



**International Women's Insolvency and Restructuring Confederation
Network Annual Report**

January 1, 2020 - December 31, 2020

DUE DATE APRIL 16, 2021

Networks who fail to submit this form in a timely manner will forfeit their annual rebate checks.

Rebates are \$50 per year, per member, paid in two installments of \$25 each.

1. Please provide a list of the Network's Board of Directors using the template on the following page. *A Network Board should consist of no less than three officers and no individual may maintain the same position for more than six years. In addition, no individual may serve on the Board for more than six years, however Networks may waive or modify this requirement.*
2. How many Board meetings were held this year? 10
Networks must hold at least 6 Board meetings per year.
3. When were the last Board elections held? January 2020
Network elections are to be held no less than bi-annually.
4. Please attach a list of events held using the template on the following page. *Networks must hold at least three events, two of which are to be open to non-members and one which is specifically designed to recruit new members. Networks are to participate in at least one regional event or, if the Network is a regional Network, participate in a program with another Network every four years. A Network shall obtain prior written Board approval for Network "Special Events" as defined in the handbook.*
5. Please attach a list of sponsors using the template on the following page.
6. How many articles have been contributed to the IWIRC eNewsletter this year?
Networks are to submit at least one article to the IWIRC eNewsletter each year.
7. How many members does the Network have? 20
8. Please attach the Network's financial statement for 2020 (revenues and expenses).
Networks are to provide an accounting of income and expenses on an annual basis.
9. Has the Network filed the yearly IRS tax form (U.S. Networks only)? Yes No
Networks with gross receipts less than \$50,000 need to file a 990-N; Networks with greater than \$50,000 in gross receipts should file a 990-EZ or 990. Both options are due by May 15th.
10. Were the Network's Rules of Operation updated in 2020? Yes No
If yes, please attach.
11. Please note other information that would be helpful to the International Board, including challenges faced by the Network and /or other suggestions/comments.
Our biggest challenge in 2020 was the pandemic and related restrictions on in-person events. Under the circumstances, it was also difficult to maintain and expand membership and, consequently, also sponsorship.
12. Please note whether all Network Board Members have signed the Code of Conduct. Yes No

Network Board of Directors See Attached Addendum

Name	Firm	Board Position	Current Term Expires	Years on Board	Prior Network Positions

Network Events

Date of Event	Type of Event	Regional Event (Y/N) If yes, First Time or Repeat? (F/R)	Co-Host Organization (if any)	Open to Non-Members (Y/N)	Intended Specifically to Recruit New Members (Y/N)	Number of Members in Attendance (if available)	Number of Non-Members in Attendance (if available)
1/27/2020	Social	N		N	N		
5/20/20	Social	N		Y	Y		
7/9/20	Social	Y/F	Delaware	Y	N		
11/4/20	Social	Y/F	New York	Y	N		
12/17/20	Social	N		Y	Y		

Network Sponsors

Name of Sponsor	Amount of Sponsorship	Annual or Event Sponsorship (if event, please list the event)
Haynes & Boone LLP	\$3,000	
Law Firm Sponsorship	\$1,000	
Omni Bridgeway	sponsored prizes	event: Virtual Vacation Happy Hour "Where in the World is IWIRC"
Omni Bridgeway	sponsored flowers	event: IWIRC Delaware and Houston Joint Happy Hour with Cocktail Courier

**An IWIRC Regional Event mean either: (i) an event developed and hosted by two or more IWIRC networks or (ii) an event held in conjunction with another national or international organization's event (eg. TMA, ABI) where the event is developed and hosted by the IWIRC network and the focus of the event is on promoting IWIRC and its members.*

**IWIRC Houston Annual Report Form 2020 Addendum
Network Board of Directors**

Name	Firm	Board Position	Current Term Expires	Years on Board	Prior Network Positions
Patty Tomasco	Quinn Emanuel Urquhart & Sullivan, LLP	Chair	January 2022	2 years	Membership Chair
Julie Harrison	Norton Rose Fulbright US LLP	Immediate Past Chair	January 2022	3 years	Chair
Sara Keith	Shell Oil Company	Vice Chair	January 2022	3 years	Treasurer
Martha Wyrick	Haynes and Boone LLP	Recording Secretary	January 2022	1 year 4 months	
Kelli Norfleet	Haynes and Boone, LLP	Communications Secretary	January 2023	1 year	
Joanna D. Caytas	Quinn Emanuel Urquhart & Sullivan, LLP	Treasurer	January 2023	1 year	
Michelle V. Friery	Crain Caton & James	Financial Secretary	January 2023	1 year	
Jennifer Hardy	Willkie Farr & Gallagher LLP	Membership Co-Chair	January 2022	3 years	Events Chair
Miriam Goott	Walker Patterson, P.C.	Membership Co-Chair	January 2022	1 year 4 months	
Amy Geise	Omni Bridgeway	Events Chair	January 2022	1 year 4 months	

IWIRC Houston Budget 2020

<u>Date</u>	<u>Debit</u>	<u>Check No.</u>	<u>Credit</u>	<u>Description</u>	<u>Category of Expenses</u>	<u>Cleared Date</u>	<u>Running Register Balance</u>	<u>Notes</u>
1/1/2020							\$ 9,964.87	2020 Beginning Balance
1/3/2020			\$ 525.00	IWIRC National rebates	Revenue	1/3/2020	\$ 10,489.87	
1/22/2020	\$ (533.00)			Sable Gate Elections	Elections	1/22/2020	\$ 9,956.87	
1/28/2020	\$ (600.00)	1023		Sable Gate Elections	Elections	1/28/2020	\$ 9,356.87	
3/24/2020			\$ 1,000.00	Law Firm Sponsorship	Revenue - Sponsorships	3/24/2020	\$ 10,356.87	
9/18/2020			\$ 3,000.00	Sponsorship Haynes & Boon	Revenue - Sponsorships	9/18/2020	\$ 13,356.87	
10/15/2020			\$ 575.00	IWIRC National rebates	Revenue	10/15/2020	\$ 13,931.87	
10/21/2020	\$ (750.00)	1024		Free Membership Norfleet, Wyrth, Lyda	Memberships for Sponsors	10/21/2020	\$ 13,181.87	
11/9/2020			\$ 40.00	Eventbrite NYC and Houston Joint Floral Master Class with Blume Haus Fine Flowers	Revenue-Event	11/9/2020	\$ 13,221.87	
11/17/2020	\$ (2,035.22)	1025		Delaware and Houston Networking Happy Hour with Cocktail Courier	Event-Expense	11/17/2020	\$ 11,186.65	
12/8/2020	\$ (1,656.23)			NYC and Houston Joint Floral Master Class with Blume Haus Fine Flowers	Event-Expense	12/8/2020	\$ 9,530.42	
12/21/2020			\$ 1,124.59	Delaware-Houston Networking Happy Hour - Delaware Reimbursement	Revenue-Event	12/21/2020	\$ 10,655.01	
12/22/2020			\$ 220.00	Eventbrite NYC and Houston Joint Floral Master Class with Blume Haus Fine Flowers	Revenue-Event	12/22/2020	\$ 10,875.01	
12/31/2020	\$ (5,574.45)		\$ 6,484.59				\$ 10,875.01	End of 2020 Balance