

Healdsburg AAUW Board Minutes: Branch Business Meeting

Date: September 1, 2022

Location: 15455 Chalk Hill Road, Healdsburg

Time: 1:26 – 2:10 pm

Board Members Attending: Laura Tredinnick, Kate Van Ness, Nancy Jane Andrews, Donna Campoverde, Lee Sigler, Kim Alexander, Dena Cochran, Julie Hanamura, Janice Sexton, Cathy Mock, Ty Benoit, Kerry Weiner Elkind, Patty McHugh

1. **Call to Order:** President Laura Tredinnick opened the meeting at 1:26 pm.

2. **Review, Modify and Approve Budget**

Review of the draft budgets which were submitted by board members.

Income

Membership Dues: It was suggested that membership dues should be increased by \$5 for 2023. It was decided that will be a future board meeting agenda item.

Administration

Laura Tredinnick, President, reported that she may be able to save the \$150 budgeted for a meeting room but has not received final confirmation from the Healdsburg Community Center.

Communications

No money was budgeted for Constant Contact as it has been prepaid and there is a credit balance.

Membership

Janice Sexton, Membership Director, requested that the amount budgeted for new member name tags be increased from \$100 to \$150 as the cost of the name tags is approximately \$10 each.

It was decided that budget be increased to \$150 as well as adding an additional \$100 for a New Member Welcome event or events.

Summer BBQ: Final numbers are not yet available for this event. The cost for the rental of Riverfront Park was \$56 for which Kerry Weiner Elkind will do an in kind donation in lieu of reimbursement.

It was also suggested that event attendees should be encouraged to provide their own individual plates, utensils and glasses. This will save money and cut down on garbage, as well as being better for the environment.

Public Policy and Program Expenses

Ty Benoit, Public Policy Director, asked for venue suggestions for public policy events. Board members suggested the Healdsburg Community Center, the Healdsburg Library,

the Raven Theater, Healdsburg High School Library and Healdsburg Junior High School Classrooms. Several of the venues are free for insured nonprofit organizations after a state form is filed for each event.

Public Policy and Program Expenses may overlap but will remain separate for budgeting purposes. It was decided that the note (net of sponsorships) will be removed from the Public Policy Expense but will remain on the Program Expense.

Budget Summary

Revenue is \$4500 from dues, Expenses are 5,447. Laura Tredinnick, President, noted that the Net Difference was -\$947 but this deficit could be covered for this year.

The budget was passed unanimously after a motion from Janice Sexton, seconded by Kate Van Ness.

3. Beginning of Year Website Updates

a. Procedure Updates

Kim Alexander, Communications Director, read and distributed a document to the board outlining Important Reminders about the AAUW Website and Website Do's and Don'ts.

Kim Alexander also suggested including a procedure in the Members Only area of the website outlining procedures developed by current and past board members. Several board members commented that this would be a better option for Google Workspace as the general website population does not need this information. A template could be developed to assist future board members to better understand their board position. It was decided that this will be a future agenda item.

4. Standing Date and Time for Board Meeting

It was decided that Board Meetings will be held on the Second Monday of each month at 1 o'clock pm. Meeting will last approximately 1 and a half hours. President Laura Tredinnick will select the location and advise the board of the meeting place as soon as it is finalized.

The meeting was adjourned at 2:10pm by President Laura Tredinnick.

Respectfully submitted,

Donna Campoverde
Secretary