TO: PBD CCW BOARD MEMBERS, Affiliation Presidents, CCW Officers, Members and Friends of Council
FROM: Barbara Lutton, President PBDCCW

CONVENTION 2017

Our convention will be held on June 2-3, 2017 at the Hilton Palm Beach Airport, 150 Australian Ave., West Palm Beach, Florida 33406.

This convention is our annual general meeting and gathering of the affiliations to support our mission statement, empowering women in leadership, service and spirituality.

We will have as our keynote speaker Jane Carter, Past Leadership Commissioner for National Council of Catholic Women (NCCW).

We will celebrate Mass with The Most Rev. Bishop Gerald M. Barbarito, Bishop of Palm Beach. Installation of newly elected Palm Beach Diocesan Council of Catholic Women Executive Officers.

Honoring our Outstanding Leaders in each of the Deaneries and bestow the Palm Beach Diocesan Woman of Council Award.

Scholarship awards to three deserving young women in our Diocese will also be presented at the Friday evening banquet.

We are asking that you promote the Convention by inviting all of the women in your affiliation to attend and to bring someone new for the experience.

We ask once again for your support in contributing an ad from your council, local business or others in your community. Convention renews friendships across the Deaneries and it is an affordable way to have some fun, R&R and learn more about our organization.

We need your full support in making this convention a success! This packet contains all of the following material that you will need:

- Official Call to Convention 2017 – page 2
- Registration Form – page 3
- Hotel Reservation Information and Directions to the Hotel – page 4
- Ad form and guidelines for program book – page 5-6
- Leadership and Women of Council Award forms and guidelines – page 7-10
- Voting card, with guidelines and explanation – page 11-12

PLEASE NOTE: Registration deadline is May 15, 2017, no exceptions.

Convention Coordinators: Frania Larios and Caroline Lucas
Treasurer: Mary Jane Wenth
CALL TO CONVENTION 2017

To: PBD CCW BOARD MEMBERS, Affiliation Presidents, CCW Officers, Members and Friends of Council

FROM: Barbara Lutton, PBDCCW President

DATE/TIME
Friday, June 2, 2017
Registrations: 12:00 PM
Business Meeting: 1:00 – 3:30 PM
Mass: 5:30 PM – St. Juliana Catholic Church
Banquet: 7:00 PM

Saturday, June 3, 2017
Mass: 7:00 AM
President’s Breakfast: 7:30 AM – By Invitation Only
Registrations: 8:00 AM
Business Meeting: 9:00 AM
Celebration Luncheon: 12:30 PM
Resume Business Meeting: 1:00 – 3:00 PM

PLACE: Hilton Palm Beach Airport
150 Australian Ave.
West Palm Beach, Florida 33406
561-684-9400
www3.hilton.com

Directions:
From I-95 North/South take Southern Boulevard exit West. Hotel is conveniently located on the Northwest corner of I-95 and Southern Blvd.

From Florida Turnpike take Southern Boulevard exit east for approx. 5 miles. Hotel is conveniently located on the northwest corner of I-95 and Southern Blvd.

If using a GPS, please be sure to use zip code, 33406.

Each paid affiliation has one vote. The voting delegates will be seated in a specified area during business session. The appropriate voting card is enclosed and is to be RETURNED WITH REGISTRATION FORM.

Please bring affiliation banners for display for the entire day. Christine Rodic & Pat Carol will be at the hotel to assist with banner placement.

Barbara Lutton
President

Tammy Farr
Vice President

Rita Gilchrist
Recording Secretary

Cynthia Fulmer
Treasurer
CONVENTION REGISTRATION FORM

No one will be admitted to any session without a registration badge. Badges will be issued to only paid registrants.

Please make checks payable to the PBDCCW Convention Fund

Mail to: Joanne Lewis
326 Knotty Pine Circle
Lake Worth, FL 33463
h-561-967-7133  c-561-818-9147
joanne.lewis5568@att.net

Registration & Cancellation of registration Deadline: May 15, 2017

Affiliation______________________________ Deanery______________________________

Name __________________________________________________________________________

Name to be printed on your Badge: __________________________________________________________________________

Address __________________________________________________________________________

City________________________________________________________ Zip________________________

Telephone Number: _____________________________ Email:________________________________

First time attendee: ___________Yes   ______________No

Council Status: President: _______ Outgoing: _______Current: ______Incoming:____

Voting Delegate: ______Yes ______No (if yes must turn in voting card with registration form)(please see clarification of

PLEASE CHECK ( ✓ ) THE EVENTS AND FUNCTIONS YOU PLAN TO ATTEND:

<table>
<thead>
<tr>
<th>Event</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Friday Banquet</td>
<td>$60.00</td>
</tr>
<tr>
<td>Friday Banquet &amp; Registration</td>
<td>$120.00</td>
</tr>
<tr>
<td>Saturday Registration &amp; Luncheon – Italian Buffet</td>
<td>$100.00</td>
</tr>
<tr>
<td>Full Package - Includes all items above</td>
<td>$160.00</td>
</tr>
<tr>
<td>Great Gatsby Friday Night Celebration – After Banquet</td>
<td>Cash Bar</td>
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Banquet Meal: Please indicate choice: ________Chicken En Croute   ________Gorgonzola Crusted Pork
            ________ Shrimp Stuffed Crabmeat ________ Vegetarian - Portabella Vegetable Stack (gluten & dairy free)

Please note: there is no registration fee for clergy or religious.
Affiliations are responsible for inviting them as their guests and for the expense of their meals and hotel.

*Cancellation of registration must be made in writing, no later than May 15, 2017 or there will be no refund.
**If you have physical challenges which require special accommodations, i.e, wheelchair, walker, please advise.

(Office use only)

Date received: __________ Amount: __________ Check#: __________
From I-95 North/South take Southern Boulevard exit West. Hotel is conveniently located on the Northwest corner of I-95 and Southern Blvd.

From Florida Turnpike take Southern Boulevard exit east for approx. 5 miles. Hotel is conveniently located on the northwest corner of I-95 and Southern Blvd.

If using a GPS, please be sure to use zip code, 33406.

**RESERVATIONS:** Individual reservations/rooming list must be made no later than Monday, May 15, 2017. Check in time is 3:00 PM and check out time is 12:00 PM.

*Direct Booking Link Click Here* or Please contact the Hotel Direct, 561-684-9400 and use the group name PBDCCW Convention when making the reservation. Once an individual reservation has been made, any changes should be made directly with the Hotel Group Reservation Department. A credit card number or one night’s advance deposit will be required to secure a room out of this Room Block. Cancellations must be received 24 hours prior to arrival or one night room and tax will be assessed.

**RATES:** For the Palm Beach Diocesan Council of Catholic Women Convention, June 2 & 3, 2017, the rate is $99.00 plus 13% occupancy tax, for a standard two queen beds. This $99.00 room rate includes breakfast on Saturday morning for two people.
Dear Patron:

The Palm Beach Diocesan Council of Catholic Women is making plans for its 32nd Annual Convention. This event, the theme of which is “Be the Light” will be held at the Hilton Airport West Palm Beach, 150 Australian Avenue, West Palm Beach, Florida 33406.

Our convention is supported by women in more than thirty churches with a membership of three thousand strong.

We are asking you to consider placing a business ad in our program book. This is an excellent opportunity to promote your business establishment to a select group from Palm Beach, Martin, Indian River and St. Lucie Counties. You can be assured that your ad will encourage patronage from parishioners and friends of the Council of Catholic Women.

Proceeds from this event ensure the future of our organization, as we work to fulfill our mission statement of supporting, empowering and educating all Catholic women in spirituality, leadership and service. PBDCCW responds with Gospel values to the needs of the Church and society in the modern world.

The overwhelming support of merchants, retailers and sponsors who generously contribute to our convention have helped to make it a success. If you need more information, please contact me. I thank you in advance for your consideration and hopefully your support!

Sincerely,

Barbara Lutton
President, PBDCCW

Convention Coordinators:

Francia Larios – 561-755-2283 – email: lariosfrania@gmail.com
Caroline Lucas – 561-389-9185 -email: care73a@gmail.com

Barbara Lutton
President
Tammy Farr
Vice President
Rita Gilchrist
Recording Secretary
Cynthia Fulmer
Treasurer
ADVERTISING COPY AND GUIDELINES

$25.00 SET-UP CHARGE FOR ADS WHICH ARE NOT CAMERA READY OR ADS WHICH DO NOT FIT THE DIMENSIONS LISTED
DEADLINE FOR AD SUBMISSIONS – May 1, 2017

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<thead>
<tr>
<th>Type</th>
<th>Camera Ready</th>
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<td>__________ INSIDE FRONT COVER</td>
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<td>__________ HALF PAGE</td>
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<tr>
<td>__________ BUSINESS CARD/QUARTER PAGE</td>
<td>5”W x 1.75”H</td>
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</tr>
<tr>
<td>__________ ARCHANGELS (Name listing only)</td>
<td></td>
<td>$5.00</td>
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<tr>
<td>__________ MEMORIALS (Name listing only)</td>
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<td>$5.00</td>
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NAME TO APPEAR IN PROGRAM (Archangels or Memorial) _________________________________

AMOUNT ENCLOSED ______________________ DATE ________________________________

NAME __________________________ PHONE ______________________________

PLEASE MAKE CHECKS PAYABLE TO THE PBDCCW Convention Fund

Mail Ads and Checks to:

Dorothy Grauso
10880 SE Sea Pines Circles
Hobe Sound, FL 33455
H – 772-546-5201  C-772-263-2631
dooleng10@gmail.com

UNDERWRITING

INTERESTED IN UNDERWRITING PROGRAMS, CONVENTION BAGS,

TABLE DECORATIONS – Please contact Barbara Lutton – 772-878-5120

All contributors will receive special recognition in the program book

DEADLINE FOR ADVERTISING IN PROGRAM ------ MAY 1, 2017
PBDCW will recognize one member of council who is an exceptional leader. One who reflects dedication and commitment to her affiliation and/or deanery.

The intent is to empower members of an affiliation and/or deanery to make a difference either individually or through team effort.

The Outstanding Leadership Award is given annually to one person in each deanery. The committee: PBDCW President, PBDCW Leadership Chairman, the three Deanery Presidents and the Diocesan Spiritual Advisor will select the Recipient.

Current PBDCW and Deanery elected officers are ineligible:

Barbara Lutton, Tammy Farr, Rita Gilchrist, Cynthia Fulmer, Dotty Grauso, Doreen Recco, Paula Barto, Lena Ghaffari, Joanne Lewis, Jackie Philippoussi.

Previous recipients are ineligible:


Any member may submit one nomination for any eligible member from within her Deanery by completing the nomination form and submitting a 100-word explanation on why the nominee should receive the award.

NOMINATING MEMBER MUST SIGN NOMINATION FORM

Please mail completed form before April 30, 2017 to:

Barbara Lutton
303 NW Tuscany Lane
Port St. Lucie, Florida 34986

or email to: babslutton@comcast.net
MEMBER NOMINATION FORM
For 2017
OUTSTANDING LEADERSHIP AWARD

Nominee________________________________________________Phone_____________________________

Affiliation_______________________________________________Deanery___________________________

List any Affiliation office held________________________________________________________________

List any Deanery offices held__________________________________________________________________

List any Diocesan offices held____________________________

Why should this member receive the Outstanding Leadership Award for your Deanery? Nominee must have held board position or ad-hoc position on an affiliation board. Use Additional paper, if necessary, but limit to 100 words.

__________________________________________

Signature of Nominating Member

Date
The recipient of this award will be a long-standing member of council who exhibits knowledge and wisdom in all areas of the organization.

**Current** PBDCCW and Deanery elected officers are ineligible:

Barbara Lutton, Tammy Farr, Rita Gilchrist, Cynthia Fulmer, Dotty Grauso, Doreen Recco, Paula Barto, Lena Ghaffari, Joanne Lewis, Jackie Philippoussi.

**Previous** recipients are ineligible:

Ann Rowley, Marie Enot, Joan Markham, Helena Wood, Alice Kush, Jane Clark, Ellen Bachman, Georgia Ulseth, Betty McKinley, Maria Moran, Jeanne Waddington and Karen Egan.

Any PBDCCW affiliation may submit one nomination for any eligible council member from anywhere in the Diocese by completing the nomination form and submitting a 100-word explanation on why the nominee should receive the award.

Affiliation president must sign nomination form.

Please mail completed form by April 30, 2017 to:

Barbara Lutton
303 NW Tuscany Lane
Port St. Lucie, Florida 34986

or email to: babslutton@comcast.net
PALM BEACH DIOCESAN COUNCIL OF CATHOLIC WOMEN

NOMINATION FORM

WOMAN OF COUNCIL AWARD

Nominee___________________________________________ Phone#_______________________________

Affiliation__________________________________________Deanery________________________________

Length of PBDCCW Membership________________________

Has nominee served as an Affiliation President? Yes__________ No_____________

List any other affiliation offices held______________________________

List service on affiliation committees__________________________________________

List any Deanery elected office(s) held______________________________

List any Deanery appointed office(s) held______________________________

List NCCW or FCCW involvement__________________________________________

Circle any service as Deanery Committee Chairman

<table>
<thead>
<tr>
<th>Spirituality</th>
<th>Service</th>
<th>Leadership</th>
<th>Legislation</th>
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</table>

Why should this member be the Palm Beach Diocesan Woman of Council? (Use additional paper if needed, but please limit to 100 words.)

____________________________________________

________________________

Signature of Affiliation President Date
TO: PBDCCW Board Members and AFFILIATION PRESIDENTS

FROM: Barbara Lutton, President, PBDCCW

RE: Convention Voting Card Guidelines

Our Convention will be held June 2-3, 2017 at the Hilton Palm Beach Airport, 150 Australian Ave., West Palm Beach, Florida 33406.

The business of PBDCCW is conducted during a business session. Some of the business will require voting, therefore it is important to have an accurate record of the voting delegates.

Voting cards are issued as per our By-Laws, Article XVI, Section 4, and must be completed and returned with the convention Registration Form.

“Each member of the Diocesan Board of Directors and each organization having membership in the Council shall be entitled to one vote on matters coming before the Annual Meeting.”

The organizations having membership are the affiliations that have paid their Diocesan dues. The voting cards for the affiliations are issued with the names of the current Presidents. If the President named on the voting card will not be voting on behalf of the affiliation for any reason (completion of term of office, unable to attend Convention, etc.), the affiliation vote may be assigned to another person. The cards should be signed over to the member who will be voting on behalf of the affiliation.

The votes of the Diocesan Board Members may not be assigned.

Please complete the voting card and return it with the Convention Registration Form. The voting card will be signed by the voting delegate at Registration and issued for use during the voting session. It is important for each voting delegate to have her card with her during all business sessions, or her vote will not be counted.

If you should have any questions, please do not hesitate to contact me.

Thanks and I look forward to seeing you at the Convention!!

Barbara Lutton
President, PBDCCW

Barbara Lutton  Tammy Farr  Rita Gilchrist  Cynthia Fulmer
President  Vice President  Recording Secretary  Treasurer
Palm Beach Diocesan Council of Catholic Women
32nd Annual Convention Voting Card

Voting Delegate________________________Affiliation or Office_________________________

I will be attending the PBDCCW 32nd Annual Convention.

Signed:_______________________________________________(first name, last name)

If the voting delegate is not attending or has changed, please complete the following information (only affiliation votes may be assigned):

Name________________________________________Office:___________________________

I____________________________________________assign our affiliation vote to______________

____________________________________________________________________________________

Signed________________________________

DO NOT SIGN BELOW – THIS PORTION TO BE SIGNED AT REGISTRATION

Voting Card Received____________________________________________________

Please return voting card with registration information