

## **MINUTES**

### **AAUW Branch Board Meeting**

**January 15, 2018**

**PRESENT:** Nancy Haiston, Linda Clark, Ronnie Devitt, Andi Michelson, Julie Hanamura, Patty McHugh, Barbara Reid, Charlene Luks, Michele St. Clair, Dee McGuffey, Terry Leach **Absent:** Winky Merrill

The meeting was called to order at called to order at 4:45 at the home of Ronnie Devitt.

**Approval of the Minutes:** It was moved and seconded to approve the minutes of November 20, 2017. Motion passed.

#### **Treasurer's report Updates. Julie Hanamura**

Julie sent reports by email. Since then, additional dues have been received. The holiday party cost the branch just over \$300. The line item 'membership activities' will be called 'Cultural Events' from now on for clarity.

Budget to Actual report - \$2100 is the standard amount we spend to send representatives to CA AAUW convention. Fund raising will be to send additional members.

#### **Membership: Patty McHugh**

Vickie Pearson is taking over GEMS. The new member check list will be updated. Patty is concerned about the number of non -renewals and possible updates to the new member orientation document. She also wonders about specifying our service gaps as part of new member orientation. Concern was expressed that a "Group of 50" would require more time and effort by Membership to manage. Nancy requested that Patty present a written proposal to the board. Patty has not been able to schedule a new member coffee.

**Communications- Linda Clark** - Nothing to add to emailed report

## **Vice President- Linda Clark**

Linda still needs some updated job descriptions from board members so the nominating committee can explain the jobs when seeking candidates. Linda asks each board member to contact all committee chairs and ask if they will continue or if not, ask them to find their own replacements. The commitment is for one year, although many continue longer.

## **Public Policy Michele St. Clair**

Michelle reviewed plans for Equal Pay Day on April 10.

## **Programs Nancy reported for Winky Merrill.**

The Human Trafficking program will be on March 7.

Winky is looking at the Start Smart salary negotiation tool kit. The key is finding the right audience. The Chamber of Commerce has a number of groups. Terry has been approached to consider a program on opiate addiction. Terry will email the details to Winky for follow up next year.

## **Social Activities - Barbara Reid**

Barbara reported on the next activities: the outing to Beach Blanket Babylon matinee, Wine and Dine and Happy Hour. Barbara will add to her notes on the Holiday Party to have a way to identify new members, (a flower etc. ) as some new members felt isolated.

## **Community Services - Dee McGuffey**

The Future Prep program at Healdsburg High School has not been a priority for the new coordinator there. Katherine Lacy will no longer be pursuing the program this year. Dee and Judy Edmonds will meet with the principal to discuss this and plan something for next year.

Shally Shultz has asked that someone else take over Reading Rocks. (Shally has been doing it for many years.) Vicky Pearson is taking over GEMS. Future Prep is going well in Cloverdale. Members will be encouraged to attend the Speech Trek contest to observe the students.

**President's update: Nancy Haiston**

On February 19, the Board meeting will be at Ronnie's. It will end at 5:30. Theraffle will be deleted from the Policies and Procedures. Ronnie moved and Michelle seconded that the most recently revised Policies and Procedures be accepted. Motion passed.

Nancy reminded board members to review AAUW's recommendations for records management and asked each Board member make a plan for maintaining required documents. Nancy suggested using a thumb drive for a backup copy and have records in two places. Julie will investigate a cloud-based storage site. Nancy will attend a tri branch meeting in Novato for sharing ideas. There was discussion of honoring some branch members for their long-time service. No decision at this time.

The "Group of 50" discussion will be continued with the expectation of starting this in the fall. Meeting adjourned at 5:57.

Respectfully Submitted,

Charlene Luks, Secretary