**AAUW Danville- Alamo-Walnut Creek Branch Monthly Board Meeting, November 14, 2013**

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| Loretta Altshuler – Co-President | Mary Ellen Blake – President Elect |
| Karen Large – Co-President | Jo-Anne Lyons – Co-Vice President Program |
| Liz Williams – Co-Vice President Membership | Carol Kennedy – AAUW Funds VP |
| Olga Erbe – Secretary | Joyce Tenney - Treasurer |
| Teresa Cheung - Webmaster | Asha Bajaj – Co-Chair Public Policy |
| Mimi Knox – Co-Vice President Programs | Marian Bliss – Chair International Relations |
| Joan Conley – Co-Chair Public Policy | Caroline Sanchez – Guest Member |
|  | Alyssa Harkins – Guest Member |

**Call to Order**: The meeting was called to order at 9:37 a.m. by Co-President Karen Large at the Shadow Hills Cabana, 1001 El Capitan Drive, Danville. Quorum was confirmed.

**Handouts**: Agenda, Minutes for October 3 and November 7 meetings, Budget report and presentation summary for R-A-P-E pilot program.

**Announcements**: December Advocate deadline is November 15. Carol Kennedy is acting as Parliamentarian for Holly Sauer. Asha introduced guest and new member Alyssa Harkins. Jan Hersh and Barbra Crumley have agreed to act as co-chairs for Creativity Night on April 29.

**Approval of Minutes**: Minutes from the October 3 Branch Monthly Board meeting were approved as e-mailed. Minutes from the November 7, General Meeting were approved as e-mailed.

**Treasurer’s Report**: Joyce Tenney reported that as of October 31, 2013 the balance in the checkbook was $16,595.79. The EF Assessment of $85.00 has been paid and the Attorney General’s Registry of Charitable Trust has been filed with a check for $25.00. Federal and State taxes have been filed.

**Holiday Home Tour**: Karen reported for Anna and Jane. All is going well. They still need 25 volunteers. The printing of handouts, post cards, posters and tickets is finished. Posters are starting to appear around Danville thanks to Tena and Dora-Thea who posted them. Tickets are almost ready to be mailed with 5 restaurant inserts solicited by Tena. Article with photo has been submitted to the Advocate. Mary Ellen suggested we start looking for next year’s homes right after Christmas. Potential home owners who wish to have their home on the 2014 tour should not have tocomplete too much personal information on the volunteer form because this may deter them from volunteering their home.

**Nominating Committee**: Mary Ellen reported on the general membership vote that took place at the ARF general meeting.  The four members confirmed by the general membership were Judith Finch-Chairperson, Pat Gross, Soni Leighton and Sandy Shalon.  Sandy Killoran withdrew from the committee so Roseann Krane volunteered to be the fifth member.  Judy Finch who is the chair has had a family emergency so we should have someone as an alternate in case she cannot serve in this capacity. Will follow up on this is December.

Mary Ellen moved to nominate Roseann Krane to be the fifth member of the nominating committee. Asha Bajaj seconded the motion. Motion passed.

**Programs**:

Jo-Anne reported on the ARF meeting. It was very well done and received. Jo-Anne reported 36 people signed up, 35 paid and 33 showed up. The profit on this event was $98.25. It was suggested we do this again.

Mimi reported the following updates:

January 30- Branch Meeting Luncheon at Diablo Country Club will be from 11:00 a.m. to 2:00 p.m. and $29.00 per person. Speaker will be Mary Knox, deputy District Attorney for Contra Costa County and the topic will be, ***Homicides, Drugs and Gangs: My Career as a Prosecutor.***

Carol suggested that a handout be included for LAF (Legal Advocacy Fund)

April 5 - Brunch at Round Hill Country Club will take place from 9:30 a.m. to noon and will cost $20.00 per person. Speaker will be Danielle Feinberg, Pixar Animation Studios' Director of Photography for Lighting. The topic will be, ***Insights into How Some of Pixar's Most Famous Scenes Were Made.***

This general branch meeting will be an opportunity for the membership to meet the nominees for the 2014-2015 board and vote on the new Executive board members.  It was suggested that information about EYH be shared at this meeting due to the technical topic.

We need to firm up the February 11 event with Delta Kappa Gamma Retired Teachers at Scott’s Garden. Carol will talk to Roseann to see what still needs to be completed and if it needs to be submitted by the Martinez Branch.

**Holiday Party Update**: This event is scheduled for Saturday, December 14 at 6:30 p.m. It falls on the same weekend as the HHT. Judy Lauper will coordinate this event. Carol Highton offered to host this event at her home after Loretta spoke with her about volunteering. You can RSVP for the event on-line and once this is done you will receive details.

**Membership**: Liz Williams reported that we have 272 active members and 39 non-renewals/non-response.

It is time to automate this process as much as possible. Liz will work with Teresa to try to include PayPal and automatic notifications.

Dora-Thea is working on the Directory and it should be completed by Thanksgiving. Liz offered to help.

A membership table will be available at the Holiday Home Tour.

For the New Member Social location, Loretta suggested Blackhawk County Club where Asha has a contact if Liz and Susan are unable to get a member to volunteer their home for the new-member social.

**Garden Tour** – Nothing to report. Everything going as planned.

**Special Interest Groups**: Joyce and Liz requested approval for the new movie group. The 8 members who signed the interest from at the brunch agreed to attend the initial planning meeting on November 12th. They are waiting to hear from 3 others, and 1 person has declined. An ad for the new group will be included in the November newsletter.

Liz moved to approve the addition of a new movie interest group, coordinated by Joyce Tenney and Liz Williams. It will be held on the second Tuesday of each month and will be called ***Tuesday with Movies.***

Mary Ellen seconded the motion. Motion passed.

**AAUW Funds:** Carol reported that we have $28,538.00 from branch and individual donations. Individual donations account for 17% of the total. Carol reminded us that a charitable donation fund request letter was mailed to all branch members on October 31, 2013 and there is still time to make a tax deductable donation to AAUW funds in any amount before the deadline at the end of the month.

**Website**: Teresa reported that there is a working board area on the website that board members can use to access information or share.  Website information is constantly being updated.  Constant Contact is being used for our batch communications or e-blasts.  It costs about $15/month and we have an annual contract.  The tracking system in Constant Contact allows us to track who opens an email and who opens the links within the documents.  We have found that our percent of opening communication emails and using links is higher than the average.

**Public Policy**: Asha reported that the next Public Policy Forum meeting will be on Thursday, November 21 at 2 p.m. at Cherubini’s in Alamo. There were four members at the last meeting and the discussion ran the gamut from issues about “the rape culture” on college campuses, to the debt ceiling fiasco tied to the healthcare act.

The voter registration drive at Walnut Creek resulted in about 15 sign ups.

Informal polling revealed that the younger generation was more likely to be registered and to have an interest in voting.

Alyssa Harkins a recent college graduate has agreed to help us develop a program for tweens-through-high school regarding sexual assault and violence in schools and a separate module for college campuses. Alyssa presented the details of the pilot program. Loretta asked that Alyssa and Asha follow up their presentation with a business plan, which addresses some goals, objective, plans, target audience etc. before the next board meeting so we could better understand where they hoped to go with their program on sexual assault.  Handout is attached

Asha invited everyone to join the forum for some civil debate, some activism and some stimulating conversation in the afternoon.

**Expanding Your Horizons:** Karen reported for Pam and Iris that the event is scheduled for February 22 at Las Positas College in Livermore. They still need volunteers.

**Advertising:** Karen reported for Kathie and Jennifer. There was a total of $1,250.00  collected from the work that Kathie and Jennifer did to secure annual advertising contracts with the advertisers listed below:

Danville Band

Diablo Printing

East Bay Flowers

Educational Consultants (Melanie Wade)

Jennifer Krommenhoek (Sotheby's International Realty)

Omnibus Organizing (Joy Perkins)

Rodney Worth's Restaurants (Little Pear, Prickly Pear, Peasant's Courtyard, Peasant & Pear, Ferrarri's Cucina Italiana)

Sarah Nix, Attorney at Law, Estate Planning (Gagen-McCoy)

Spirit Space, Bill Williams

**Media and Publicity:** Karen reported for Tena. The HHT is listed full page on the CA-AAUW link as well as in various calendar listings including Diablo Magazine. There was an article in the November 14, San Ramon Valley Times’ column “ Around Town”. The editor of the Rossmoor publication will be including it in the Arts and Leisure section. Tena has finished the restaurant inserts for the tickets and will start working on getting handouts and posters out.

**Wrap up and Closure**:

The meeting was adjourned at 11:35 a.m.

The next meeting is scheduled for 9:30 a.m. on December 5 at Shadow Hills Cabana, 1001 El Capitan Drive, Danville

Respectfully submitted on November 14,

Olga Erbe

Secretary