



# Guam Women's Club

## EXECUTIVE COUNCIL MEETING

11:30 a.m. 22 July 2021

Capitol Restaurant, Days Inn Hotel

### AGENDA

1. Call to order and welcome
2. Correspondence [Angie]
3. Minutes [from May 2021 meeting]
4. Treasurer's Report [Loisa]
5. Corporate Matters [Jillette]
  - a. Mission Statement/Survey
  - b. 501 © 3 status
  - c. Amendments to the Articles and Bylaws [Action Item]
  - d. Corporate Records
6. Action Item: Vote on General Membership Meetings Venue [Carina]
7. Action Item: Annual Program [Jillette]
8. FY2021-2022 Budget Draft [Jillette/Loisa]
9. Committee Reports:
  - a. Membership Committee [Leo]
  - b. Publicity Committee [Valerie]
  - c. Education Committee [Patty off-island]
  - d. Senior Citizens Committee [Mary Lou Lacson]
  - e. Sunshine Committee [Annie]
  - f. Technology Committee [Renee]
  - g. Envisioning GWC Ad Hoc Committee [Jillette]
  - h. Fall Fundraiser [Carina]
  - i. Mardi Gras [Caroline]
  - j. 70<sup>th</sup> Anniversary Program [Leo/Donna]
10. Old Business [none]
11. New Business
  - a. Online Payments via Paypal
12. Announcements
13. Adjournment

Thank you for coming

I wanted to say a few words before we begin.

As most of you know, my background is in nonprofit management and organizational development. I have worked for many years in this field and am dedicated to making any organization I am with the best that it can be.

I know that I have given you all a lot of information and work. I'm not going to sugar coat it but the GWC is currently in violation of many nonprofit tenets. This work that we have started and are currently doing is for the betterment of the organization so that it can thrive in the next 70 years.

I am so heartened by all of your help and willingness to put your talent and energy to improve the organization.

For those of you who attended the orientation meeting - we went over a lot of material and I hope you now have an understanding of what needs to be done.

This is going to be a challenge for all of us. It will not be easy as there are many practices that are not in line with good governance. This is understandable due to the constant change in the governance and the lack of information that is passed from one leadership team to the next.

We now have to rebuild the last few years in order to get our records in order.

Times are changing at lightning speed because of the pandemic. Technology is now a necessity if we are to compete in this nonprofit world.

We are trying our best to get things in order so that the GWC can move into the future with both guns blazing.

I am willing to give the GWC all I've got and heavens knows, I'm not perfect so I can certainly use your help. I sincerely thank you all for the support you have shown me thus far.

And please do not take anything I've said as a personal attack on anyone. I'm not trying to change things for personal reasons, I just want to get the organization in compliance with good governance practices.

Thank you

While transparency reduces corruption, good governance goes beyond transparency in achieving openness. Openness means involving the stakeholders in decision-making process. Transparency is the right to information while openness is the right to participation.

**Narendra Modi**

Current Prime Minister of India

**Guam Women's Club**  
**Board Meeting Minutes**  
**4-24-2021**

Meeting called to order at 12:03 pm. Initial discussion on payment of dues.

Those present: President Renee Veksler, Rose Marie Cruz, Cindy Brewer, Marilou Lacson, Angie Gibbons, Leo Jordanou, Mary Louise Wheeler, Loisa Cabuhat, Vanessa Quinata.

- I. Start of meeting. Agenda presented on zoom slide.
  
- II. Secretary and Treasurer Reports.
  - a. Secretary's Report: Minutes for March meeting were sent to the board members previously by email. They were also put up briefly during the board meeting to view. Motion to accept the minutes by Leo Jordanou, seconded by Loisa Cabuhat. Secretary's report accepted.
  
  - b. Treasurer's Report: Vanessa Quinata reported on the treasurer's report.

To close out the month of March, checking account balance was reported at \$2,939.85. During the month, two checks cleared – (1) payable to the Guam Council of Women's Club in the amount of \$40.00 for the annual membership dues and (2) Renee Veksler in the amount of \$84.85 for the reimbursement of Megabyte equipment. At the end of March, the Scholarship Fund reported a balance of \$71,711.73 with the Reserve Fund at \$14,090.48. Total book and bank balance as of March 31, 2021 was \$88,742.06.

Current balances as of today (April 24, 2021) are as follows:

Checking Account	\$2,904.85
Scholarship Savings Fund	72,711.73
Reserve Fund	<u>14,090.48</u>
Total Bank Balance	\$89,707.06

The difference between the current balance and the month end balance is \$ 1,000.00, which was received from Sue Biolchino for the Rick Biolchino Memorial Scholarship. Funds received were deposited to the Scholarship Account.

Vanessa Quinata also presented to the Board an Income & Expense Statement thru March 31, 2021. Total income is reported at \$19,706.47 resulting from collected Membership Dues (\$1,805.00), transfer from the Scholarship Fund (\$15,837.00), donations (\$2,040.00), and interest income (\$24.47). Donations derived from the Birthday Club and Horecky/Wheeler Scholarship Funds. Total expenses is reported at \$20,813.55 resulting from Grant/Donations (\$500.00), UOG/GCC Scholarships (\$17,837.00), Administrative/Operational Expenses (2,176.85) and bank charges (\$299.70). Grant/Donations is due to the Senior Citizen Outreach. Administrative/Operational expenses include the following payments:

- Guam Daily Post \$200.00 (publication of 2019-2020 financials)
- Jillette Leon-Guerrero \$144.00 (GWC website annual renewal)
- Treasurer of Guam \$10.00 (2020 Annual Report filing)
- GU Self Storage \$1,368.00 (October 2020 ~ September 2021 monthly storage fee)
- Mary Louise Wheeler \$220.00 (Club donation to the Lamparzyk Family)
- Guam Chamber of Commerce \$110.00 (Association Membership Dues 2021)
- Guam Council of Women's Club \$40.00 (Annual Membership Dues 01/01/2021~12/31/2021)
- Renee Veksler \$84.85 (reimbursement of computer equipment from Megabyte)

Based on the interim report, the Club is reporting a loss of \$1,107.08.

Pending and anticipated expenses were also discussed, to include Toves Flower Shop (2020-2021 induction ceremony) (\$440), Toves Flower Shop (2021-2022 Officer induction ceremony) (\$440), bank fees (\$70), postal box fee (\$90), GVB membership due (\$110), and Relay for Life donation (\$250). Total pending and anticipated expenses are estimated at \$1,400.00.

Motion to accept the Treasurer's report by Cindy Brewer, seconded by Marilou Lacson. Treasurer's Report was accepted. President Renee complimented the exceptional and complete treasurer's report.

III. New Business: Donation to American Cancer Society Relay for Life. GCWC asks each club to donate \$250, and the total donation to the American Cancer Society will come from the GCWC. A proposed budget for GWC was sent out via email, however has not yet been discussed. The donation amount is included in the proposed budget. Some adjustments were made by deletion as there were no fundraisers this year, but the donation to ACS was left in.

Vanessa Quinata pointed out that without an approved budget; each expense should be discussed and approved by the board, as well as the general membership. Leo Jordanou indicated we should go ahead and vote, but question is, can we afford it. According to Vanessa Quinata, deposit accounts are in the black. Checking accounts report a current balance of over \$2000.00; no funds have been transferred from the Reserve Funds, to date. Transfer from the Reserve Funds should only be discussed and voted on as an "as-needed" basis. At this time, funds are sufficient to support the basic operation of the Club till the end of the Club Year.

Mary Louise Wheeler brought up that previously the board had decided not to give donations to people who apply for grants this year. Every year the club donates to Relay for Life, but the club is not giving other donations this year, so to give to Relay for Life would not seem to be consistent.

Renee Veksler proposed some alternatives: One- the club members could be asked for their individual donations instead of a check from the club checking account; Two- the amount is not really due until next November, so the expense could be approved pending future fundraisers happening. The club can

give an answer later. Leo Jordanou indicated that the clubs need to commit by May 27. If we still have funds after the expenses are paid —.

Cindy Brewer indicated that at the end of one of the previous years that the club did not have start up cash, so it is imperative the club leaves enough cash for next year's officers to start up. She pointed out that it takes funds to start a fundraiser. Cindy Brewer also pointed out that after the presentation to the club from the ACS, that she did not feel that the ACS did enough for the local people of Guam. It was felt that most funds are not used locally. Renee Veksler pointed out that other non-profits have tried to fill the void, such as Guam Cancer Care, Eddie Calvo Foundation, to support local cancer patients. ACS funding does not necessarily stay on Guam. Mary Louise Wheeler suggested that the ACS may focus more on research, rather than assistance to individual patients. Renee Veksler indicates that each local ACS Chapter selects its own goals. The Guam goals are "quality of life." Depends on the Chapter. The local ACS Chapter could change its goals so more is done on Guam.

Renee Veksler points out that the club could say "no" for now, could ask for individual donations. Leo Jordanou indicates some other clubs do this, such as GMH volunteers give their funds to one project and solicit donations from the members for others such as the ACS. She indicated that the club could be asked if they want to donate individually instead of from the club's coffers. Loisa Cabuhat suggested that the club pass the hat at the next general membership meeting. Leo indicates we have until November to turn in the funds, the club just needs to make a commitment. Even without any donation from the GWC, the GCWC will meet its donation goal. Renee points out that we don't need to cut a check by May 27, just indicate a commitment for \$250 by that date, whichever way the money is collected. Leo reported that in just one meeting, donations for the Dementia Center were \$500. Collecting the money is no problem.

Renee asked Leo if it is her motion that the money come from donations and not from the checking account. She indicated yes. Vanessa seconded this motion. Marilou Lacson indicated that even if only the board contributed, \$250 would be easily raised. Renee indicated the club can commit to \$250 plus additional funds. The money will be forwarded in November. Leo indicated that many clubs are not

even meeting and have not been raising money. The motion was not formally voted upon after this discussion.

Vanessa asked if a PayPal account could be used for donations. Leo will search for her account and report back. Renee will collect the funds and transfer them to Leo.

Renee asked if Marie Portobello will give a presentation and pass the hat at the general membership meeting. There can be a small prize for donating. There can be distribution of Luminaria bags for sale. There are \$15 and \$25 bags. They can be decorated at the meeting. These matters will be put into the Plumeria Press.

IV. Old Business. N/A

VI. Committee Reports.

a. Luncheon Committee. Marilou Lacson reported May 21 is booked for Cafe Kitchen indoors for the board meeting. She suggested that the Dusit Lounge is open, and can be another venue for the board meeting if the club wishes. For May 28 General Membership Meeting, the maximum capacity is 50, so Hyatt Cafe Kitchen is booked for outdoors on that day. Renee discussed if the club wanted to meet indoors. Vanessa indicated to ask the club members if they are willing to meet indoors. General discussion took place on meeting arrangements, ie. table off to the left side of Cafe Kitchen, upstairs function room, Lobby Lounge. However, Lobby Lounge is not currently open. Arrangement of number of people at tables, sound system also discussed. Marilou Lacson will check on the arrangements that are available and the prices. Number of people attending has hovered around 25 so don't need arrangements for much more. Also consideration of motivation to attend if meeting is indoors or outdoors. Two options seem to be outdoors, and indoors without charging extra. If indoors, do not want set menu of function room food, would rather order individually from the Cafe Kitchen menu.

Discussion whether board meeting be on the 21st. or 22nd, Hyatt or Dusit: Decided to be on Friday May 21st, venue not decided.

b. Membership Committee. Loisa Cabuhat reported there are no new applicants for membership this month, but there is a new member Selena Ashland, to be inducted.



Need to check if she can attend. Report: there are 72 members on the list, 15 are lifetime members plus 2 new ones. There are 15 unpaid members. The non-paid members will be reminded to pay. Vanessa Quinata did not open the credit card machine for dues payment as there is a charge for this. There are the other payment options, PayPal, pay at a meeting, send it to the PO Box. Many members have been reminded many times but have still not paid. This will be put in Plumeria Press again.

c. Sunshine Committee. Mary Louise Wheeler indicated there is no report at this time. The May birthday e-card will be sent out May 1.

e. 70th Anniversary Celebration. Rose Marie Cruz indicated that Leo Jordanou and Donna Kloppenburg will be heading up this event. Leo reported planning is ongoing. The Life Members have not met in person. Theme and logo are now being worked on. Materials for the documentary are being collected. The grant schedules are being looked into to apply on the deadlines. Leo Jordanou reviewed some history of the club. Leo Jordanou soliciting ideas for a catchy theme.

f. Website. Renee indicates she will put up more things on the 70th Anniversary when they are decided.

g. Senior Citizens Committee. Marilou Lacson indicates just waiting for the time to do donations again. Donations for Senior Citizens done usually in October and November. Since the Dementia Center is still closed, if it is still closed in August, the club will concentrate on St. Dominic's to coordinate donations.

h. Education Committee. Cindy Brewer reported that 2 scholarships are available for GCC for next semester. She would like to invite the UOG scholars to the next meeting in order to meet them personally. Renee indicates zoom is ok. Pictures can be added to the Plumeria Press. Hopefully, the GCC scholarship recipients can be selected before the next meeting.

i. Yearbook Committee and Discussion. Angie Gibbons does not have anything new at this time but will look for 2 more people to join. She suggests a video montage. Leo reports that a video montage will be done for the 70th. The new materials can be added in. Leo reports a regular booklet like for the Mardi Gras may be done for the 70th Anniversary. Preselected photos will be included otherwise it will be too expensive. Angie Gibbons indicates that a booklet not be done for only this year, maybe a year-in-review just for this year. Leo wants to have photos of all the members this year, with their names, so all the members can get to know each other. Many have not been able to meet this year so members don't know each other. Angie wants to also include what the club

accomplished this year, despite the pandemic. Renee suggests an end of the year newsletter, printed and sent out to the members. A collage. She solicits pictures from this year, taken as a club, or of members who got together individually. Pictures will be taken May 1 at the Dusit event being hosted by Jillette Leon Guerrero. Cindy indicates to put pictures on the Facebook page. She is the one to do this, although Becky assists.

Renee Veksler goes over the proposed agenda for the next general membership meeting. Discussion on bringing back a club t-shirt, as was shown in old pictures shared by Renee. The t-shirts were green, with the club logo.

Leo Jordanou mentions matters concerning the upcoming voting of new officers. The Committee chairperson is Rose Marie Cruz, and also Leo Jordanou and Lina McDonald. Only those members who have paid and are listed as such on the list forwarded by Vanessa Quinata will be sent a ballot. Leo reports 45 members have paid. 14 have not paid. The slate of names of nominees for officers was reported. The whole ballot will be sent; there are only 2 Member At Large positions that have 2 persons on the ballot and all other offices have one. Ballots will be sent back after voting to Leo and Rose Marie. New officers will be announced on April 30 at the general membership meeting. Life members will also be emailed the ballots. Paid members plus life members equals 45 plus 15 people. The new life members inducted during the year are included in the 45 paid people. The 2 new life members will not need to pay dues next year. Three of the life members are either not on island or are not active and will not need a ballot. Ballots will be available at the in-person general membership meeting on April 30.

j. Publicity. Loisa Cabuhat requests for material to insert into the next issue of the Plumeria Press.

Renee and Cindy reported on the trip to the Valley of the Latte. Members had gone on the tour and attended cultural presentations as individuals. Anyone can go online and sign up and go.

Leo Jordanou would like to revisit the “Around the Island Tour” previously planned to tour the sites of all the accomplishments of the GWC over the years: The Padre Palomo Park, the Museum, Umatac Bay, Two Lovers Point and other destinations would be included. This would be appropriate for the 70th Anniversary celebration. An air-conditioned bus tour would be very nice.

Meeting ended: 1:20 pm.

**Guam Women's Club**  
**General Membership Meeting Minutes**  
**5-28-2021**

The meeting was held in the room adjacent to the Al Dente restaurant at the Hyatt, with a garden view, with some members attending in person and some members attending via zoom. The meeting consisted of the induction of a new member and the swearing in of the new club officers for the year 2021-2022. The room setting was formal, with place settings and white table cloths and pink napkins. Zoom was set up while members present socialized, and began to order their lunch. Agenda and previous meeting minutes were distributed to each table.

Members and guests attending in person were President Renee Veksler, Lirone Veksler as guest of Renee Veksler, Rose Marie Cruz, Jim Cruz as guest of Rose Marie Cruz, Cindy Brewer, Mary Louise Wheeler, Lina McDonald, Mae Cotton, Akemi Cotton as guest of Mae Cotton, Mahie Anderson, Lina McDonald, Monica Pido, Keiko Okubo, Jennifer Duffy, Al Payne, Monica Pido, Divina Evaristo, Vanessa Quinata, Caroline Sablan, Angie Gibbons, Donna Kloppenburg, Sue Biolchino, Rosemary Clement, Nancy Weare, Karen Carpenter, Arlene Bordallo, Rena Borja, Jillette Leon Guerrero, Loisa Cabuhat, Leo Jordanou, Valerie Blas, Doris Quichocho, Mrs. Rossie Knight as guest of Doris Quichocho, Cari Nakagawa, Vicky Terlaje, Mimi Sorenson, Melissa Toves, Chet Neri, Senator Amanda Shelton and Roy Anthony B Quinata accompanying the senator.

Members joining via zoom were Annie Duenas, Cassandra Castro, Loling Field, and Lou Hongyee.

Formal agenda of the club was dispensed with, as this meeting was for the purpose of swearing in of a new member and inducting new officers for the upcoming year.

During the service of a delicious lunch, those present in person and on zoom greeted each other and socialized.

I. Meeting was called to order by President Renee Veksler at 12:13 p.m.

- II. Pledge of Allegiance was recited and Guam Hymn (in English) was sung.
- III. Introduction of Members and Guests. Each member introduced themselves and included their past and present positions in the club.
- IV. New member Induction, Mimi Sorenson. Mimi Sorenson was called up and inducted into the club by President Renee Veksler. President Renee outlined the duties and responsibilities of the club. Mimi received a club scarf and pin and was welcomed into the club.
- V. Message from the Outgoing President, Renee Veksler.

Outgoing President Renee Veksler delivered the following address to the members:

“We are Blessed to be here together.

I am so grateful that our club has survived our 69th year with grace.

Thank you all for your present and past generosity with the Guam Women’s Club.

I look forward to our next program year and upcoming celebrations.

PEACE & HUGS.”

- VI. Installation Ceremony of officers for the 2021-2022 Program year.

The Installation Ceremony was conducted by the Honorable Senator Amanda Shelton, Induction Officiate; and the Nominations and Induction Committee Chair, Rose Marie Cruz, and Co-Chairs: Lina McDonald and Leo Jordanou.

The outgoing officers were called up one by one, as well as the incoming officers, according to their office. The outgoing officers are: Member at Large Marilou Lacson, represented by Renee Veksler, Member at Large Delisa Kloppenburg represented by Renee Veksler, Corresponding Secretary Loisa Cabuhat, Treasurer Vanessa Quinata, Recording Secretary Mary Louise Wheeler represented by Renee Veksler, Vice-President Cindy Brewer and President Renee Veksler.

The incoming officers are: Member at Large Monica Pido, Member at Large Divina Evaristo, Corresponding Secretary Angie Gibbons, Treasure Loisa Cabuhat, Recording Secretary Mary Louise Wheeler, Vice-President Caroline Sablan, and President Jillette Leon Guerrero.

As the officers were called up, mwar-mwars, flower leis and lighted candles were given by the members of the Nominations and Inductions Committee to show the passing of the torch from the old officers to the new officers.

Induction Officiate The Honorable Amanda Shelton recited the duties and responsibilities of each office to the incoming officers.

VII. Message from the Incoming President, Jillette Leon Guerrero.

Incoming President Jillette Leon Guerrero delivered the following address to the members:

“I am honored to serve as your President for this special upcoming year - the 70th anniversary of the GWC. I want to acknowledge the Anniversary committee co-chaired by Donna and Leo and includes the lifetime members. I am sure that they have big plans for this year!

Much has changed since those civic minded women met to form the Guam Women’s Club so many years ago. Those women helped the island recover from the devastation of WWII. As many of you know, they played a significant role in establishing or expanding many of the civic and community programs that exist today - the Guam Museum - Public parks - Village post offices - Sanitation and Health programs for children and the underserved. And many many more. These women saw a need created by the ravages of war and stepped up to help.

We now live in uncertain times. Not only Guam, but the entire world has been affected by this terrible pandemic. We can no longer assume that we will be able to function as we have in the past. This is our time to step up to the plate. We have been presented with the opportunity to follow in the footsteps of our forebearers. They assessed the situation in the community and came up with plans to help the people of our island. And they did it in diverse ways. They had the resources of their members. Members with a variety of skills and networks. We now have that same opportunity if we are willing to take it.

Seventy years have passed and we are now at a watershed moment. We need to rise to the occasion. While I have not yet met with my new board, I am sure that they are with me when I say that we will work hard alongside you to identify ways that we continue the legacy started by our founders all those years ago. What auspicious time we live in.

I'd like to invite you all to contribute to this effort by identifying needs in the community today that are not being met by government and other civic and nonprofit organizations. We know those issues are out there. Think big. Assume that there are no restrictions on what we can do. This is a time to dream - that is how big change happens. All we need is a little focused effort on our part.

Please post your thoughts on the Chat or send them directly to me. I am hoping that my board will be ready to start work this summer to be able to have a plan to present to the general membership in August. I'd also like to reach out to former members, potential members, and our cadre of loyal supporters. We need their input as well.

Let's take this time to come together for a shared cause - I'm asking that when you put on your GWC hat that you put the Club first and leave personal interests at the door. If we can all come together for whatever cause the majority of the members decide on, nothing can stop us from reaching our goal.

Thank you. I look forward to serving you."

VIII. May Birthdays and Anniversaries. These events were announced to the membership by Loisa Cabuhat. May Birthdays were Melissa Toves and former Congress member Madeleine Z. Bordallo. Anniversaries were Valerie Blas, Vicky Terlaje, and Chet Neri.

IX. Discussion/Announcements. There were none.

X. Raffle. Loisa Cabuhat conducted the raffle.

XI. Adjournment. Group photographs of life members were taken.

Meeting ended: approximately 1:15 p.m.

**Guam Women's Club**

**WORKING REPORT**

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**Checking Account #0601-002299**

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**Previous Statement Balance as of 05/31/2021**

**Disbursement**

<b>Date</b>	<b>Check No.</b>	<b>Description</b>
6/2/21		Bank of Guam Online Fee
6/3/21	2480	Hyatt (ref: May General Membership Luncheon)
6/10/21		Fifth Third ACH MPS Billing
6/10/21	2481	US Postal Service (annual POB dues)

**Total Disbursement**

**Bank Balance as of 06/30/2021**

**Deposits**

6/1/21	Merchant Services - from May General Membership Luncheon
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**Total Deposits**

**Bank Balance - Cleared Balance**

**Outstanding Checks**

NIL

**Total Outstanding Checks**

**Book Balance as of 06/30/2021**

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**Savings Account #0201-344416 (Scholarship Fund)**

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**Previous Balance as of 05/31/2021**

6/30/21	Interest
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**Book Balance as of 06/30/2021**

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**Savings Account #0201-730724 (Reserve Fund)**

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**Previous Balance as of 05/31/2021**

6/30/21	Interest
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**Book Balance as of 06/30/2021**



**Total Bank Balance:**

**Total Book Balance:**

**Difference:**                      **Outstanding items**

6/30/21

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\$ 2,804.85

\$ 30.00

\$ 1,600.00

\$ 42.44

\$ 116.00

\$ 1,788.44

\$ 1,016.41

\$ 1,415.00

\$ 1,415.00

\$ 2,431.41

\$ -

\$ 2,431.41

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\$ 72,715.37

\$ -

\$ 72,715.37

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\$ 14,091.19

\$ -

\$ 14,091.19

**\$ 89,237.97**

**\$ 89,237.97**

**\$ -**

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**Checking Account #0601-002299**

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Previous Statement Balance as of 04/30/2021

**Disbursement**

Date	Check No.	Description	\$	
5/3/21	2477	Tove's Flower Shop	\$	440.00
5/4/21		Bank of Guam Online Fee	\$	30.00
5/11/21		Fifth Third ACH MPS Billing	\$	5.00
5/13/21	2478	Guam Council of Women's Clubs (2021 Relay for Life)	\$	250.00
5/27/21	2479	Rose Marie Cruz (purchase of flowers for 2021-2022 Officer Induction Ceremony)	\$	250.00

**Total Disbursement**

**Bank Balance as of 05/31/2021**

**Deposits**

5/7/21		Customer Deposit - Membership Dues	\$	160.00
5/31/21		Customer Deposit - from May General Membership Luncheon	\$	715.00

**Total Deposits**

**Bank Balance - Cleared Balance**

**Outstanding Checks**

5/28/21	2480	Hyatt (ref: May General Membership Luncheon)	\$	1,600.00
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**Total Outstanding Checks**

**Book Balance as of 05/31/2021**

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**Savings Account #0201-344416 (Scholarship Fund)**

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<b>Previous Balance as of 04/30/2021</b>		<b>\$ 72,713.52</b>
5/31/21	Interest	\$ 1.85

**Book Balance as of 05/31/2021**

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**Savings Account #0201-730724 (Reserve Fund)**

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<b>Previous Balance as of 04/30/2021</b>		<b>\$ 14,090.83</b>
5/31/21	Interest	\$ 0.36

**Book Balance as of 05/31/2021**

**Total Bank Balance:**

**Total Book Balance:**

**Difference: Outstanding items**

1/21

\_\_\_\_\_

\$ 2,904.85

\$ 975.00

\$ 1,929.85

\$ 875.00

\$ 2,804.85

\$ 1,600.00

\$ 1,204.85

\_\_\_\_\_

\$ 72,715.37

\_\_\_\_\_

\$ 14,091.19

\$ 89,611.41

\$ 88,011.41

\$ 1,600.00

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**Checking Account #0601-002299**

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**Previous Statement Balance as of 03/31/2021**

**Disbursement**

Date	Check No.	Description	\$	
4/12/21		Fifth Third ACH MPS Billing	\$	5.00
4/22/21		Bank of Guam Online Fee	\$	30.00

**Total Disbursement**

**Bank Balance as of 04/30/2021**

**Deposits**

NIL	\$	-
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**Total Deposits**

**Bank Balance - Cleared Balance**

**Outstanding Checks**

4/28/21	2477	Toves Flower Shop (Invoice #45134)	\$	440.00
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**Total Outstanding Checks**

**Book Balance as of 04/30/2021**

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**Savings Account #0201-344416 (Scholarship Fund)**

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<b>Previous Balance as of 03/31/2021</b>		<b>\$ 71,711.73</b>
4/9/21	Donation (Rick Biolchino Memorial Scholarship for 2021)	\$ 1,000.00
4/30/21	Interest	\$ 1.79

**Book Balance as of 04/30/2021**

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**Savings Account #0201-730724 (Reserve Fund)**

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<b>Previous Balance as of 03/31/2021</b>		<b>\$ 14,090.48</b>
4/30/21	Interest	\$ 0.35

**Book Balance as of 04/30/2021**

**Total Bank Balance:**

**Total Book Balance:**

**Difference: Outstanding items**

1/21

\_\_\_\_\_

\$ 2,939.85

\$ 35.00

\$ 2,904.85

\$ -

\$ 2,904.85

\$ 440.00

\$ 2,464.85

\_\_\_\_\_

\$ 72,713.52

\_\_\_\_\_

\$ 14,090.83

\$ 89,709.20

\$ 89,269.20

\$ 440.00

**Checking Account #0601-002299**

Previous Statement Balance as of 02/28/2021

**Disbursement**

Date	Check No.	Description		
3/3/21		Bank of Guam Online Fee	\$	30.00
3/3/21	2475	Guam Council of Women's Club	\$	40.00
3/10/21		Fifth Third ACH MPS Billing	\$	5.00
3/18/21	2476	Renee Veksler (reimb for Megabyte purchases)	\$	84.85

**Total Disbursement**

Bank Balance as of 03/31/2021

**Deposits**

	NIL		\$	-
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**Total Deposits**

Bank Balance - Cleared Balance

Outstanding Checks

**Total Outstanding Checks**

Book Balance as of 03/31/2021

**Savings Account #0201-344416 (Scholarship Fund)**

Previous Balance as of 02/28/2021			\$	71,709.90
3/31/21		Interest	\$	1.83

Book Balance as of 03/31/2021

**Savings Account #0201-730724 (Reseve Fund)**

Previous Balance as of 02/28/2021			\$	14,090.12
3/31/21		Interest	\$	0.36

Book Balance as of 03/31/2021

**Total Bank Balance:**

**Total Book Balance:**

**Difference: Outstanding items**



1/21

\_\_\_\_\_

\$ 3,099.70

\$ 159.85

\$ 2,939.85

\$ -

\$ 2,939.85

\$ -

\$ 2,939.85

\_\_\_\_\_

\$ 71,711.73

\_\_\_\_\_

\$ 14,090.48

\$ 88,742.06

\$ 88,742.06

\$ -

**Checking Account #0601-002299**

Previous Statement Balance as of 01/31/2021

**Disbursement**

Date	Check No.	Description		
2/3/21		Bank of Guam Online Fee	\$	30.00
2/5/21	2474	University of Guam (N. Valencia)	\$	3,878.50
2/10/21		Fifth Third ACH MPS Billing	\$	5.00

**Total Disbursement**

**Bank Balance as of 02/28/2021**

**Deposits**

2/26/21		Customer Deposit - Membership Dues & Application Fee	\$	285.00
2/26/21		Interest	\$	0.02

**Total Deposits**

**Bank Balance - Cleared Balance**

**Outstanding Checks**

2/18/21	2475	Guam Council of Women's Clubs	\$	40.00
2/26/21	2476	Renee Veksler (reimb for Megabyte purchases)	\$	84.85

**Total Outstanding Checks**

**Book Balance as of 02/28/2021**

**Savings Account #0201-344416 (Scholarship Fund)**

<b>Previous Balance as of 01/31/2021</b>			\$	<b>71,708.25</b>
2/26/21		Interest	\$	1.65

**Book Balance as of 02/28/2021**

**Savings Account #0201-730724 (Reseve Fund)**

<b>Previous Balance as of 01/31/2021</b>			\$	<b>14,089.80</b>
2/26/21		Interest	\$	0.32

**Book Balance as of 02/28/2021**

**Total Bank Balance:**

**Total Book Balance:**

**Difference: Outstanding items**

3/21

\_\_\_\_\_

\$ 6,728.18

\$ 3,913.50

\$ 2,814.68

\$ 285.02

\$ 3,099.70

\$ 124.85

\$ 2,974.85

\_\_\_\_\_

\$ 71,709.90

\_\_\_\_\_

\$ 14,090.12

\$ 88,899.72

\$ 88,774.87

\$ 124.85

**Checking Account #0601-002299****Previous Statement Balance as of 12/31/2020****Disbursement**

<b>Date</b>	<b>Check No.</b>	<b>Description</b>		
1/4/21	2470	Renee Veksler (reimbursement for Senior Citizen Outreach)	\$	500.00
1/5/21		Bank of Guam Online Fee	\$	30.00
1/6/21	2469	Guam Chamber of Commerce (Association Membership Dues 2021)	\$	110.00
1/12/21		Fifth Third ACH MPS Billing	\$	5.00
1/26/21	2473	Guam Community College (S. Quito)	\$	1,000.00
1/26/21	2472	Guam Community College (R. Manalac)	\$	1,000.00
1/27/21	2471	University of Guam (J. Belen)	\$	3,403.00

**Total Disbursement****Bank Balance as of 01/31/2021****Deposits**

1/11/21		Transfer from #4416 - ref: UOG Scholarship (J. Belen)	\$	3,403.00
1/11/21		Deposits (from Birthday Club & Horecky/Wheeler)	\$	2,000.00
1/27/21		Transfer from #4416 - ref: UOG Scholarship (N. Valencia)	\$	3,878.50
1/29/21		Interest	\$	0.13

**Total Deposits****Bank Balance - Cleared Balance****Outstanding Checks**

1/27/21	2474	University of Guam (N. Valencia)	\$	3,878.50
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**Total Outstanding Checks****Book Balance as of 01/31/2021****Savings Account #0201-344416 (Scholarship Fund)**

<b>Previous Balance as of 12/31/2020</b>			<b>\$</b>	<b>78,987.81</b>
1/11/21		Transfer - ref: UOG Scholarship (J. Belen)	\$	3,403.00
1/27/21		Transfer - ref: UOG Scholarship (N. Valencia)	\$	3,878.50
1/29/21		Interest	\$	1.94

**Book Balance as of 01/31/2021****Savings Account #0201-730724 (Reseve Fund)**

<b>Previous Balance as of 12/31/2020</b>			<b>\$</b>	<b>14,089.44</b>
1/29/21		Interest	\$	0.36

**Book Balance as of 01/31/2021****Total Bank Balance:****Total Book Balance:**

**Difference:**

**Outstanding items**

1/21

\_\_\_\_\_

\$ 3,494.55

\$ 6,048.00

\$ (2,553.45)

\$ 9,281.63

\$ 6,728.18

\$ 3,878.50

\$ 2,849.68

\_\_\_\_\_

\$ 71,708.25

\_\_\_\_\_

\$ 14,089.80

\$ 92,526.23

\$ 88,647.73

\$ 3,878.50

**Guam Women's Club**

**12/31/20**

**Checking Account #0601-002299**

**Previous Statement Balance as of 11/30/2020** \$ **3,749.55**

**Disbursement**

<b>Date</b>	<b>Check No.</b>	<b>Description</b>		
12/3/20		Bank of Guam Online Fee	\$	30.00
12/10/20		Fifth Third ACH MPS Billing	\$	5.00
12/23/20	2468	Mary Louise Wheeler (reimbursement for donation to Lamparzyk Family Support)	\$	220.00

**Total Disbursement** \$ **255.00**

**Bank Balance as of 12/31/2020** \$ **3,494.55**

**Deposits**

NIL

**Total Deposits** \$ **-**

**Bank Balance - Cleared Balance** \$ **3,494.55**

**Outstanding Checks**

12/29/20	2469	Guam Chamber of Commerce (Association Membership Dues 2021)	\$	110.00
12/29/20	2470	Renee Veksler (reimbursement for Senior Citizen Outreach)	\$	500.00

**Total Outstanding Checks** \$ **610.00**

**Book Balance as of 12/31/2020** \$ **2,884.55**

**Savings Account #0201-344416 (Scholarship Fund)**

**Previous Balance as of 11/30/2020** \$ **78,985.80**

12/31/20 Interest \$ 2.01

**Book Balance as of 12/31/2020** \$ **78,987.81**

**Savings Account #0201-730724 (Reserve Fund)**

**Previous Balance as of 11/30/2020** \$ **14,089.08**

12/31/20 Interest \$ 0.36

**Book Balance as of 12/31/2020** \$ **14,089.44**

**Total Bank Balance:** \$ **96,571.80**

**Total Book Balance:** \$ **95,961.80**

**Difference: Outstanding items** \$ **610.00**



**Guam Women's Club**

**11/30/20**

**Checking Account #0601-002299**

<b>Previous Statement Balance as of 10/31/2020</b>			<b>\$ 5,119.38</b>
<b>Disbursement</b>			
<b>Date</b>	<b>Check No.</b>	<b>Description</b>	
11/4/20		Bank of Guam Online Fee	\$ 30.00
11/5/20	2467	GU Self Storage	\$ 1,368.00
11/10/20		Fifth Third ACH MPS Billing	\$ 11.85
<b>Total Disbursement</b>			<b>\$ 1,409.85</b>
<b>Bank Balance as of 11/30/2020</b>			<b>\$ 3,709.53</b>
<b>Deposits</b>			
11/2/20		Customer deposit - Membership Dues	\$ 40.00
11/30/20		Interest	\$ 0.02
<b>Total Deposits</b>			<b>\$ 40.02</b>
<b>Bank Balance - Cleared Balance</b>			<b>\$ 3,749.55</b>
<b>Outstanding Checks</b>			
11/30/20	2468	Mary Louise Wheeler (reimbursement for donation to Lamparzyk Family Support)	\$ 220.00
<b>Total Outstanding Checks</b>			<b>\$ 220.00</b>
<b>Book Balance as of 11/30/2020</b>			<b>\$ 3,529.55</b>

**Savings Account #0201-344416 (Scholarship Fund)**

<b>Previous Balance as of 10/31/2020</b>			<b>\$ 78,983.85</b>
11/30/20		Interest	\$ 1.95
<b>Book Balance as of 11/30/2020</b>			<b>\$ 78,985.80</b>

**Savings Account #0201-730724 (Reserve Fund)**

<b>Previous Balance as of 10/31/2020</b>			<b>\$ 14,088.73</b>
11/30/20		Interest	\$ 0.35
<b>Book Balance as of 11/30/2020</b>			<b>\$ 14,089.08</b>

**Total Bank Balance: \$ 96,824.43**

**Total Book Balance: \$ 96,604.43**

**Difference: Outstanding items \$ 220.00**

**Guam Women's Club**

**10/31/20**

**Checking Account #0601-002299**

**Previous Statement Balance as of 09/30/2020** \$ **4,607.15**

**Disbursement**

<b>Date</b>	<b>Check No.</b>	<b>Description</b>		
10/5/20		Bank of Guam Online Fee	\$	30.00
10/13/20		Fifth Third ACH MPS Billing	\$	17.85

**Total Disbursement** \$ **47.85**

**Bank Balance as of 10/31/2020** \$ **4,559.30**

**Deposits**

10/1/20		Merchant Services - Membership Dues	\$	200.00
10/6/20		Merchant Services - Membership Dues	\$	200.00
10/13/20		Merchant Services - Membership Dues	\$	120.00
10/28/20		Customer deposit - Membership Dues	\$	40.00
10/30/20		Interest	\$	0.08

**Total Deposits** \$ **560.08**

**Bank Balance - Cleared Balance** \$ **5,119.38**

**Outstanding Checks**

10/30/20	2467	GU Self Storage	\$	1,368.00
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**Total Outstanding Checks** \$ **1,368.00**

**Book Balance as of 10/31/2020** \$ **3,751.38**

**Savings Account #0201-344416 (Scholarship Fund)**

**Previous Balance as of 09/30/2020** \$ **78,981.84**

10/31/20		Interest	\$	2.01
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**Book Balance as of 10/31/2020** \$ **78,983.85**

**Savings Account #0201-730724 (Reserve Fund)**

**Previous Balance as of 09/30/2020** \$ **14,088.37**

10/31/20		Interest	\$	0.36
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**Book Balance as of 10/31/2020** \$ **14,088.73**

**Total Bank Balance:** \$ **98,191.96**

**Total Book Balance:** \$ **96,823.96**

**Difference:** **Outstanding items** \$ **1,368.00**

**Guam Women's Club**

**9/30/20**

**Checking Account #0601-002299**

**Previous Statement Balance as of 08/31/2020** \$ **4,876.03**

**Disbursement**

Date	Check No.	Description		
9/3/20		Bank of Guam Online Fee	\$	30.00
9/10/20		Fifth Third ACH MPS Billing	\$	5.00
9/15/20	2465	Jillette Leon-Guerrero (website annual renewal)	\$	144.00
9/15/20	2466	Treasurer of Guam (Annual Report filing)	\$	10.00
9/29/20	2461	Guam Community College	\$	1,000.00

**Total Disbursement** \$ **1,189.00**

**Bank Balance as of 09/30/2020** \$ **3,687.03**

**Deposits**

9/1/20		Bank of Guam ACH - Membership Dues	\$	40.00
9/2/20		Bank of Guam ACH - Membership Dues	\$	160.00
9/3/20		Bank of Guam ACH - Membership Dues	\$	40.00
9/8/20		Bank of Guam ACH - Membership Dues	\$	120.00
9/9/20		Customer deposit - Membership Dues	\$	160.00
9/17/20		Merchant Services - Membership Dues	\$	120.00
9/29/20		Merchant Services - Membership Dues	\$	280.00
9/30/20		Interest	\$	0.12

**Total Deposits** \$ **920.12**

**Bank Balance - Cleared Balance** \$ **4,607.15**

**Outstanding Checks**

NIL

**Total Outstanding Checks** \$ **-**

**Book Balance as of 09/30/2020** \$ **4,607.15**

**Savings Account #0201-344416 (Scholarship Fund)**

**Previous Balance as of 08/31/2020** \$ **78,979.89**

9/30/20 Interest \$ 1.95

**Book Balance as of 09/30/2020** \$ **78,981.84**

**Savings Account #0201-730724 (Reserve Fund)**

**Previous Balance as of 08/31/2020** \$ **14,088.02**

9/30/20 Interest \$ 0.35

**Book Balance as of 09/30/2020** \$ **14,088.37**

**Total Bank Balance:** \$ **97,677.36**

**Total Book Balance:** \$ **97,677.36**

Difference:

Outstanding items

\$

-

**Checking Account #0601-002299****Previous Statement Balance as of 07/31/2020****Disbursement**

<b>Date</b>	<b>Check No.</b>	<b>Description</b>		
8/4/20		Bank of Guam Online Fee	\$	30.00
8/10/20	2462	University of Guam	\$	3,844.00
8/10/20	2463	University of Guam	\$	3,711.50
8/11/20		Fifth Third ACH MPS Billing	\$	5.00
8/12/20	2460	American Cancer Society	\$	250.00
8/20/20	2464	The Guam Daily Post	\$	200.00

**Total Disbursement****Bank Balance as of 08/31/2020****Deposits**

8/6/20		Donation (from Graphic Center, Sue Biolchino)	\$	40.00
8/6/20		Transfer from SA 4416 - for Scholarship	\$	8,555.50
8/31/20		Interest payment	\$	0.28

**Total Deposits****Bank Balance - Cleared Balance****Outstanding Checks**

8/6/20	2461	Guam Community College	\$	1,000.00
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**Total Outstanding Checks****Book Balance as of 08/31/2020****Savings Account #0201-344416 (Scholarship Fund)**

<b>Previous Balance as of 07/31/2020</b>			\$	<b>87,528.57</b>
8/6/20		Withdrawal - UOG/GCC Scholarships	\$	8,555.50
8/31/20		Interest	\$	6.82

**Book Balance as of 08/31/2020****Savings Account #0201-730724 (Reserve Fund)**

<b>Previous Balance as of 07/31/2020</b>			\$	<b>14,086.82</b>
8/31/20		Interest	\$	1.20

**Book Balance as of 08/31/2020****Total Bank Balance:****Total Book Balance:****Difference: Outstanding items**

1/20

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\$ 4,320.75

\$ 8,040.50

\$ (3,719.75)

\$ 8,595.78

\$ 4,876.03

\$ 1,000.00

\$ 3,876.03

\_\_\_\_\_

\$ 78,979.89

\_\_\_\_\_

\$ 14,088.02

\$ 97,943.94

\$ 96,943.94

\$ 1,000.00

**GUAM WOMEN'S CLUB 2020-2021 MEMBERSHIP DUES**

	<b>Date</b>	<b>Member</b>	<b>Amount</b>	<b>Source of Payment</b>	
1	9/1/20	Vanessa Quinata	\$ 40.00	BOG ACH	2020-2021 Membership Dues
2	9/2/20	Melissa Toves	\$ 40.00	BOG ACH	2020-2021 Membership Dues
3	9/2/20	Joiz Salas	\$ 40.00	BOG ACH	2020-2021 Membership Dues
4	9/2/20	Glori Guerrero	\$ 40.00	BOG ACH	2020-2021 Membership Dues
5	9/2/20	Nadine Untalan	\$ 40.00	BOG ACH	2020-2021 Membership Dues
6	9/2/20	Delisa Kloppenburg	\$ 40.00	Ck#1280 (via Donna Kloppenburg)	2020-2021 Membership Dues
7	9/2/20	Louise Lippert	\$ 40.00	Ck#1280 (via Donna Kloppenburg)	2020-2021 Membership Dues
8	9/2/20	Crystal Nelson	\$ 40.00	Ck#5805 (via Rose Marie Cruz)	2020-2021 Membership Dues
9	9/2/20	Renee Veksler	\$ 40.00	Ck#3071	2020-2021 Membership Dues
10	9/3/20	Caroline Sablan	\$ 40.00	BOG ACH	2020/2021 Membership Dues
11	9/8/20	Rebecca Perez	\$ 40.00	BOG ACH	2020-2021 Membership Dues
12	9/8/20	Angie Gibbons	\$ 40.00	BOG ACH	2020-2021 Membership Dues
13	9/8/20	Vicky Terlaje	\$ 40.00	BOG ACH	2020-2021 Membership Dues
14	9/16/20	Loling Field	\$ 40.00	CC	2020-2021 Membership Dues
15	9/16/20	Loisa Cabuhat	\$ 40.00	CC	2020-2021 Membership Dues
16	9/16/20	Marilou Lacson	\$ 40.00	CC	2020-2021 Membership Dues
17	9/28/20	Keiko Okubo	\$ 40.00	CC	2020-2021 Membership Dues
18	9/28/20	Lou San Nicolas	\$ 40.00	CC	2020-2021 Membership Dues
19	9/28/20	Mary Lou Wheeler	\$ 40.00	CC	2020-2021 Membership Dues
20	9/28/20	Monica Pido	\$ 40.00	CC	2020-2021 Membership Dues
21	9/28/20	Mahie Anderson	\$ 40.00	CC	2020-2021 Membership Dues
22	9/28/20	Lou Hongyee	\$ 40.00	CC	2020-2021 Membership Dues
23	9/28/20	Amy Honda	\$ 40.00	CC	2020-2021 Membership Dues
24	9/30/20	Annie Duenas	\$ 40.00	CC	2020-2021 Membership Dues
25	9/30/20	Jillette Leon Guerrero	\$ 40.00	CC	2020-2021 Membership Dues
26	9/30/20	Divina Evaristo	\$ 40.00	CC	2020-2021 Membership Dues
27	9/30/20	Mimi Sorenson	\$ 40.00	CC (via Mahie Anderson)	2020-2021 Membership Dues
28	9/30/20	Maricor Gerstenlauer	\$ 40.00	CC	2020-2021 Membership Dues
29	10/5/20	Kelly Park	\$ 40.00	CC	2020-2021 Membership Dues
30	10/5/20	Ina Lee	\$ 40.00	CC	2020-2021 Membership Dues
31	10/5/20	Iris San Miguel	\$ 40.00	CC	2020-2021 Membership Dues
32	10/5/20	Valerie Blas	\$ 40.00	CC	2020-2021 Membership Dues
33	10/5/20	Doris Quichocho	\$ 40.00	CC	2020-2021 Membership Dues
34	10/12/20	Ann Marie Pelobello	\$ 40.00	CC	2020-2021 Membership Dues
35	10/12/20	Nancy Weare	\$ 40.00	CC	2020-2021 Membership Dues
36	10/12/20	Patricia Krise	\$ 40.00	CC	2020-2021 Membership Dues
37	10/23/20	Cindy Brewer	\$ 40.00	Ck#5133 (via POB)	2020-2021 Membership Dues
38	11/1/20	Kristal Koga	\$ 40.00	Ck#205 (via POB)	2020-2021 Membership Dues
39	2/26/21	Kim Bottcher	\$ 40.00	Ck#938 (via Renee mtg at Hyatt)	2020-2021 Membership Dues
40	2/26/21	Cassandra Castro	\$ 40.00	Cash (via Renee, mtg at Hyatt)	2020-2021 Membership Dues
41	2/26/21	Jennifer Duffie	\$ 40.00	Cash (via Renee, mtg at Hyatt)	2020-2021 Membership Dues
42	2/26/21	Al Payne	\$ 40.00	Cash (via Renee, mtg at Hyatt)	2020-2021 Membership Dues
43	2/26/21	Kim Bottcher	\$ 40.00	Cash (via mtg at Hyatt)	<b>2021-2022 Membership Dues</b>
44	2/26/21	Ann Marie Pelobello	\$ 40.00	Ck#3275 (via mtg at Hyatt)	<b>2021-2022 Membership Dues</b>
45	2/26/21	Selina Ashland	\$ 40.00	(via Ann Marie Pelobello) (@ Hyatt)	2020-2021 Membership Dues
46	5/8/21	Renee Veksler	\$ 40.00	Ck#3002	<b>2021-2022 Membership Dues</b>
47	5/8/21	Cassandra Castro	\$ 40.00	Ck#3002 (via Renee Veksler)	<b>2021-2022 Membership Dues</b>
48	5/8/21	Lynda Frenay	\$ 40.00	Ck#106	2020-2021 Membership Dues
49	5/8/21	Cari Nakagawa	\$ 40.00	Ck#190	2020-2021 Membership Dues
50	5/28/21	Carina Fejerang	\$ 40.00	Cash	2020-2021 Membership Dues
51	5/28/21	Caroline Sablan	\$ 40.00	CC	<b>2021-2022 Membership Dues</b>
52	5/28/21	Monica Pido	\$ 40.00	CC	<b>2021-2022 Membership Dues</b>
53	5/28/21	Nancy Weare	\$ 40.00	CC	<b>2021-2022 Membership Dues</b>
54	5/28/21	Odessa Palacios	\$ 40.00	via Paypal to Renee	2020-2021 Membership Dues
55	5/28/21	Odessa Palacios	\$ 40.00	via Paypal to Renee	<b>2021-2022 Membership Dues</b>

\$ 2,200.00



## Sample Vision Statement:

Our vision is a world where all of Guam's people reach their full potential.

## Sample Mission Statement:

Our mission is to improve the lives and potential for all men, women and children on Guam by supporting other nonprofit organizations that serve our community, providing financial scholarships to Guam's college and university students and by donating resources and service to under-served communities on island.

# Nonprofit Vision and Mission Statement Worksheet

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The importance of both mission and vision statements starts with the “Why.” In his book, [Start with Why](#), Simon Sinek shares his theory of the [Golden Circle](#): Every person knows what they do; some people know how they do it. But few people know why they do it. Yet the “Why” is the purpose and the driving factor of our work. All too often we start with the outer circle of “What.” Instead, we need to start from the center and move outwards with regards to our mission and vision statements. Explain why you want to do what you do, then how you will do it, and finally what end goal you are aiming to achieve.

We can look at [Google Trends](#) to see the difference between searches for mission v.s. vision statements. And what we see is that, more often than not, we are [overusing the term “mission statement.”](#) We should look at values, then vision, followed by mission, then objectives, and, finally, key performance indicators (KPIs). The values of your organization help you to write your vision, which your mission, and ultimately objectives and KPIs, will then aim to accomplish.

This worksheet will help you to differentiate between your vision and your mission, to gather input from different members of your team, and finally to write both separate statements.

## Vision vs. Mission Brainstorm

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Answer the following questions:

- 1) What is the name of your organization?

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### Your Vision

- 2) Why does your organization exist?

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- 3) What is the problem you are trying to solve?

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- 4) What are you trying to achieve in the next 100 years?

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- 5) How will the world look if you're successful?

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### Your Mission

- 6) Who or what is your work serving?

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- 7) Why are you working for those people/animals or that cause?

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- 8) What are you trying to achieve for them?

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- 9) How will you achieve it? What are your major programs and/or services?

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10) What is their purpose?

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11) What does your organization do on an average day to achieve this?

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**Bonus: Your KPIs**

12) What measurable progress are you trying to achieve in the next 1-5 years?

**CURRENT MISSION & VISION STATEMENTS**

What is your current vision statement (if you have one)?

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What is your current mission statement (if you have one)?

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## How to write a vision statement

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Your vision statement is a view of how the world should be as a result of your work. It should be short (i.e., one sentence), but also inspiring, memorable, and able to remain unchanged for 100 years.

The vision is your destination. It captures what you are working towards -- the big, huge, ambitious impact you want to make on the world.

To create your vision, refer to your answers to questions 1-5 in the brainstorm above. Then, answer the following question in 2 sentences:

### Why does your organization exist?

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Now, shorten what you've just written into 140 characters, and complete this sentence: **Our vision is a world where...**

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The shortened version is your vision statement!

## How to write a mission statement

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Your mission is the journey for how you'll achieve your vision. It hones in on your organization's goals, strategies, and the community that you serve to define the fundamental purpose of your organization. An effective mission statement must answer the following:

- Who do you exist for?
- What are you trying to achieve for them?
- How will you achieve it?

Put another way, your mission statement is a short, direct and compelling way to state your “theory of change” or the core strategy behind your organization and your unique path toward your vision. It provides the link between what you do day-to-day and what you hope to achieve long-term. Your mission may evolve over time depending on where your journey takes you.

To begin, refer to your answers to questions 6-11 in the brainstorm above. Fill in the blanks below to craft your perfect mission statement. Remember to keep it short, clear, and simple!

- 1) **Impact:** What is the change you want to create in the world, beginning with an action verb (e.g. discover life-saving treatments)?

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- 2) **Audience:** Who is the specific community that you serve or want to create change for (e.g. women and girls in developing countries)?

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- 3) **Action(s):** What 1-3 core strategies does your organization use to make progress towards your vision and create your impact, starting with “ing” verbs (e.g. providing free services, advocating for legal rights, funding research, etc.)

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_



Now, shorten what you've just written into the following statement:

**Our mission is to...**

---

**for...**

---

**by...**

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\_\_\_\_\_ , \_\_\_\_\_ , \_\_\_\_\_

**and** \_\_\_\_\_.

Congratulations! This shortened version is your mission statement!

**\*PRO TIP:**

Share the survey and fill in the blank portions above with other members of your team to get more ideas from across your organization. Once you get a few different responses, review them to see what words and themes were repeated. That's where your mission is clear to your team!

Also, look for variations: Is there anything there that you totally disagree with, or anything that you missed? Discuss with your team, and make adjustments as needed.

Way to go! Now you have a vision and mission statement.

For inspiration to take yours to the next level, refer to some of our favorite nonprofit examples on the next page.

## Nonprofit Examples

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### Vision Statements

#### [Habitat for Humanity](#)

**Vision:** “A world where everyone has a decent place to live.”

#### [Museum of Indian Arts and Culture](#)

**Vision:** “A world that recognizes and understands Native peoples as diverse tribes, each with a distinctive history, culture, and language, and each of which is an integral part of the vibrant, historical, and cultural landscape of the American Southwest.”

#### [Amnesty International](#)

**Vision:** “Our vision is a world in which every person enjoys all of the human rights enshrined in the Universal Declaration of Human Rights and other international human rights standards.”

#### [Conservation International](#)

**Vision:** “We imagine a healthy, prosperous world in which societies are forever committed to caring for and valuing nature, for the long-term benefit of people and all life on Earth.”

### Mission Statements

#### [Karam Foundation](#)

**Mission:** “Karam Foundation seeks to restore the dignity and quality of life for people affected by conflict by eliminating barriers to success through innovative education, entrepreneurial development, and community-driven aid.”

#### [The Trevor Project](#)

**Mission:** “The mission of The Trevor Project is to end suicide among gay, lesbian, bisexual, transgender and questioning young people.” They do this by providing crisis counseling, offering resources, educating young people and adults, and advocating for laws and policies.

#### [Polar Bears International](#)

**Mission:** “Our mission is to conserve polar bears and the sea ice they depend on. Through media, science, and advocacy, we work to inspire people to care about the Arctic, the threats to its future, and the connection between this remote region and our global climate.”



## [TED](#)

**Mission:** “Spread ideas. TED is a global community, welcoming people from every discipline and culture who seek a deeper understanding of the world. We believe passionately in the power of ideas to change attitudes, lives and, ultimately, the world. On TED.com, we're building a clearinghouse of free knowledge from the world's most inspired thinkers — and a community of curious souls to engage with ideas and each other, both online and at TED and TEDx events around the world, all year long... Our agenda is to make great ideas accessible and spark conversation.”

## [Faith Matters Network](#)

**Mission:** “Faith Matters Network catalyzes personal and social change by equipping community organizers, faith leaders, and activists with resources for connection, spiritual sustainability, and accompaniment.”

## [USA for UNHCR](#)

**Mission:** “USA for UNHCR protects refugees and empowers them with hope and opportunity. We are with refugees from their greatest time of need – from emergency or crisis and beyond through the months and likely years that many are displaced from their home countries. We give refugees the hope they deserve, restore their dignity and help them rebuild their lives.”

## Resources

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[SSIR: Mission Matters Most - 7 Characteristics to guide the most effective mission statements](#)

[Simon Sinek: The Golden Circle](#)

[Nonprofit Mission Statements vs. Vision Statements](#)

[5 of our favorite nonprofit vision statements — and what you can learn from them](#)

[5 of our favorite nonprofit mission statements — and what you can learn from them](#)

[Impact and Capacity Building with Whole Whale](#)



# Guam Women's Club

## TENTATIVE MEETING CALENDAR 2021-2022

Meetings/Events	Date	Venue	Time
Executive Board Meeting	Thursday, 22 July 2021	Capitol Kitchen	11:30 a.m.
Executive Board Meeting	Thursday, 19 August 2021	Capitol Kitchen	11:30 a.m.
General Membership Meeting	Friday, 27 August 2021		Noon
Executive Board Meeting	Thursday, 16 September 2021	Capitol Kitchen	11:30 a.m.
General Membership Meeting	Friday, 24 September 2021		Noon
Executive Board Meeting	Thursday, 21 October 2021	Capitol Kitchen	11:30 a.m.
General Membership Meeting	Friday, 29 October 2021		Noon
HALLO-WINE – TOO	Saturday, 20 October 2021		
Executive Board Meeting	Thursday, 11 November 2021	Capitol Kitchen	11:30 a.m.
THANKSGIVING LUNCHEON	Friday, 19 November 2021		Noon
Executive Board Meeting	Thursday, 9 December 2021	Capitol Kitchen	11:30 a.m.
CHRISTMAS LUNCHEON PARTY	Friday, 17 December 2021		Noon
Executive Board Meeting	Thursday, 20 January 2022	Capitol Kitchen	11:30 a.m.
General Membership Meeting	Friday, 28 January 2022		Noon
Executive Board Meeting	Thursday, 17 February 2022	Capitol Kitchen	11:30 a.m.
General Membership Meeting	Friday, 25 February 2022		Noon
MARDI GRAS 2022	Saturday, 26 February 2022		
Executive Board Meeting	Thursday, 17 March 2022	Capitol Kitchen	11:30 a.m.
General Membership Meeting	Friday, 25 March 2022		Noon
Executive Board Meeting	Thursday, 21 April 2022	Capitol Kitchen	11:30 a.m.
General Membership Meeting	Friday, 29 April 2022		Noon
70 <sup>th</sup> ANNIVERSARY GALA	7, May 2022		
Executive Board Meeting	Thursday, 19 May 2022	Capitol Kitchen	11:30 a.m.
General Membership Meeting	Friday, 27 May 2022		Noon

## **GWC 2021-2022 TENTATIVE PROGRAM YEAR**

### **JUNE**

BOARD OF DIRECTORS MEETS TO ASSIGN EXECUTIVE COUNCIL  
EXECUTIVE COUNCIL MEETS TO BEGIN ORGANIZATIONAL DEVELOPMENT PLAN  
EXECUTIVE COUNCIL ADOPTS ANNUAL PLAN  
PLANNING BEGINS FOR FUNDRAISING EVENTS

### **JULY**

EXECUTIVE COUNCIL WORKS ON DEVELOPMENT PLAN ISSUES  
FUNDRAISING AND EVENT PLANNING CONTINUES

### **AUGUST**

FIRST GENERAL MEMBERSHIP MEETING  
COMMITTEE CHAIRS INFORM GENERAL MEMBERSHIP ABOUT PLANS  
AND GET APPROVAL FOR THEIR BUDGETS  
EXECUTIVE COUNCIL CONTINUES WORK ON DEVELOPMENT ISSUES  
FUNDRAISING AND EVENT PLANNING CONTINUE

### **SEPTEMBER**

2ND GENERAL MEMBERSHIP MEETING  
MARKETING CAMPAIGN FOR 70TH ANNIVERSARY BEGINS  
WEBSITE UPDATE  
PRINT AND BROADCAST CAMPAIGN BEGINS  
BEGIN PLAN IMPLEMENTATION FOR OTHER PLANS

### **OCTOBER**

3RD GENERAL MEMBERSHIP MEETING  
FALL FUNDRAISER HELD

**NOVEMBER**

4TH GENERAL MEMBERSHIP MEETING

MEMBERS BRING HOLIDAY GIFTS FOR CHARITIES

THANKSGIVING LUNCHEON

**DECEMBER**

CHRISTMAS LUNCHEON

**JANUARY**

5TH GENERAL MEMBERSHIP MEETING

**FEBRUARY**

6TH GENERAL MEMBERSHIP MEETING

MARDI GRAS FUNDRAISER

**MARCH**

7TH GENERAL MEMBERSHIP MEETING

SLATE OF OFFICERS FOR FY2022-2023 ANNOUNCED

**APRIL**

8TH GENERAL MEMBERSHIP MEETING

VOTE FOR OFFICERS FOR FY2022-2023

VOTE FOR VENUE OF MONTHLY LUNCHEON

**MAY**

LAST GENERAL MEMBERSHIP MEETING

ANNUAL REPORT TO GENERAL MEMBERSHIP THAT INCLUDES

REPORTING OUT OF ALL COMMITTEE CHAIRS

INSTALLATION OF OFFICERS FOR FY2022-2023  
LAST GENERAL MEMBERSHIP MEETING OF THE YEAR

70TH ANNIVERSARY CELEBRATION

**DRAFT GWC BUDGET F**

<b>INCOME</b>	
	Fall Fundraiser [Hallo Wine?]
	Mardi-Gras Budget
	70th Aniversary Committee Budget
<b>EXPENSE</b>	
	<b>Administrative/Operational Expense</b>
	Office Supplies
	Post Office box fee
	Storage rental
	Printing & copying
	Tax filing fees and dues (ins)
	Filing Fee's and Ad for Financial Reports
	Quickbook software
	Postage
	Subscriptions and Dues
	<b>Total Administrative/Operational Expense</b>
	<b>Committee Expense</b>
	Sunshine Committee
	Publicity Committee
	Senior Citizen Committee
	Membership Committee
	Education Committee
	Luncheon Committee - guest lunches
	Historian
	Technology Committee
	Ad Hoc Committee: Envisioning GWCs Future
	<b>Total Committee Expense</b>
	<b>Events and Activities Expense</b>
	Fall Fundraiser [Hallo Wine?]
	Mardi-Gras Budget
	70th Aniversary Committee
	<b>Total Events and Activities</b>

	<b>Income/Expense</b>



OR FY 2021-2022	
\$ 32,500.00	
\$ 74,923.33	
\$ 8,333.33	
	<b>\$ 115,756.66</b>
\$ 400.00	
\$ 88.00	
\$ 1,368.00	
\$ 200.00	
\$ 1,000.00	Includes filing fee for 501 © 3
\$ 200.00	
\$ 695.00	
\$ 100.00	
\$ 320.00	FAWA, Guam Council, Chamber of Commerce, GVB
	<b>\$ 4,371.00</b>
\$ 400.00	Gifts, flowers, remembrance
\$ 300.00	This maybe too low if we want to publicize our 70th
\$ 500.00	Is this committee expense or donation?
\$ 300.00	To include any pins and other items for membersfor 70th year - is this enough
\$ 15,000.00	Scholarships
\$ 260.00	This seems to be too low if we have one guest for each meeting
\$ 500.00	archiving?
\$ 500.00	Website/social media/external hard drives
\$ 300.00	
	<b>\$ 18,060.00</b>
\$ 9,750.00	Copied from previous years
\$ 22,477.00	Copied from previous years
\$ 2,500.00	Need estimate for budget - this has already been approved but what is expected expense?
	<b>\$ 34,727.00</b>

	\$ 58,598.66