



**American Association of University Women North Carolina (AAUW NC)
Board Meeting - August 17, 2022
Minutes**

Meeting Date: August 17, 2022

Meeting Time: 5:30pm

Meeting Location: ZOOM

Board Members Present: Janet Bunger (Branch Advocate), Pat Ashe (President), Paula Munger (Treasurer), Christi Whitworth (STEM Chair), Katie Pincura (Policy Chair), Mary Ann Bents (*Connect* Editor), Dr. Nicole Sherill-Jamison, Kathy Pearre (Communications Chair), Adrienne Stuckey (Secretary)

Board Members Absent: Beverly Larson (Vice President); Tiffany Jacobs (DEI Chair)

Guests Present: none

Subject	Discussion/Progress/Decisions
Meeting Opening <i>Pat Ashe, President</i>	The meeting was called to order at 5:33pm by Pat Ashe. The agenda is posted in APPENDIX A.
Minutes from the Last Meeting <i>Adrienne Stuckey, Secretary</i>	The minutes from the April 20, 2022 and June 25, 2022 meetings were provided to the Board members by email for review prior to the meeting. Changes recommended for April 20, 2022: none Changes recommended for June 25, 2022: none Board members did not recommend any changes, so the minutes were accepted as presented.
Treasurer's Report <i>Paula Munger, Treasurer</i>	The financial report as reported by Paula Munger is posted in APPENDIX C. Mary Ann Bents recommended updating the TechTriad

	<p>payee name with Get You Found, the new company. Mary Ann Bents also reported that the disbursement reports will be sent by AAUW National starting on the 3rd week of the month (this is a change in schedule).</p>
<p>Executive Committee <i>Pat Ashe, President</i></p>	<p>Jane Terwillegar has reported she will be stepping down from the board. We appreciate her seven years of service to the State Board!</p> <p>The nominating committee for next March’s Business Meeting will be appointed for approval by the board as soon as possible. The positions for election are President and Branch Advocate. One committee chair recommendation is Cynthia Raymond (Cape Fear and Tarheel branches), and Pat Ashe will reach out to her to determine if she is willing to be appointed. On August 24, the Executive Committee will meet with the Branch Presidents and Treasurers, so Pat will ask for recommendations for committee members there. Beverly has volunteered to be the Membership Chair for this year.</p>
<p>Public Policy <i>Katie Pincura, Public Policy Chair</i></p>	<p>Policy areas of focus for 2023 will be Education (Leandro case mandated fair funding in NC), Healthcare (Medicaid expansion efforts in NC), and Reproductive Choice (upcoming elections). Dr. Pincura provided several potential activities for each focus area.</p>
<p>STEM <i>Christi Whitworth, STEM Chair</i></p>	<p>Fall STEM activities are being scheduled and will be reported at the next meeting.</p>
<p>Diversity, Excellence, and Inclusion (DEI) <i>Tiffany Jacobs, DEI Chair</i></p>	<p>Pat Ashe reported in Tiffany Jacobs’ place. AAUW National is scheduling DEI trainings that we can sign up for soon.</p>
<p>Communications <i>Kathy Pearre, Communications Chair</i></p>	<p>Kathy Pearre reported that the Communications committee is seeking additional volunteers from across AAUW NC for roles on the committee.</p> <p>Kathy will solicit help from board members to review the AAUW NC website for recommendations, including for using the “lead” section of the website to respond to current events.</p> <p>AAUW NC ZOOM account use by branches has been decreasing across the summer. The Charlotte Branch is the most active Branch using the account.</p>
<p>Connect Newsletter and Guidelines & Procedures Manual</p>	<p style="text-align: center;"><i>Connect Newsletter:</i></p> <p>A special June edition was sent out, and the open rate was 44.2%. In July, there was no issue published. The August</p>

<p><i>Mary Ann Bents, Editor</i></p>	<p>issue open rate was 43.4%. Both are consistent with recent issues. Submission deadline for September will be August 26, and the submission deadline for October will be September 26.</p>
<p>Guidelines and Procedures Manual <i>Mary Ann Bents, Nicole Sherrill-Jamison</i></p>	<p>Mary Ann Bents reviewed a document summarizing updates and organizational structure of the updated Guidelines and Procedures Manual. The summary is posted in APPENDIX D. A huge thank you to Mary Ann Bents for leading this year-long process and to Dr. Nicole Sherill-Jamison for providing extra support.</p>
<p>Other Business <i>Pat Ashe</i></p>	<p style="text-align: center;"><i>AAUW NC Strategic Goals 2022-2023</i></p> <p>Approval of Goals for 2022-2023. Proposed goals are posted in APPENDIX B. Kathy Pearre asked whether the current goal of 706 membership by February 1, 2023 is appropriate. Pat Ashe responded that the goal of maintaining current membership (706) seemed wise in light of COVID impacts. After some discussion, the Board decided to revise the goal <i>1a. Achieve membership levels of 706 by February 1, 2023</i> with a goal for assisting Branches with the transition to Community Hub (see also below under <i>Branch Presidents & Treasurers Meeting</i>). Mary Ann Bents recommended a goal to support branches in keeping their websites updated with all areas of contact information and social media channels. This will require an inventory of current branches. Kathy Pearre asked if any Branches have indicated intent to discontinue; Pat Ashe reported none have done so. Pat Ashe reported that AAUW NC have been awarded 4-Star Rating. Charlotte has also been awarded 4-Star Rating, and Greensboro maintained their 5-Star Rating. Pat has sent AAUW National documentation about the area in which AAUW NC were not awarded a star, but no response has been yet given. All of these achievements will be announced in the next issue of <i>CONNECT</i>. Kathy Pearre recommended that the Board accept the <i>AAUW NC Strategic Plan Goals 2022-2023</i> with the recommended revisions listed above. Adrienne Stuckey seconded, and the verbal vote to approve was unanimous.</p> <p style="text-align: center;"><i>Branch Presidents & Treasurers Meeting</i></p> <p>August 24, the Executive Committee will meet with the Branch Presidents and Treasurers to discuss and problem-solve membership record issues. Mary Ann Bents has</p>

	<p>been attending scheduled tech support office hours supporting the AAUW National Community Hub on behalf of Branches. Community Hub is the membership information portal available to certain state board members. Pat Ashe is working to expand the Board Members who can access Community Hub to help track membership across the state. Janet Bunger recommends providing Branch leaders with identity and purpose information/materials about AAUW to support new member recruitment. We recommend branches send names and emails for new members to the Connect editor, Mary Ann Bents, so that they can be added to the Connect newsletter mailing list. Obtaining new member information from the Community Hub may be a challenge until this service is more stable.</p>
Next Meeting	September 21, 2022, 5:30 pm by <i>ZOOM</i>
Adjournment	The meeting was adjourned at 6:52 pm.
Notetaker	The minutes were prepared and submitted by Adrienne Stuckey Secretary, AAUW NC.

APPENDIX A
Meeting Agenda

AAUW NC Board Meeting

APPENDIX B
AAUW NC 2022-2023 Strategic Plan Goals
August 17, 2022

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 opening (Pat Ashe, President)
- II. Treasurer’s Report (Paula Munger, Treasurer)
- III. Approval of June 25th meeting minutes (Adrienne Stuckey, Secretary)
- IV. Committee Chair Reports
 - a. Executive Committee (Pat Ashe)
 - b. Public Policy (Katie Pincura, Chair)
 - c. STEM (Christi Whitworth, Chair)

APPENDIX C
Treasurer's Report

APPENDIX D
Summary - AAUW NC Guidelines and Procedures

Summary – AAUW NC Guidelines and Procedures

Presented to AAUW NC Board
August 17, 2022

Supported by: Mary Ann Bents & Nicole
Sherrill-Jamison














Thank You to All
Guidelines & Procedures
Contributors



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Initial Release - ZIP File with Guidelines & Procedures Files

ZIP file will be archived to the AAUW Google Docs site for each Publication.

Name
 AAUW NC Conference Planning Guidelines.pdf
 AAUW North Carolina – Guidelines and Procedures - Part 1 - Elected Officials Jul2022.docx
 AAUW North Carolina – Guidelines and Procedures - Part 1 - Elected Officials Jul2022.pdf
 AAUW North Carolina – Guidelines and Procedures - Part 2 - Appointed Chairs and Leads Jul2022.docx
 AAUW North Carolina – Guidelines and Procedures - Part 2 - Appointed Chairs and Leads Jul2022.pdf
 AAUW North Carolina – Guidelines and Procedures - Part 3 - Checklists Procedures and Additional Resources Jul2022.docx
 AAUW North Carolina – Guidelines and Procedures - Part 3 - Checklists Procedures and Additional Resources Jul2022.pdf
 AAUW North Carolina – Guidelines and Procedures - Part 4 - Meetings Jul2022.docx
 AAUW North Carolina – Guidelines and Procedures - Part 4 - Meetings Jul2022.pdf
 AAUW North Carolina – Guidelines and Procedures - Part 5 - Mission Related Activities Jul2022.docx
 AAUW North Carolina – Guidelines and Procedures - Part 5 - Mission Related Activities Jul2022.pdf
 Open Items for 2022-2023 AAUW NC Guidelines and Procedures.docx
 Outline for Guidelines and Procedures for AAUW NC Documents Webpage.docx

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Part 1 – Elected Officials

- President/Administrator
- Vice President
- Treasurer (Finance and Budget)
- Branch Advocate
- Past President
- Executive Committee
- Board of Directors (BoD) and Director of BoD

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Part 2 – Appointed Chairs and Leads

- Communications Chair
- Zoom Meeting Coordinator
- CONNECT Newsletter Editor
- Diversity, Equity and Inclusion Lead
- Guidelines and Procedures Manager
- Programs Chair
- Public Policy Chair
- Secretary
- STEM Chair

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Part 3 – Checklists, Procedures and Additional Resources

- AAUW NC Nominating Committee Checklist
- AAUW NC CONNECT Newsletter Creation and Distribution
- AAUW NC CONNECT Newsletter MailChimp Audience Group Maintenance
- AAUW NC Zoom Meeting Coordination
- AAUW NC Document Retention
- AAUW NC Important Bank and Treasurer Information
- Additional Resources (AAUW, AAUW NC and External)

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Part 4 - Meetings

- Meetings: General Information – Information, Rules/Guidelines and Responsibilities
- Meetings: Annual Meeting Coordination
- Meetings: Zoom Meeting Coordination
- Meetings: Coordinating and Hosting Online Programs/Meetings
- Meetings: American Association of University Women of North Carolina Annual Conference Planning Guidelines (SAMPLE document – not to be updated; publish PDF version only)

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Part 5 – Mission Related Activities

- Young People's Literature Award Selection
- Grants to Branches (Mini-grants)
- 5 Star Program

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Open Items – Guidelines & Procedures

- General Comments – All of the 5 Documents (Parts 1 thru 5) and any New content not yet developed
 - Consider appointment of a Technology Chair; they might be responsible for oversight of accounts/passwords. Currently document mentioned shared duty by President & Communications Chair. Treasurer also has some.
 - Create and add new content specific to management of key accounts and passwords (all-encompassing and guidelines for periodic password changes)
 - All elected officers should have content related to Transition to new officers. Maybe this could be a new section by itself.
 - Clarify who is responsible for determining whether meetings are held in-person or online
- Part 3 - AAUW NC CONNECT Newsletter MailChimp Audience Group Maintenance
 - Obtain Officer/Committee data from Community Hub; document process to update MailChimp audience. Note: Community Hub data not as comprehensive as obsolete Membership Services Database
- Part 5 - Grants to Branches (Mini-grants)
 - Resolve menu/webpage inconsistencies on website per guidance from AAUW NC President
 - Post revised Mini-grant content

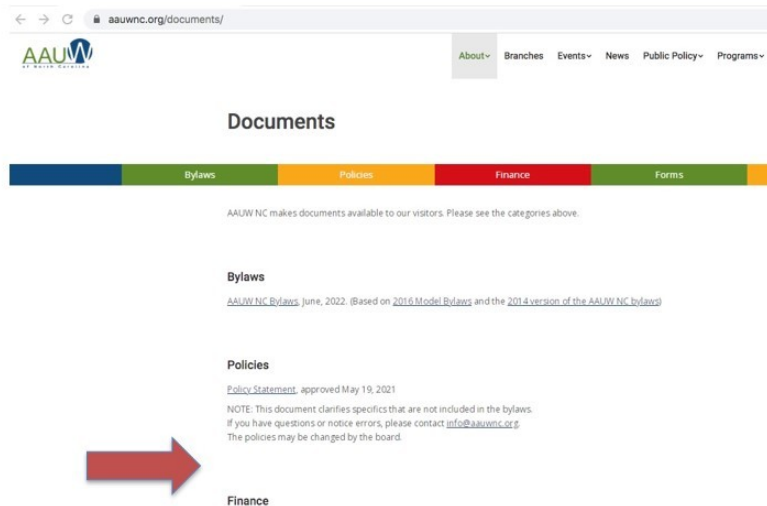
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Open Items – Website Updates

- Bylaws
 - Update and replace the Bylaws document on the Documents webpage (<https://www.aauwnc.org/documents/>). The current linked document has incorrect footer text.
- Mini-Grants
 - Update the Documents webpage, <https://www.aauwnc.org/documents/>, with the new Mini-Grants application
 - Remove the Top Menu option for Programs/Mini-grants Mini-grants webpage: <https://www.aauwnc.org/programs/mini-grants/>. Change the menu option link to direct to the Mini-Grants application
- Board Meeting Minutes
 - Correct the date for the December 2021 meeting minutes link; it currently uses December 2022
 - Add additional meeting minutes for 2022 that are missing

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Planned Post to AAUW NC Website Documents Webpage



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Text for Guidelines & Procedures on Documents Webpage

AAUW NC Guidelines and Procedures

- [Part 1: Elected Officials](#)
- [Part 2: Appointed Chairs & Leads](#)
- [Part 3: Checklists, Procedures & Additional Resources](#)
 - **This section of the Guidelines and Procedures provides detailed information about key procedures and resources. It is available on request and approval by the AAUW NC President (president@aaunwnc.org).** Topics include:
 - AAUW NC Nominating Committee Checklist
 - AAUW NC CONNECT Newsletter Creation and Distribution
 - AAUW NC CONNECT Newsletter MailChimp Audience Group Maintenance
 - AAUW NC Zoom Meeting Coordination
 - AAUW NC Document Retention
 - AAUW NC Important Bank and Treasurer Information
 - Additional Resources (AAUW, AAUW NC and External)
- [Part 4: Meetings](#)
 - An additional document is included in this section: "[Meetings: American Association of University Women of North Carolina Annual Conference Planning Guidelines](#)" (SAMPLE document)
- [Part 5 – Mission Related Activities](#)

Underlined Text above will be links to G&P PDF documents

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Policy Chair Report

AAUW - NC
2022-2023
POLICY
ADVOCACY
UPDATE

Katie Pincura, AAUW-WCU
branch



2023 Policy Areas of Focus

- Education
 - Leandro case: fair funding for NC public education. State has not been providing equal education to NC schoolchildren.
 - The state SC will address this on August 31 – a judge has ordered that the Leandro plan be fully funded, but the NC Court of Appeals blocked this, arguing that only the GA has the power to make this call.
- Healthcare
 - NC still has not expanded Medicaid
 - Hospital groups are reportedly blocking bipartisan efforts
 - May be taken up by GA this year
- Reproductive Choice
 - Upcoming elections will be the most critical factor in determining the future of reproductive choice in NC

2022-2023 Advocacy Goals: Education

- Education area of focus: Leandro
 - Continue to support Every Child NC coalition
 - Ask local leaders to pass resolutions in support of Leandro funding
 - Raise awareness: write letters to editors, attend rallies/events, etc.
 - Use the Every Child NC impact analysis tool to learn more about how different communities would be affected by full funding <https://everychildnc.org/leandro-impact-analysis-early-education/>

2022-2023 Advocacy Goals: Healthcare

- Healthcare area of focus: Medicaid expansion
 - Ask local leaders to pass resolutions in support of Medicaid expansion
 - Letters to editors, op-eds, rallies/events, etc.
 - Meeting with representatives to discuss
 - Join state healthcare coalition(s)

2022-2023 Advocacy Goals: Reproductive Choice

- Reproductive choice area of focus: get out the vote
 - Hold nonpartisan GOTV drives (Twin Rivers has scheduled dates, WCU is planning GOTV drive)
 - Work with existing coalition to amplify efforts (Planned Parenthood, NC Choice, Sister Song, ACLU, Charlotte for Choice)

Miscellany

- Policy chairs will meet on the first Friday every other month
- Rob Schofield will speak about the future of reproductive choice in NC on Thursday, August 25 at 7:00 p.m. [https://wcu.zoom.us/meeting/register/tZUvcOyqqzkiEtRo5Sl-PKfBa0d3PsEdw94j? x zm rtaid=40kzO8DXR5iDgtd_k0yK0Q.1660750914870.630433558641a8d2e4ef7e212398d412& x zm rhtaid=711](https://wcu.zoom.us/meeting/register/tZUvcOyqqzkiEtRo5Sl-PKfBa0d3PsEdw94j?xzm_rtaid=40kzO8DXR5iDgtd_k0yK0Q.1660750914870.630433558641a8d2e4ef7e212398d412&xzm_rhtaid=711)

Ongoing: Fair Pay

- AAUW-NC has been working hard on the issue of fair pay
- Beverly has successfully made a meaningful impact in Mecklenburg County
 - Salary data is no longer on public employment applications
- Laura Tew did the same in Guilford County
- I will engage my intern to continue this important work throughout the state
 - Please reach out to me if you'd like to be involved