



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

**January 1, 2021- December 31, 2021**

**DUE DATE APRIL 16, 2022**

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? \_\_\_\_\_  
*Networks must hold at least 6 Board meetings per year.*
3. When were the last Board elections held? \_\_\_\_\_  
*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? \_\_\_\_\_
8. Please attach the Network's financial statement for 2021 (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; U.S. Networks with greater than \$50,000 in gross receipts should file a 990-EZ or 990. Both options are due by May 15<sup>th</sup>.*
10. Please note that you have reviewed the Network's Rules of Operation in 2021? \_\_\_Yes \_\_\_No  
*If Network Rules of Operation were amended in 2021, 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.
12. Please note whether all Network Board Members have signed the Code of Conduct. \_\_\_Yes \_\_\_No

## Network Board of Directors

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)

## Network Sponsors

Name of Sponsor	Amount of Sponsorship	Annual or Event Sponsorship (if event, please list the event)

*\*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 Budget 2021**

Date	Debit	Credit	Check No.	Description	Category	Balance	Notes
1/1/2021						\$10,875.01	2021 Beginning Balance
1/21/2021	(\$300.00)			Board Elections with UPS and Sonoma		\$10,575.01	
2/3/2021	(\$933.66)			Board Elections Sonoma Wine & Charcuterie Tasting		\$9,641.35	
2/8/2021		\$330.00		Eventbrite Elections and Wine & Charcuterie Tasting		\$9,971.35	
2/16/2021		\$1,000.00		Sponsorship Schwartz Associates	Revenue - Sponsorship	\$10,971.35	
3/2/2021	(\$250.00)		1026	Free Membership Hogge	Memberships for Sponsors	\$10,721.35	
3/10/2021		\$2,000.00		Sponsorship Quinn Emanuel	Revenue - Sponsorship	\$12,721.35	
3/16/2021	(\$250.00)		1027	Free Membership Caytas	Memberships for Sponsors	\$12,471.35	
5/21/2021	(\$2,500.00)			Elevator Pitch Part 1 with Mountaintop Consulting	Expense - Event	\$9,971.35	
7/21/2021	(\$250.00)		1028	Free Membership Tomasco	Memberships for Sponsors	\$9,721.35	
8/3/2021		\$384.78		Elevator Pitch Eventbrite	Revenue - Event	\$10,106.13	
8/17/2021		\$293.24		Elevator Pitch Eventbrite	Revenue - Event	\$10,399.37	
10/25/2021	(\$1,324.27)		1029	Elevator Pitch Part 2 Networking	Expense - Event	\$9,075.10	
10/28/2021	(\$525.00)			Holiday Luncheon JW Marriott Deposit	Expense - Event	\$8,550.10	
11/19/2021	(\$1,328.38)			IWIRC HOU and DFW Lunch at Westbrook Conference	Expense - Event	\$7,221.72	
11/30/2021	(\$1,407.25)			Holiday Luncheon Franzie's Flowers	Expense - Event	\$5,814.47	
12/2/2021	(\$193.50)		1030	Board Meeting and Membership Drive	Expense - Event	\$5,620.97	
12/2/2021	(\$2,872.64)			Holiday Luncheon JW Marriott catering	Expense - Event	\$2,748.33	
12/3/2021		\$1,000.00		Sponsorship McGuire Woods	Revenue - Sponsorship	\$3,748.33	
12/3/2021		\$664.19		IWIRC HOU and DFW Lunch at Westbrook Conference - Dallas co-sponsorship	Revenue - Event	\$4,412.52	
12/8/2021		\$1,338.50		Eventbrite Holiday Luncheon	Revenue - Event	\$5,751.02	
12/9/2021	(\$447.51)			Holiday Luncheon JW Marriott drinks	Expense - Event	\$5,303.51	
12/31/2021						\$5,303.51	Ending 2021 Balance

**IWIRC Houston 2021 Annual Report Form Addendum  
Network Board of Directors**

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