

AAUW Board Meeting — Aug 8, 2011

The following Board, Appointed and Administrative members attended:

Roseann Krane, Co-Pres., Web Mstr., E Mail Mgr.	Robin Halloran, Co-Pres.	Holly Sauer, Pres. Elect, Holiday Home Tour
Norma Spencer, Program Co-VP	Karen Large, Program Co-VP	Judith Finch, AAUW Funds VP
Angela Domer, Rec. Sec'y	Carole Allen, Advertising	Joan Conley, Public Policy
Barbara Critchlow, Local Scholarships	Mary Hanson, Local Scholarships	Cheryl Kohleriter, Advocate Co Editor, Expanding Your Horizons
	MaryEllen Blake, HHT	Tena Gallagher, Membership VP
Mary Mix, Parliamentarian	Kathie Hixon, Corr. Sec'y	Chris Winter, Advisor

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 that we have a quorum present. General announcements by Robin included the following:

- The meetings in August and October will be conducted by Robin and the meetings in September and November will be conducted by Roseann.
- Those present were reminded that at each meeting the file box with hanging folders will be on a table by the door and their individual name plates will be in their folder. Please take it out and use at your place at the table and remember to return it to the file box. There will also be an attendance sign-up sheet near the box. People were reminded again to speak up when addressing the Board.

Approval of Minutes: Angela Domer: Robin reminded members that if they saw any additions/corrections to the minutes, it would be more efficiently communicated in an e-mail when the Draft document is sent to the Board. There were no changes to the June minutes; therefore, the minutes were approved as e-mailed.

Treasurer's Report: Mary Hanson(outgoing), Melissa Walsh(absent): In the absence of Melissa Walsh, Mary gave the report. She asked if everyone had a chance to review the proposed budget that was sent out via e-mail and if there were any questions. There are 2 budgets: Operating (ordinary branch income and expenses) and Community Outreach (HHT net proceeds and local donations that fund Tech Trek and Local Scholarships). An explanation of the tax deductible status of checks will be presented to membership by Melissa. **A motion was made by Tena Gallagher and seconded by Kathie Hixon that the board approve the budget for presentation to the general membership in September.** All present were in favor.

IBC Liaison: Tena Gallagher:

- The Jan. 29th program on Human Trafficking will be at the Lafayette Library from 2 - 4 p.m. All is going well.
- Tena is in charge of communicating IBC information to the Board and members. The IBC (Inter-Branch Council) consists of Presidents of every Branch. Events are open to all members.
- We had an excellent representation at the IBC Leadership Training Day August 6th. We had two members presenting: Jo Harberson and Chris Winter and Tena Gallagher was registrar.

Programs: Karen Large, Norma Spencer, Pat Gross(absent): Our Saturday, Nov. 5th program SENECA FALLS - CELEBRATING WOMEN'S SUFFRAGE is a SPECIAL EVENT to be held at the Crow Canyon Country Club at 11 a.m. and is presented by our Branch, Contra Costa NOW, and the Contra Costa Commission for Women. Reservations begin Sept. 25th and seating is limited to 300. The event is highly publicized and many public officials plan to attend. Karen had previously sent an e-mail to our Presidents and Rec. Sec'y. with a detailed update of the event plans. *Angela will forward this e-mail to the Board.* This will be a Big event and all three sponsors will have information tables. Individual seats are \$35 (\$45 after Oct. 12th) or seats/tables can be purchased at sponsorship levels. Since we are fund raising specifically for ourselves and not for a "cause," this allows for purchases at sponsorship levels. Proceeds will be divided among the three groups. As said at the IBC training session, we need to work with other groups, elected officials, etc. and this event is a major step in this "PARTNERING." Karen thanked everyone for all their work and advice.

Membership: Tena Gallagher:

- Tena distributed copies of the new "Danville-Alamo-Walnut Creek Branch of AAUW" brochure that we have at the Library and will have at the Brunch. It includes a picture of the Board.
- We have 11 people who have not renewed their membership and 31 people who have not responded. Tena distributed the list of those names and asked us to put our name down next to any person we know. She will let us know if/when to contact them.
- Tena asked for a show of hands to decide on the menu for our Membership Brunch. It was almost unanimous to have the \$17 quiche menu again (it will include a vegetarian quiche).
- Nadia Costa, our guest speaker at the Membership Brunch, was Debbie Peagler's volunteer attorney through the Habeas Project. Some of her discoveries helped to raise a banner for battered women and wrongful imprisonment. Many of our members went to the showing, "Crime After Crime," which is a documentary about the case.
- Concern was expressed about the amount of time the Tech Trek girls take when they speak at the Brunch. We will ask for one representative member from each of our groups and ask they limit their talk to what would fit on a 3x5 index card.
- We need to be at the Brunch by 9:30 . . . 9:15 if you are representing any of the Interest groups.
- Marian has asked Dora-Thea to take photos at the Brunch.
- At the request of Tena for a volunteer to go to the Alamo Post Office to pick up the checks from our P.O. Box (Box #996) and prepare the list of people attending, Norma Spencer volunteered. Tena will give Norma her key. Using the Box is a necessity for collecting checks to avoid any incidents of stolen identity (which has happened in the past).

AAUW Funds: Judith Finch:

- Just received the first statement since taking office and needs more time to study it. She will then submit a budget.
- As of now we have a balance of \$2,305.57. We have a \$30 check from our Day Bridge group that has not yet been deposited and there is a question about one withdrawal which Mary Mix asked Judith to check with Jacque.
- If making a donation to any of the AAUW funds, please notify Judith so she can acknowledge and notify the proper people. Various donations in the past have not been acknowledged because of lack of communication.

ADVOCATE: Cheryl Kohleriter, Cindy Cassady(absent) Carole Allen (Advertising):

- The deadline for submission for the Fall edition (first quarterly publication) is August 21st. Each successive quarterly edition's deadline will be the 21st (e.g., Winter -- Nov. 21st, Spring -- March 21st, and Summer -- May 21st.
- Because of the limited exposure of quarterly newsletters, we have lost many of our advertising sponsors. We used to have 8 and as of now, we have only 3. We need to brainstorm ways to regain our advertisers.

Calendar: Holly Sauer:

- The on line AAUW home page **includes** our 2011 calendar. This includes all events and meetings known thus far from August 2011 through June 2012. To get more details for each event, right-click on the underlined entry and a pop-up box will appear. To move from one month to the next, use the links at the top of the calendar. All interest group leaders should review the calendar events. Interest group meetings should not conflict with branch events. The ADVOCATE calendar will no longer include meeting details, but will include the group lead names.
- Information for the calendar should be sent to Cheryl, Holly and Roseann.
- We have added an additional Interest Group: Easy Rider (bicycling). Marjorie Singler will be the group leader.
- Will send out another e-mail to all interest group leaders.
- We have several interest groups that are full (and have waiting lists.). Barbara Welch agreed to set up a table at our Membership Brunch for signups for new groups in these areas (Adventurous Chefs, Epicureans, Evening Lit, Mahjong, First Friday Film, Cinema I, Oscars).
- Send calendar updates to Holly by the 15th of each month for inclusion in the monthly e-mail blast.

Directory: Marian Bliss (absent): Roseann reported for Marian:

- pdf file of the Directory will go only to Board members.
- Tena will give membership list to Marian when Marian returns.

Web & Email & Enews: Roseann

- Approximately 50 people have not yet subscribed
- Our website will have new Branch Exchange pages
- Policies and Procedures and By Laws have been updated. The reimbursement of expenses form has also been updated . . . all under "For Branch Members."
- Linda Jimerson is making a back up of our website monthly.

Holiday Home Tour: Holly Sauer, Mary Ellen Blake:

- Mary Ellen (The House Finder) is having difficulty finding homes for the tour.
- It was suggested that we design a flyer/letter asking people if they might be interested in opening their homes for the HHT.
- Tickets have to be printed by Nov. 1st; therefore, we should have our home locations by Oct. 1st. Kathie Hixon suggested we make an announcement/request at the Membership Brunch. It was also

suggested we ask the people who have opened their homes for the Garden Tour if they might be interested in the HHT too.

- Robin suggested it might be time to consider a "back up plan" to replace the HHT . . . perhaps an "Artful Living," "Kitchens" or other type of tour?

Hospitality: (Marilyn Bressler(absent), Judy Lauper, AnJenette Afridi(absent): The committee is working on getting hostesses and on the Holiday Party. *Roseann reminded everyone not to buy anything for these events until they check the huge inventory she has stored at her home.*

International Relations: Asha Basha (absent), Gus Slavin (absent): The two possibilities for the Oct. 15th International event are:

- Panel about Japanese values/culture (including Gus, who lived in Japan, as one of the panelists).
- Speaker, Kavita Ramdas, former president of Global Fund for Women.

Local Scholarships: Barbara Critchlow, Mary Hanson:

- Barbara is working on contacting last year's Local Scholarship Leaders (Sonya Seyler 'Borlandelli' and Alicia Jones).
- The application needs to be updated on our website. Roseann has the pdf file.

Public Policy: Cynthia Savell (absent), Joan Conley:

- Cynthia had a 14 page list of California School Districts where teachers had to buy classroom materials with their own funds.
- Our own Judy Lauper's school (Clayton Valley High) is in need of document cameras.
- We were reminded to keep communicating with our school board members about the problems created by the RIF (reduction in force).

Expanding Your Horizons: Cheryl Kohleriter: No report, but Roseann mentioned she was called by the San Ramon Branch for possibilities of names of volunteers. Roseann and Tena will follow through.

New Business

- Tena was approached by AAUW member, Lucy Boswell, and is meeting with her to pursue a possibility for a Fund Raiser featuring two clothing lines: ETCetera and Carlisle. ETCetera is a mid-to-high-end line and Carlisle is a designer label. After considerable discussion, it was decided to concentrate on the ETCetera line. Tena is meeting Lucy after this meeting at 1430 Arroya Way in Walnut Creek and several of our board members will be joining her there and will brainstorm ways to capitalize on this offer. More to follow at the next Board Meeting.

Next Board Meeting: Monday, Sept. 12th, 9:30 - 11:30, Shadow Hills Club House, 1001 El Capitan Drive, Danville. Social time and set up at 9:15.

Adjournment: The meeting adjourned at 11:25 a.m.

Angela Domer, Recording Secretary