

AAUW Board Meeting -- Nov. 14, 2011

The following Board, Appointed and Administrative Members attended:

Robin Halloran, Co-Pres	Roseann Krane, Co-Pres, Web Mstr, Advocate Co-Editor, E-Mail Mgr.	Holly Sauer, Pres Elect, HHT Co-Chair
Pat Gross, Program Co-VP	Norma Spencer, Program Co-VP	Karen Large, Program Co-VP
Tena Gallagher, Membership VP, IBC	Judith Finch, AAUW Funds VP	Angela Domer, Rec. Secy
Carole Allen, Advertising	Asha Basha, International Relations Co-Chair	Mary Ellen Blake, HHT Co-Chair
Marian Bliss, Directory Mgr.	Marilyn Bressler, Hospitality Co-Chair	Pat De Rensis, Garden Tour Co-Chair
Joan Conley, Public Policy	Pat Foster, Local Scholarships Co-Chair	Kathie Hixon, Corr. Sec;y
Mary Mix, Co-Parliamentarian	Linda Reeve, Garden Tour Co-Chair	Barbara Critchlow, Local Scholarships Co-Chair

Call to Order and Announcements: The meeting was called to order at 9:30 a.m. by Co-President Robin Halloran at the Shadow Hills Cabana, 1001 El Capitan Drive, Danville. It was noted by our Parliamentarian, Mary, that there was a quorum present.

Approval of Minutes: *Pat Gross made a motion to accept the minutes of the Oct. 10 Board Meeting as e-mailed by Angela. Motion was seconded by Holly. A voice vote was taken and the motion was adopted.*

Treasurer's Report: Roseann for Melissa: Roseann had previously e-mailed copies of Melissa's Budget vs Actual YTD report. (*copy attached to official records of this meeting*). It is difficult to read the budget due to not adjusting the settings when converting the file. It was pointed out that all the income from our Seneca Falls event was not yet included. Many of our expenses are under-budget. Balances: checking-\$26,191.37, savings -\$7,828. ***A motion was made by Mary Ellen to accept the Budget as e-mailed. Motion was seconded by Pat Gross. A voice vote was taken and the motion was adopted.***

Membership and IBC: Tena Gallagher:

New Member/Board event scheduled for Thurs. Nov. 17th -- 10 Board members and 12 "new members" have RSVP'd they are attending. You don't have to be "new" to attend, just interested in learning more about AAUW and our Chapter. Next event scheduled for Sat. morning, March 3rd. Asha suggested we have a small section in THE ADVOCATE each publication about EF, LAF, etc.

Membership -- we have 269 members in our new directory. We have lost 26 members this year (10% drop) and one new member has joined. It was pointed out there was a general disappointment that the Hospitality Groups did not help our membership growth. There is a disparity between the activity of the groups. Some groups have had no events thus far and others have had several successful events.

2012 Membership Brunch -- We took a vote on the date for this event and Sat., Sept. 15, 2012 was selected. It was decided to book with Crow Canyon Country Club to reserve the date, but also check other venues.

IBC -- If anyone is interested in volunteering to help with Street Smart Start (help for college students entering the workplace), please contact Tena. IBC event is scheduled for Sunday, Jan. 29th on Human Trafficking at the Lafayette Library from 2 - 4 p.m. Roseann asked that Tena send her info on it for our Newsletter. Tena passed out some information on this event and on the Women's Summit to be held this afternoon at the Leshner Center for the Arts.

Programs: Karen Large:

Seneca Falls -- We maxed out for this shared event -- 196 seated with an expected profit of \$1,718 (shared with NOW and the County Commission for Women). We had 11 elected officials or their representative in attendance (*a list of these officials is included in the official copies of this meeting*). Congressman George Miller's website includes photos of the event and his talk was one of the highlights. This partnering event was a great success. We learned that together we can do great things.

Member Event Dinner & Annual Fellow Speaker Program -- Tuesday, Feb. 7, 2012 at Scott's Seafood in Walnut Creek. Speaker is Yalda Asmatey (UC Berkely Fellow Recipient). Event is in conjunction with Pleasant Hill AAUW Branch (they are the event sponsor) and Delta Kappa Gamma-Zeta. This event will not be on "our" books. Karen will send more information to Roseann. DKG will be doing the registration and we believe the price is \$34.50. Joan informed us that Scott's is impacted due to labor problems. Union members are not frequenting Scott's.

E-Mail and Badges: Roseann Krane:

E-Mail -- Roseann will create an e-mail address for Joan so she can be included in our correspondence. Roseann is unable to do E-Mail blasts on a weekly basis. We all agreed that was excessive and monthly blasts are adequate.

Badges -- Pat Foster, Mary Ellen, Tena and Joan asked Roseann to order the permanent AAUW badges for them.

Holiday Home Tour: Mary Ellen Blake, Holly Sauer: Everyone agreed to keep our present picture of the window frame with the wreath as a permanent logo for the HHT and just change the date each year. We had 1000 copies of the ticket and also had postcards made.

Sales: (Mary) -- First week sales: 35 Regular and 65 Senior (\$2,705 total). Clayton Historical Society is sponsoring a home tour on one of our days. They have 20 homes open (20th Anniversary).

Food: (Pat) -- sign up sheet passed around for additional volunteers to bring food. Volunteers can deliver food to their Neighborhood Chair, bring it to the home when they work, or bring to Pat.

Docents: (Kathie) -- We have 90 docents working. We still need to work out the shuttle/driving issues.

Preview Party: 5:30 p.m. to 8:00 p.m. on Dec. 8th at the Deirdre Henry home. Invitations were sent to her friends and co workers. Charge will be \$30 (she pays all expenses) and all proceeds go to Tech Trek. She will also have the quilt at her home. We will ask her to also display the quilt she won in 2006 at our Tour. Tech Trek chair will be at the party to answer questions.

Boutique and Tri-folds: Jewelry, art and floral arrangements will be available at the Boutique. We have a space issue. We will have to put the tri-folds outside with the refreshments. We will work out the placement of the jewelry and artwork.

Pictures: Since our contract for using pictures does not have a time period limit, we can use the pictures for advertising next year. (It says photographic images become a part of the Branch's historical record and will be posted on the branch website.)

Insurance: Certificate has been requested.

It was decided that since we have 6 gift cards for the homeowners and only five homes, we will save one and use it for the Garden Tour.

Nominating Committee: Holly Sauer: Proposed Committee Members presented to the Board to be voted on by general membership at the Holiday party Dec. 10th: Asha Bajaj, Bev Nidick, Carole Allen, Rita Wustner, Susan Terzuoli. **Holly made a motion to accept this group of candidates for the Nominating Committee. Seconded by Mary Ellen. A voice vote was taken and motion was adopted.** Holly is ex officio member. Chair of the committee will be selected by the committee.

Interest Groups: Holly Sauer: Holly passed out the updated draft of Special Interest Group Guidelines. (*copy attached to official records of this meeting*). Tena would like to change "The P&P committee will determine where and when to add to existing P&P and/or Standing Rules to "The Parliamentarian will determine, etc." All agreed this is appropriate.

Present Guidelines -- The only change to what was discussed last month is to # 2 -- State changing their wording as required and mandatory in our Policies and Procedures regarding not holding meetings on significant religious or ethnic group holidays. Other changes are just wordsmithing to match with our Standing Rules.

Additional Guidelines proposals -- No additional significant changes to what was discussed last month except #3 was changed to missing "3" consecutive meetings from "2" consecutive meetings without RSVP's, etc. and have removed the phrase "the member will be dropped." The word "lead" in all cases has been changed to "chair." Add: "Interest group chairs have the option of inviting members on a waiting-list to individual meetings if space allows due to members unable to attend or a larger venue." Add phrasing to include working with President-Elect or Interest Group chairs to provide for years when we may not have a President Elect. Add: Interest group chairs and/or President Elect will contact wait list members "semi-annually" to provide status.

Marian suggested Standing Rules should be done in conjunction with the By Laws since they both require the same level of approval. Standing Rules and By Laws require membership approval; whereas, Policies & Procedures require only Board approval. Note of this should be made in our Policies and Procedures.

AAUW Funds: Judith Finch: She has received \$680 from 9 members. Deadline for sending checks to AAUW for this year is Dec. 1st. There were significant problems with printing the envelopes and sending bulk mail.

Advertising: Carole Allen: New advertiser: Attorney, Nancy Powers. In the past we have asked for \$75 for a yearly sponsor, but since we only have a half year left, she is suggesting a \$50 fee for business advertising. It was agreed \$50 is appropriate. Business names/addresses have been acquired by checking the websites of the Chambers of Commerce. Goal is to mail 200 letters so we can use bulk mail rate.

Corresponding Secretary: Kathie Hixon: sent out Get Well and Sympathy cards.

Directory: Marian Bliss: The Directory is 52 pages and we will have 325 copies made (we have 269 members in the Directory). Cost per directory is approximately \$2.00 to print. Discussion ensued regarding charging for a second copy. Printing cost was budgeted at \$500 and actual is \$496.

Expanding Your Horizons: Tena for Cheryl and Jo Anne: Member Event: Saturday, Feb. 25th -- there will be 2 shifts -- 9:30 to 11:30 and 12:30 to 2:30. Contact Jo Anne or Cheryl.

Garden Tour: Linda Reeve and Pat Derensis: Pat has not received any communications from us. She has somehow been left off our list. Correction will be made. We have 4 gardens and will check out 3 more tomorrow. Linda informed us that some of the homeowners have suggestions for docents for their gardens.

Hospitality: Marilyn Bressler: New members have been placed in their slots. Hosts get discouraged quickly when they get little response. Working on Dec. 10th party. There will be a \$5.00 per person charge for the Dec. 10th party. Someone needs to walk around with a basket to collect. There seems to be a lack of events with some of the groups. We may need to contact the Neighborhood Chairs to check with them. Roseann asked Marilyn to send info by Nov. 22nd so she can include in the Monthly Blast.

International Relations: Asha Basha: It has been decided to join hands with the IBC project on Human Trafficking. There is a possibility of a cultural event in April -- to be coordinated with Karen.

Local Scholarships: Barbara Critchlow and Pat Foster: Barbara read a letter received from the Concord Branch asking about doing a joint event. No details were given, so we need more information. There is a duplication on the scholarship application that needs to be clarified. This needs to be referred to the P&P committee. Local Scholarships needs to make a recommendation to the P&P committee.

UNFINISHED BUSINESS:

Jane Trittipio Scholarship: Sally Jess would like to come to address us about this. This matter had been tabled, but still needs to be addressed.

E Mail vote: There was an e-mail motion made on Oct. 12. ***Holly Sauer moved that all proceeds from the Henry Holiday Home Tour preview party fundraiser go directly to Tech Trek through SF. Motion was seconded via e-mail by Mary Ellen Blake. An e-mail vote was taken by Mary Mix and was passed. Tally results: Yes - 9, No - 0.***

Parliamentarian: Mary Mix: *There is no indication anywhere that there has to be 2 people from the Board on the Nominating Committee. If people feel strongly that this should be incorporated, it should be brought up to the P&P Committee. Mary has sent all Board members their job descriptions and has asked that any comments/changes be e-mailed back to her.*

Public Policy: Joan Conley: She has been working with the League of Women Voters doing a study on education. Important items involve Individuals with Disabilities Education and Improvement Act and Race to the Top. For more information regarding, these, contact Joan.

Miscellaneous/New Business:

- Cheryl has submitted her resignation as Advocate Editor. Roseann will accept responsibility until someone comes forward. Roseann will put a request for replacement in our Newsletter.
- Deadline for placing an article or information in our monthly newsletter is the 22nd of each month.
- Our list of nominations for the Named Gift award needs to be into the state by February. Mary told us in the past we have been able to submit 1 name for each \$700 contributed. There should be several people selected to choose the names.

Meeting was adjourned at 11:40. Next meeting, Monday, Dec. 12. 9:15 (arrival), 9:30 (meeting begins).

Angela Domer, Recording Secretary