

**Healdsburg AAUW
Branch Business Meeting
September 9, 2024
Minutes**

Location: Healdsburg Community Center

Board Members Attending: Quorum = 8 (majority based on 14 officers)

Nancy Jane Andrews, President
Celeste Plaister, Vice President
Pam Jones, Secretary
Kim Alexander, Communications Director
Dena Cochran, Fundraising Co-Director
Kerry Weiner Elkind, Scholarship Director
Janice Sexton, Membership Co-Director
Donna Campoverde, Membership Co-Director
Cathy Mock, Mission-based Programs Director
Linda Clark, Social Activities Director
Patty McHugh, STEM Director
Laura Tredinnick, Past President

Absent:

Julie Hanamura, Treasurer
Renee Simi, Fundraising Co-Director

1. Call to Order: President Nancy Jane Andrews called the meeting to order at 1:15pm.

2. Minutes: Dena Cochran moved adoption of the Aug. 12, 2024 Branch Retreat minutes. The vote to approve was unanimous.

3. Secretary's Report: Pam Jones **Minutes Approval Process per referencing Robert's Rules Newly Revised and Branch By-laws:** Official approval of Branch (and Fund) minutes occurs at the meeting following to the current one. In lieu of reading the minutes at the next meeting, all Board members will receive copies of the draft minutes by email (also in the Branch Google Drive). For efficiency, proposed amendments/edits or draft approvals should be made to the Secretary ahead of the subsequent meeting but can also be made at the next meeting. Board Members absent from the meeting can still offer corrections to the minutes and vote on the approval of the minutes. Once approved at the subsequent meeting, the Branch and the Fund minutes are considered final and will be posted on the Branch's website.

Quorum/Voting clarification: A Quorum is considered a majority of the voting Board. The Branch by-laws allow for co-chairs to be members of the Board, each one entitled to vote. With 14 Board members, including co-chairs, a quorum is 8 (i.e. a majority).

3. Treasurer/Financial Report: President Nancy Jane Andrews and VP Celeste Plaister will serve as a finance oversight committee. Treasurer Julie Hanamura will retain financial signatory role on Fund and Branch accounts, as will Past President Laura Tredinnick.

OFFICER/COMMITTEE REPORTS

4. Communications: Kim Alexander

a. Deceased member/former member notification.

-- Notify Holly Schatz, Corresponding Secretary, for a card to family with a copy to Kim Alexander

-- Ask for permission from the family if deemed appropriate

-- Publish an annual, cumulative list of members and former members who have passed away

b. Kim looking for ways to incorporate TTAG on our website main page. She will meet with Website Committee to suggest changes to page.

5. Membership: Janice Sexton

There are 187 members, including one new member.

6. Mission-based Programs: Cathy Mock

a. Reading Rocks needs a new chairman for Healdsburg Elementary School. The program will continue at Mattie Washburn School and at Westside School.

b. Branch members are supporting career and skills development programs at Healdsburg High School (Future Prep program and October mock job interviews)

7. Fundraising: Dena Cochran

a. Events/project: There is interest in a branch project that builds relationships within the community and within the membership but that may not necessarily be an effective fundraising project. Referred to the Social Activities Committee for discussion.

8. Social Activities: Linda Clark

Fall social events are in full swing. Linda has recruited a co-chair who will assume Chairman duties after her term. She recommends this for other Board Committee positions. The Social Activities Committee will consider options for a fundraising event and sponsor and will work with the Fundraising Committee to further explore.

9. Science, Technology, Engineering, Math (STEM) Programs: Patty McHugh

a. Update on Tech Trek presentations, selection process, school partnerships, timeline and budget

b. Tech Trek Alumni Group (TTAG) leads met with the Communications Committee to

explore more opportunities to communicate TT and TTAG experiences and interests via the Branch website and Instagram. Kim Alexander and Laura Tredinnick will work with a TTAG member on implementing this.

c. Interest expressed that the participants in TT and TTAG would most benefit from tech-related activities rather than fundraising

10. President's Report: Nancy Jane Andrews

11. Adjourn

The Branch meeting was adjourned at 2:55PM. Next Board meeting is October 14, 2024 at the Community Center.

Respectfully submitted,
Pam Jones
Secretary