

**General Federation of Women’s Clubs of Massachusetts**

**Jen Nowak, President**

**Counselor Assignments 2024-2026 Administration**

Members of Executive Committee (EC) serve as advisors to all GFWC Special Program Chairmen, Community Service Program Chairmen, Advancement Plan Chairmen and other State Committee Chairmen.

This Counselor is your liaison to EC. Please contact them as needed.

**President: Jen Nowak**

**2nd Vice President**: **Elaine Brickman**

***State Business:***

Dean of Chairman

Finance Committee Member

Appointments Committee Member

Resolutions Chairman

Report Writing Coordinator

***Counselor to*:**

***GFWC Special Programs:***

Domestic & Sexual Violence Awareness and Prevention

Advocates for Children

***GFWC*** ***Community* *Service* *Programs:***

Arts and Culture

Civic Engagement and Outreach

Education and Libraries

Environment

Health and Wellness

***GFWC Advancement Plans:***

Membership

Leadership

Communications & Public Relations

Legislation/Public Policy

WHRC

***State Business:***

Meeting agendas, scripts, site visits

GFWC and GFWC NER Board of Directors

Memorial Forest and Building Committee

***Communications and State Meetings:***

Meetings

Credentials/Registrations

Elections

Protocol

Manual

Website

Federation Topics

President’s Project

**1st Vice President: Terry Rouvalis**

***State Business:***

Appointments Chairman

Chairman of Finance Committee

Memorial Forest and Building Committee Member

***Liaison to:***

Merrill Lynch and Accountant firm

***Counselor to:***

Bylaws

Junior Membership

**Recording Secretary: Open**

***State Business:***

Minutes: Board of Director Meetings, State Meetings

Historian

Memorial Forest and Building Committee

Nominating

**Treasurer: Katie Robey**

***State Business:***

Dues, Financial reports, Pay bills

Club Dues Invoicing

Budget Process

Finance Committee Member

Memorial Education Scholarship Committee Member

Memorial Forest and Building Committee Member

***Counselor to***:

Fundraising

**Corresponding Secretary: Darlene Coutu**

***State Business:***

Correspondence as needed, Roll Call, Minutes of EC

Meetings

***Counselor to***:

Scholarship Committee

**Director of Junior Clubs: Beth McKeon**

***State Business:***

Meeting agendas, scripts

GFWC and GFWC NER Board of Directors

Finance Committee Member