

**AAUW Danville-Alamo-Walnut Creek Branch**

**April 18, 2019 Board Meeting**

**Sycamore Clubhouse Annex**

**635 Old Orchard Rd., Danville**

**Attendees:** Kathy McKnight, Deb Wechsler, Chris Ritter, Marsha Anderson-Landau, Liz Williams, Monika Witte, Tena Gallagher, Bev Nidick, Joanne Quijano, Bette Felton

**Meeting called to order at 10:00 a.m. by President Deb Wechsler**

**Consent Agenda:** Minutes accepted with minor changes

**Finance:** Chris Ritter

- Proposed to put a portion of our Reserves account money in a CD to earn a higher interest rate. Board approved this proposal. Chris and Deborah will work with Wells Fargo to do this.
- Proposed to establish a Special Project Fund (SPF) for our local scholarships. Chris provided a detailed description. Summary: Currently donations to our local scholarships are not tax-deductible. Forming an SPF for this, which would then be administered by AAUW CA State similar to the way Tech Trek works, is something other branches have done. We will still need to develop processes for how to handle Holiday Home Tour ticket revenues, which are currently split between Tech Trek and Local Scholarships. But if we do this the tickets could be tax-deductible. The Board approved moving forward on this effort.

**Programs:** Bette & Deborah

- Election/Creativity Night will be tonight at Tena's home. Gus Slavin has 7 artists/writers and the election materials are ready.
- Several suggestions were made for programs for next year, including a presentation from PFLAG and a Volunteer Opportunities night with organizations tabling at the program. We will consider these and how they match in the Strategy and Planning session with new Board in August.

**Funds:** Bev

- We're still getting checks in memory of Pat Foster. AAUW National sends a "thank you" to the donor and a note to Pat's husband.

**Membership:** Marsha & Tena

- Discussion of the dues notification procedures as outlined in the email from National. Tena sends a notice to renew to all of our current membership about renewing about 3 weeks before our installation. There is no net difference to our branch whether members pay online or send a check to DAW.
- Looking for speakers for the Membership Brunch

**Garden Tour:** Tena Gallagher

- Gardens are almost ready. Still need docents and refreshments donated.

**Communication Committee, Social Media, Advertising and Branding:** Marsha, Chris, Liz

- Marsha and Chris plan to start outreach for business advertising on May 1. Advertising is separate from sponsorship (which is a donation).
- Liz doesn't think we need the committee to be a chair plus other sub-chairs. Suggests that there be positions for each Communications area - Editor, Graphics Designer, and Web Master - then maybe one of the Board members to be the lead.

**Nominating Committee:** Deb

- Dorothea Porter has agreed to be Graphics Designer
- The committee's work is done

**Installation Event:** Joanne, Deb

- To be held June 6 from 6-8pm. We are still looking for a venue for about 60-80 people.
- Keep it simple with heavy appetizers
- Several possible locations were discussed, and people assigned to follow up.

**Advocate publication schedule:** Deb for Aline

- Aline will do June; Deb will do July. July could be a short reminder of all known fall dates along with membership focus (renewals and new) and sponsorship/advertising info. Full issue in August.
- Important for advertisers to know how many issues their ad will run

**Tech Trek:** Monika Witte

- 8 students have been selected; obtaining final paperwork
- The possible co-chair for 2019-20 opted out so we need to recruit someone else.
- The Ice Cream Social planning is proceeding with Julia Grisham and Bette Felton leading. The event will be June 9 at the Pacheco Community Center.
- We learned about the COMPASS Real Estate donation, and talked about developing materials to "talk up" Tech Trek to try to find sponsors.

**Other Business**

Board approved that we can put a 50<sup>th</sup> Anniversary logo on the front of the next Directory. Ask Dorothea to help with this as she has agreed to Graphics Design position for 2019-20.

**Next meeting: 5/19/2019 at 5:30 p.m.**

**Meeting adjourned at 11:45 a.m. by Deb Wechsler**