

chapter PULSE

An Individual Chapter Publication
EXECUTIVE WOMEN INTERNATIONAL®

Chartered in 1967

Richmond Chapter

July, 2002



Peoples Income Tax, Inc. is a Richmond-based firm serving central Virginia since 1987. Peoples offers affordable, professional tax services backed by a Triple Guarantee, which ensures accuracy, year-round assistance, and satisfaction guaranteed.

By segmenting its broad client base (all taxpayers) and providing each client segment (budget, middle income, upwardly mobile & executive) with the appropriate levels of office atmosphere, knowledge, and sophistication--at affordable prices--Peoples meets the needs of each client and delivers value to all.

Peoples operates a state-licensed proprietary career Income Tax School. Peoples' senior and executive tax associates teach the tax courses, which reinforces their tax knowledge. The school provides a pool of entry-level tax associates and continuing education in advanced income tax preparation for Peoples' experienced tax associates. As a result, Peoples tax associates prepare more thorough and accurate tax returns than competing tax firms and most paraprofessionals and CPAs who do not specialize in individual income tax preparation.

Besides offering tax preparation, Peoples Income Tax developed Peoples Financial Services, a division of Peoples Income Tax, Inc., which offers financial services through Terra Financial Services, a subsidiary of GE Financial Assurance. Products available include IRAs, SEP IRAs, mutual funds, and insurance.

Most recently, Charles E. McCabe, President & CEO of Peoples Income Tax, Inc., announced the merger of Business Service Associates (BSA) with Peoples Financial Services. Charles C. Chaplin, who founded BSA in 1986, will continue as President of the Business Service Associates Division of Peoples Financial Services.

McCabe noted that "Business Services Associates and Peoples Income Tax are both well-established Richmond-based businesses whose associates are community-minded and customer focused." He continued, "Business Service Associates brings knowledge and experience in small business accounting and bookkeeping, while Peoples provides expertise in individual and small business income tax preparation, tax planning and taxpayer representation before the IRS."

Business Service Associates currently provides accounting and bookkeeping services for more than 70 small business clients. Peoples Income Tax provides tax preparation and related services for more than 10,000 taxpayers, including some 800 small businesses. Catherine A. Mueller, president of Peoples Financial Services, through the GE Financial Assurance Independent Accountants Network, also provides financial products, such as IRAs, mutual funds, self-employed retirements plans and insurance.

“Charles Chaplin and I are excited about this merger,” said McCabe. “Business Service Associates will bring needed accounting and bookkeeping services for our many small business tax preparation clients,” he noted.



PRESIDENT'S MESSAGE



Judy Harris along with Jan Cooley planned and executed a well-designed firm night of enlightenment and education at J. Sargeant Reynolds Community College, Goochland Campus. We enjoyed a pleasant ride in the gorgeous Goochland countryside. We want to thank Westminster Canterbury Richmond who provided their van and driver, Mary Wiltshire, to help transport some of our representatives to the campus. We had the opportunity to learn some very valuable automotive maintenance guidelines from three knowledgeable instructors, Lorenzo Dickerson, Mike Trapani, and Leroy Williams. Dr. S. A. (Bud) Burnette, President of J. Sargeant Reynolds Community College, will be retiring at the end of this year and we are so thankful for his long-standing patronage of EWI®. We wish him a healthy and happy retirement.

We were delighted to install a new member firm, ChemTreat, at our June meeting. Jodi Verleger will represent them. Please introduce yourself and make her feel welcome. Our July board meeting will be held on Thursday, July 11, 2002, 4:00 PM at Ethyl prior to our membership meeting. If you would like to attend, please contact any board member and express your interest to attend as a guest (without voting privileges).

Chuck McCabe, Peoples Income Tax, will be our guest speaker on July 11th for our ASIST awards. Through the ASIST program, our Chapter helps adults who have had unexpected life changes and are in need of dollars and mentors to continue their education and re-enter the workplace. This is a wonderful opportunity for our executives to see how our organization fulfills the mission of EWI as well as helps these individuals realize their educational goals. Please remember to invite your executives. I look forward to seeing you.

Mary Tinnell
Philip Morris USA

WHERE WILL YOU BE IN 2003?

Your EWI Richmond Chapter Nominating Committee is hoping to find you on the 2003 Richmond Chapter Board. We are now in the process of soliciting nominations for our new board for 2003. Please dust off your international directory and review Article III "Chapter Board of Directors and Officers." Each chapter may elect at least 6 and no more than 10 directors, and there should be a minimum of 3 of these directors who served the previous year. The Vice President/President-Elect is elected to a two-year term. Karen Balmer has graciously accepted to serve as your 2003 President, and she is excited about the possibilities of her new board. If you currently serve on the board, have served on the board in the past, or are interested in serving on the board for the first time, please contact Debbie Clark (254-1307), Karen Balmer (828-8475), or Maggie Brauer (782-5123). The nominating committee would like to present a slate to the membership in August, and we are projecting to have this slate voted on and adopted at our September meeting (prior to the annual meeting in Chicago). Our new board will be installed at our Richmond Chapter annual business meeting on December 5, 2002. Thank you for your continued support of the Richmond Chapter!

Richmond Chapter Officers & Directors

President

Mary Tinnell
Philip Morris U.S.A.
(804) 274-7932
Mary.P.Tinnell@pmusa.com

Vice President- President Elect

Karen Balmer
Virginia Commonwealth University
(804) 828-8475
kfbalmer@vcu.edu

Secretary

Shirl Lowery
East West Partners
(804) 739-3800
slowery@eastwestp.com

Treasurer

Viki Frankenburger
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viki.frankenburger@vacu.org

Sergeant-at-Arms

Susan Lawton
Fox Staffing Resources
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Parliamentarian

Lillie Stratton
Greater Richmond Partnership
(804) 643-3227
lstratton@grpva.com

ANNOUNCEMENT

Richmond Chapter Ribbons

If you were given ribbons for the 2001 Annual Meeting Welcome Reception and did not use them, please return them to Karen Balmer. We are in the process of checking our inventory in preparation for the 2002 Annual Meeting in Chicago (Note: These ribbons are exchanged for ribbons and pins from other chapters at the welcome reception and are a great ice-breaker. We want to make sure we have enough on hand for the 2002 Annual meeting attendees!!!!)

Committee News

B/C/DP:

B/C/DP RAFFLE:

Raffle tickets for the B/C/DP Corporate Fundraiser will be available at our August meeting. The tickets are \$5 each. This year, participants can select the prize they are interested in taking a chance on. Karen Balmer will explain in more detail at our August meeting. The winning tickets will be drawn at the September 14 Annual Meeting and all proceeds benefit EWISP and ASIST Scholarships.

MAKE A DIFFERENCE DAY-READING RALLY

Marjie Beadles of Verizon will chair this year's Reading Rally Day. This year's Reading Rally will be held on Saturday, October 26. Please mark this date on your calendar and come out and participate.

Program:

Trigon - August 8 membership meeting:

A panel of three health care professionals from Trigon, including Dr. Julie Samuels, a Trigon medical director, will be the featured speakers at our August 8 membership meeting. They will be discussing some of today's most important health issues -including brand vs. generic drugs, disease management, digital mammograms, experimental treatments. They will take questions from the audience at the conclusion of their presentation.

Ways & Means:

August Baked Goods Silent Auction!!!!

During the August membership meeting, we will hold a silent auction for baked goods donated by members. If you are interested in donating your favorite item (including the recipe), please contact Karen Burke at 327-4876.

2002 Auction!

Mark the date! The 2002 Auction will take place on October 10 at the Downtown Club. Please start collecting items from your firms for the silent and live auctions. If you are interested in volunteering for the auction, please contact Karen Burke at 327-4876.

EWI Richmond Chapter Membership Minutes

EXECUTIVE WOMEN INTERNATIONAL®
RICHMOND CHAPTER

MINUTES OF THE
MEMBERSHIP MEETING
JUNE 13, 2002

The June 13, 2002 membership meeting of the Richmond Chapter of Executive Women International® was called to order by Mary Tinnell, President, at 5:45 p.m. at J. Sargeant Reynolds Community College, Goochland Campus.

Mary thanked J. Sargeant Reynolds for hosting Firm Night and welcomed representatives and guests. Guests in attendance were:

Guest	Firm
Pam Belle	Better Business Bureau
Carrie Bowen	Better Business Bureau
Diana Dee	Better Business Bureau
Debbie Grant	Better Business Bureau
Nicole Monroe	Better Business Bureau
Ross Willoughby	Better Business Bureau
Jodi Verleger	ChemTreat
Hailey Farmer	Ethyl Corporation
Kelly Schokmiller	Kingsmill Resort & Conference Center
Cathy Herweyer	Luck Stone
Mike Trapani	J. Sargeant Reynolds Community College
Kristi Baber	J. Sargeant Reynolds Community College
Bud Burnette	J. Sargeant Reynolds Community College
Lorenzo Dickerson	J. Sargeant Reynolds Community College
Sam Mills	J. Sargeant Reynolds Community College
Jean Morris	J. Sargeant Reynolds Community College
Leroy Williams	J. Sargeant Reynolds Community College
Clare Thompson	J. Sargeant Reynolds Community College
Mary Wiltshire	Westminster Canterbury Richmond
Lindsey Duke	Ronald A. Williams Ltd.

Susan Lawton, Sergeant-at-Arms, called the roll and declared a quorum present.

Peggy Macy gave the invocation and dinner was served.

The May 9, 2002 membership minutes were accepted as printed and distributed to the membership.

Karen Raham installed a new member firm, ChemTreat. Jodi Verleger, representative, was introduced. Jodi spoke briefly on ChemTreat, a water chemical treatment company. She is the Director of Training and Development.

Mary announced that June 6, 2002 was the 35th anniversary of the Richmond Chapter and read a congratulatory letter from the Corporate Board.

Mary reminded everyone that June 15, 2002 was the deadline for submitting Ukrop's Golden Gift receipts to Karen Burke for donation to the B/C/DP fund.

Debbie Clarke thanked the Chapter for their support in her appointment to the Corporate Board nominating committee. Debbie attended a nominating committee meeting in Chicago on June 1st and was very pleased with the nominating process. She enjoyed visiting Chicago and recommended that everyone attend the EWI annual meeting in September.

Debbie announced that our very own Michelle Lovatt has been nominated as Communications Director on the Corporate Board. The slate of officers will be voted on at the September annual meeting in Chicago.

Karen Burke held the drawing for baskets donated by Bill's Barbecue and East West Partners. A drawing followed for car products and services donated by J. Sargeant Reynolds Community College.

The business session having been concluded, Mary turned the program over to Judy Harris.

Judy introduced Dr. S. A. Burnette, President of J. Sargeant Reynolds Community College. Dr. Burnette welcomed the representatives and guests and invited them to tour the facilities and gardens. Dr. Burnette introduced the instructors and secretaries from J. Sargeant Reynolds who were in attendance. Leroy Williams, instructor, welcomed the group and gave a brief overview of the mini-sessions that would be offered.

The representatives and guests divided into three groups and attended three 15-minute rotating sessions. Lorenzo Dickerson taught the session on lubricants. Mike Trapani taught the session on the State inspection process, and Leroy Williams taught the session on window and glass maintenance.

The sessions concluded at approximately 8:30 p.m.

Submitted by: _____
Shirl Lowery, Secretary

Approved by: _____
Mary Tinnell, President

June 14, 2002

Executive Women International®
Richmond Chapter

Date: July 11, 2002
5:30 p.m. - Cocktails
6:00 p.m. - Dinner

Location: Ethyl Corporation - Ethyl Pavilion
330 South 4th Street

Program: ASIST Scholarship Night; Guest Speaker
Chuck McCabe, President & CEO, Peoples
Income Tax

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EWI® RESERVATION FORM

Please fax, phone or e-mail your reservation to Susan Lawton prior to mailing your check (payable to EWI® – Richmond Chapter) so that she will have an accurate count by Friday, July 5, 2002

Susan Lawton–Fox Staffing Resources
7301 Forest Avenue, Suite 200
Richmond, VA 23226

Phone: (804) 285-8686, Ext. 127
Fax: (804) 285-3864
email: slawton@foxstaff.com

Name: _____ [] I will attend
[] Unable to attend

Firm: _____

Guest Name(s):

Representative(s) Meeting Fee:* \$25/person x _____ = \$ _____
Sustaining & Life Member Meeting Fee: \$20/person \$ _____
ASIST Guest Dinner(s): \$25/person x _____ = \$ _____

PLEASE ADVISE OF ANY SPECIAL DIETARY NEEDS.

***NOTE: THIS IS AN INVOICE – YOU WILL NOT BE SENT A SEPARATE BILL. IF YOU FAIL TO RESPOND OR ATTEND THE MEETING AFTER ACCEPTING, YOU ARE STILL RESPONSIBLE FOR THE FEE.**

**Mark Your Calendar for These
IMPORTANT EVENTS**

DATE	TIME	EVENT
June 6	3:30 p.m.	Board meeting, IBM
June 13	5:30 p.m.	Membership meeting, Firm Night J. Sargeant Reynolds – Goochland
July 11	3:30 p.m.	Board meeting, Ethyl
July 11	5:30 p.m.	Membership meeting, ASIST, Ethyl, Speaker Chuck McCabe, People's Income Tax
Aug 1	3:30 p.m.	Board meeting, Fox Staffing
Aug 8	5:30 p.m.	Membership meeting, Ethyl, Trigon will present "Health Issues Today"
Sept 5	3:30 p.m.	Board meeting, Universal Corp.
Sept 19	5:30 p.m.	Membership meeting, Firm Night PLAY
Oct 3	3:30 p.m.	Board meeting, Philip Morris U.S.A.
Oct 10	5:30 p.m.	Membership meeting – Auction – Downtown Club
Nov 7	3:30 p.m.	Board meeting, East West Partners
Nov 14	5:30 p.m.	Membership meeting, Ethyl Dr. Wally Johnson, "The Metaphor of the Frog"
Dec 5	4:00 p.m.	Board meeting, Ethyl
Dec 5	5:30 p.m.	Membership meeting, Ethyl

Happy Birthday to You!

Susan Bowles 7/28

SAVE THE DATE!!!

EWI Annual Meeting

**September 12 – 14, 2002
Chicago, Illinois**

Do You Want Your Firm Profiled?

Each month, the Richmond Chapter strives to promote our member firms in our Pulse. If you would like to include a profile on your firm, please contact Liz Wilkes at Philip Morris, 274-5685 or e-mail at Liz.H.Wilkes@pmusa.com.

EXECUTIVE WOMEN INTERNATIONAL®

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Richmond Chapter Member Firms

47 Member Firms

46 First Representatives; 8 Second Representatives

Adco Associates
American Red Cross
AMF Worldwide, Inc.
Better Business Bureau of Central Virginia
Bill's Barbecue, Inc.
Cadmus Communications Corporation
ChemTreat, Inc.
Convention Connections
Covington International Travel
Daniel & Company, Inc.
Dominion
The Dunmar Companies
East West Partners
Ernst & Young, LLP
Ethyl Corporation
Robert L. Figg & Sons, Inc.
Fox Staffing Resources
Greater Richmond Chamber of Commerce
Greater Richmond Partnership, Inc.
Hunton & Williams
IBM
Kingsmill Resort & Conference Center
Luck Stone Corporation
Owens & Minor
Paramount's Kings Dominion
Peoples Income Tax
Philip Morris USA
Play
Pleasants Hardware
Retail Merchants Association of Greater Richmond
J. Sargeant Reynolds Community College
Richmond Metropolitan Convention & Visitors Bureau
Schwarzschild Jewelers
Science Museum of Virginia
Signature Flowers, Inc.
Southern States Cooperative, Inc.
SunTrust Bank
Trigon Blue Cross Blue Shield
Ukrop's Super Markets, Inc.
Universal Corporation
Verizon Communications
Virginia Commonwealth University
Virginia Credit Union, Inc.
Virginia Historical Society
Wachovia Securities
Westminster Canterbury Richmond
Ronald A. Williams, Ltd.

SHARE THE NEWS!

The *CHAPTER Pulse* is the official publication of the Richmond Chapter of Executive Women International®.

Editorial material for the next issue is **due by July 24** and should be directed to:

Send submissions for the Chapter Pulse to:

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EWI® MISSION AND VISION

MISSION

Executive Women International® is an organization which brings together key individuals from diverse businesses for the purpose of:

- Promoting member firms
- Enhancing personal and professional development, and
- Encouraging community involvement

VISION

To be the premier worldwide business women's organization

**VISIT OUR NEW AND IMPROVED
RICHMOND CHAPTER
WEBSITE!!!!!!!!!!**

<http://www.ewirichmond.com>