



American Association of University Women North Carolina (AAUW NC)
 Board Meeting - December 15, 2021
 Minutes

Meeting Date: December 15, 2021
 Meeting Time: 7:00 pm
 Meeting Location: *ZOOM*

Board Members Present: Kathy Pearre, Adrienne Stuckey, Janet Bunger, Wendy Haner, Pat Ashe, Mary Ann Bents, Beverly Larson, Paula Munger, Tiffany Jacobs, Jane Terwillegar, Melodía Gutiérrez

Board Members Excused: Nicole Sherrill-Jamison

Guests Present: none

Subject	Discussion/Progress/Decisions
Welcome/Introduction <i>Pat Ashe, President</i>	Pat Ashe called the meeting to order at 7:01pm. The agenda is provided in Appendix A.
Approval of the previous meeting's minutes <i>Adrienne Stuckey, Secretary</i>	A link to the minutes from the previous meeting were provided by email and in the chat for the Zoom call. Adrienne Stuckey asked for review and approval of the meeting minutes from 11/17/2021. Discussion resulted in no corrections, and the minutes were accepted as reported.
Treasurer's Report <i>Wendy Haner, Treasurer</i>	Wendy Haner presented the treasurer's report, which is provided in Appendix B.
Executive Committee Report <i>Pat Ashe, President</i>	Paula Munger was introduced in November (see November minutes) and was welcomed tonight as a new board member to support the Branch Advocate. To do this, Paula will serve as the Membership Chair, which is an appointed position at the discretion of the President.

	<p><i>Annual Meeting</i> Pat Ashe has submitted a request to Gloria Blackwell as a potential speaker for Friday or Saturday and is awaiting a response.</p> <p><i>AAUW Greatest Needs Fund</i> Pat Ashe recommends implementing a matching program for branches who donate to the fund prior to the end of this year. NC AAUW would match up to \$500. Jane Terwillegar made a motion to this effect. Kathy Pearre seconded. There was no additional discussion, and the vote in favor was unanimous.</p>
<p>Branch Advocacy <i>Janet Bunger, Branch Advocate</i></p>	<p>Janet Bunger has recruited five members of the nominating committee, who will meet to develop the ballot for elections to be held at the Spring NC AAUW Business Meeting.</p> <p>Nominees for state treasurer are still needed.</p>
<p>Public Policy <i>Beverly Larson, Public Policy Chair</i></p>	<p>The Big Three priorities for NC AAUW this year are: ERA, Title IX/Education, and Pay Equity. Beverly Larson provided updates on activities for each area in the past month. On January 13, Katie Pincura and her student from WCU Branch will meet by <i>ZOOM</i> with Beverly to investigate the role salary history in hiring for women to build a fact sheet that can be shared with public policy chairs.</p> <p><i>Progress on Goals:</i> Goal 1 for NC AAUW Public Policy is for 60% of branches to have a public policy representative. There are 17 currently, but some of them are also president. Beverly noted that branch websites should be updated to designate the public policy chairs, even if the person in that role is serving in more than one role.</p> <p>Goal 2 is to hold a public policy lobby day. Beverly is working to determine if this needs to be held in person or <i>ZOOM</i> and if the priority should be for state engagement.</p>
<p>Programs <i>Melodía Gutiérrez, Program Chair</i></p>	<p>Melodía Gutiérrez provided a written update. She has set a goal to “offer four virtual statewide programs throughout the year in order to cultivate interconnectivity between members and supporters, recruit new members and supporters, expand leadership and most importantly</p>

	<p>develop a continued understanding of issues that affect the equity of women and girls.” To select the four topics, she is sending out a statewide program survey via Google forms at: https://docs.google.com/forms/d/1v9L5tb0ViQhw0nbI2g2QPRZZYCzCO0Mh7SEx_vSqUzI/viewform?edit_requested=true</p>
<p>STEM <i>Christi Whitworth, STEM Chair</i></p>	<p>Christi Whitworth is working on a webinar for branches for January.</p>
<p>Communications <i>Kathy Pearre, Communications Chair</i></p>	<p>There is still a need for a Webmaster. There is still a need for a social media team leader to promote weekly posts.</p> <p>Mary Ann Bents has updated the branch logos (for <i>ZOOM</i> backgrounds only) to align with the new AAUW National branding. Additional rebranding tools are not available yet from the national web support group for the branch websites hosted by AAUW national, so these websites can’t be updated yet.</p>
<p><i>Connect</i> Newsletter <i>Mary Ann Bents, Editor</i></p>	<p>Mary Ann Bents provided an update on <i>Connect</i> newsletter recent statistics (see Appendix C).</p> <p>She is targeting December 27 for all materials to be submitted for the January issue. We are encouraging more submissions from more branches, even if they are just short celebrations or achievements.</p>
<p>Diversity, Equity & Inclusion (DEI) <i>Tiffany Jacobs, DEI Chair</i></p>	<p>A reminder was given for the Greensboro-hosted DEI <i>ZOOM</i> event: Saturday January 8, 2022, at 11:00 a.m. Greensboro Branch Diversity, Equity, and Inclusion Committee presents the AAUW NC statewide program. <i>The Illusion of Inclusion</i>, Speaker: Mrs. Betsy Harrington, A Retired DEI Facilitator and Trainer of the National Conference for Community and Justice (NCCJ)</p> <p>On January 22 from 10am-12pm, the Board will meet by <i>ZOOM</i> to review each member’s personal progress on working through items in the AAUW DEI Toolkit.</p>
<p>Policy Statement’s Procedure Manual <i>Mary Ann Bents & Nicole Sherrill-Jamison</i></p>	<p>Mary Ann Bents shared an update on progress and planning for revisions for the “Guidelines and Procedures Manual.” The update and plan are provided in Appendix D.</p>

Other	On Thursday, January 27, Pat Ashe, Janet Bunger, and Paula Munger will meet with the branch presidents via <i>ZOOM</i> .
Next Meeting	DEI Check-In: January 22, 10am-12pm by <i>ZOOM</i> .
Adjournment	The meeting was adjourned at 8:08pm.
Notetaker	The minutes were prepared and submitted by Adrienne Stuckey, Secretary, AAUW NC.

APPENDIX A

Agenda



Board of Directors Meeting

December 15, 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)
- II. Minutes of the November 17, 2021 board meeting (Adrienne Stuckey, Secretary)
- III. Treasurer's Report (Wendy Haner, Treasurer)
- IV. Committee Chair Reports
 - a. Executive Committee (Pat Ashe)
 1. Appointment of Branch Advocate Co-Chair position, Paula Munger
 2. Update on Annual Meeting
 3. Contribution to AAUW Greatest Needs Fund
 - 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)
 - h. DEI (Tiffany Jacobs, Chair)
- V. Update on Policy Statement's Procedure Manual (Mary Ann and Nicole Sherrill-Jamison)
- VI. Zoom meeting with all branch Presidents on January 27th with Pat and Branch Advocate Co-Chairs Janet Bunger and Paula Munger— board items for this agenda?

VII. Other Business

VIII. Adjournment — Next meeting January 19, 2022 at 7:00 pm via Zoom

APPENDIX B
Treasurer's Report

July 1, - November 30, 2021 Transaction History				
Date	Income			
7/7/2021	Gaston	\$ 132,00	12 members	
#####	MPP Dues	\$ 1,694,00	154 members	
8/5/2021	MPP Dues	\$ 671,00	61 members	
9/9/2021	Jacksonville	\$ 11,00	1 member	
#####	MPP Dues	\$ 418,00	38 members	
#####	MPP Dues	\$ 330,00	30 members	
#####	Brevard	\$ 11,00	1 member	
#####	MPP Dues	\$ 198,00	18 members	
Donations				
#####	Donation from B. Ann Vance Greensboro branch	\$ 11,00	1 member	
Total Income		\$ 3,476,00		
Expenses				
7/6/2021	Dream Host	\$ 15,99	Communication expense (renewed website name)	
#####	Keyla Ferretiz	\$ 75,00	Communication expense Web designer	
#####	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)	
#####	Dream Host	\$ 15,99	Communication expense (renewed website name)	
#####	Dream Host	\$ 155,88	Communication expense (yearly renewal fee)	
#####	Keyal Ferretiz	\$ 75,00	Communication expense Web designer	
#####	Google Workspace Sept 1-30	\$ 18,00	Communication expense (storage)	
#####	Google Workspace Oct 1-31	\$ 18,00	Communication expense (storage)	
#####	First Horizons for new CD	\$ 10,000,00	Savings	
#####	Google Workspace Nov 1-30	\$ 18,00	Communication expense (storage)	
#####	Dream Host	\$ 27,11	Communication expense (renewed website name)	
#####	Quicken	\$ 38,51	Office Expense	
Total Expense		\$ 10,502,50		
As of 12/1/21				
Checking Account Balance		\$ 17,612,31		
CD Account Balance		\$10,353,69	0.03% interest	Date originated 2/2018
CD Account Balance		\$ 10,000,00	0.01% interest	Date originated 11/2020
Grand Total		\$ 37,966,00		

Membership from April 1 to November 30, 2021				
Date	Location	Amount	Members	
#####	MPP	\$ 198,00	11 members	
#####	MPP	\$ 374,00	34 members	
6/4/2021	Brevard	\$ 11,00	1 member	
#####	Jacksonville	\$ 88,00	8 members	
#####	MPP	\$ 2,255,00	205 members	
#####	Salisbury (4) and Jacksonville (1)	\$ 66,00	6 members	
7/7/2021	Gaston	\$ 132,00	12 members	
#####	MPP	\$ 1,694,00	154 members	
#####	MPP	\$ 671,00	61 members	
9/9/2021	Jacksonville	\$ 11,00	1 member	
#####	MPP	\$ 418,00	38 members	
#####	MPP	\$ 330,00	30 members	
#####	Brevard	\$ 11,00	1 member	
#####	MPP	\$ 198,00	18 members	65 projected members for 2021-2022
Total		\$ 6,457,00	580 members	need 70 more members to meet our goal

Status Update – Dec 15, 2021

CONNECT and Website AAUW Logo

- CONNECT Newsletter
 - CONNECT AAUWNC Newsletter - December 2021: 37% Open Rate (449 opens)
 - Deadline for January issue article submission: **December 27 (Monday)**
- AAUW Hosted Websites – Logo Update
 - AAUW, Senior Director of Communications, reported
 - Template revision to support new logo more complex than a simple image swap
 - COVID has contributed to several delays since July
 - Waiting until the new data management system is in place to implement this change
 - Current target is early 2022

Status Update – Dec 15, 2021

AAUWNC Guidelines & Procedures

- Core Team Members
 - Pat Ashe
 - Kathy Pearre
 - Jane Terwilligar
 - Nicole Sherrill-Jamison
 - Janet Bunger
 - Paula Munger
 - Mary Ann Bents
- Created high level content outline based on historical documentation compiled when AAUWNC Policy Document was revised
- Drafted Log File for document components to track: Editor/Reviewer, Due Date, Content Manager and Last Approved Review/Update Date
- Some Editor/Reviewer Task Assignments Identified
- Historical documents will be distributed to assigned Core Team members
- Initial Tasks for Core Team Members to begin
 - Planned due dates: end of January & February 2022
- Assignments for Other content Pending after initial Tasks by Core Members completed

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Status Update – Dec 15, 2021

AAUWNC Guidelines & Procedures - Outline

- Key Roles & Responsibilities
 - General Info, Rules/Guidelines & Responsibilities
 - Elected Officers Responsibilities
 - Appointed Committee Chairs and Task Leads
 - Process Checklists & Procedures (as needed)
 - Additional Resources (as needed)
- Meetings
 - General Information, Rules/Guidelines & Responsibilities
 - Process Checklists & Procedures (as needed)
 - Additional Resources (as needed)
- Mission Related Activities
 - General Information

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