (term expires 2025)	Georgann Athanaelos Sapp
Member (term expires 2026)	Betsy Grannis

GFWC-NC Community Service Program Chairmen

ARTS and CULTURE: (General) Amanda Jackson, (Junior) Kelley Perdue
CIVIC ENGAGEMENT and OUTREACH: (General) Pat Whitt, (Junior) Brittany Smith
EDUCATION and LIBRARIES: (General) Susan Rhew, (Junior) Caroline Bright
ENVIRONMENT: (General) Jill Sutphin, (Junior) Christina Mueller
HEALTH and WELLNESS: (General) Holly Coleman, (Junior) Brittany May

2022-2024 GFWC-NC DISTRICT FOUR OFFICERS

President:	Vanessa Lowder Greensboro Woman's Club 5506 Fleetwood Lane Greensboro, NC 27407 Phone: 336-210-5403 Email: presidentgfwncdistrict4@gmail.com
First Vice-President (<i>Membership</i>):	Maxi Walker Greensboro Woman's Club 7399 Henson Forest Drive Summerfield, NC 27358 Phone: 479-530-1240 Email: maxihwalker@yahoo.com
Second Vice-President (<i>District Awards and District CSP Chairman</i>)	Eleanor Oliver Woman's Club of Southwest Guilford 1311 Robinhood High Point, NC 27262 Phone: 813-416-0618 Email: EOHome@aol.com
Third Vice President, Junior Director	Unfilled
Secretary	Jill Sutphin GFWC Triad Woman's Club 5551 Cherry Vale Drive Kernersville, NC 27284 Phone: 336-213-0419 Email: wizardofoz27@gmail.com
Treasurer	Cindy Baggett Sedgefield Woman's Club 3900 Rockbridge Road Greensboro, NC 27407 Phone: 336-210-5853 Email: Baggett.fun@gmail.com
Junior Membership	Unfilled
Acting District Advisor/<i>Immediate Past President</i>	Eva Jackson Asheboro Woman's Club P.O. Box 878 Biscoe, NC 27209 Email: jacksonA7@earthlink.net

2022-2024 District Four Appointments/Standing & Special Committee Chairmen

GFWC-NC President's Special Project

Paulette Agha

GFWC-NC Mocksville Woman's Club
828 Beauchamp Road, Advance, NC 27006
Phone: 336-287-4762
Email: pagha2m@gmail.com

GFWC Signature Project

Eva Jackson

Asheboro Woman's Club
P.O. Box 878, Biscoe, NC 27209
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Sallie Southall Cotten Scholarship Chairman

Denane Owen

Burlington Woman's Club
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Phone: 336-214-5100
Email: howen2010@gmail.com

District 4 Arts Festival Co-Chairmen

Birean Doerfler

Burlington Woman's Club
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Email: justdessertsoncourtsquare@gmail.com

Gail Harwood

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Chaplain:

Teresa Royall

Boonville Woman's Club
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Phone: 336-244-6726
Email: royallt@yadtel.net

Parliamentarian:

Mary Jo Abernethy

Burlington Woman's Club
561 Parkview Dr., Burlington, NC 27215
Phone: 336-214-3412

Bylaws Committee Chair:

Eva Jackson

Asheboro Woman's Club
P.O. Box 878, Biscoe, NC 27209
Email: jacksonA7@earthlink.net

Finance Committee Chair:

Cindy Baggett

Audit Committee

Jennifer Sawyer

Greensboro Woman's Club

LEADS Chairman:

Handled by President

GFWC-NC District Four Club Presidents

Asheboro Woman's Club

Beverly Whitson
433 Mack Rd., Asheboro, NC 27205
Phone: 336-629-1157
Email: mb-bbwhit@triad.rr.com
Randolph County

Boonville Woman's Club

Janie O'Neal
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Cell: 336-426-8555
Email: oneal.janie82@gmail.com
Yadkin County

Burlington Woman's Club, Inc.

Margaret "Peg" Hansen
PO Box 937, Burlington, NC 27216
Phone: 336-586-9488
Cell: 336-212-5881
Email: phansen320@gmail.com
Alamance County

Dolley Madison Woman's Club

Wendee Cutler
1817 Tennyson Court, Greensboro, NC 27410
Phone: 336-337-6584
Email: wcutler@carolinajewishseniors.org
Guilford County

GFWC Lexington Woman's Club

Alisa Jung Powers
123 N. Davidson Ave., Lexington, NC 27295
Phone: 336-225-6542
Email: dajung@lexcominc.net
Davidson County

GFWC Northwest Guilford Woman's Club

Tiffany Hansen
6733 W. Sandylea Road, Oak Ridge, NC 27310
Phone: 336-617-4197
Email: tiffanykhansen96@gmail.com
Guilford County

GFWC Triad Woman's Club

Jill Sutphin
5551 Cherry Vale Dr., Kernersville, NC 27284
Phone: 336-213-0419
Email: wizardofoz27@hotmail.com
Forsyth County

GFWC-NC Burlington Junior Woman's Club

Aiesha Leath
PO Box 2584, Burlington, NC 27216
Phone: 336-512-0776
Email: aeisha.leath@yahoo.com
bjwclub@gmail.com
Alamance County

GFWC-NC Greater Alamance Woman's Club

Lori Seiler
PO Box 430, Alamance, NC 27201
Phone: 336-212-0758
Email: Lori@SeilerServices.com
Alamance County

GFWC-NC Mebane Woman's Club

Samantha Singer
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Phone: n/a
Email: Samantha.f.singer@gmail.com
Alamance County

GFWC-NC Mocksville Woman's Club

Paulette Agha
828 Beauchamp Road, Advance, NC 27006
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Davie County

Greensboro Woman's Club

Amy Moore
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Guilford County

Kernersville Woman's Club

Mary Carl Christy
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Forsyth County

Winston-Salem Junior Woman's Club

Ellen Creasman
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Forsyth County

Mount Airy Junior Woman's Club

Kyla Johnson
PO Box 893, Mt. Airy, NC 27030
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Surry County

Woman's Club Of Mount Airy

Wendy Carriker
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Surry County

Reidsville Federated Woman's Club

Jennifer Lilly
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Rockingham County

Woman's Club of Southwest Guilford County

Mary Jo Creech
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Guilford County

Sedgefield Woman's Club-GFWC

Susan Phelps
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Guilford County

Woman's Club Of Winston-Salem

Deborah Rossi
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Forsyth County

The Woman's League of Mount Airy

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Women's League of Eden

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Rockingham County

GFWC-NC District Four Bylaws

GFWC-NC District Four Bylaws

Article I – Name

The Name of this organization shall be GFWC-NC District Four.

Article II – Purpose

The purpose of this organization shall be to unite the clubs of GFWC-NC District Four for the promotion of projects approved by GFWC-NC, Inc. and to organize and federate additional District Four Clubs.

Article III – Membership

Section 1. The membership of this organization shall consist of members of all clubs federated with GFWC-NC and located in the following counties: Alamance, Caswell, Davidson, Davie, Forsyth, Guilford, Randolph, Rockingham, Stokes, Surry, and Yadkin.

Section 2. Annual Dues for each club in District Four shall be \$5.00 per member. Dues must be sent to the District Treasurer by December 31st of each year.

Article IV – Officers

The Officers of this organization shall be: President, First Vice-President, Second Vice-President, Junior Director, Junior Membership Chairman, Secretary, and Treasurer.

Article V – Duties of Officers

Section 1. President

The President of this organization shall preside at all District meetings, shall serve as ex-officio member of all committees except Nominating and shall be Chairman of the District Executive Committee. She shall cooperate with the GFWC-NC Second Vice-President (Director of Districts) in promoting club work and unity throughout the District. She shall appoint the District Parliamentarian, Chaplain, and Chairmen of: Public Relations, Protocol, Federation Day, GFWC-NC President's and Junior Director's Special Projects, Public Policy, Scholarships, and Resolutions, and may appoint Chairmen of: GFWC Magazine, GFWC-NC Magazine, Community Improvement Contest, and Juniorettes, and any special committees as may be necessary. She shall also perform such other duties as outlined in the GFWC-NC Bylaws.

Section 2. First Vice-President

As District Membership Chairman, it shall be the duty of the First Vice-President to promote District extension through increase in membership, retention of members, and

by helping organize and federate new clubs. She shall serve as a member of the GFWC-NC Membership Committee and shall cooperate with the GFWC-NC President-Elect regarding membership. In the absence of the President, she shall preside over District meetings.

Section 3. Second Vice-President

It shall be the duty of the Second Vice-President to assist all Community Service Program Chairmen in promoting the current Program of Work, formulated by the GFWC and GFWC-NC State Community Service Program Chairmen, in clubs throughout the District. She shall also serve as District Chairman of Awards and oversee the awards for all special awards as listed in the District Administration Book.

Section 4. Third Vice-President/Junior Director

It shall be the duty of the District Four Junior Director, who shall be a member of a Junior Club or a Junior Department of a General Club, to preside at all District meetings of Juniors. She shall promote the adopted projects among Junior Clubs in the District in cooperation with the District President.

Section 5. Junior Membership Chairman

It shall be the duty of the Junior Membership Chairman to work as a team with the District First Vice- President and to be a member of the GFWC-NC Membership Committee. She shall promote and assist existing Junior Clubs in their efforts to establish new Junior Clubs and increase the size and effectiveness of present membership. She shall also assist the First Vice President with General Clubs, individuals, and un-federated groups within our District to establish new clubs, both of General and Junior age.

Section 6. Secretary

It shall be the duty of the Secretary to keep minutes of all District Executive Committee meetings, the Annual Fall District Meeting, and the District Arts Festival. She shall send a copy of the minutes to the District President for review within two weeks after the meeting. After review and within three weeks following any meeting, she shall forward a copy to all members of the District Board of Directors, GFWC-NC Second Vice-President, and GFWC-NC Headquarters. (See also Article IX. Committees, Section 1, B. (5)). She shall work with the District President with the correspondence of the District. She shall prepare the District Administration Book, the Official Call to Meetings, and direct Public Relations activities, as instructed by the President.

Section 7. Treasurer

The Treasurer shall have charge and custody of and be responsible for all funds and securities of the District, receive dues and pay all expenses of the District authorized by the budget, and those non- authorized expenses as approved by the President. Expenses of members of the Board of Directors may be refunded to the extent of budget authorization on presentation of an itemized expense account, due by April

15th. She shall keep a written record of all business transactions and prepare accurate financial statements for presentation at each meeting of the Board of Directors during the fiscal year, or at the request of the President. She shall prepare a true statement of the District's assets at the close of each fiscal year. She shall serve as Chairman of the Finance Committee, which shall prepare a proposed budget to be presented to the Board of Directors at the Annual Fall District Meeting. She shall give financial reports at each meeting of the Board of Directors or as requested by the President.

- A) It is recommended, in the second year of an administration, that one of the District Club members performing the District audit should be the incoming District Treasurer.
- B) Both parties on the District or Club bank signature card should receive and review a monthly bank statement. Large expenditures, the amount of which should be set by the group in accordance with its bylaws, should carry the signature of both the designated responsible parties.

Section 8. Dismissal

- A) In the event that a member of the Federation serving in an elected position is unable to or does not perform the duties of the office or should abuse the office, whether by dereliction of duties, conflict of interest, fraud, or another inappropriate manner, the District Executive Officers with the highest ranking Officers presiding, shall be empowered to convene a special meeting for resolution.
- B) The District Executive Officers, based upon the situation and consensus, may issue a written warning to the member facing dismissal. The member may present written documentation to the District Executive Officers defending the actions she took. The member whose office is in question will be notified by certified mail and she has fifteen (15) days to defend her actions or reasons which led to the special meeting. The office in question may be declared vacant by majority vote. A replacement may be chosen by the District Nominating Committee.
- C) The member whose office has been vacated shall be notified in writing of such action and be advised to return all District property within twenty (20) days of the letter being sent. The District Nominating Committee may chose to leave the position vacant depending on the time frame during the Administration.

Article VI – Executive Committee

Section 1. Membership

Elected District Officers, District Parliamentarian, and District Advisor, who shall be the Immediate Past President, shall constitute the Executive Committee.

Section 2. Meetings

The Executive Committee shall meet at least one month prior to the Annual District Arts Festival for planning purposes regarding the District's proposed budget. The Executive Committee shall meet at least one month prior to the Annual District Fall Meeting for planning purposes regarding District administration (yearbook, District Meeting Workshops, etc.).

Section 3. Duties

The Executive Committee shall have the power to:

- A) Transact all emergency business of District Four that must be settled between District meetings and Board of Directors meetings. Executive Committee meetings and voting may be conducted by electronic/virtual means, conference call or E-mail in emergencies. A report of action taken in this manner shall be ratified and made a part of the minutes. All attending members must be able to participate in the same manner.
- B) Approve the budget upon recommendation of the Finance Committee for adoption at the Annual Fall District Meeting.
- C) Create and dissolve Community Service Programs and Committees, except Nominating, in accord with GFWC-NC, Inc.
- D) Review proposed amendments to the Bylaws.

Section 4. Quorum

Four (4) members shall constitute a quorum of the District Executive Officers.

Article VII – Board of Directors

Section 1. Membership

The Board of Directors of District Four shall consist of the Executive Committee, Community Service Program Chairmen, Chairmen of Standing and Special Committees and all current Club Presidents.

Section 2. Meetings

The Board of Directors shall meet at least once between Annual District Meetings, the date to be selected by the District President. Board of Directors meetings and voting may be conducted by electronic/virtual means, conference call or E-mail in emergencies. A report of action taken in this manner shall be ratified and made a part of the minutes. All attending members must be able to participate in the same manner.

Section 3. Duties

The Board of Directors shall transact the business of the District between Annual District Meetings.

Section 4. Quorum

Fifteen (15) members shall constitute a quorum.

Article VIII – Meetings

Section 1. District Meetings

There shall be at least two meetings annually of this organization: The Annual Fall District Meeting and the District Arts Festival. The current District President will determine the date, place, and hour for each of these meetings. Any other meetings shall be called as necessary by the President. District meetings and voting may be conducted by electronic/virtual means, conference call or E-mail in emergencies. A report of action taken in this manner shall be ratified and made a part of the minutes. All attending members must be able to participate in the same manner.

Section 2. Junior Meetings

The current District Junior Director will determine the date, place, and hour for the Annual District Junior Day.

Article IX – Committees

The Standing Committees of this organization shall consist of Nominating, Finance, Bylaws, and Auditing.

Section 1. Nominating Committee

A) For District Officers:

- 1) The Nominating Committee shall consist of five (5) members elected at the Annual Fall District Meeting in even years. The Clubwomen present shall nominate only those club women who are present, are active in District and local club work, and who have personal knowledge of qualified candidates District-wide. Immediately following the assembly, they shall elect their own Chairman. Members shall serve a two-year term. No two nominees may be from the same club. No member shall be eligible to serve two consecutive terms on the Nominating Committee for District Officers. This committee shall meet together at least once between Annual Fall District Meetings.
- 2) The Nominating Committee shall make nominations from club members who have held offices in their clubs and are active participants in District and State work. Nominees should demonstrate knowledge of and commitment to the purpose of District Four and its Program of Work. These nominees should be able and willing to execute the duties of their office as defined in the GFWC- NC District Four Bylaws.
- 3) Nominees for the offices of President, First Vice-President, Second Vice-President, Junior Director, Junior Membership Chairman, Secretary, Treasurer, and an Arts Festival Chairman shall be presented by the Nominating Committee for election at the Annual Fall District Meeting in odd years to serve a term of two years. They shall be confirmed at the State Convention of GFWC-NC the following spring at which time they will assume their duties.

- 4) Additional nominations for any of these offices may be made from the floor during the Board Meeting at the Annual Fall District Meeting presentation with the prior consent of the nominee, provided they meet the criteria as set forth in the District Bylaws.
- 5) No Officer may serve two consecutive terms in the same office; however, an Officer serving less than one year of a term may be eligible for a second term.
- 6) Vacancies in District offices shall be filled for the remainder of the term by The current District Nominating Committee.
- 7) The proposed slate of District Officers shall be sent to the members of the Board of Directors with the Official CALL to the Annual Fall District Meeting in odd years.

B) For State Nominating Committees:

It is the responsibility of the District President to inform her District that only club women familiar with State and District leaders shall be selected to represent the District on the State Nominating Committees.

- 1) A nominee and an alternate shall be elected at the Annual Fall District Meeting in odd years for the Nominating Committee for State Officers.
- 2) A nominee and an alternate shall be elected at the Annual Fall District Meeting in odd years for the Nominating Committee for State Community Service Program Chairmen.
- 3) A nominee and an alternate shall be elected by the Junior members present at the Annual Fall District Meeting in odd years for the Junior Nominating Committee for State Junior Officers and Community Service Program Chairmen.
- 4) No member may serve simultaneously on the Nominating Committee for Community Service Program Chairmen and the Nominating Committee for State Officers. In the event that a District nominee for the Nominating Committee for State Officers accepts a nomination for a GFWC-NC office, she shall resign from the Nominating Committee and the alternate chosen in her District shall be placed on the slate.
- 5) The District Recording Secretary shall furnish the names of the nominees to the GFWC-NC Second Vice-President and GFWC-NC Headquarters within two weeks following the Annual Fall District Meeting.

Section 2. Finance Committee

The Finance Committee shall consist of three (3) members including the District President and the District Treasurer, who serves as Chairman, and one additional member appointed by the District President. The Finance Committee shall prepare an annual budget, based on expected receipts, which shall provide for the expenses of the District.

Section 3. Bylaws Committee

The Bylaws Committee shall consist of the District President, District Parliamentarian, and three (3) additional members appointed by the District President. This Committee shall review and consider amendments to the Bylaws. Proposed amendments shall be reviewed by the Executive Committee before presentation at any District meeting.

Section 4. Auditing Committee

An Auditing Committee consisting of the District President and two (2) District Club members, appointed annually by the Executive Board, shall conduct an annual audit of the District's finances by June 30th.

Section 5. Special Committee(s)

Any Special Committee(s) the President shall see fit to appoint to expedite the business of the District may be added.

Article X – Program of Work

The Program of Work undertaken by GFWC-NC District Four shall be arranged into Community Service Programs, as defined by GFWC-NC, Inc., and into Standing and Special Committees. The Program of Work shall be directed by the Executive Committee and the Board of Directors as herein provided. There shall be an Annual District Arts Festival directed by the District Arts Festival Chairman.

Article XI – Finances

Section 1. The Fiscal Year of the GFWC-NC District 4 shall be from June 1st through May 31st each year.

Section 2. District Programs shall be financed by annual dues paid to the District Treasurer on or before December 31st each year.

Section 3. Any club(s) not paying dues per member by December 31st of each year shall be considered a Non-Participating Club. (A Non-Participating Club shall not have voting privileges, shall not be eligible to participate in the District Arts Festival, and shall not receive information mailings.) In order to return to active status, all delinquent dues must be paid in full.

Section 4. The books of the District Treasurer shall be audited by the Auditing Committee, annually, by June 30th.

Section 5. All donations and monies raised shall be used for the designated purpose unless released by action of the Executive Committee and the donor(s). Any donation from the operating reserve to GFWC-NC and/or other qualified charitable organizations may be approved by the Executive Committee up to \$1,000 annually.

Section 6. Permanently restricted net assets result from contributions and other inflows of assets whose use by the organization is limited by donor- imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the organization. These assets are restricted by the donor by the very nature of their specific designation, and unless every donor to an account can be contacted to authorize spending, the funds cannot be spent other than as directed.

Section 7. GFWC-NC District Four Educational Scholarship Account

- (A) The GFWC-NC District Four Educational Scholarship account, to be used for the District Four Sallie Southall Cotten candidates, is a restricted net asset established to provide support for and to ensure continuity of funding for this scholarship. *(revised 10/15/22)*
- (B) At maturity of the current investment instrument, funds designated for the GFWC-NC District Four Educational Scholarship account shall be transferred from the operating account and deposited into the renewed District Four instrument.
- (C) The District Four Executive Committee shall determine an amount annually to be distributed from the restricted asset as a stream of income for the GFWC-NC District Four Educational Scholarship one-time monetary awards. This amount will be included in the proposed annual budget which is approved by the District Four Board of Directors. *(revised 10/15/22)*
- (D) In the event of dissolution of GFWC-NC District Four, the assets of the GFWC-NC District Four Educational Scholarship account shall be returned to the District Four Clubs in the amount of their individual contributions to the principal of the Fund.
- (E) The annual distributions from the GFWC-NC District Four Scholarship Fund create a one-time monetary award for the District Four Sallie Southall Cotten Scholarship winner and runner-up, respectively. The amount of the GFWC-NC District Four awards will be included in the proposed annual budget which is approved by the District Four Board of Directors. The monetary awards are presented at the annual District Four Arts Festival, without regard to any other scholarship awards the winner may receive. *(revised 10/15/22)*
- (F) The proposed annual budget may include reserves that are added to the restricted asset at the end of the fiscal year. The proposed annual budget will be approved by the District Four Board of Directors. *(added 10/15/22)*

Section 8. GFWC-NC District Four and any District Four Club having any bank accounts must have two names of responsible parties on both the account and the signature card. The two responsible parties shall be the President and the Treasurer. All bank accounts must carry the full name of the club. No account may be opened in the name of an individual member.

Article XII – Parliamentary Authority

The most recent edition of Robert’s Rules of Order shall be the authority for conducting all meetings of GFWC-NC District Four.

Article XIII – Amendments

These Bylaws may be modified or amended at any meeting of the District by a two-thirds vote of those Clubwomen present and voting, provided notice of such changes have been submitted in writing to each club thirty (30) days prior to that District Meeting.

2022-2024 District Four Calendar of Events

September 2022

- 1st Send Scholarship Information to local schools
Sallie Southall Cotten dates TBD
Schedule student arts contest in your community
Schedule clubwoman's arts contest in your club
- 15th District Four Call for Fall Meeting
- 15th District 4 Fall Newsletter
- 26th Deadline for District Four Immediate Past President Award (see Awards info)

October 2022

- 15th District Four Fall Meeting - Beginning at 8:30 am - Elect District Nominating Committee –
Hostess Club: Greensboro Woman's Club – *Location: Grace United Methodist Church, Greensboro*
- 26th-30th Southeastern Region Fall Meeting – *Location: Lexington, KY*

November 2022

- 1st GFWC-NC LEADS Applicants due to District President Vanessa Lowder
(vlowder1@gmail.com, 5506 Fleetwood Lane, Greensboro, NC 27407)

December 2022

- 1st Club Presidents submit GFWC Membership Recruitment Forms to GFWC and to GFWC-NC
President-elect
District GFWC-NC LEADS Application due to GFWC-NC Leadership Chair
- 15th District Four Newsletter – Winter
- 31st ***Honor Club donations must be made on or before December 31st (due to GFWC-NC Headquarters)***
Local Club Membership dues, Membership/ mailing lists, and Club Update Form, are due to GFWC-NC Headquarters. District dues are sent to District Treasurer, Cindy Baggett.

January 2023

- 11th Call for District Four Arts Festival
- TBD Sallie Southall Cotten Scholarship Applications due.
- TBD LEADS Training

February 2023

- 1st Club Deadline for CP&S Form (to GFWC-NC State Second Vice President) and GFWC Report Form and (most) State Awards Entries.
- 1st Deadline: District Four Award Entries for Communication & Information Award, Bryant Citizenship Award, Clubwoman of the Year Award, Junior Clubwoman of the Year Award
- TBD Sallie Southall Cotton Scholarship Interviews – *Location: TBD*
- 11th District Four Arts Festival – Kernodle Senior Center - *Location: Burlington, NC*
- 18th Inclement Weather back-up Date for District Four Arts Festival

March 2023

- 1st District Scholarship entries & individual award winners due to GFWC-NC Chairman. Club Presidents submit GFWC Membership Recruitment Forms to GFWC and GFWC-NC President Elect
- 11th GFWC-NC Arts Festival—Mebane Arts Center - *Location: Mebane, NC*

April 2023

TBD GFWC-NC Annual Convention - *Location: Charlotte, NC*

24th Federation Day (GFWC – 1890, North Carolina – 1902)

June 2023

1st Club Presidents submit GFWC Membership Recruitment Forms to GFWC and to GFWC-NC President-elect

15th District Four Summer Newsletter

10th-13th GFWC Convention – *Location: Louisville, KY*

July 2023

1st State dues drop to half price for new members joining

September 2023

1st Send Scholarship Information to local schools - Sallie Southall Cotten dates TBD
Schedule student arts contest in your community
Schedule clubwoman's arts contest in your club.

1st District Four Invitation for the Fall Meeting; Hostess Club – Mocksville WC –
Location: Advance, NC

15th District Four Fall Newsletter

25th Deadline for District Four Immediate Past President Award (see Awards info)

30th GFWC National Day of Service

October 2023

14th District Four Fall Meeting: Elect District Officers and a District Nominee for each State
Nominating Committee: Officers, Community Service Programs, and Junior Officers (all with alternates) - Hostess Club: Mocksville Woman's Club - *Location: Advance, NC*
After meeting, send report of election results, minutes, number in attendance to 2nd VP, Junior Secretary, & Headquarters

27th GFWC-NC Corporate Champions for Women and Children – Women's Club of Raleigh –
Location: Raleigh, NC

28th-29th GFWC-NC Fall Conference - Women's Club of Raleigh – *Location: Raleigh, NC*

November 2023

1st GFWC-NC LEADS Applicants due to District President

2nd-5th GFWC Southeastern Region Meeting - *Location: Huntington, WV*

15th Send changes for State Bylaws and Resolutions to State Chairman

December 2023

1st Club Presidents submit GFWC Membership Recruitment Forms to GFWC and to GFWC-NC President

LEADS Application due to GFWC-NC Leadership Chairman

15th District Four Winter Newsletter

30th Sallie Southall Cotten Scholarship candidate packets due to Denane Owen

31st *Honor Club donations must be made on or before December 31st (due to GFWC-NC Headquarters)*

Local Club Membership dues, Membership/ mailing lists, and Club Update Form are due to GFWC-NC Headquarters. District dues are sent to District Treasurer, Cindy Baggett

January 2024

- 1st Call for District Four Arts Festival
- TBD Sallie Southall Cotten Scholarship Interviews – *Location: TBD*
- TBD LEADS Training

February 2024

- 1st Club Deadline for CP&S Form (to GFWC-NC State Second Vice President) and GFWC Report Form and (most) State Awards Entries.
- 1st Deadline: District Four Award Entries for Communication & Information Award, Bryant Citizenship Award, Clubwoman of the Year Award, Junior Clubwoman of the Year Award
- 17th (*tentative*) District Four Arts Festival - Mebane Woman's Club, *Location: TBD*
(All District first place winners will be submitted to the State Chairpersons)
- TBD Inclement Weather back up Date for District Four Arts Festival

March 2024

- 1st Club Presidents submit GFWC Membership Recruitment Forms to GFWC and to GFWC-NC President-elect; District Scholarship entries & individual award winners due to GFWC-NC Chairman
- TBD GFWC-NC Arts Festival - *Location: TBD*

April 2024

- 24th Federation Day
- 26th-27th GFWC-NC State Convention - *Location: Raleigh, NC*

June 2024

- 1st Club Presidents submit GFWC Membership Recruitment Forms to GFWC and to GFWC-NC President-elect
- 29th-1st GFWC Convention – *Location: Chicago, IL*

For additional information on important dates, see the GFWC-NC Administration Book Section 2B – General Information. Additionally, you can stay up to date on changes by subscribing periodic emails from GFWC (GFWC News & Notes available through www.gfwc.org) and the GFWC-NC Clubwoman Magazine (contact_hq@gfwcnc.org). You may also follow GFWC, GFWC of NC, and GFWC-NC District 4 Clubwomen on Facebook.

GFWC-NC District Four Club President Requirements

- 1) Send a copy of your club's yearbook to the District President. If you are a Junior Club, forward to the District Four President and Junior Director.
- 2) Send a current list of your Club's Officers, the date they were installed, and the length of their term to the District President. If you are a Junior Club, forward to the District Four President and Junior Director.
- 3) Send a copy of each issue of your club's newsletter to the District President if you are a General Club. Junior Clubs should remit to the District Four President and Junior Director.
- 4) General Club Presidents should invite the District President to a club meeting during her term of office. The Junior Clubs should invite their District Junior Director to one of their club meetings during her term in office.
- 5) The District President, First Vice President, Second Vice President or Junior Director, when invited to a local club meeting, should be reimbursed for their transportation expenses. No speech should be expected unless you have asked them to give a program or to speak on a specific topic. Make sure you contact the Officers well in advance of the meeting (preferably 2 months ahead) and inform them of your request. If they are just visiting your meeting and no speech is required, allow 5 minutes for their comments.
- 6) Submit District Four dues remittance form to the District Treasurer by December 31st of each year.
- 7) Submit change of GFWC-NC Update Form to the District President and/or Junior Director and to GFWC-NC upon changes within your club.
- 8) If your club is hosting a District event, make sure to read requirements included in this Administration Book.
- 9) Review the Awards section for District Four included in this Administration Book.
- 10) Review the Calendar for important District and State dates and deadlines included in this Administration Book. Updates will also be distributed via email, District Newsletter, and on social media. Share these dates and updates with club members.

GFWC-NC District Information Meeting Requirements, Descriptions

*Please see Appendix B – Standards and Practices of the **GFWC-NC Administration Book** for detailed of guidelines for District Meetings in general and specific guidelines for District Fall Meetings and District Arts Festivals. This section also contains information on the Description of GFWC-NC Districts including job descriptions/duties for officers, appointees, and chairmen.*

GFWC-NC Update Form

(Please copy form for future use.)

Please use this form to update both individual and club information, such as changes of address, new club information, or change in position. Only complete what is applicable, i.e., for phone or e-mail updates, just complete name and updated information, or if new position but same address, just complete officer update. Additionally, make sure to also send the district or others that require this information gets it.

Date: _____

Circle purpose: *Change of Address* *New Club President* *New District Officer* *Other*

NEW INFORMATION:

Name: _____ Title: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ E-mail: _____
Club Name: _____ Circle: General Junior
Juniorette

OLD INFORMATION:

Name: _____ Title: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ E-mail: _____
Club Name: _____ Circle: General Junior
Juniorette

CHANGE IN OFFICE:

Position: _____ Circle: Club District State
New Person's Name: _____ Past Person's Name _____
Club Address (if applicable): _____
City: _____ State: _____ Zip: _____
Date of election: _____ Date term ends: _____

REMIT TO:

GFWC-NC Headquarters
7474 Creedmoor Road, #310
Raleigh, NC 27613
FAX: 919-790-8684
Email: hq@gfwnc.org

Remit a duplicate copy to GFWC-NC District 4

President:
Vanessa Lowder
5506 Fleetwood Lane
Greensboro, NC 27407
presidentgfwncdistrict4@gmail.com

District Four Dues Remittance Form

Club Name: _____

Club President's Name: _____

Telephone Number: _____

E-mail: _____

Number of Members: _____ Dues @ \$5.00 per member: \$ _____

(District dues are to be paid annually per club member, including Honorary Life Members, and are \$5.00 each year). Please Include a Club Roster for those whom you are remitting dues.

Make checks payable to:
GFWC-NC District Four

Remit annually by **December 31st** to:
Cindy Baggett – GFWC-NC District 4 Treasurer
3900 Rockbridge Rd.
Greensboro, NC 27407

GFWC-NC District Four Past District Presidents and Junior Directors (including Former Districts Six & Seven)

District Six Past Presidents

1916	Mrs. Este Pain	Clemmons (former District 2)
1918	Mrs. R. H. Latham	Winston-Salem (former District 2)
1917	Mrs. J. T. Lowe	Lexington (former District 3)
1919	Mrs. H. G. Trayhorn	Thomasville (former District 3)
1920	Miss Margaret Blair	Winston-Salem (former District 2)
1921	Mrs. Henry A. White	High Point (former District 3)
1922	Mrs. Grady Marler	Winston-Salem (former District 3)
1924	Miss Louise Rath	Elkin (former District 3)
1925	Mrs. Reed Jackson	Mount Airy (former District 2)
1926	Mrs. C. C. Hale	Mount Airy
1928	Mrs. Claude S. Morris	Salisbury
1930	Mrs. John C. Bower	Lexington
1931	Mrs. George E. Marshall	Mount Airy
1931-1932	Mrs. Thomas W. Watson	Winston-Salem
1932-1934	Mrs. A. D. Folger	Dobson
1934-1935	Mrs. Clay Ring	Kernersville
1935-1936	Mrs. W. D. Tomlinson	Thomasville
1936-1938	Miss Lois Strickland	Winston-Salem
1938-1939	Miss Emma Comer	Dobson
1939-1941	Mrs. Charles I. Brady	Salisbury
1941-1943	Mrs. Robert A. McLaughlin	Yadkinville
1943-1945	Mrs. J. C. Lasley	Winston-Salem
1945-1947	Mrs. Harry D. Taylor	Rural Hall
1947-1949	Mrs. George W. Sheek, Jr.	Winston-Salem
1949-1951	Mrs. R. F. Morris	Winston-Salem
1951-1953	Mrs. Hugh Salmon	Elkin
1953-1955	Mrs. John K. Grubb	Salisbury
1955-1957	Mrs. T. H. Beam	Winston-Salem
1957-1959	Mrs. James M. Badgett	Thomasville
1959-1961	Mrs. C. C. Weaver	Elkin
1961-1963	Mrs. J. Frank Bryant	Boonville
1963-1965	Miss Earline Mayberry	Elkin
1965-1968	Mrs. Earl Sullivan	Thomasville
1968-1970	Mrs. R. B. Miller, III	Salisbury
1970-1972	Mrs. Molly L. Johnson	Thomasville
1972-1974	Mrs. Carolyn Hankins	Winston-Salem
1974-1976	Mrs. Eugene F. Groce	Winston-Salem
1976-1978	Mrs. Vance Grubbs	Winston-Salem
1978-1980	Mrs. Harold McNeill	Lexington
1980-1982	Mrs. Thomas Owen	Salisbury
1982-1984	Mrs. Franklin C. Beavers	Winston-Salem

1984-1986
1986-1988

Mrs. Norman Smith
Mrs. Susan Gathings Stockton

Mocksville
Winston-Salem

1988-1990	Ms. Mary Carol Sapp	Winston-Salem
1990-1992	Mrs. Jonnette Powell	Spencer
1992-1994	Mrs. Martha Kontos	Mocksville
1994-1996	Mrs. Peggy Smith	Lexington
1996-1998	Mrs. Gail Kelly	Mocksville
1998-2000	Mrs. Rachel Slate	Thomasville

District Six Past Junior Directors

1961-1963	Mrs. R. D. Reed	Thomasville
1963-1965	Mrs. Herman Shoaf	Winston-Salem
1965-1968	Mrs. J. T. Tolley, Jr.	Rockwell
1968-1969	Mrs. James D. White	Winston-Salem
1969-1970	Mrs. J. H. Williams	Thomasville
1970-1972	Mrs. Harold McNeill	Lexington
1972-1974	Mrs. Charlie Hart, Jr.	Mount Airy
1974-1976	Mrs. Buddy Fulper	Lexington
1976-1978	Mrs. Mary Keller Planner	Mount Airy
1978-1980	Miss Neil Myers	Thomasville
1980-1982	Miss Kathi Cater	Salisbury
1982-1984	Mrs. Jackie Leonard	Lexington
1984-1986	Mrs. Allen Brown	Mount Airy
1986-1988	Mrs. Jewell Mayberry	Rockwell
1988-1990	Mrs. Sheila Prevette	Salisbury
1990-1992	Mrs. Beverly Gobble	Salisbury
1992-1994	Mrs. Wendy Carriker	Mount Airy
1994-1996	Mrs. Gail Theard	Mount Airy
1996-1998	Mrs. Amy Slate	Mount Airy

District Seven Past Presidents

1925-1926	Mrs. C. C. Hayworth	Burlington
(The first president of District Seven as the Districts were divided in 1925)		
1928	Mrs. W. C. Hamner	Asheboro
1930	Mrs. D. H. Lambeth	Elon College
1932	Mrs. Herman Winburn	Greensboro
1934	Mrs. R. E. Labberton	Madison
1934-1936	Mrs. S. S. Blackburn	Summerfield
1936-1937	Mrs. S. J. Beeker	Leaksville
1940	Mrs. Guy Simpson	Madison
1942	Mrs. G. I. Humphries	High Point
1944	Mrs. Grady Kirkman	Greensboro
1946	Mrs. W. B. Weaver	Leaksville
1948	Mrs. Currie Loflin	Asheboro
1950	Mrs. Fred Poole	Mayodan
1952	Mrs. O. B. Souther	Greensboro
1954	Mrs. Lawrence Johnson	
1956	Mrs. F. A. Dodge	Greensboro
1958	Mrs. A. M. Cox	Madison
1960	Mrs. C. G. Mackintosh	High Point
1962	Mrs. Robert LaBoyteaux	Gibsonville
1964	Mrs. O. H. Westmoreland	Greensboro

1966	Mrs. Guy Buckle	Eden
1968	Mrs. H. W. Odenwald	Greensboro
1969	Mrs. Ralph Davis, Jr.	Jamestown
1970	Mrs. Hudson Mann	Jamestown
1972	Mrs. F. H. Cashion	Greensboro
1974	Mrs. Charles Scott	High Point
1976	Mrs. Lewis Boroughs	Greensboro
1978	Mrs. John Stunda	Trinity
1980	Mrs. Neal Lancaster	High Point
1982	Mrs. John Dixon	Greensboro
1984	Mrs. William Parsons	Burlington
1986	Mrs. Joseph G. Maddrey	Eden
1988	Mrs. Wiley A. Sykes, Jr.	Greensboro
1990	Mrs. Vernon Thompson	Greensboro
1992	Mrs. Harvey Larson	Burlington
1994	Mrs. Barry Byerly	High Point
1996	Mrs. Herbert Reese	Greensboro
1998	Mrs. Jesse Williams	Elon College
2000	Mrs. Marilyn Williams	Graham

District Seven Past Junior Directors

1964	Mrs. W. M. Wellman	Greensboro
1966	Mrs. William Hodges	High Point
1968	Mrs. J. B. Dula	Burlington
1970	Mrs. F. H. Cashion	Greensboro
1972	Mrs. T. L. Hayworth	High Point
1974	Mrs. George Critz	Asheboro
1976	Mrs. T. P. Webster	Eden
1978	Mrs. Wendell Evans	Eden
1980	Mrs. Thomas Meredith	Burlington
1982	Mrs. Salem Bullard	Greensboro
1984	Mrs. David Martin	Greensboro
1986	Mrs. Barry Byerly	High Point
1988	Mrs. Marilyn Williams	Burlington
1990	Mrs. James Murphy	Greensboro
1992	Ms. Cindy Brooks	Greensboro
1994	Mrs. Terri Shipwash	Jamestown
1996	Mrs. Kim Redmond	Greensboro
1998	Mrs. Amy Keeter	Greensboro
2000	Mrs. Jennifer Sawyer	Greensboro
1998-2000	Mrs. Tina Butcher	Mount Airy

District Four Past Presidents

2000-2002	Mrs. Sarah Miller	Lexington
2002-2004	Mrs. Wendy Carriker	Mount Airy
2004-2006	Ms. Lynne Gladstone	Greensboro
2006-2008	Mrs. Marlene Shamel	Mocksville
2008-2010	Mrs. Amy Keeter	Greensboro
2010-2012	Mrs. Shannon Lane	Pilot Mountain
2012-2014	Mrs. Lori Seiler	Burlington

2014-2016	Ms. Melanie Carriker	Kernersville
2016-2018	Mrs. Crystal O'Neal	Alamance
2018-2020	Ms. Eva Jackson	Asheboro
2020-2022	Mrs. Fran Pollock	Sedgefield
2022-2024	Mrs. Vanessa Lowder	Greensboro

District Four Past Junior Directors

2000-2001	Mrs. Lori Seiler	Burlington
2001-2002	Mrs. Suzanne Ramey	Mebane
2002-2004	Mrs. Barbara Young	Burlington
2004-2006	Mrs. Jennifer Jobe	Winston-Salem
2006-2008	Ms. Julie Sizemore	Winston-Salem
2008-2010	Ms. Crystal Sharpe	Burlington
2010-2012	Ms. Melanie Carriker	Winston-Salem
2012-2014	Ms. Nikki Ratliff	Burlington
2014-2016	Ms. Pamela Holley	Burlington
2016-2018	Mrs. Lauren Andrews	Burlington
2018-2020	Ms. Ellen Creasman	Winston-Salem

2022-2024 GFWC-NC District 4 Awards Quick Reference Guide

Award	Entry Form(s)	Submit to	Deadline	Awarded at	Sent to GFWC-NC
<u>District 4 Immediate Past President Award</u>	GFWC-NC District 4 Immediate Past President Award cover sheet plus narrative of up to 3 pages	District 4 President Vanessa Lowder, 5506 Fleetwood Ln. Greensboro, NC 27407 Vlowder1@gmail.com	Sept. 26	District Fall Meeting	NO
<u>District 4 Communications & Information Award</u>	District 4 Communications & Information Entry Form, plus examples of communication tools where requested. Can include a narrative of up to 3 pages.	District 4 2 nd Vice President Eleanor Oliver, 1311 Robin Hood, High Point, NC 27262 Email: EOHome@aol.com	Feb. 1	District Arts Festival	NO
<u>Outstanding Citizenship and Patriotism Award</u>	Outstanding Citizenship and Patriotism Award Entry Form plus narrative of up to 3 pages	District 4 2 nd Vice President Eleanor Oliver, 1311 Robin Hood, High Point, NC 27262 Email: EOHome@aol.com	Feb. 1	District Arts Festival	YES
<u>General Clubwoman of the Year Award</u>	General Clubwoman of the Year Award Entry Form plus narrative of up to 3 pages	District 4 2 nd Vice President Eleanor Oliver, 1311 Robin Hood, High Point, NC 27262 Email: EOHome@aol.com	Feb. 1	District Arts Festival	YES
<u>Junior Clubwoman of the Year Award</u>	Outstanding Junior Clubwoman of the Year Award Entry Form plus narrative of up to 3 pages	District 4 2 nd Vice President Eleanor Oliver, 1311 Robin Hood, High Point, NC 27262 Email: EOHome@aol.com	Feb. 1	District Arts Festival	YES

GFWC-NC District Four Awards

District Four Awards Timeline:

District Four Fall Meeting Awards

- Immediate Past President Award: Winner and Runner-up

District Four Arts Festival Awards

- Communications & Information Award: Winner
- Outstanding Citizenship and Patriotism Award: Winner
- General Clubwoman of the Year: Winner
- Junior Clubwoman of the Year: Winner

Stay connected with GFWC-NC District 4 at <https://www.gfwncdistrictfour.org/>

GFWC-NC District Four Immediate Past President Award

The **Immediate Past President Award** honors the Immediate Past Club President and her accomplishments achieved during her term as Club President.

Rules for combined General and Junior competition:

1. Events reported must have taken place during the Immediate Past President's term of office.
2. The club's award entry narrative must be typewritten and doubled spaced in a letter-sized (8 ½ x 11) document of no more than three (3) pages.
3. Each report should include the following information as a cover sheet:

Club Name: _____

President's Name: _____

City or Town: _____

Club Year: _____

4. The following criteria for judging will be considered when judging this award:

- a) Participation in club events
- b) Participation at District and State events
- c) Participation on District and State levels
- d) Leadership abilities
- e) Motivational abilities
- f) Effective involvement of members
- g) Organizational skills

5. **Clubs have the choice of using mail or email to submit their nominee:**

- **Mail** – 3 copies of the entry should be mailed to the District President:

**Vanessa Lowder
5506 Fleetwood Lane
Greensboro, NC 27407**

It should be post-marked by September 26th.

- **Email** – Email entry as a Word Document to the District President:

Vanessa Lowder: presidentgfwncdistrict4@gmail.com

It must be emailed by September 26th.

6. There will be one overall winner and one runner-up
7. Please note that the Immediate Past President competition concludes at the District level and does not proceed to the State level of competition.

GFWC-NC District Four Communications and Information Award

The **GFWC-NC District Four Communications and Information Award** is a new award which will **take the place** of the following past awards: Website, Scrapbook, Newsletter, and Yearbook. Today, club information is shared through these and many other outlets. Individual clubs must arrive at their own communication strategy by understanding their membership and their club's goals and objectives.

A successful communication strategy will educate, inform, and inspire current members and attract new members. It is imperative that clubs publicize their projects and activities so the public can understand the impact made by GFWC clubs in their local communities.

For this **District Award**, clubs are asked to list, and if possible provide examples of, no more than **five communication and information tools** they use to reach either the public or their own members. (Please note that this award is **similar to** the *GFWC-NC Communication and Public Relations Award*. However, this district award winner will not be submitted to the state level. Clubs wishing to enter that award should complete the GFWC-NC award entry separately).

Examples of Club Communication:

- **Website:** Clubs should submit their website URL or address. A club's website should be used to dispense information to the public concerning the local club's mission, its affiliation with the Federation (GFWC, GFWC-NC, and GFWC-NC District Four), and membership opportunities. Also included may be club news and projects, announcements, and program agendas. It should be clear and concise.
- **Newsletter:** Clubs should provide no more than 3 (three) issues of their newsletter. Either printed copies may be submitted, or digital attachments will be accepted (see rules). Newsletters should be distributed to all members and cover the period of January through December of the previous year prior to judging. The newsletters should be used to dispense information concerning Federation (GFWC, GFWC-NC, and GFWC-NC District 4), club news, CSP projects, and program agendas. They should be clear and concise.
- **Social Media:** Clubs should provide a link to their social media page(s). Networking sites such as Facebook and Instagram should be used to post information about your club, its activities, its projects, and fundraisers. Your club members should be encouraged to like the club's page and your club's page should also like pages of groups you work with. Your page should continually post updates and photos.
- **Club Yearbook:** Clubs entering their yearbook or administrative handbook should provide its attachment or make arrangements to provide a hard copy to the Second Vice-President. The yearbook should be distributed (digitally or in hard copy form) to all members and include information such as club calendar, club officers and committee chairs, information about Community Service Programs, Federation, bylaws, budgets, member requirements, membership roster, etc.
- **Membership Brochures:** Clubs should provide 3 (three) printed copies of their membership brochure. It should be used to inform the public of the club's work and as a tool to recruit new members.
- **Local Newspaper Articles:** Clubs should provide 3 (three) printed copies of screenshots of newspaper articles recognizing their club and its service. The articles should cover the period of January through December of the previous year prior to judging.
- **Other Miscellaneous Communication and Public Relations Tools**
 - ✓ Use of ZOOM or other video-conferencing tools
 - ✓ Club Tee Shirts
 - ✓ Club Scrapbook
 - ✓ Radio or TV Broadcasts spotlighting your club

GFWC-NC District Four Communications and Information Award Entry Rules and Procedures:

1. Clubs must provide the completed Award Entry Form. This may be accomplished by:
 - a. Printing and filling out the form on the following page. It should be accompanied by the materials listed on the form, then mailed to the Second Vice-President.

Or by



GFWC-NC District 4
Communication & Information

- b. Downloading this fillable form and emailing it to the Second Vice-President along with materials listed on the form.
2. Clubs are encouraged to provide a narrative of no more than 3 pages explaining how the chosen communication tools (up to 5) were employed by their club and their effectiveness.
3. There will be one overall winner and one runner-up.
4. Please note that this entry concludes at the District level and does not proceed to the State level of competition.

5. Judging Criteria and Possible Points:

• Variety of communication tools	10	_____
• Federation news featured/explained	10	_____
• Outreach to community featuring club's work	20	_____
• How well is the club's work and programs explained to its members	20	_____
• Information regarding effectiveness of the club's programs such as % of members who participate, increase in membership, fund-raising success	25	_____
• Overall presentation –quality, and readability of narrative	<u>15</u>	_____
TOTAL POINTS POSSIBLE	100	_____

2022-2024 GFWC-NC District Four Communications and Information Award Entry Form

Submit to GFWC-NC District 4 Second Vice President:

Deadline: February 1st

Eleanor Oliver
 1311 Robinhood
 High Point, NC 27262
 Email: EOHome@aol.com

Club Name: _____

Club Address: _____

Club President's Name: _____

Club President's Email: _____

Designate Up To 5 (Five) Communication and Information Tools Employed by Your Club:

Check up to 5	Communication and Information Tool	Please Provide:
<input type="checkbox"/>	Website	URL of club's website: www._____
<input type="checkbox"/>	Newsletter	Copies of up to 3 newsletters from the period January – December of the previous year
<input type="checkbox"/>	Social Media	Link to club's social media page(s):
<input type="checkbox"/>	Club Yearbook	Club yearbook attachment (or hard copy)
<input type="checkbox"/>	Membership Brochure	Three copies of club brochure or a PDF Link:
<input type="checkbox"/>	Local Newspaper Articles	Three sets of screen shots of articles covering the period January - December of the previous year
<input type="checkbox"/>	(Misc.)	
<input type="checkbox"/>	(Misc.)	
<input type="checkbox"/>	(Misc.)	
<input type="checkbox"/>	(Misc.)	

Clubs may provide a narrative of no more than three pages explaining how the chosen communication tools (up to 5) were employed by their club and their effectiveness.



This Award Entry Form must be included with entry to be eligible for judging

District entry due Feb. 1st /Awarded at District Arts Festival

General Federation of Women's Clubs of North Carolina Outstanding Citizenship and Patriotism Award Entry Form (Please copy for future use)

Nominee Name		Date	
Phone #	Email		
Address			
Sponsoring Club		District	
Name & Address of Club President			
Phone #	Email		
Is the nominee aware of this award nomination?	Yes	No	
If Club President is the nominee, the Alternate Contact (AC) is			
(AC) Phone #	(AC) Email		

Bryant Citizenship Bowl, Juanita Martin Bryant, donor. The award is to recognize a clubwoman (**General or Junior**) for outstanding work in citizenship and patriotism. The award is given annually, and the judging criteria is based on accomplishments during the **previous year, January 1 to December 31**. This award is first judged on the District level.

Rules for Participation

1. The nominee shall not be entered in any other GFWC-NC Individual Award Contest in the same year.
2. This entry must be typewritten and adhere to the following minimum requirements: 8.5" * 11" size document; single spaced; 10pt font; 1" margins; and no more than (4) pages, with one being the completed Award Entry Form.
3. A copy of the entry must be sent by the club president to the District President, unless otherwise directed, postmarked no later than **February 1**.
4. The District President or District Awards Chairman will have these judged, and the district award will be made at the District Arts Festival. Following the District Arts Meeting, the district winning award entry will be emailed or postmarked to the GFWC-NC Recording Secretary timestamped no later than 11:59pm on **March 1st**.
5. This entry shall be judged by three (3) individuals with at least one of them being an active clubwoman.
6. **Past winners of this award on the State level shall not be eligible to win the same award again.**

Criteria (**Note:** Nominees will be judged only on the information you furnish):

Judging criteria will be based on activities for **the previous calendar year only**. Submit in detail the achievements and the nature of service of your candidate, noting the qualifications of your nominee and keeping in mind that the judging will be based on the following items:

Outstanding contributions in citizenship, patriotism, and community affairs including church, political, other service organizations, civic, board positions, etc.	75 Points
Contribution through Federation: (5)-State, (5)-District, (5)-Local	15 Points
Cooperation with individuals	10 Points
TOTAL	100 Points



This Application Cover Form must be included with entry to be eligible for judging

District entry due Feb. 1st /Awarded at District Arts Festival

General Federation of Women's Clubs of North Carolina General Clubwoman of the Year Award Entry Form

(Please copy for future use)

Nominee Name		Date	
Phone #	Email		
Address			
Sponsoring Club		District	
Name & Address of Club President			
Phone #	Email		
Is the nominee aware of this award nomination?	Yes	No	
If Club President is the nominee, the Alternate Contact (AC) is			
(AC) Phone #	(AC) Email		

Minnie Lou Parker Creech Wine Cooler -The award is given annually to honor a **General** clubwoman who has given of her time, talents, interest, organizational efforts, and active participation to render outstanding service through the Federation. The judging criteria is based on accomplishments during **the previous year, January 1 to December 31**. This award is first judged on the District level.

Rules for Participation:

1. The nominee shall not be entered in any other GFWC-NC Individual Award Contest in the same year.
2. This entry must be typewritten and adhere to the following minimum requirements: 8.5" x 11" size document; single spaced; 10pt font; 1" margins; and no more than (4) pages, with one being the completed Award Entry Form.
3. A copy of the entry must be sent by the club president to the District President, unless otherwise directed, postmarked no later than **February 1**.
4. The District President or District Awards Chairman will have these judged by three competent clubwomen who live outside and preferably not adjacent to the district for which they serve as judges. (The three judges for selection of the GFWC-NC winner should be those serving as current or past presidents of other state organizations in North Carolina and/or Past Presidents or Directors of Juniors of GFWC-NC or of other states within GFWC; with at least one being a member of the GFWC-NC)
5. The District award will be presented at the District Arts Festival. Following the District Arts Meeting, the District winning award entry will be emailed or postmarked to the current GFWC-NC President-Elect timestamped no later than 11:59pm on **March 1st**.
6. **Past winners of this award on the GFWC-NC level shall not be eligible to win the same award again.**

Criteria (Note: Nominees will be judged only on the information you furnish):

Judging criteria will be based on activities for the **previous calendar year only**. Submit in detail the achievements and the nature of service of your candidate, noting the qualification of your nominee and keeping in mind that the judging will be based on the following items:

Contribution through Federation: 30-GFWC-NC, 25-District, 25 Local	80 Points
Participation in Community Affairs (church, political, other service organizations, civic, board positions, etc.	10 Points
Cooperation with individuals and other club members	10 Points
TOTAL	100 Points



This Application Cover Form must be included with entry to be eligible for judging

District entry due Feb. 1st /Awarded at District Arts Festival

General Federation of Women's Clubs of North Carolina Junior Clubwoman of the Year Award Entry Form (Please copy for future use)

Nominee Name		Date	
Phone #	Email		
Address			
Sponsoring Club		District	
Name & Address of Club President			
Phone #	Email		
Is the nominee aware of this award nomination?	Yes	No	
If Club President is the nominee, the Alternate Contact (AC) is			
(AC) Phone #	(AC) Email		

Linda G. White Silver Wine Cooler - The award is given annually to honor a **Junior** clubwoman who has given of her time, talents, interest, organizational efforts, and active participation to render outstanding service through the Federation. The judging is based on accomplishments during **the previous year, January 1 to December 31**. This award is first judged on the District level.

Rules for Participation

1. The nominee shall not be entered in any other GFWC-NC Individual Award Contest.
2. A copy of the entry must be sent by the club president to the District Junior Director or District Awards Chairman postmarked no later than **February 1** of each year.
3. This entry must be typewritten and adhere to the following minimum requirements: 8.5" x 11" size document; single spaced; 10pt font; 1" margins; and no more than (4) pages, with one being the completed Award Entry Form.
4. The Junior Director or District Awards Chairman will have these judged by (3) individuals who live outside and preferably not adjacent to the district for which they serve as judges.
(The three judges for selection of the GFWC-NC winner should be those serving as current or past presidents of other state organizations in North Carolina and/or Past Presidents or Directors of Juniors of GFWC-NC or of other states within GFWC; with at least one being a member of the GFWC-NC)
5. The District award will be presented at the District Arts Festival. Following this meeting, a copy of the district winning award entry shall be emailed or postmarked to the current GFWC-NC Director-Elect of Junior Clubs and timestamped no later than 11:59pm on **March 1st**.
6. **Past winners of this award on the GFWC-NC level are not eligible to win the same award again.**

Criteria (Note: Nominees will be judged only on the information you furnish):

Judging criteria will be based on activities for the **previous calendar year only**. Submit in detail the achievements and the nature of service of your candidate, noting the qualifications of your nominee and keeping in mind that the judging will be based on the following items:

Contribution through Federation: GFWC-NC (30), District (25), Local (25)	80 Points
Participation in Community Affairs (Church, political, other service organizations, civic, board positions, etc.	10 Points
Cooperation with individuals and other club members	10 Points
TOTAL	100 Points

Sallie Southall Cotten Scholarship

Rules:

The GFWC of North Carolina Sallie Southall Cotten Scholarship (SSCS) shall be awarded to an outstanding senior (male or female). The student must be a North Carolina high school senior and sponsored by a Federated club in good standing with GFWC-NC. Investments of the State SSCS Fund shall provide the scholarship monies and other expenses incurred in awarding the scholarship for a four year Bachelor's degree. The tenure for the scholarship shall be four years in a North Carolina school, provided the academic record and conduct of the recipient justifies continuance of the scholarship. (In the event the recipient graduates in three years, the tenure shall be three years).

The recipient shall undertake and satisfactorily complete a full academic number of hours as described by the current college catalog. Any grade point average, GPA, less than 3.0 per year, does not satisfactorily meet the terms of the contract.

Scholarships are administered through the GFWC-NC Headquarters in cooperation with State SSCS Chairman and the Financial Officer of the college, which the recipient attends. Half of the annual funds shall be paid by GFWC-NC prior to each semester upon receipt of transcript and release form of student from the State SSCS Chairman.

This administration the SSCS shall be \$3,000 per year, for a total of \$12,000. The runner-up shall receive the one time sum of \$1,000, which shall be sent to the school of choice.

Should the Scholarship recipient find it necessary to withdraw from college, the student must notify the State Scholarship Chairman as soon as possible.

Application Rules – Local/District/State:

This scholarship is awarded based on the candidate's character, scholastic records, evidence of intellectual promise, demonstration of ambition, leadership ability, and need for financial assistance. Applicant must be present for judging at the time and place designated. For Local & District contests the applicant must also be present for the presentation of the scholarship.

- Applicant must be a high school senior residing in North Carolina.
- Applicant must be in the upper fourth of the class.
- Applicant must use the official application form (or copies of) attached
- The scholarship is to be used at a four-year college or university in the state of North Carolina
- Citizen or permanent legal resident of the United States.

Sallie Southall Cotten Scholarship

THE FOLLOWING MUST BE SUBMITTED:

1. Application form attached.
2. Recent photograph.
3. A personal letter as to why student desires to continue their education, the student's future plans, and why financial aid is necessary.
4. Letter of recommendation from either the school principal, school guidance counselor, or a school teacher.
5. Letter of recommendation from a business or professional person OTHER THAN SCHOOL PERSONNEL.
6. Letter of recommendation from the President of sponsoring club.
7. High school transcript, with grades through the first semester of senior year, complete SAT and/or ACT scores, class rank with number of students in class, and grade point average weighted and unweighted.
8. Copy of most recent Federal Tax Returns or FAFSA Summary for applicant's parent(s) and applicant. Document any significant changes in family income if necessary. Student should mark out SSN before submission.

The District Scholarship Chairman shall:

1. Be responsible for the District contest.
2. Contact each club in the district with full information as to rules and procedures governing the scholarship.
3. Select three (3) judges - a school principal or teacher, an active clubwoman, and a business or professional person.
4. Submit a copy of each applicant's file to each judge at least one week prior to the District judging.
5. Provide judges with the judging criteria found in the following section entitled "Judging Criteria."
6. Application has to be to District Chairman by: TBD
7. The District 4 winner receives \$2,500 and runner-up receives \$1,500.

By March 1 - District Chairman should mail to the State Scholarship Chairman:

1. Five (5) copies of the district winner
2. One (1) copy of the district alternate

DISTRICT CHAIRMAN: DENANE OWEN (howen2010@gmail.com)

Please email for mailing address from club participants to chairmen

GFWC-NC Sallie Southall Cotten Scholarship Application Form

(Please copy for future use)

To Be Completed By Sponsoring Club

Complete the following before delivering application to applicant.

Club _____ Town _____ District _____
Club President _____
Mailing Address _____
Local Scholarship Contest will be held (date _____ Place _____
District Scholarship Chairman _____ E-mail _____
Mailing Address _____ Phone Number _____
District Scholarship Contest will be held (date _____ Place _____

To Be Completed by Student

APPLICANT'S FULL NAME _____ Date _____
HOME ADDRESS _____
BIRTH DATE _____ PHONE (home) _____ PHONE (cell) _____
APPLICANT'S EMAIL _____
1) School _____ Graduation Date _____
2) Name of Father/Guardian _____
Address _____ Occupation _____
3) Name of Mother _____
Address _____ Occupation _____
4) How many persons are dependent upon your parents? _____
5) Give ages of brother(s) _____ Sister(s) _____
6) How many brothers _____ and/or sisters _____ are in college?
Name colleges _____
7) Did your parents attend college? Father _____ Mother _____
8) Do your parents own their own home? _____ Buying? _____ Renting? _____
9) What work for pay have you done during the last year? _____
10) What work do you plan to do this coming summer? _____
11) What is your NC college preference _____
What course of study will you take? _____
12) Have you applied or been accepted for entrance to a college? _____
13) Have you informed the student aid officer of your need for financial assistance? _____
14) Name other scholarships for which you have applied _____
Scholarship name and amounts you have received _____
15) If you are awarded this scholarship, how will the balance of your college expenses be financed? _____
16) Attach a list of extracurricular activities, honors and community activities.

PARENT OR GUARDIAN'S ENDORSEMENT

I, _____ (name), the parent/guardian of the above applicant for a scholarship, hereby declare that, to the best of my knowledge, and belief, the foregoing statements are complete and correct. I approve the applicant's application for a scholarship.

Date _____

Signature _____

Applicant must be present for judging.

Sallie Southall Cotton Scholarship

Judging Criteria – Local/District/State

It is suggested that each of the following categories of criteria be given a value of up to 20% in computing judges' decisions. (The highest total percentage points would indicate the winner.)

Judges Criteria:

1. **Character:** Based on written recommendations and personal interview by judges
2. **Scholastic Record:** Based on school records
3. **Demonstration of ambition and LEADERSHIP:** Based on record of participation in church, school and community activities
4. **Potential to Succeed:** Based on personal letter listings activities and responses to judges' questions.
5. **Financial Need:** Verified by figures from application and information from letters, which confirm that financial aid is necessary.

Judges Evaluation (to be completed by judges on the District level):

Possible Points	Points Awarded	Comments
1. 20		
2. 20		
3. 20		
4. 20		
5. 20		