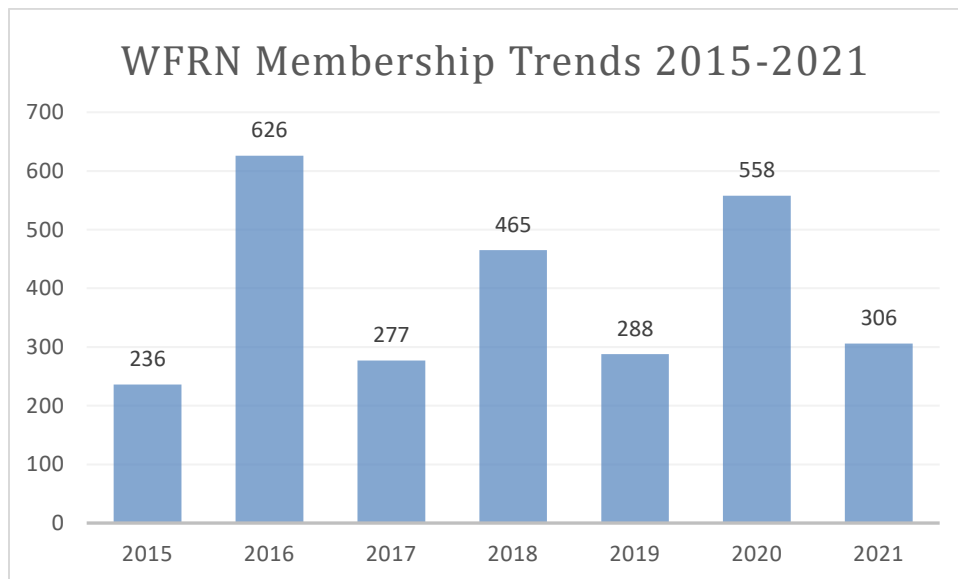




Executive Officer's Annual Report FY 2020-2021

Membership Initiatives

The WFRN implemented a membership drive strategy that included repeated email contacts with all prior WFRN members as well as personal correspondences between members of the Executive Board and Membership Committees with lapsed members. Direct correspondences from Executive Board and Membership Committee members proved to have a remarkable impact. This approach will be replicated in 2022. We will not replicate USPS mailings (which did not show remarkable returns in 2020).



The above graph below presents membership trends. Particularly noteworthy is that membership increased substantially in 2021 relative to 2015, 2017, and 2019, previous non-conference years. Past President Susan Lambert developed strategies to retain members in non-conference years, which includes continuation of the Virtual Conference Series that was initially implemented as a consequence of the cancelled 2020 NYC conference.

Finances

The WFRN seeks to keep membership and registration fees as low as possible, while also keeping the organization financially sustained. The board reviewed finances and approved the following fee structures for members/registrants.

Membership Fees	2022	2023
Student	\$95	\$95
Low Income	\$95	\$95
Emeritus	\$150	\$150
Regular	\$195	\$225
Sustaining	\$295	\$295
Organization Partner NonProfit	\$500	\$500
Organization Partner For Profit	\$850	\$850
Registration Fees (conferences)		
Student Low Income Registration	\$195	
Regular Members and Emeriti	\$325	
NonMembers	\$600	
Late Registration Students and Low Income	\$250	
Late Registration Regular and Emeriti	\$375	

Executive Board Leadership

The Executive Board met 11 times in 2020-21. The Board agreed to try a new approach to engage its leadership potentials as follows. In addition to work guiding WFRN decisions and priorities in Executive Board meetings, each at-large board member assumes responsibility to spearhead an initiative identified by the board. The at-large board member convenes a working group of members (composed as s/he deems appropriate); chairs the working group or appoints a chair; and provides a report to the board on planned actions proximate to April and an end-of-year report in January 2022 summarizing discussions, decisions, results and recommendations for future work that might be performed. The EO can facilitate identification of interested members and provide administrative support to execute action steps as determined by the working groups. Commencing in 2022, the VP is charged with organizing virtual conference events and serving on the committee to select Early Career Fellowship recipients. These approaches were successfully implemented in 2021, as reflected in the numerous accomplishments this year that have been led by Board members as summarized below.

Virtual Conference Series

The WFRN has instituted a plan to keep members engaged in non-conference years through a Virtual Conference Series (VCS). Moving forward, the VCS will be planned by the Vice President. Thus far, VP Sarah Damaske, Alexandra Beauregard and Heejung Chung, and Caryn Medved organized 5 events for 2021-22, held in addition to the events organized by Past President Susan Lambert in the wake of the 2020 conference cancellation. These events have been well attended, with 40 or more participants commonly engaged. All events are recorded and posted on the website.

Conference Planning 2022

President Melissa Milkie has begun organizing the 2022 conference, the theme being *Work-Family Justice: Practices, Partnerships & Possibilities* with three Presidential Panels being constituted to speak to the theme. Planning is occurring in the context of great uncertainties regarding attendance and travel owing to the global pandemic. The EO is currently working with our representative at Helms Briscoe to renegotiate with the Midtown Hilton the terms for the next conference in 2022.

Conference Planning 2024 and Beyond

The EO is currently in negotiations with Concordia University in Montreal for the WFRN's 2024 conference. Initial discussions indicate that this venue will be attractive and offer substantial savings as compared to hotel conference centers. The Executive Board and EO support that conferences going forward are likely best situated at Universities, which are often ideally located, have great facilities and are substantially lower cost.

Networking Communities

The Board discussed ways to further invigorate Networking Committees. Guided by the leadership of Sabrina Speights, Krista Lynn Minnotte, Heejung Chung, Yvonne Lott and Ameeta Jaga, the WFRN developed resources to facilitate the work of Networking Community leaders. Ameeta Jaga initiated the creation of the Africa Network Community and held an international virtual event to engage members. There are currently 13 networking communities with varying levels of activity.

Statements and Actions to Address Diversity, Equity, Inclusion and Racism

With leadership from Board Member Heejung Chung, Krista Lynne Minnotte and Alexandra Beauregard, the WFRN published two statements on Equity, Diversity and Inclusion and Racism presented below:

The Work and Family Researchers Network (WFRN) is united in our deep anger and sadness about recent and continued acts of violence and brutality against Black people

in the United States. We express sorrow and condemnation about the unjust killings of Black Americans including George Floyd, Breonna Taylor, Ahmaud Arbery, and many others. We stand firm in our declaration that Black Lives Matter and in our commitment to justice and equality across the globe.

As an organization, we are not exempt from the reflective work necessary to disrupt structural racism. The present moment is an opportunity to reflect on ways to enhance equality and inclusiveness in our organization, work-family scholarship, and larger society. WFRN is dedicated to ensuring diverse voices are represented in our organization's membership and leadership.

Another working group comprised of Krista Lynn Minnotte, Ameeta Jaga, Melissa Milkie, and Susan Lambert brainstormed mechanisms to enhance DEI in WFRN. The Board deliberated ways of achieving increased diversity among the leadership and membership and amplifying marginalized voices throughout WFRN's activities. It also prioritized providing registration and membership funding to members from low-income groups. The Board also prioritized making memberships and registrations affordable to students and to make events attractive to those at their early career stages.

Communications

The WFRN continues to provide members with information via its News Feed and Research Feed, which are delivered to member emails each week. In an effort to streamline communications, these two different feeds are combined into one email per week.

To address problems in email delivery, the WFRN shifted from using Campaign Monitor to Gmass. Initial analysis indicates that fewer emails are being directed to spam folders. Gmass is also substantially less expensive.

Member Profiles

In 2021 the WFRN initiated a new feature: member profiles. This monthly feature of a member is disseminated via email to our "big list" of more than 5000 work-family stakeholders, as well as presented on the landing page of the WFRN. Network Coordinator Marissa Oliver leads this initiative. Features scholars are identified through the Experts Panel and in consultation with the Board. The Board will play an increased role in selecting featured scholars moving forward.

Experts Panel

In 2019 the Experts Panel was created, a resource that enables WFRN members to list their expertise on the WFRN website, which can open opportunities for consultation,

media exposure and collaboration. Leading work family journalists were identified and notified of the new resource. At the start of 2020, 34 WFRN members were on the Experts Panel, and by October 2021, it had grown to 77 members.

Teaching Resources

Caryn Medved continued her work as the Teaching Resources Specialist. The Board approved reappointment of Dr. Medved with an honorarium to complete the development and archiving of teaching resources in 2021. This work is nearly complete and the website has a large number of current resources and syllabi. Dr. Medved organized two teaching virtual events. She will continue in this role, but no longer receive an honorarium.

Mentorship

Supporting and mentoring the next generation of work-family scholars remains a top priority for the WFRN. With guidance from Wen Fan and Yvonne Lott, the Board is currently planning to hold either a preconference devoted to the interests of graduate students or integrate graduate student mentorship events into the conference.

The Board prioritized keeping membership/registration fees low for graduate students and to prioritize the needs of low-income and early career stage scholars in the provision of membership/registration awards.

Lindsey Trimble O'Connor continued her appointed as Director of the Early Career Fellowship Program and is in the process of recruiting a new cohort of 30 scholars. With the cancellation of the in-person conference, Dr. O'Connor structured a series of virtual encounters.

Social Media and Exposure

Under the leadership of Judi Casey, the WFRN's Social Media Team helps to make WFRN visible on Twitter, Facebook, Linked in, and other venues. Researchers identified in the Research Feed are added to the WFRN's "big list" of contacts and are sent a personal correspondence congratulating them on their publication and making them aware of the WFRN and how we increased the visibility of their scholarship.

Funding, Sponsorships and Donations

The WFRN applied for grants from the National Endowment for the Humanities and from the Workers and Families Fund. The NEH grant was favorably reviewed but not funded. The Workers and Families Fund grant is still under review. Thus far 4 sponsorships for the 2022 conference have been obtained and the leadership continues to explore possibilities for additional support.

Risk Management

The WFRN maintains cyber security insurance, directors/officers/employment practices liability insurance, and general liability insurance for the 2022 conference. The EO reviewed expectations for maintaining 501(c)(3) status, organized files accordingly, and reported practices to the Executive Board.

Elections

The 2021 election was conducted via Qualtrics without concern. 2021 newly elected officers are Sabrina Speights (Executive Board) and Yvonne Lott (Executive Board). Thank you to Alexandra Beauregard for chairing the Nominations Committee and identifying excellent candidates in 2021 and working to do so for 2022 as well.

Record Keeping

The WFRN website is the primary means by which information is recorded and retained. In 2021 Secretary Ameeta Jaga developed a system to integrate minutes from Board meetings so that decisions and deliberations can be searched and located within a single document.

Executive Office Management

The WFRN has two paid employees, the Executive Officer (Stephen Sweet) and the Network Coordinator (Marissa Oliver). Treasurer Lonnie Golden identified and negotiated an agreement with Paychex to manage deductions and delivery of pay to the EO and Network Coordinator.

The WFRN hires independent contractors for the maintenance of its website (Ann Dixon) and its conference/membership platform (Brad Smith). We provide honoraria to compensate the work performed by its Social Media Specialist (Judi Casey), the Early Career Fellowship Director (Lindsey Trimble O'Connor), and its Teaching Resource Specialist (Caryn Medved).

The EO is especially appreciative of the expert work performed by Network Coordinator Marissa Oliver, who has been consistently forward-thinking, creative, and dependable.

WFRN Leadership Team 2021

Executive Office Staff

- Stephen Sweet, Ph.D., Executive Officer
- Marissa Oliver, Network Coordinator
- Ann Dixon, Website Programmer
- Brad Smith, Website Programmer

- Judi C. Casey, Social Media Specialist/Organizer

Officers and Executive Board

- President: Melissa Milkie, Ph.D., University of Toronto, Canada
- Past President: Susan Lambert, Ph.D., University of Chicago, USA
- Vice-President: Sarah Damaske Ph.D., Penn State University, USA
- Treasurer: Lonnie Golden, Ph.D., Penn State Abington, USA (2020-2022)
- Secretary: Ameeta Jaga, Ph.D., University of Capetown, South Africa (2021-2023)
- Board Member: Heejung Chung, Ph.D., University of Kent, UK (2021)
- Board Member: Krista Lynn Minnotte, Ph.D., University of North Dakota, USA (2019-2021)
- Board Member: Alexandra Beauregard, Ph.D., Birkbeck University, UK (2020-2022)
- Board Member: Wen Fan, Ph.D., Boston College, USA (2020-2022)
- Board Member: Sabrina Speights, Ph.D., Wheaton College Massachusetts, USA (2021-2023)
- Board Member: Yvonne Lott, Ph.D., Institute of Economic and Social Research, Hans-Böckler Foundation, Germany (2021-2023)

International Committee

- Heejung Chung, Ph.D., University of Kent, UK (Executive Committee Liaison)
- Wen Fan, Ph.D., Boston College, USA
- Jarrod Haar, Ph.D., Auckland University of Technology, New Zealand
- Ameeta Jaga, Ph.D., University of Cape Town, South Africa
- Katherina Kuschel, Ph.D., Visiting Research Fellow, Universidad Tecnológica Metropolitana, Chile
- Clarice Santos, Ph.D., University of Lincoln, UK (Co-Chair)
- Bianca Stumbitz, Ph.D., Middlesex University Business School, UK (Co-Chair)

Member Engagement Committee

- Kristie McAlpine, Ph.D., Rutgers University, USA
- Léa Pessin, Ph.D., Pennsylvania State University, USA
- Matthew Piszczek, Ph.D., Wayne State University, USA (Chair)
- Jenna-Lynn Roman, Ph.D., Aquila People Solutions, LLC, USA
- Julie Wellmann, Ph.D., Candidate, University of Minnesota, USA

Social Media Team

- Anna Borg, Ph.D., University of Malta, Malta
- Judi C. Casey, Social Media Specialist/Organizer
- Andrea Doucet, Ph.D., Brock University, Canada
- Xi Wen (Carys) Chan, Ph.D., Griffith University, Australia
- Jana Javornik, Ph.D., Leeds University Business School, UK
- Sarah Patterson, Ph.D., University of Michigan, USA
- Richard Petts, Ph.D., Ball State University, USA
- Jaclyn Wong, Ph.D., University of South Carolina, USA

Content Development Leaders

- Teaching Resources Specialist Caryn Medved, Ph.D., Baruch College, USA

Special Initiatives

- Early Career Fellowship Program Director: Lindsey Trimble O'Connor, Ph.D., California State University Channel Islands, USA

Priorities for 2022

In addition to its ongoing activities, top priorities for 2022 are

- Achieve a successful membership drive.
- Hold a successful conference in New York City.
- Structure numerous virtual events to engage the membership.
- Advance diversity, equity and inclusion in the leadership and membership
- Engage the Executive Board by having each board member take leadership on new or continue existing specific initiatives.
- Finalize the conference venue for 2024.
- Explore the creation of additional regional or national networking communities
- Initiate a process to identify and pull in new members by locating researchers publishing work-family who may not necessarily identify themselves as “work-family”, potentially with a reduced fee first time membership opportunity.
- Continued mentorship of 30 scholars will be provided through the Early Career Fellowship Program.
- Explore and pursue grant/funding opportunities

The EO appreciates guidance from the Executive Board on other priorities to pursue and ways to further improve his performance.

Respectfully submitted,

Stephen Sweet, Executive Officer

November 1, 2021