February 18, 2026

Dear Potential and Existing NAWBO Chicago Board,

Thank you for being a member of this great organization – NAWBO Chicago! We cannot do this without you, and we appreciate your interest in joining our leadership team. Our role as board members is to help the membership grow their businesses and develop a community of fellow business owners. We are simply, as always, committed to improvement.

Together the Board of Directors, with the support of our Executive Director and team at Big Buzz Idea Group, will concentrate on ways to implement, develop and provide a focused approach to the following:

- Best Practices of Successful Women Business Owners
- High-Level Educational Programs
- Opportunities for Meaningful Networking and Relationship Building
- Tools for Economic Success

NAWBO has always been the most sought-after women's business association in the country and Chicago is one of its first, largest and most respected chapters. We will continue to be an even better resource for women business owners by looking for new and innovative ways to help our members grow personally and professionally.

Per our By-laws, the Board of Directors is to be entrusted with the fiduciary and management of the chapter. The role of the Board is to sustain a strong vision and strategy for the chapter; develop and implement policies; and ensure accountability, financial stability, organizational effectiveness and member value. All Board of Director applicants are required to be a voting member in good standing of the NAWBO Chicago chapter.

Included with this letter is a fiscal year (FY) 2026/27 – FY 2027/28 application form, Board of Directors Expectations and NAWBO's Purpose, Objectives and Responsibilities. Everyone wishing to apply for a 2-Year Board of Director Term or other leadership position must complete these documents and submit them on or before March 31, 2026 to: info@nawbochicago.org.

Questions? Contact NAWBO Chicago Immediate Past President Angie Noll at angien@reconciledsolutions.net / 312.212.6931 or Executive Director Melissa Lagowski at melissa@nawbochicago.org / 773.741.4955.

Thank you for your interest and I look forward to meeting you soon.

Sincerely,

Angie

Angie Noll

NAWBO Chicago, Immediate Past President
Reconciled Solutions

NAWBO CHICAGO Board Director/Officer Application
BOD Term: Fiscal Year (FY) 2026/27 – FY 2027/28

Please provide the following information. If additional space is required, you may submit a separate document.

GENERAL INFORMATION:

Name: _____ Company: _____

Title(s): _____ Are you an owner of your business? ___Yes ___No

Work Phone: _____ Cell Phone: _____

Email: _____

Of the above options, the best way to contact me is: _____

The Board Director and Officer positions are listed below
Please indicate with an "X" all positions you are applying for:

Immediate Past President (Filled)	Director-at-Large (Filled)	Director-at-Large ____
President (Filled)	Director-at-Large (Filled)	Director-at-Large ____
President Elect (Filled)	Director-at-Large (Filled)	Director-at-Large ____
Treasurer ____	Director-at-Large ____	Director-at-Large ____
Secretary ____	Director-at-Large ____	Director-at-Large ____

COMPANY INFORMATION

Please provide a brief description of your business, including years in existence, number of employees, goods sold/services provided, and general list of your duties/responsibilities with the organization:

_____

_____

_____

NAWBO INFORMATION

Date you joined NAWBO: _____ Date you joined the Chicago chapter (if different): _____

List any NAWBO committees on which you have served or leadership positions you have held within NAWBO, as well as your dates of service and chapter (if not Chicago):

_____

_____

Why are you applying for this position? What do you hope to achieve through this role?

_____

_____

GENERAL INFORMATION

List any other boards or committees on which you have served and dates of service:

_____

_____

List special skills and/or experience that you feel you will bring to the position:

_____

_____

List any additional information you feel is relevant that this application has not covered:

_____

_____

REFERENCES:

List the name and contact information for 2 Chapter Members and 1 Non-Member to act as references to support your application:

_____

_____

_____

Initial the following to acknowledge your agreement:

___ I agree that I have reviewed the Board Expectations for the FY 2026/27 – FY 2027/28 and that if selected to serve I have the time, resources and support to allow me to meet each expectation. I further recognize that the term I am applying for is a 2-year term and that new expectations may be provided to me for my second fiscal year term and these expectations may exceed the expectations listed here.

___ I agree that I have reviewed the PURPOSE, OBJECTIVES & ROLE OF NAWBO CHICAGO Board of Directors and that I understand our Mission and Goals and that if selected I will comply with the fiduciary and managerial obligations of my position.

Signature of Applicant: _____ Date: _____

Printed Name: _____

NAWBO CHICAGO 2026/2027 BOARD OF DIRECTORS EXPECTATIONS

BOARD MEETINGS

Commit to attending the annual Board retreat (in July), 11 board meetings (first Wednesday of the month August through June from 3:30 – 5:30 pm). You may only miss 2 meetings in any given fiscal year.

MEMBERSHIP: Recruit 3 New Members

NAWBO Chicago exists to benefit women business owners. Each board member is expected to help us share the mission of the organization with potential members and recruit 3 new members annually.

CORPORATE PARTNERS: Identify 3 Potential New Partners

Each board member will be provided with corporate sponsor information and be trained on how to promote NAWBO Chicago, so we are all presenting the same message. Each board member will identify and introduce the Executive Director to 3 new potential corporate partners and will also help with the retention of existing corporate partners as from time to time needed by the organization.

EVENTS: Support NAWBO Chicago Events (Connects, Regional and Annual Events)

Each board member will attend NAWBO Chicago events and secure a total of 9 guests to attend Regional and/or Annual Events. Each board member will try to support the Connects events by attending and encouraging members and potential members to attend.

WOMEN MEAN BUSINESS® CONFERENCE (Team Approach - Make it great!)

Each Board member is expected to secure expected to buy a table or secure 10 attendees (preferably potential new members) for the Conference.

FUNDRAISING: Get Or Give $2,500/Year

In order to continue to provide the level of programing and education for our members, each board member is responsible to get or give $215/month, or $2,500/year. This can be in any combination of obtaining a new corporate partner or soliciting new event sponsors. This *does not* include the organization's cost for table purchase requirements for signature events. In some circumstances in-kind services will be accepted, pending approval by the Board.

PURPOSE, OBJECTIVES & ROLE OF NAWBO CHICAGO Board of Directors:

PURPOSE:

NAWBO's vision is to propel women entrepreneurs into economic, social and political spheres of power worldwide.

NAWBO's mission is to:

- Strengthen the wealth-creating capacity of NAWBO's members and promote economic development
- To create innovative and effective changes in the business culture
- Build strategic alliances, coalitions and affiliations, and
- Transform public policy and influence opinion-makers

OBJECTIVES:

- To encourage, support and educate women who own and operate businesses
- To provide a national and international voice for women who own and operate businesses
- To foster the economic stability of businesses owned and operated by women
- To improve the climate for entrepreneurs in small and growing businesses at the local, state, national and international levels through participation in the public-making process
- To foster leadership by women who own and operate businesses
- To encourage business ownership by women
- To collaborate with or create entities that complement the chapters objectives and
- To have a membership representative of the universe of women business owners

The role and purpose of the Chicago Area Chapter is to facilitate the objectives, as outlined above, and to facilitate communication and connection between its members and NAWBO. The Chapter shall be organized and operated in a manner consistent with the mission, purpose and strategic direction of NAWBO.

RESPONSIBILITIES OF THE BOARD:

The Board shall be entrusted with the fiduciary and management responsibility for the affairs of the Chapter. The Board shall sustain a strong vision and strategy for the chapter; develop and implement policies, and assure accountability, organizational effectiveness and member value.

Signature: _____ Date: _____

Printed Name: _____

NAWBO
CHICAGO • WISCONSIN
National Association of Women Business Owners

NAWBO Chicago Board of Directors Give/Get

For the sustainability of NAWBO Chicago, the financial Give/Get is instrumental in helping us meet our annual budget. However, we believe that there are many ways to secure this funding, and we want our Board Members to have options to achieve this goal.

Please see below for a list of funding ideas that will allow you to reach the $2,500 Give/Get. There are multiple ways to meet the expectation outside of directly contributing that dollar amount. Any combination of these items will meet the Board obligation. The NAWBO Chicago office will work with you to meet this requirement!

Email Executive Director Melissa Lagowski at melissa@nawbochicago.org or call 773.741.4955.

GIVE/GET OPTIONS

SECURE A SPONSOR 	ADP PAYROLL REFERRALS 	SECURE A CONFERENCE PROGRAM ADVERTISER 
SECURE A NEWSLETTER SPONSOR 	PROVIDE A SPONSOR LEAD 	SECURE EXHIBITORS 
BE A NEWSLETTER ADVERTISER 	BE AN EXHIBITOR 	SELF-FUND 