

AAUW Danville-Alamo-Walnut Creek Branch
Monthly Board Meeting – November 11, 2014
Shadow Hills Cabaña, 1001 El Capitan Drive, Danville

Attending: Mary Ellen Blake, Anna Freitas, Tena Gallagher, Robin Halloran, Carol Kennedy, Judy Lauper, Soni Leighton, Kathy McKnight, Kate Reed, Holly Sauer, Melanie Wade, Liz Williams

Call to Order: Mary Ellen called the meeting to order at 9:30 a.m.

October Minutes: The October minutes as e-mailed were approved.

Treasurer Report: Mary Ellen presented materials in Marilyn's absence. The 2 page Profit and Loss Standard from July through October were distributed and discussed briefly. The motion to accept the report was made by Robin, seconded by Kathy and approved unanimously. An explanation of e-scrip was provided. Mary Ellen mentioned she would like Marilyn to investigate new software to support the treasurer's position as the current software is difficult to use. Marilyn will come back after the first of the year with a recommendation and costs.

HHT: Anna presented progress to date on the tour plans. Tickets have gone on sale at the East Bay Flower Company as well as on-line. 4 houses are on the tour, with the option to add a 5th through Friday, Nov. 14. Discussion about 4 vs. 5 houses ensued. We concluded that 4 excellent homes with adequate access were better than either a 5th home with difficult access or that is not of excellent quality. If a 5th home is added, attendees with a 4-home ticket will receive a flier about the added home from docents at the current 4 homes.

We need 12 shuttle drivers, of which we have 5 to date, plus approximately 120 additional volunteers. Liz requests help selling the quilt raffle tickets. The drawing will be at the Montego home, which is where the refreshments will be. Mary Ellen will send e-mail blast asking for volunteers as well as volunteers for making and serving the food.

Discussion ensued regarding advertising for the HHT. Of particular interest were print ads. Tena shared some costs (Your Town costs \$125 for a quarter page ad printed once) as well as that deadlines were hard to meet. We reiterated that we do not want to pay for advertising of this event.

Funds: Carol shared that this year AAUW Funds awarded \$3.7 million to 244 Fellowship and Grant recipients in the U.S. with 26 of these recipients studying in California. Of the total amount awarded, \$521,088 was contributed by members and branches in Ca. Approximately 13% of the Ca. money supports women in the Bay Area.

An AAUW Funds fund raising letter is going out to our membership. This supports both the raising of money and the effort to increase the percentage of DAC members who contribute. Prior to this campaign, approximately 20% of our members have contributed.

The Funds luncheon on Nov. 2nd: yielded interesting stories; highlighted that it takes many donors to

support a single scholar; and presented information about a community project awarded to the San Francisco YWCA (rather than to an individual) that trains women over 50 to re-enter the work force.

Garden Tour: We discussed the problems we are having getting tour chairs which is hindering our ability to more effectively manage and organize the Garden Tour. Co-president elect Kathy McKnight has taken on the responsibility of finding gardens. We currently have one garden with the possibility of two others.

- **Mary Ellen plans to meet with Anna and Holly to divide the jobs associated with the tour into 6 groups, each with a leader, rather than to continue with a single leader for all the work.** Anna has updated the spreadsheet for the Garden Tour.

Programs: Judy enthusiastically spoke about the Nov. and Jan. programs. Orange is the New Black netted ~\$20 after expenses. Tours of the prison are available, and we have the opportunity to help the incarcerated women earn their GEDs. July is waiting for specifics on how to volunteer at the prison.

Goldiblox is scheduled for 7 p.m. on Jan. 15th. We agreed that we would like to provide finger food type refreshments. Judy will send out an announcement about this event and will be sure that our surrounding branches receive invitations to it, too.

- **Mary Ellen asked is we could do some kind of website training in Jan. or Feb.** Ensuing discussion occurred regarding possible ways to make our website more user friendly either by a hot-link to a calendar or a printable single page with the calendar.

Membership: Soni reminded us that we need to follow up on nametags. Robin and Soni have met about this and a package of samples has been ordered. We affirmed that nametags should be at every event.

- **Before we decide how to handle this, we would like a list of pros and cons plus a recommendation to Mary Ellen** from an ad hoc committee by our Dec. board meeting.

Tena plans to host a new member event at her home, and asked whether a Thursday or Friday would be better. She requests that some Board members come. She will let us know the date.

Soni shared that new members have expressed frustration at accepting appointed positions without appropriate training. Suggestions followed, including using the web to provide tutorials for new positions and assigning a mentor to each new person who takes an appointment. This last idea could go as a recommendation to the nominating committee. Soni also recommended we not solicit new members for board positions during their first year, year and a half.

Nominating Committee: Melanie reported that many individuals have agreed to continue their jobs for a 2nd year.

Liz suggested that she and Kathy put together a recommendation of positions that could be 2 year positions, mentoring positions, and information for our website. We tabled this until Dec.

Installation: Mary Ellen reminded us that we had agreed to hold installation the 1st week of June. Due

to graduations, we need to revisit this timing. Liz moved and Anna seconded that we move the date to the second week of June. Discussion revealed that we need more information. We amended the motion to state that the President Elect would form a committee to find an installation committee, and the motion passed

Scholarship Committee: Tena moved that we have a \$1,000 minimum for local women's scholarships. Kathy seconded. Discussion ensued that highlighted that the amount would be determined based on the amount of money raised. The one scholarship funded by the quilt raffle will always be 125% of the ~~other~~, local scholarships. Marian noted that amendments (???) amendments to what) should be on our web page. She will add them to the Policies and Procedures on the web. The motion passed.

The question was asked if we should consider fewer scholarships for more money than currently is the case. It was agreed that we should continue with the current amount of \$1,000. The scholarship committee names were introduced, Anna moved and Liz seconded that we accept the scholarship committee members.

Discussion Items: Billie Chilcott's death caused us to consider the question of how to recognize the deaths of members, and whether to recognize the deaths family members. Discussion preceded Liz's motion that we provide announcements for members, only. Tena seconded. The motion passed.

Tena suggested we donate \$50 to Funds as a memorial gift for long term members. No decision was reached about this. However, Robin moved we make a memorial donation in Billie's name. Anna seconded, and the motion passed.

Anna requested an ad-hoc committee be formed to investigate ways to generate more money. She suggested that this committee meet after the HHT and that it bring recommendations to the Feb. board meeting. The ad-hoc committee was formed immediately, comprising Soni, Anna, Robin, Carol, and possibly Mary.

Sandy and Robin asked about the best date for the Appreciation Party. Tena volunteered her house if the date were in Feb. Conflicts with scheduled AAUW events were raised. Norma, Sandy and Robin volunteered to discuss possibilities and make a recommendation to the board.

Moment of Silence: Melanie asked us to recognize Veterans Day by observing a moment of silence.

After this silence, Mary Ellen adjourned the meeting at 11:15 a.m.

Respectfully submitted by Kate Reed 11-22-14

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