

AAUW Board Meeting — September 10, 2010

The following Board and Appointed members attended:

Mary Mix, Co-President	Marcia Steinhardt, Co-President	Mary Hanson, Treasurer
Loretta Altshuler, Secretary	Karen Large, Program Co-VP	Pat Gross, Program Co-VP
Laurel Harken, Membership Co-VP	Karen Schlumpp, Membership Co-VP	Jacque Schubert, AAUW Funds Co-VP
Dianne Tinnis, AAUW Funds Co-VP	Susan Terzuoli, Legal Advocacy Fund Co-VP	Barbara Welch, Legal Advocacy Fund Co-VP
Alicia Jones, Local Scholarship Co-Chair	Marian Bliss, Parliamentarian	Tena Gallagher, Event Publicity
Ingrid Lara, Holiday Home Tour	Sharon Cohune, Hospitality Co-Chair	

Call to Order and Announcements: The meeting was called to order at 9:00 A.M. by Co-President Mary Mix at the Shadow Hills Cabaña, Danville. Mary expressed her congratulations and special thanks to all members involved in achieving the First Place among the Top Ten Leaders who develop other women's potential to lead in their schools, communities and country through Total Branch giving to the Leadership Programs Fund. This accomplishment demonstrates the commitment of our branch to support the mission of AAUW which is to advance equity for women and girls through advocacy, education, philanthropy and research. Additionally, she also congratulated the Branch for receiving the Second Place among the Top Ten contributors to all of AAUW's programmatic areas through Total Branch Giving in Combined Support. Lastly, our Branch achieved First Place among the Top Ten Researchers to provide understanding of issues that are important to women and girls through Total Branch Giving to the Eleanor Roosevelt Fund. A job well done! Unfortunately, sad news that Marianne Gagen's father has passed away last weekend. Please send her your special thoughts. If anyone is interested in the Circulation Manager Board position please contact Mary Mix as soon as possible. The position takes approximately 1.5 hours per month and generally deals with hardcopy Advocate mailings as well as bulk mailing projects. The Advocate will be emailed again as a separate file since some members stated that they did not receive the September issue.

Approval of Previous Minutes: The June 12, 2010 board meeting minutes were accepted and approved as e-mailed.

Treasurer's Report (Mary Hanson): Several documents were reviewed including Balance Sheet, Profit & Loss summary, AAUW Budget, Fiscal Year 2010 - 2011, and the AAUW Summary Budget Fiscal Year 2010 - 2011. All detailed documents are attached.

- Per the August 31, 2010 balance sheet, assets totaled \$39,754.63, including \$31,669.31 in checking, \$1,147.02 in savings and \$6,674.06 in a CD. Accounts Payable included \$13,325 to Scholarship & Tech Trek, \$3,248.59 to State & National Dues, \$289 identified as Other Liabilities for \$16,573.59 Total Accounts Payable. Total Equity is \$23,181.04. See attached treasurer's reports for details.
- There was discussion over the slim budget the Branch has to spend and where these dollars should be used. From the \$86 we must send \$49 to National, \$16 to state and then \$21 remains for the Branch. We have fixed operating costs such as a P.O. Box so do we use money for an honorarium or sending two co-presidents to a convention? Mary Hanson felt that all administrative costs should be carefully reviewed from all committees. We need to look at the value we receive for each expense.
- Discussion centered on the budget disbursement of funds from the Holiday Home Tour. Typically in the past, the dollars were split 50/50 between Local Scholarship and Tech Trek. In this budget the dollars were not split evenly, which raised concern from the Board. The Board's recommendation is that funds from the Holiday Home Tour be split 50/50 as they have been in the past. Grants to send Tech Trek Campers from junior high schools was discussed. In the past the Tech Trek cost was \$800

per student and the parents paid \$50. The Branch would like to send a total of 12 students from the San Ramon Valley School District and Walnut Creek.

- Tech Trek and dues assistance is tracked and comes from individual donations.
- A motion was made by Jacque Schubert with a second by Dianne Tinnes to approve the budget and present it to the general membership at the brunch. All were in favor of passing the budget.

Holiday Home Tour (Ingrid Lara): All six homes scheduled for the holiday home tour have been contacted and at this time five homes are confirmed and only one home owner has not yet responded. All homes are on the east side of Danville in the Mt. Diablo area so this should make transportation and ride sharing easier for our ticket holders. The refreshment home has been identified and has a covered area for serving and eating. However, a refreshment food chairmen is needed. It was recommended that two people share this position since it requires a fair amount of work moving and serving the food. Anyone interested or knowing of anyone interested should contact Ingrid immediately. Several suggested names were made for follow up. Mary Mix has completed another beautiful quilt for our raffle. Tena Gallagher has offered to coordinate the raffle.

Vote to approve Branch EF and LAF Proposed Budgets (Jacque Schubert): All members were invited by the AAUW Funds Committee to a celebration luncheon honoring the 2010-2011 fund fellows and grant recipients studying in California. The guest speaker is Gloria Blackwell. Two luncheon locations have been selected one in Southern California and one in Northern California. The Northern California event will be held at Crow Canyon Country Club on October 24, 2010 from noon to 3:00 p.m. An RSVP is required by October 11, 2010 with your check for \$35 to AAUW CA Office, P.O. Box 160067, Sacramento, CA 95816-0067. As previously discussed in the announcements by Mary Mix, Jacque again thanked all members for helping to achieve the second place award for giving. AAUW National has accepted our Branch application for the \$75,000 Tena Gallagher Research & Projects Grant, #4353. Our Branch has taken on the responsibility of funding this grant during the next 10 years. To date our Branch has contributed \$17,000 due to the success of the 2010 Garden Tour and member donations. The attached AAUW Funds/EF Fiscal 2009 August 1, 2010 Funds Report summarizes the revenue, disbursements, and 2010 Garden Tour Financials. A proposed AAUW Funds/EF Budget report for December 1, 2010 through November 30, 2011 was presented and is found as an attachment. Total 2011 revenues for AAUW Funds/EF are projected at \$18,500 (including the 2011 Garden Tour) with \$1,285 of total projected expenses." A motion to approve the budget presented was made by Karen Large and a second was made by Laurel Harken. All were in favor and the motion passed.

Audit Report and Vote for Acceptance (Marian Bliss): The Audit committee whose members were Marian Bliss, Jacque Schubert, Carol Kennedy, Clarice Hart (absent) and Mary Hanson completed the July 1, 2009 through June 30, 2010 Audit Report which is attached. Marian expressed her thanks to all committee members for their contributions and gave high praise to Mary Hanson our Treasurer for her fine detailed summaries of all branch expenses. There was a motion to approve the audit report made by Barbara Welch and seconded by Karen Schlumpp. All Board members were in favor of accepting the audit report that was sent out via email prior to the board meeting so it passed. Additionally discussed at this time was a \$12 refund that Barbara Welsh is working on with Wells Fargo for the LAF program. The bank has been charging for use of the account and she has been told that they are going to credit the account. She has been told that up to four months of credit is due to this account. She plans to follow up with Wells Fargo to see if this can be corrected.

Branch Goals (Marcia Steinhardt): The Danville-Alamo Branch Goals for 2010 - 2011 were presented for approval. All felt the goals reflected what the branch hopes to accomplish in 2010/2011, however, there was a recommendation to include international programs and corresponding activities. It was reported that the branch will not raise funds or give funds to others outside of the AAUW organization. The example was given that we were unable to follow up to support our March international speaker Ronnie Goldfarb's work with Equal Access. Her non-profit work is for countries outside of the United States. Marcia will follow up on this with our member who raised the concern. There will be made a modification to bullet number five under the distributed branch goals attached. The new goal will read "Raise funds to send a minimum of two girls from each of the Middle Schools in the SRVSD and Walnut Creek city limits combined to Tech Trek." A motion was made by Karen Schlumpp to approve the branch goals as amended and it was seconded by Karen Large. All were in favor and the motion passed.

Membership (Laurel Harken and Karen Schlumpp): Last year the chapter had a total of 276 members, but six have chosen not to renew and 39 had not yet responded. Assignments were made to various board members who volunteered to assist with contacting these 39 members by telephone to urge them to renew or request that they contact either board membership chair to discuss their status with the branch. All board members and general members were encouraged to sign up for the Membership Brunch scheduled for Saturday, September 25, 2010 at 9:30 a.m. at the Crow Canyon Country Club. The featured speaker will be Beth Greer an award-winning journalist, holistic health advocate and radio talk show host who will speak on *Three Steps to a Green, Clean and Healthy Home*. Additional emails and contacts will be made to get a higher level of membership participation at this event.

Programs - October program (Pat Gross and Karen Large): Thanks was expressed to all previous Co-Program VP's who have been generous with their advice and help. Pat Gross has been visiting all sites for possible program venues and her efforts are greatly appreciated. Pat Gross has coordinated the program titled "Women in Transition: Financial Literacy" for 3:00 p.m. on October 19, 2010 at Diablo West Club House. The speaker is Ora Citron from Oak Tree Wealth Management located in Alamo. Light refreshments will be served. Topics will include women dealing with financial situations during various stages of life such as recipient of social security, managing divorce or suddenly dealing with being a widow. It was stressed that the focus of these programs is women educating each other. Suggestions were made as to what the speaker should consider discussing which would interest the attendees. January and March programs were discussed in general. A program held at a location in Walnut Creek was discussed for January 5th, 6th or 7th. At this time the new Walnut Creek library and Rossmoor are not a possibility. Barbara Welsh offered to see if a meeting facility could be found in Rossmoor. Location possibilities were discussed with concerns about using such facilities. The January program theme centered around travel ideas. The March program is tentatively planned for the week of March 7th. Program theme for March has not yet been finalized.

LAF - Program (Susan Terzuoli): A LAF program is being planned during April. Possible program dates other than Saturday would be either Tuesday or Thursday night. A speaker or panel presentation is a possibility. Details for this event are forthcoming.

Hospitality-Member Neighborhoods (Sharon Cohune): This summer Sharon hosted a hospitality planning meeting at her home for 17 people. There have been 24 neighborhoods identified for hospitality events in our branch area. Her Co-Chair Holly Sauer created display boards to help organize members and associated neighborhoods. It was proposed that possible quarterly gatherings be planned with wine or chocolate tastings. This group is looking at attracting new members and retaining existing members. Suggested activities include neighborhood members to car pool to events or meetings or have local parties. There was some discussion that name tags for new members be designated with a symbol for the neighborhood that they live. The committee still needs more volunteers to help with this project so if you are interested please contact Sharon at your earliest convenience.

Public Policy (Cynthia Savell): No report. Cynthia was absent.

Community Liaison Committee Proposal (Mary Mix and Marcia Steinhardt): A proposed Community Liaison Committee which would be lead by Christy Campbell and Pat DeRensis, (not present at the meeting), represented by Mary and Marcia, presented options to the Board about their proposed role with our branch. There was a discussion about becoming more involved with our community through active physical volunteering in existing non- profit organizations. This could be done at the schools during the annual special program Every Fifteen Minutes, Primo's Annual Run, Wardrobes for Opportunity, local food banks distributing or preparing food ,or helping at the Bay Area Crisis Center. The consensus of the Board was that members would be over extended if they volunteered for these additional programs. Note that members may be active in organizations outside of AAUW, but it is an individual decision and not a requirement in our branch. Marcia suggested that an alternative passive way to help the community could be by members donating books or food that could later be given to an organization. Collection of these items could even be open to the general public attending our holiday home tour or the garden tour. Everyone agreed that we would like to connect with volunteer opportunities or events in the community not where it demands a volunteer presence but where we can make some other type of contribution. The Board members want to have volunteers available to staff events that support our Branch annual goals. Examples include: Expanding Your Horizons, Annual Holiday Home Tour and Garden Tour.

Branch Name Change (Mary Mix, Marcia Steinhardt, Marian Bliss): In order to have all members participate in the suggested name change of our Branch, Mary Mix established the attached *Name Change Planning Timeline*. A motion was made by Jacque Schubert with a second by Laurel Harken to recommend at the annual membership brunch that AAUW name change be presented to the general membership. This is to inform them of the proposed name change that has been recommended by the Board. The general membership will then be invited to an informational forum at the Shadow Hills Cabana at 6:30 p.m. on October 13th. On October 18th an email ballot will be sent to the membership. All voting will conclude on November 5th. An article for the Advocate providing results about the vote will be coordinated on November 15th. These approximate guidelines will allow for all members to express concerns, present questions and share opinions. Following the meeting members on a yes/no ballot will electronically vote for or against the name change. The purpose of the name change to the Danville-Alamo Branch is to include our newly merged members from the Walnut Creek Branch. The new proposed name for our Branch will be Danville-Alamo-Walnut Creek AAUW. Details concerning the counting of the ballots will be worked out. Mary hopes to find two people to work with her on this project. By keeping the name of the Branch with the identified cities of its members will continue to let us receive name recognition in the community.

Adjournment: The meeting adjourned at 11:08 A.M.

Next Board Meeting: Friday, October 8, 2010 at 9:00 A.M. at the Shadow Hills Cabaña.

Respectfully submitted by

Loretta Altshuler, Secretary