

**Minutes of Board General Meeting**  
Danville-Alamo-Walnut Creek AAUW  
January 16, 2020, 10:00 AM, Sycamore Annex

Meeting called to order at 10:05 AM

Attendance:

Marsha Anderson-Landau	Asha Bajaj	Bette Felton	Tena Gallagher
Kathy Harkins	Nancy Murray	Chris Ritter	Holly Sauer
Claudia Schwarz	Dianne Tinnes	Deborah Wechsler	Liz Williams
Monika Witte			

Handouts:

- 2019-2020 DAW Schedule of Events
- Proposal to Solicit Sponsors for 2020 AAUW Garden Tour

Quorum present.

Consent Agenda:

- Minutes from December Meeting approved
- December financials reviewed

Financial Report:

- \$981.66 recorded as Tech Trek pass through expenses were discussed and agreed upon as correct.
- Tena Gallagher moved that the existing maturing CD roll over into a 19 month CD. Bette Felton seconded, motion approved.
- A sub-committee was identified to perform our 6-month financial review: Claudia Schwarz (Lead), Tena Gallagher, Chris Ritter, Deborah Wechsler
- Monika Witte requested a confirmation from SPF that our monies were received for Local Scholarships and Tech Trek, Tena will contact SPF for this confirmation.
- Claudia and Tena will document the process to send our monies to SPF.

Women's March This Saturday, 1/18/20

- Table will be placed near League of Women Voters table.
- Our 3 half-hour slots are covered, more volunteers welcome.
- Goal is to advertise our programs: Tech Trek, Local Scholarships, legislative agenda, monthly programs.

Programs:

- January 23: Joint ballot program with San Ramon branch. Flyer is being distributed, program will include an overview of our involvement in public policy, our emerging support in civic engagement.
- February 23: We will co-host with Orinda-Moraga-Lafayette branch for a WorkSmart/StartSmart presentation.
  - To be held at the Lafayette Library, 2-4 PM
  - Sara Lautenbach, a joint member, will be the speaker.
  - Format and objectives of the program to be determined.
- March TBD: Program will change from Project Second Chance to Generation Citizen to support civic engagement
  - The purpose will be to learn opportunities to become involved.
  - Need to identify what schools are currently doing in this area and what their needs are. Bette has teacher connections and will pursue this.
  - Idea: give a presentation to the school board.
  - An announcement about Project Second Chance and literacy will be provided at the beginning of the program and an Advocate article will detail Project Second Chance, which is looking for volunteers.
- April 25: AAUW Funds Speaker presentation
  - Speaker has been confirmed
  - A separate meeting in April will be held for our Annual member meeting.

#### Local Scholarships:

- DVC, Cal State East Bay and St. Mary's contacted, flyer mailed to them.
- Flyers will be passed at January program.
- Application deadline: March 13, this needs to be updated on the website.
- Claudia received a letter of thanks from a scholarship recipient, it will be posted on the website.
- Idea: Track our Local Scholarship and Tech Trek recipients to publicize. Claudia and Nancy Murray will work on this.
- Idea: Process to send letters to all parents of high school students. Claudia is pursuing this.
- Renaissance Scholarship Program / Scholarships for former foster care students:
  - We don't know of any current program participants who live in our school area, so will need a Policies & Procedures change to support this program. Chris Ritter sent a question to SPF, pending reply.
  - There are currently only 5 participants at Concord campus.
  - Scholarships for the Renaissance Program isn't an issue for San Ramon branch, residence/school attendance isn't in their rules.
  - It is too late to add the Renaissance Program to our Local Scholarships this year.
  - We could address this in our April Annual Meeting.
  - There are local foster families, how can we find out about college students?

#### Membership:

- 1 new member signed up at HHT.

#### AAUW Funds:

- The Political Action Fund is a 501(c) (4), not tax deductible. Other funds are tax deductible.

#### Board Next Term:

- Chris Ritter will take the lead for a nominating committee and check with current board members on whether or not they will continue on the board and in which roles.

- Board will approve the nominations in March.
- Election will be held at our Annual meeting in April, date to be determined.
- Installation will be held mid-June.

#### Garden Tour Sponsorships:

- Marsha Anderson-Landau and Chris Ritter propose one-time sponsorships (donations) from local businesses.
- Bette Felton moved to approve garden tour sponsorships, Asha seconded, motion approved.
- Marsha will reach out to businesses.
- A sponsor display will be set up on the tour, and listed on the tickets.
- This will be a tax-deductible donation, not considered advertising.

#### Public Policy:

- Asha spoke with Sue Miller about opportunities for 2-minute Activist.
- Sign-ups must be online, we will include information in our branch brochure to show we support this.
- There will be an Advocate article, and it will be mentioned in our January program.

#### Communications Policy:

- Want feedback on the frequency of our emails.
- Currently send out Advocate, Program reminders, what else is important, not important?
- Idea: bi-monthly news update?

#### Other Business:

- Census volunteer opportunity with League of Women Voters. This will be mentioned in the January program. It's a paid position, more news to come.
- Member Ilene Ferguson is promoting a wine cruise on the Danube fundraiser, \$300 of the cost will go to our AAUW branch. This will be posted on the website and in the Advocate.
- Tech Trek girls are requested to sign 2 documents – picture approval is not always signed. This prevents us from publishing group shots. Board approved requiring that this document be signed in order to participate.
- Expanding Your Horizons: February 22. Need volunteers, Judy Lauper is the lead.

Meeting Adjourned at 11:40 AM.

The next Board Meeting is February 20, 2020, 5:30 – 7:00 PM, Sycamore Annex