



**American Association of University Women North Carolina (AAUW NC)  
Board Meeting - November 17, 2021  
Minutes**

Meeting Date: November 17, 2021

Meeting Time: 7pm

Meeting Location: *ZOOM*

Board Members Present: Janet Bungler, Pat Ashe, Jane Terwillegar, Beverly Larson, Christi Whitworth, Kathy Pearre, Adrienne Stuckey, Wendy Haner, Mary Ann Bents, Tiffany Jacobs, Nicole Sherrill-Jamison

Board Member Excused: Melodía Gutiérrez

Guests Present: Paula Munger

<b>Subject</b>	<b>Discussion/Progress/Decisions</b>
Welcome/Introduction <i>Pat Ashe, President</i>	<p>Pat Ashe called the meeting to order at 7:02pm She opened with an introduction for Paula Munger and welcome for all.</p> <p>The Agenda is provided in APPENDIX A.</p> <p>Paula Munger provided her professional and AAUW background. She was a previous President of AAUW Colorado and has held many branch offices. She has interest in Branch-to-Branch and State-to Branch communication. She is new to North Carolina and is visiting our Board Meeting to learn more about AAUW NC processes, and especially the Branch Advocate role for.</p>
Approval of the previous meeting's minutes <i>Adrienne Stuckey, Secretary</i>	<p>Minutes from the previous meeting were provided by email prior to the meeting and via <i>ZOOM</i> chat link during the meeting.</p> <p>Adrienne Stuckey asked for review and approval of the</p>

	<p>meeting minutes from October 20, 2021. Discussion resulted in no content corrections, so the minutes were accepted as presented.</p>
<p>Treasurer’s Report <i>Wendy Haner, Treasurer</i></p>	<p>Wendy Haner presented the treasurer’s report, which is provided in APPENDIX B.</p> <p>Wendy Haner revisited the October discussion about opening an interest-bearing account for some portion of our savings account. She proposes transferring \$10,000 of our checking account to the existing CD (see APPENDIX B).</p> <p>Discussion: Jane Terwillegar asked if there would be a penalty if we withdraw money</p> <p>Beverly Larson withdrew her original motion (see October 20 minutes).</p> <p>Janet Bunger moved to accept Wendy’s proposal, and Jane Terwillegar seconded. The motion was carried unanimously.</p>
<p>Beverly Larson <i>Public Policy</i></p>	<p>Public Policy</p> <p>Beverly Larson reported Federal and NC legislative progress on policy matters in the AAUW NC priorities, which she has also sent to Branch Policy Chairs in two emails in the past month. These included Federal protection for Native American Women and State Legislative progress on Leandro, School Board Meetings being disrupted, and reproductive rights. Branch members are encouraged to contact their Branch Policy Chairs for ongoing, updated policy reports.</p> <p>Beverly is planning to hold another <i>ZOOM</i> check-in and update for Branch Policy Chairs in January.</p>
<p>STEM Update <i>Christy Whitworth, STEM Chair</i></p>	<p>Christi Whitworth met with Branch STEM Chairs since the last Board meeting. She was pleased with STEM Chairs’ reports on progress in local collaboration with Science Olympiad activities across the state.</p> <p>She expects to hold another meeting with STEM Chairs soon.</p>

	<p>There will be a State Science and Technology Fair. Christi will be encouraging STEM Chairs to encourage participation in the eight regional fairs, leading to the state, national, and international Fairs.</p> <p>Christi reports that the AAUW National STEM Chair has begun her work and has made initial contact with State STEM Chairs.</p>
<p>Executive Committee Report <i>Pat Ashe</i></p>	<p>Approval of the Nominating Committee Policy Statement (statement provided in APPENDIX C).</p> <p>Pat Ashe explained that the Branch Presidents are able to serve as the (State) President’s Council, which is charged in the state bylaws with creating a nominating committee procedure.</p> <p>She recommends placing the proposed Policy Statement in be placed into the existing Procedures Manual and Policy Statement at this time (with Board Approval) and then voted on at the 2022 Annual Meeting to be added to the State Bylaws.</p> <p>Mary Ann Bents asked if the Application mentioned in the proposed Policy Statement already exists. Pat Ashe stated that a draft exists but will need to be finalized if the Board approves the pro</p> <p>Kathy Pearre moved to accept the proposed Policy Statement as presented, and Janet Bunger seconded. The motion was carried unanimously.</p> <p>Pat will follow up to get the approved statement onto the website with the rest of the policies.</p> <p>Mary Ann Bents and Nicole Sherrill-Jamison are working on updates to the Procedures Manual.</p>
<p>Branch Advocate &amp; Nominating Committee Reports <i>Janet Bunger</i></p>	<p>Janet Bunger reported on progress for nominations for the upcoming State elections in Spring 2022. They are underway.</p>
<p>Communications Committee <i>Kathy Pearre</i></p>	<p>Kathy Pearre shared AAUW NC ZOOM account usage by Branches. Usage totaled 24 weeks of 40 hour work weeks of usage from the past year. This serves as further</p>

evidence that the AAUW NC *ZOOM* account has proven to be a good investment and of good service to the Branches:

Month	Meetings	Participants	Minutes	(Hours)
April 2021	16	187	13,976	232.93
May	13	138	10,398	173.3
June	4	21	1,709	28.48
July	10	51	3,416	56.93
August	12	67	3,692	61.53
September	13	94	7,046	117.43
October	17	185	13,406	223.43
November *	8	75	4,861	81.01
* Partial Month				
<b>TOTALS</b>	<b>93</b>	<b>818</b>	<b>58,504</b>	<b>975.06</b>
				24 weeks of 40 hours

Kathy recommends beginning conversations about identifying additional authorized *ZOOM* Hosts for the account.  
She also recommends polling Branches to see where there are officers who would benefit from additional *ZOOM* usage training.

*CONNECT* Newsletter  
Mary Ann Bents, Editor

Mary Ann Bents reported contact she has made with AAUW National to update the theme for the Branch websites with the new logo colors.

*CONNECT* data were reported. The “breaking news” edition in November resulted in the highest “opened” rate we have seen so far.

Mary Ann reports she implemented many of the formatting edit recommendations from last month’s Board meetings in the November *CONNECT* issues.

Janet Bunger and Pat Ashe stated they have received Branch feedback that the increased, scheduled *CONNECT* contact is well-received and appreciated.

Annual Meeting Discussion  
Pat Ashe

The Annual Meeting will be held Saturday, March 26, AM.  
Exact time TBA.

We will hold the meeting event(s) via *ZOOM*.

	<p>Potential ideas:</p> <ul style="list-style-type: none"> <li>● We would like to try to have the new National CEO speak.</li> <li>● Possibly separate the Annual Meeting from the speakers, so that the speakers would be a co-hosted State &amp; Branch program event.</li> <li>● Kathy Pearre notes that without a compelling speaker on the day of the Meeting, it will be difficult to recruit members or visitors to attend. Reaching a voting quorum has even been difficult in the in-person versions of the Annual Meeting in previous years.</li> <li>● Invite Branches to a competition for % attendance with a prize.</li> <li>● Highlight Branches working on the 5-Star Program to encourage additional Branches to engage with the program.</li> </ul>
<p>Introduction to Diversity, Equity, and Inclusion (DEI) Priorities &amp; Resources <i>Tiffany Jacobs, DEI Chair</i></p>	<p>Tiffany Jacobs introduced the Board Members to the information provided in the Diversity and Inclusion Toolkit provided on the AAUW NC website.</p> <p>Main Diversity &amp; Inclusion Toolkit: <a href="https://www.aauw.org/resources/member/governance-tools/dei-toolkit/">https://www.aauw.org/resources/member/governance-tools/dei-toolkit/</a></p> <p>Some key elements (linked to their pages):</p> <ul style="list-style-type: none"> <li>● <a href="#">AAUW Commitment Statement</a></li> <li>● The current <a href="#">Strategic Plan</a></li> <li>● <a href="#">Getting Started with Difficult [or Courageous] Conversations</a> <ul style="list-style-type: none"> <li>○ Setting Ground Rules</li> <li>○ Community Agreements</li> <li>○ Managing Conflict</li> </ul> </li> <li>● <a href="#">Key Terms</a></li> <li>● <a href="#">Dimensions of Diversity and Identity</a></li> <li>● <a href="#">Diversity Structure and Planning</a> supports for AAUW National, State, and Branch leadership</li> </ul> <p>Pat Ashe asked all Board Members to complete the following by the New Year (she will email these two items):</p> <ol style="list-style-type: none"> <li>1. Complete a personal self-assessment</li> <li>2. Watch the video, “Key Concepts and Terms”</li> </ol> <p>Pat also requests Board Members attend an additional</p>

	2-Hour meeting for group analysis in January. She will send out an invitation at a time that works for Tiffany Jacobs to facilitate.
Next Meeting	Wednesday, December 15, 7:00pm by <i>ZOOM</i>
Adjournment	The meeting was adjourned at approximately 8:30 pm.
Notetaker	The minutes were prepared and submitted by Adrienne Stuckey, Secretary, AAUW NC.

## APPENDIX A

### Board of Directors Meeting November 17, 2021 AGENDA

AAUW Mission: Advancing gender equity for women and girls through research, education and advocacy

Strategic Goal of AAUW NC: To develop program planning, communication, and advocacy to advance the climate for women's equity in North Carolina

- I. Meeting commencement at 7:00 pm via Zoom (Pat Ashe, President)
  - a. Introduction of guest, Paula Munger
- II. Minutes of the October 20, 2021 board meeting (Adrienne Stuckey, Secretary)
- III. Treasurer's Report (Wendy Haner, Treasurer)
- IV. Committee Chair Reports
  - a. Executive Committee (Pat Ashe)
    - Approval of the Nominating Committee Policy Statement
  - b. Branch Advocate (Janet Bunger)
  - c. Public Policy (Beverly Larson, Chair)
  - d. Programs (Melodia Gutierrez, Chair)
  - e. STEM (Christi Whitworth, Chair)
  - f. Communications (Kathy Pearre, Chair)
  - g. Connect newsletter (Mary Ann Bents, Editor)
- V. Annual meeting discussion
  - a. Date
  - b. Meeting only or additional speakers
- VI. Diversity, Equity and Inclusion introduction (Tiffany Jacobs, Chair)
  - a. Overview of AAUW DEI Toolkit
  - b. AAUW DEI Webinars
    - Unconscious Bias: Recognizing Your Biases and How to Interrupt Them (on YouTube from September 23rd. [aauw.org](http://aauw.org) to search function and type "webinars" where you can find the presentation
    - Next DEI webinar in early December
- VII. Other Business
- VIII. Adjournment — Next meeting December 15th at 7:00 pm via Zoom

Note: The December reports should focus on status of goals attainment

**APPENDIX B  
Treasurer's Report**

<b>July 1, - November 1, 2021 Transaction History</b>				
<b>Date</b>	<b>Income</b>			
7/7/2021	Gaston	\$ 132.00	12 members	
7/16/2021	MPP Dues	\$ 1,694.00	154 members	
8/5/2021	MPP Dues	\$ 671.00	61 members	
9/9/2021	Jacksonville	\$ 11.00	1 member	
9/15/2021	MPP Dues	\$ 418.00	38 members	
10/15/2021	MPP Dues	\$ 330.00	30 members	
	<b>Donations</b>			
7/27/2021	Donation from B. Ann Vance Greensboro branch	\$ 11.00	1 member	
	<b>Total Income</b>	<b>\$ 3,267.00</b>		
	<b>Expenses</b>			
7/6/2021	Dream Host	\$ 15.99	Communication expense (renewed website name)	
7/29/2021	Keyla Ferretiz	\$ 75.00	Communication expense Web designer	
7/31/2021	Google Workspace July 13-31	\$ 11.03	Communication expense (storage)	
8/5/2021	Dream Host	\$ 15.99	Communication expense (renewed website name)	
9/9/2021	Google Workspace August 1-30	\$ 18.00	Communication expense (storage)	
9/26/2021	Dream Host	\$ 15.99	Communication expense (renewed website name)	
9/27/2021	Dream Host	\$ 155.88	Communication expense (yearly renewal fee)	
10/1/2021	Keyal Ferretiz	\$ 75.00	Communication expense Web designer	
10/1/2021	Google Workspace Sept 1-30	\$ 18.00	Communication expense (storage)	
	<b>Total Expense</b>	<b>\$ 400.88</b>		



	<b>As of 11/1/21</b>			
	<b>Checking Account Balance</b>	<b>\$ 27,504.93</b>		
	<b>Savings Account Balance</b>	<b>\$10,353.69</b>	0.03% interest	
	<b>Grand Total</b>	<b>\$ 37,858.62</b>		
<b>Membership from April 1 to November 1, 2021</b>				
<b>Date</b>	<b>Location</b>	<b>Amount</b>	<b>Members</b>	
4/15/2021	MPP	\$ 198.00	11 members	
5/17/2021	MPP	\$ 374.00	34 members	
6/4/2021	Brevard	\$ 11.00	1 member	
6/14/2021	Jacksonville	\$ 88.00	8 members	
6/17/2021	MPP	\$ 2,255.00	205 members	
6/28/2021	Salisbury (4) and Jacksonville (1)	\$ 66.00	6 members	
7/7/2021	Gaston	\$ 132.00	12 members	
7/16/2021	MPP	\$ 1,694.00	154 members	
8/18/2021	MPP	\$ 671.00	61 members	
9/9/2021	Jacksonville	\$ 11.00	1 member	
9/15/2021	MPP	\$ 418.00	38 members	
10/15/2021	MPP	\$ 330.00	30 members	650 projected members for 2021-2022
	<b>Total</b>	<b>\$ 6,248.00</b>	<b>561 members</b>	need 89 more members to meet our goal

**Discussion points from Wendy Haner, Treasurer, about savings account:**

A request was made [at the October 20, 2021 Board Meeting]\* to determine if it would be feasible to have a savings account for AAUWNC for money to be earned.

Wells Fargo is where we do our banking (checking) and the interest rate on a savings account pays 0.01% with a minimum opening deposit of \$25.00.

We have a CD at First Horizon and I checked their interest amount on their savings account and it is the same at both banks.

Our CD interest rate at First Horizon is .03% so I would like to suggest that we would deposit dollars from our checking account and put it into the current CD account that we have. With a checking account balance of \$27,504.93 I would like to propose that we deposit \$10,000 into the CD account. This would leave at the present time \$17,504.93 in our checking account. This in turn would grow our CD from the present amount of \$10,353.69 to \$20,353.69.

Submitted by Wendy Haner, Treasurer AAUWNC

October 31, 2021

\*previous Board Meeting date added by Adrienne Stuckey, Secretary

## APPENDIX C

# **DRAFT November 4, 2021** **AAUW NC Nominating Committee**

## **POLICY**

### **Nominating Committee**

1. The nominating committee seeks candidates for state office, considers and vets candidates, and presents a single slate for election by members.
2. The chair and members of the nominating committee are appointed by the President and approved by the Board.
3. The Nominating Committee publishes the names of the candidates at least 30 days prior to the election.

## **PROCEDURE**

### **Nominating Committee**

1. Recommendations for nominations from branches and members are submitted in writing to the chair of the nominating committee at least three months before the annual state meeting.
2. The nominating committee provides a required application for all candidates to complete.
3. The committee has a maximum of five members.
4. Candidates may be nominated by an AAUW NC member or may self-nominate.
5. The board receives the nominating committee report prior to publication.
6. The nominating committee advises all candidates of the outcome of their application.