

SPWP News



This month's meeting, is to be held on August 12th, 2021 virtually at 7:30 a.m.

For future meetings, please respond to the Punchbowl Invitation letting us know if you will be joining us or not. Regrets and RSVPs should be sent to Suzette Olivan via email.

Meeting donations are currently \$10 each. SPWP is also accepting donations toward our scholarship fund. Reservations and contributions can be made by credit card (MasterCard, Visa or American Express) via PayPal on our Web site: www.spwp.org.

Please remember to turn cell phones off or to silent, and mute on the video call during meetings.

Information about the next month's breakfast meeting will be announced once confirmed.



PRESIDENT'S NOTE

Hello Ladies,

Happy Summer! I am sure some of you are wrapping up summer activities and feverishly preparing for back-to-school. SPWP has been busy preparing for return to in-person breakfast meetings starting next month, September 2021! The time is right for a proper reunion amongst our membership and guests!

The August breakfast meeting is always a special time of year for SPWP. This month we host our virtual joint meeting with AADE. The partnership between our two organizations provides an ideal synergy and has been in place many years.

In the near future, there are several opportunities for in-person gatherings. The next SPWP happy hour will be September 30th, 2021. Location is TBD. Also, a field trip will be hosted to Longwood Elastomers in Brenham, Tx. We will tour the facility in the morning of October 15th, 2021 and gather for a group lunch after the tour. Big thanks to Erin Williams and Sherry Adams for planning this outing!

The 2021 SPWP Golf Tournament is drawing closer on October 1st, 2021. Please like and share on social media. Also, feel free to reach out to any possible sponsors or players. Co-chairs Renee Brown and Sherry Adams would be happy to welcome any volunteers from our organization. Contact a board member or golf co-chair to get signed up!

SPWP's next Adopt-A-County-Mile is scheduled for Saturday November 6th from 8-10am. Our inaugural event in June 2021 was a great kick-off. We look forward to showcasing our volunteer skills near Hwy 249 and Spring-Cypress. Reminder emails will be sent with directions on where to park.

Board elections for 2022 are coming up soon in November at our members-only meeting. There will be several vacancies, including 1st VP, 2nd VP, Secretary, Social and Development Director, and Member-at-Large. If you are interested in any of these positions, please reach out to any board member and we can arrange for you to shadow the current board member to better understand the responsibilities.

As a reminder, please connect with us on Facebook at the "Society of Professional Women in Petroleum, Houston" as well as on LinkedIn at "Society of Professional Women in Petroleum".

Sincerely,

Suzanne Short

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JULY MINUTES

Submitted by Kelsey Hulett

President Suzanne Short called the meeting to order at 7:32 am on July 8th, 2021.

Suzanne welcomed all members and guests and introduced the 2021 Board Members.

Suzanne asked for a motion to approve the June 2021 minutes as written in the newsletter. Erin Williams approved the minutes and Sherry Adams seconded approval of the minutes as posted. No one opposed, so the minutes were approved as written.

Ingrid Cooper, SPWP scholarship co-chair, introduced the 2021 scholarship award recipients. Each of the scholarship recipients in attendance shared a brief presentation of what receiving the scholarship means to them. Following these presentations, SPWP members offered advice and shared their experiences with the scholarship recipients.

Suzanne recognized the Adopt a Count Mile service project participants from Saturday, June 26th as volunteers of the month.

Suzanne wished a happy birthday to all the members born in the month of July. SPWP member anniversaries were also recognized – Erin Stroud has now been a member for six years.

Suzanne noted that the next SPWP happy hour will be July 22nd at Fuego's in Rice Village. SPWP will also host an educational field trip at Wabtec in the Fall.

Suzanne reminded members that the SPWP golf tournament is scheduled for October 1st 2021.

Suzanne reminded the attendees to connect with SPWP on social media and shared that the next meeting, a joint meeting with AADE, will be taking place on August 12, 2021.

The meeting was adjourned at 8:16 am.

AUGUST HONORED MEMBER

Alicia Torben

It's with a heavy heart that we announce that one of our former members, Alicia Torben, unexpectedly passed away from a heart attack on June 20th, 2021.

Alicia was a proud member of SPWP for many years, she contributed to the success of the organization by providing guidance and support to many of the committees. She also served on the Board of Directors.

Alicia was not a stranger to the Oil and Gas Industry. She started her professional career as a secretary with Weatherford in the late 70's and in the late 80's she was promoted to outside sales, a position fit for her outgoing personality. She then joined our organization and remained a member until she retired. Even after retirement, she volunteered on the API, IADC, and AADE golf committees to raise money for our scholarship program.

She enjoyed traveling and together with Lellany Conaway and Sandra Hanst they traveled throughout Europe, Hong Kong, South America, North America, the Caribbean, as well as New Zealand and Australia. She was an avid reader and loved to exercise, listen to music and TALK.

Alicia was devoted to her family, friends and customers and was deeply loved by all who met her.

She was a member of the Second Baptist Church in Katy, Society of Professional Women in Petroleum (SPWP), American Association of Drilling Engineer (AADE), International Association of Drilling Contractors (IADC), American Petroleum Institute (API), Oilfield Christian Fellowship (OCF) and Oilfield Helping Hands (OHH).

Alicia will be sorely missed by her two sons, Jes and Mark, three granddaughters, as well as numerous family members and friends.

Mostly, she will be missed by her inseparable friend Lellany whom she fondly nicknamed MAPPITA (Mexican American Princess Pain in the A*s). Yes, if you knew Alicia you know she was a MAPPITA, she sure was a nutcase with no filter, but we loved her.

Rest in Peace my sweet friend

Until we see each other again!



(Submitted and written lovingly for Alicia by one of our founding members, Lellany Conaway)

AUGUST SPEAKER

Heather Hughes

Director of Client Engagement for Resilience

Speaking on : Cybersecurity Risks and Realities

Heather leads client engagement and cybersecurity solutions at Resilience. With over 20 years' experience in risk management, cybersecurity, and HIPAA privacy law, she is well equipped to help organizations come up with innovative solutions for providing high return on investment for their security controls. Heather is a certified Healthcare Information Security and Privacy Practitioner, and she received her J.D. from the South Texas College of Law.



HAPPY
Birthday



August 2nd Kimberly Sayre

August 12th Reneé Brown



Happy Membership!
Anniversary!

Maria Marquez 9 years

Suzette Olivan 3 years

Ingrid Cooper 2 years

Erin Williams 2 years



Welcome Aboard!

New Members



Name: Yalonda Henderson
Title: Key Account Director
Company: Noatum Oil and Gas
Interests: Scholarship, Casino, & Golf Tournament



Name: Amii Rozell
Title: Director - Enterprise Data Management
Company: IHS Markit
Interests: Casino & Golf Tournament

SPWP ANNOUNCEMENTS

**2021 SPWP
GOLF TOURNAMENT**

Friday, Oct 1
Wind Rose Golf Club

REGISTER
YOUR TEAM

To register yourself or or a team, visit
spwp.org/golf-tournament or email
golf@spwp.org





2021 SPWP Golf Tournament

SPWP is looking forward to this year's Golf Tournament!

We are looking for sponsors, and teams to register.

For more information, visit spwp.org/golf-tournament or e-mail golf@spwp.org.

Again, special thanks to this year's Golf Tournament Committee Co-chairs, Reneé Brown & Sherry Adams!

SPWP In-person happy hour

SPWP will be having our next happy hour on Thursday, September 30th. The location is to be determined, but we would love to see everyone there! Details will be sent out once confirmed.

SPWP Field Trip Tour

SPWP is invited to participate in a tour of Longwood Elastomers in Brenham, TX. The tour will be the morning of October 15th.

SPWP's Community Involvement

SPWP's next Adopt-A-County-Mile is scheduled for Saturday November 6th from 8-10am.

Remember, family & friends are welcome too as long as all participants are age 18 or older!

If you are interested in an opportunity to serve (2 hours max), you can e-mail erin.williams2@nov.com

SPWP SCOOPS

Let's keep our SCOOP information continuing! The newsletter is a HUGE connection point for SPWP and allows us to stay in touch in between meetings. SPWP wants to celebrate the awesome things going on in our lives!

Congratulations to this month's raffle winner!!! ***Suzette Olivan***

SPWP SCOOP



Kelsey Hulett and family closed on their new home and will be moving this month. Here they are pictured in their new kitchen at the final walkthrough.



Erin Williams & family went to the original Schlitterbahn in New Braunfels for 3 days! They enjoyed riding the rides and the cold river water in the park! So much fun!



Suzette Olivan recently got engaged in June to her boyfriend of almost 3 years, Chris. They are very excited planning away for an October 2022 wedding.



As of July, you can now find Erin Stroud's art displayed at Art Machine Gallery, located in the Sawyer Yards complex close to downtown! The gallery is open every Saturday from noon to 5pm (and until 10pm on August 14th for the monthly "Second Saturday" event) if anyone wants to drop by! In addition to her work, you can also find art from 14 other talented local artists.



Suzette Olivan, also, recently traveled for summer break to Colombia (Cartagena and Bogota) for some relaxation and family time.



Veronica Rhodes moved to Portsmouth, NH and has changed jobs. She is now Vice President of Champlain Specialty Insurance Company.



Katherine Culbert, graduated last year! She earned her MS in Law with a concentration in Regulatory and Compliance from Northwestern University Pritzker School of Law in Chicago. Congrats!!!!

She also started a new job a couple of weeks ago, and was named Deputy Director at Commission Shift. They are a non-profit that is working to reform oil and gas oversight by building public support to hold the Railroad Commission of Texas accountable to its mission in a shifting energy landscape.

CAREER CORNER

10 Ways to Manage Your Email Inbox—According to People Who Get 100+ Emails a Day

Between sifting through spam, crafting the right responses, and keeping tabs on the messages that require follow-up, staying on top of your inbox can feel like a job in itself. Here are some tips that can help you conquer even the most unruly inbox.

1. Only Keep Emails Requiring Immediate Action in Your Inbox

Inbox zero might be too lofty an aim, but by being ruthless about which messages get to take up real estate in your inbox, you can get pretty darn close. It's not uncommon to receive, in the span of a few hours, well over 100 emails, many of which are urgent and involve high-level managers.

2. Create a “Waiting Folder” for Action-Pending Emails

So where do emails go if not your inbox? Create a “waiting folder” for emails that require action from someone else before you can respond. This can be a huge time-save. That way those emails aren't junking up your inbox, and it's a great place to look each day or week to remind you of what projects are still pending.

3. Make Subfolders or Labels Your New BFF

Across the board, inbox mavens recommend creating an easy-to-decode subfolder or label system. Email labels are your friend. Use them to group together important email chains, so when you need to look at something for reference, you can do so easily.

4. Set Inbox Rules or Filters

Many email providers allow you to set up inbox rules or filters that will take action for you and can help you quickly categorize emails without depleting any brainpower. To stay on top of the torrent of 150 emails that find their way to her each day set rules up that put emails into different folders, color code, and prioritize based on sender. Then, at the end of the day, quickly scan for anything that may have been missed. The rules can help make sure to follow up with consistently and blocking noise. This helps keep the clutter to a minimum.

5. Use Your Calendar to Track Emails That Require Follow-up

Because some emails might require more than a simple reply, you can add them to the calendar. If an email requires not only an immediate response but also some sort of follow-up action, you can move the email to a designated subfolder and put a reminder on your calendar that includes the folder location and the date when follow up is required.

6. Don't Let Junk Mail Languish in Your Inbox

Feel like you're playing whack-a-mole with promotional emails? Be swift with the unsubscribe button. Try a three-strike rule for promotional emails and newsletters. The third time you can delete a newsletter or promo email from a specific sender or unsubscribe from the list.

7. Create Templates for Your Go-To Responses

Tailoring a different reply for every email can be a huge time-suck. If you find yourself sending the same type of email over and over again, you may benefit from keeping some stock responses in your drafts that you can easily reuse.

8. Set Aside Time Blocks for Checking Email—and Stick to Them

You probably wouldn't leave your schedule open for meetings of unspecified times and lengths around the clock, so why give email free rein to intrude on your day? Instead of leaving your email open all day long; set specific times during the day to go through each email and thoughtfully respond, archive, or save for later. This way you don't have to multitask and can get through emails more quickly because you're actually focused on the task at hand.

9. Turn Off Email Notifications

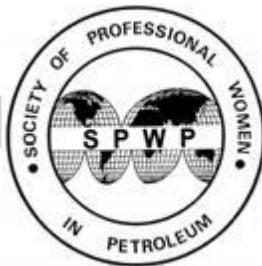
Even if you've resigned yourself to only checking emails in pre-designated blocks, the siren song of your inbox notification might be too great a temptation to resist. If that's the case, the solution is simple: Turn off your notifications. If you work in time blocks, you will never go more than a couple of hours without seeing your emails. Turn off the notifications, as they will distract you from doing what you are currently working on at your desk.

10. Squeeze in Mindless Email Tasks During Downtime

Ensure email accounts are effectively synced to your phone, and use idle moments to do quick inbox clean-up. Lots of the messages don't require direct action. Spam can be deleted, other things can be filed, and you can deal with plenty of these just while you're in a two-minute supermarket queue.

This information has been adapted from an article by Mary Squillace

<https://www.themuse.com/advice/managing-inbox-tips-real-people-get-hundreds-emails>



The **Society of Professional Women in Petroleum** was formed in early 1981 to support professional career women in the Petroleum Industry through networking, education and the distribution of technology and information. SPWP is incorporated as a 501(c)(3) tax exempt non-profit organization.

All aspects of drilling and production operations are covered through topical monthly breakfast meetings and industry speakers and we constantly seek to further expand the knowledge of our members. We also feature professional development speakers and hold roundtable discussions on a rotating basis.

SPWP's membership consists of women who have active careers in the Oil & Gas Industry in fields including Engineering, Geology, Sales, Research, Finance, Law, Quality Assurance, Purchasing, Advertising and Marketing.

SPWP is dedicated to furthering the careers of women in the Oil & Gas Industry and as part of our mission, we have a merit-based scholarship program that provides financial assistance to female Houston-area high school seniors entering a Texas college. Our annual fundraisers on behalf of this program are made possible through the tremendous support of companies within the industry, as well as through the tireless dedication of our members.

Mission Statement

Supporting career women in the petroleum industry through technology and information.



September Breakfast Meeting 09/09

October Breakfast Meeting 10/14

BOARD OF DIRECTORS

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COMMITTEES & CHAIRS

Scholarship Committee

Co-Chair – Ingrid Cooper icooper@tex-fin.com
Co-Chair – Tania Rezanka tania.p.hernandez82@gmail.com

Golf Committee

Co-Chair – Reneé Brown renee.brown@battcables.us
Co-Chair – Sherry Adams sadams@wabtec.com

Please be sure to share and follow us at:

LinkedIn – **Society of Professional Women in Petroleum**
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**Please forward newsletter updates,
comments, or questions to Audra Seanghok at
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