



**International Women's Insolvency and Restructuring Confederation
Network Annual Report
January 1, 2018 - December 31, 2018**

DUE DATE APRIL 16, 2019

*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? 8
Networks must hold at least 6 Board meetings per year.
Board members were appointed throughout 2018.
3. When were the last Board elections held? The most recent full Board election was in January 2019.
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? 2 *Networks are to submit at least one article to the IWIRC eNewsletter each year.*
7. How many members does the Network have? 22
8. Please provide your Network's three Universal selected for 2018/2019 using the template on the following page.
9. What progress has been made with respect to each goal? See attached Addendum
10. What assistance can IWIRC provide with respect to achieving each goal? See attached Addendum
11. Please attach the Network's financial statement for 2018 (revenues and expenses).
Networks are to provide an accounting of income and expenses on an annual basis.
12. 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.*
13. Were the Network's Rules of Operation updated in 2018? Yes No *If yes, please attach.*
14. Please note other information that would be helpful to the International Board, including challenges faced by the Network and/or other suggestions/comments.

*Pending IRS reinstatement.

Network Board of Directors - See Attached Addendum

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

Network Annual Goals

Communications	Geography	Membership	Sponsorship	Regional	Leadership	Planning	Diversity of Events
		X	X			X	

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)
7/17/2018	Membership Drive	N		Y	Y	21	
10/3/2018	Social	N		Y	N	11	
10/29/2018	Social	Y	IWIRC DFW	Y	N	Unknown	
12/12/2018	Social	N		Y	N	34	

*This number is the number of registered attendees. Actual numbers of member and non-member attendees are not available.

Network Sponsors

Name of Sponsor	Amount of Sponsorship	Annual or Event Sponsorship (if event, please list the event)
Baker, Donelson, Bearman, Caldwell & Berkowitz, PC	\$1,000	Annual
Haynes and Boone, LLP	\$3,000	Annual
Norton Rose Fulbright US LLP	\$1,000	Annual
Thompson & Knight LLP	\$1,000	Annual
Willkie Farr & Gallagher LLP	\$1,000	Annual
Willkie Farr & Gallagher LLP	\$4,000	Event (Holiday Luncheon)

*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 Addendum

Question 1 – Network Board of Directors¹

Name	Firm	Board Position	Current Term Expires	Years on Board	Prior Network Positions
Julie Harrison	Norton Rose Fulbright US LLP	Chair	January 2020	1 year	Chair Elect
Demetra Liggins	Thompson & Knight LLP	Immediate Past Chair	January 2020	6 years	Chair
Kelli Stephenson Norfleet	Haynes and Boone, LLP	Recording Secretary	January 2020	1 year	
Sara Keith	Shell Oil Company	Treasurer	January 2020	1 year	
Genevieve Graham	Porter Hedges LLP	Communications Chair	January 2020	1 year	Chair
Jennifer Hardy	Willkie Farr & Gallagher LLP	Events Chair	January 2020	1 year	

Question 9 – What progress has been made with respect to each goal?

As part of revitalizing the Houston Network, in July 2018, the Network hosted a membership drive event featuring a whiskey tasting, which was attended by a few of the Houston bankruptcy judges. The Network also appointed new Board members throughout the year and held several Board meetings during the year to plan new events for 2019. The Network solicited sponsorships in July 2018 and ultimately raised \$11,000 in sponsorships in 2018.

Question 10 – What assistance can IWIRC provide with respect to achieving each goal?

IWIRC can support the Houston Network by pointing the Network to examples of successful membership and sponsorship initiatives from other Networks.

¹ This answer reflects the composition of the Board as of December 31, 2018. Since December 31, 2018, two new members have been elected to the Board: Deirdre Carey Brown, Hoover Slovacek LLP, was elected as Vice Chair, and Patty Tomasco, Quinn Emanuel Urquhart & Sullivan LLP, was elected as Membership Chair.