

MINUTES OF: AAUW NC BOARD MEETING

Date: Friday, August 9, 2019 10:00 a.m.

Location: The Community Foundation of Greater Greensboro
330 South Greene Street, Greensboro, NC 27401

Members Present: Jane Terwillegar, Kathy Pearre, Judy Balsaneck, Wendy Haner, Cherrie Wheaton, Nancy Shoemaker, Laura Garmendia, Virginia Adamson, Elaine Morehead, Denny McGuire, and Margaret Curtis

Guest: Pat Ashe, Asheville President

PROGRESS AND DECISIONS	
(What key decisions were made during the meeting?)	
SUBJECT	DISCUSSION/DECISIONS
Welcome/Introductions	President, Jane Terwillegar, called the session to order at 10:05 a.m. Individuals around the table introduced themselves and shared one incident that happened on their way to the meeting. New cover sheets were distributed for member’s Board books, as well as updated handouts for the current meeting. New members were given a Board book.
Minutes	The President asked for review and approval of the minutes from the previous board meeting, March 22, 2019. After corrections in names and email addresses were identified, Cherrie Wheaton moved to accept the minutes with corrections. Virginia Adamson seconded the motion.
ERA Billboard Project	<p>Jane shared slides on the ERA Billboard Project and noted billboards would be located in Greensboro, Wilmington, Raleigh, and Charlotte. Jane circulated the following email in reference to this project.</p> <p><i>J. Denny McGuire, Co-Chair, Public Policy offered a proposal from the ERA -NC Alliance on July 10, 2019. The request was to join in a campaign to raise awareness of the need to pass the Equal Rights Amendment in North Carolina. The proposed project is to rent 4 billboards – one each in Charlotte, Raleigh, Greensboro and Wilmington, in high traffic locations, for one month, around the date of Sept. 17th, Constitution Day. The cost of the project to be equally shared by three NC organizations: NC NOW, AAUW NC and the ERA-NC Alliance.</i></p> <p><i>Board members discussed this proposal in two separate conference calls, 4 PM on Friday, July 12 and 7:30 Pm, Sunday, July 14 and the President called for a vote from Board members by 10 AM on Monday, July 15th.</i></p> <p><i>Ten votes were received, all affirmative. The expense for the ERA Billboard project was approved by electronic vote on Monday, July 15, 2020. The final cost for the AAUW NC share in this project was \$1975.00.</i></p>

<p>Treasurer’s Report</p>	<p>Wendy Haner reviewed the treasurer’s report pointing out highlights which included: downward trend in dues, increase in conference income, and expenses that were less than expected. For reference, the <i>AAUW NC Approved Budget for FY 2019 (July 2018)</i> was included in the Board book. It was noted that the \$1,975.00 for billboard project would come out of this year’s Advocacy budget.</p>
<p>AAUW Analysis from Kim Churches, CEO AAUW</p>	<p>To provide an overview of the organization at the national level, Jane presented the following slides from AAUW CEO, Kim Churches: <i>2015-2019 Branch Membership Decline, AAUW Members and Donors, External Assessment of AAUW Membership Model, “What is the primary benefit of membership?” and What can you Do?</i> Jane asked Board members to review the national data as it correlates state membership statistics.</p>
<p>Strategic Plan</p>	<p>Jane reviewed the AAUW 2017-2019 Management Plan and highlights of our 2019-2020 AAUW NC Strategic Management Plan. Major priorities for NC are: membership, pay equity, advocacy, STEM education, integrated communications, and Centennial 2020. Jane directed Board members to the AAUW website for additional insights and helpful tool kits. Jane also highlighted upcoming events such as the 2020 Centennial event in Raleigh on Sept 7th and the August 22 press conference, launching the ERA Billboards and bringing attention to the need to pass the Equal Rights Amendment in North Carolina.</p> <p>Jane discussed the handout, <i>Review of AAUW North Carolina Activities 2017-2019</i>. Regional meetings with branch officers, a new branch approved at Western Carolina University (WCU), and a new student affiliate at UNC Greensboro were among the emphasized activities.</p>
<p>Salary Negotiation</p>	<p>Kathy Pearre presented the proposal, <i>AAUW NC Salary Negotiation 2019-2020</i>. <i>Work Smart</i> as on-line participation followed by face-to-face training was discussed. The following motion was moved by Kathy, seconded by Virginia and unanimously supported:</p> <p>AAUW NC will adopt a revised salary negotiation program for 2019-2020 including:</p> <ol style="list-style-type: none"> 1) emphasizing completion of the online <i>Work Smart</i> program, 2) initiating informal meetings or “meet-ups” to guide attendees through practice, exercises and to facilitate discussion, 3) creating a state task force to support the program, and 4) continue supporting <i>Smart Start</i> workshop with state funds being requested through the Mini-Grant application.
<p>Advocacy& ERA Alliance Activities</p>	<p>Co-Chair Denny McGuire provided the Public Policy Report. Progress was noted for: Equal Rights, Economic Self Sufficiency, Education, and Health Care. Denny indicated that she is retiring from this position but is willing to continue on a part-time basis.</p>

<p>2020 Centennial Activities Bus trip to NY Executive Mansion 8/26/2020 event</p>	<p>Virginia Adamson. 2020 Centennial Chair, reported on a proposed bus trip to Seneca Falls, NY, May 1-3 2020. A motion to approve a \$500 deposit required to reserve the trip was approved by the board. She also made note of the upcoming NC event on the Capitol grounds in Raleigh and made the motion for AAUW NC to sponsor a booth at that Sept. 7, 2019 event. The motion was approved.</p>
<p>Integrated Communications Plan</p>	<p>Reserving the Executive Manion in Raleigh for an August 26, 2020 event was approved at the March 2019 Board meeting. However, this year, there may be a need to provide deposits, purchase supplies or provide for other expenses as AAUW NC collaborates or supports various 2020 events. It was suggested there needed to be a line item for 2020 Centennial Expenses in this year’s budget.</p> <p>Materials from the Communications team (Nancy, Laura, Kathy, Cherrie, and Jane) were discussed. It was emphasized that communications is everyone’s job. <i>CONNECT</i> issues for branch news will have 2-3 issues annually with a schedule provided for branch officers to submit news articles. The goal for issues of <i>CONNECT</i> for AAUW NC state news will be monthly issues. Laura Garmendia is Editor for our online newsletters and there is a new email address to submit content for both the website and the newsletter: editor@aauwnc.org</p>
<p>Annual Conference</p>	<p>Backing up the new website has been a problem with Dream Host, so Nancy Shoemaker is looking into upgrading that service plan. She is also working with our contractor to revise various areas of the website that are not functioning as well as expected. There may be some additional programming costs involved. Nancy made a motion to revise the proposed budget, placing \$1,500 into the Communications budget for Website improvements, \$400 for Ads & conferences and \$300 for Tech Triad annual maintenance. The motion was approved by the Board.</p> <p>Following lunch, Pat Ashe, Asheville President, presented a proposal for holding the Annual Conference & Meeting in Asheville next March. Detailed hotel comparisons, schedules, costs, and rationale for having the meeting in Asheville were discussed. After considerable dialogue, Nancy Shoemaker made a motion and Virginia Adamson seconded to have our next Conference in 2021 and have a simpler Annual Meeting in 2020. This motion was defeated. Then a motion to hold the 2020 conference in Asheville on March 27 and 28, 2020 was approved.</p>
<p>Other Business</p>	<p>As the meeting was running over the allotted time, some board members needed to begin leaving. Remaining members agreed to have the November 2020 board meeting via conference call and to plan the January 2020 meeting in a central NC location. President Terwillegar will make arrangements for the next two board meetings.</p>
<p>Materials Circulated</p>	<p>Fliers from the League of Women Voters and a reference on NC Historic Sites were among the materials circulated at the meeting.</p> <p>The meeting was adjourned at 3:15 PM.</p>
<p>ADDENDUM to meeting August 9, 2019</p>	

Budget Approval for FYB'2020

As final approval of the FY'20 budget was not completed before a few members needed to leave the meeting August 9, President Terwillegar convened a follow-up conference call for AAUW NC Board Members on Friday, August 23 at 4:30 PM to complete the board's budget discussion.

Members participating in the Conference Call on August 23, 2019:
Jane Terwillegar, Wendy Haner, Nancy Shoemaker, Laura Garmendia, Virginia Adamson, Christi Whitworth, and Kathy Pearre.

Changes already approved in the Treasurer's Proposed Budget for 2019-2020 during the August 9 AAUW NC Board meeting were:

1. The Communications and Website line item was revised. It was approved to create a line item for Website Improvement to provide additional funds for upgrading Dream Host backup service and any programming costs related to making the website function better. Total \$1,500
2. The line item for Ads & Conferences remains at \$400.
3. The line item for Tech Triad annual maintenance remains \$300.

It was also noted during the meeting on August 9, that the 2019-2020 budget needs to include a line item for AAUW NC activities related to the NC Women Vote Centennial. Virginia Adamson, Chair, recommended the Board add \$4000 to the budget so that event deposits, sponsorship requests, supplies or incidental costs related to 2020 will have sufficient funds available in the FY'2020 budget.

During our conference call discussion, Nancy Shoemaker noted that using Reserve funds is not "income" and moved that the proposed budget be revised to indicate that this year, the Board has agreed to have an unbalanced budget, by allocating additional funds for 2020 Centennial activities.

Nancy's motion to make this change was approved by all members participating in the conference call. A line item for 2020 Centennial Activities of \$4000 was also approved by all members on the phone call. The budget for FY'2020 was approved on August 23, 2019 and the Treasurer will send acopy of the Fy'2020 budget, as approved, to all AAUW NC board members.

Branch Advocate Resignation

President Terwillegar also announced the resignation of Judy Balsanek as Branch Advocate. Currently appointing someone to fill that position is action that needs to be taken by members of the AAUW NC Executive Committee.

The follow-up Conference Call for the August Board meeting was adjourned at 5:35 PM, August 23rd.

Submitted by Margaret W. Curtis, Secretary, AAUW North Carolina

ASSIGNMENTS		
WHO	WHAT	WHEN
NEXT MEETING		