



**American Association of University Women North Carolina (AAUW NC)**  
**May 21, 2025**  
**Minutes**

Meeting Date: May 21, 2025

Meeting Time: 5:30pm

Meeting Location: *ZOOM*

Board Members Present: Pat Ashe (President), Lena Murrill-Chapman (Vice-President), Millie Hoffler-Foushee (Treasurer), Kathy Pearre (Programs Chair), Mary Ann Bents (*Connect* Editor and Website Manager), Elizabeth Pou (Secretary)

Absent: Laura Tew (STEM Ed Chair), Sandy Bernard (AAUW Carolinas Fund Chair), Tiffany Jacobs (DEI Chair)

Guests Present: Da'Tarvia Parrish

Subject	Discussion/Progress/Decisions
Meeting Opening <i>Pat Ashe, President</i>	Pat welcomed everyone. She introduced our guest, Dr. Da'Tarvia Parrish
Minutes from the Last Meeting <i>Elizabeth Pou, Secretary</i>	The minutes from the April 16, 2025 meeting were provided to the Board members by email for review prior to the meeting. Minutes were approved with one correction to include Millie Hoffler-Foushee's name in the attendance roster.

<p>Treasurer's Report  <i>Millie Hoffler-Foushee,</i>  <i>Treasurer</i></p>	<p>Millie presented the spreadsheet report through April. She stated that she moved a CD due in April for another 3 months at 4% and will do the same with the other CD coming due in early May. She suggested we consider adding more funds to one of the CD's in the future from the checking account. She stated that the checking account balance is \$19,253 and expenses to date are \$5434. Millie reported that she will change some of the expense categories for next year's budget. There is one outstanding check to the Tar Heel branch and she has sent a reminder email to cash it. (See financial report in Appendix B)</p> <p>During the discussion regarding creation of a budget for 2025-26, Lena proposed an in-person strategic planning session (retreat) for the board. It was decided that a retreat would be held in Salisbury in July. Da'Tarvia will propose some dates and will host it at Livingston College. Each state Chair will come prepared to discuss plans for the 2025-26 year.</p>
<p>Board Appointment for 2025-26 Vacancy in VP Position  <i>Pat</i></p>	<p>Da'Tarvia Parrish further introduced herself, her background, including her leadership experience, and why she is committed to AAUW and therefore desiring to be included in the Board of Directors. She was approved unanimously to take on the second year of the VP term when Lena moves to the President role.</p>
<p>Executive Committee  <i>Pat</i></p>	<p>Pat stated that the Executive Committee needs to do an every two year review and approval of the AAUW NC Policy Statement. She will send the statement to Lena and Millie and then call a meeting to discuss and approve.</p>

<p>Public Policy@  <i>Pat Ashe, Interim Public Policy Chair</i></p>	<p>Pat reported that she recently attended the AAUW webinar that introduced the new Public Policy Priorities that were approved by the Membership in early May. The session was recorded and Pat will provide the link when it is available in the June newsletter. She also announced that she had applied for and has been accepted as a new member of the national Public Policy Committee</p>
<p>STEM Ed  <i>Laura Tew, STEM Ed Chair</i></p>	<p>No report this month due to Laura's absence.</p>
<p>Diversity, Equity, and Inclusion (DEI)  <i>Tiffany Jacobs, DEI Chair</i></p>	<p>No report this month due to Tiffany's absence.</p>

<p><i>Connect</i> Newsletter  Mary Ann Bents, Editor</p>	<p>It was decided that there would be no newsletter in July.</p> <p>Also, see attached report in Appendix C</p>
<p>Website Maintenance  Mary Ann Bents</p>	<p>Mary Ann reported that there is limited use of Facebook from AAUW NC as well as most branches. A discussion was held as to whether we should include Linked In as one of our social media sites. Mary Ann will investigate its potential addition. See attached report in Appendix C</p>
<p>Programs  Kathy Pearre, Programs Chair</p>	<p>Kathy stated there are no programs for June. She reported that there seems to be limited branch interest as attendance at those meetings that are offered has been declining this past year. This will be a topic of discussion for the retreat.</p>
<p>AAUW Carolinas Fund  Sandy Bernard, Chair</p>	<p>There was no report due to Sandy's absence. Pat stated that Sandy has resigned this position and will be unable to attend the June meeting as well.</p>
<p>Membership  Lena Murrill-Chapman</p>	<p>Lena stated that the Membership Committee needs some discussion at the summer retreat. There needs to be some determination of what branch Chairs want, appoint a permanent state Chair, and the ongoing encouragement of branches to strategize increasing membership.</p>

<p>Guidelines and Procedures Manual Review Process <i>Mary Ann</i></p>	<p>Mary Ann reported that Word documents have been sent to the document owners for their review and revision if needed. All document review needs to be completed by May 30th. Pat will approve all documents by June 30th.</p> <p>See attached report in Appendix D</p>
<p>Other Business <i>Pat</i></p>	<p>Pat reported that there have been requests by four branches for the state to reimburse for registrations for 5 college student attendees to NCCWSL. Discussion included the desire to receive feedback from these attendees. Pat will contact the branch Presidents to solicit feedback statements from the students. The possibility of getting some feedback from students from across the nation was discussed. Pat will add this to the next AAUW Board liaison meeting with the state Presidents.</p> <p>Pat reported that the ODC (Orange, Durham and Chatham Counties) branch has been disbanded by vote of the branch membership on May 6th. Formal dissolution will occur when the paperwork and associated actions are completed with AAUW.</p> <p>The meeting was adjourned at 6:40 pm</p>
<p>Notetaker</p>	<p>Elizabeth Pou, Secretary</p>

## Appendix A

### **AAUW NC Board Meeting**

May 21, 2025

#### 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 and introduction of guests (Pat)
- II. Meeting minutes April 16, 2025 (Elizabeth)
- III. Treasurer's Report (Millie)
- IV. Board Appointment for 2025-2026 vacancy in VP position (Pat)
- V. Committee Chair Reports (including any update on 24-25 goals)
  - a. Executive Committee (Pat) Review of Policy Statement due
  - b. Public Policy —(Pat)
  - c. STEM Ed (Laura)
  - d.. Diversity, Equity and Inclusion (Tiffany)
  - e. *Connect* newsletter (Mary Ann)
  - f. Website update (Mary Ann)
  - g. Programs (Kathy)
  - h. AAUW Carolinas Fund Chair (Sandy)
  - I. Membership (Lena)
- VI. NCCWSL update and budgeted \$3000 for registrations for branches
- VII. Guidelines and Procedures Review Process (Mary Ann)
- VIII. Other business

Next meeting: June 18, 2025

## Appendix B

	BUDGET	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
	2024-2025	7/1-12/31/24	1/31/25	2/28/25	3/31/25	4/30/25
Income *						
Mbr dues June 2023						
Existing mbr dues 7/1 forward			\$ 154.00	\$ 132.00	\$ 220.00	\$ 143.00
New Member dues						
Dues Paying Members Subtotal	\$ 5,038.00	\$ 3,190.00	\$ 3,344.00	\$ 3,476.00	\$3,696.00	\$ 3,839.00
Interest on cd(s)						
Donations		\$ 617.35	\$ 125.00			
Other Income						
Total Annual Income	\$ 5,038.00	\$ <b>3,807.35</b>	\$ 4,086.35	\$ 4,218.35	<b>\$4,438.35</b>	<b>\$ 4,581.35</b>
Close out/Purchase CD						
Operational Income	\$ 7,353.00					
Total Income	\$12,391.00					
Expenses						
Conferences	\$ 3,000.00	\$ <b>3,000.00</b>				
Conference Ads	\$ 150.00					
Subtotal	\$ 3,150.00					
Young People Literature Award		\$ <b>78.09</b>				
Books	\$ 350.00				\$ 200.16	
Bookplates, mailing, etc	\$ 30.00				\$ 29.22	
Trophy for Author	\$ 100.00					
Subtotal	\$ 480.00				\$ 229.38	
Administrative Expense		\$ <b>258.83</b>				
Postage, etc	\$ 50.00					
Travel-hotel	\$ 200.00					
Travel-mileage	\$ 200.00					
Pay-Pal Fees			\$ 4.59			
Subtotal	\$ 450.00		\$ 4.59			
Branch Outreach	\$ 100.00					

Communications		<b>\$ 528.47</b>				
Technical Support	\$ 1,500.00					
Dream Host (1)	\$ 257.00		\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Tech Triad Get You Found (2)	\$ 510.00			\$ 385.00		
Zoom (3)	\$ 160.00				\$ 159.90	
Google (4)	\$ 216.00		\$ 21.60	\$ 21.60	\$ 21.60	\$ 21.60
Mail Chimp (5)	\$ 318.00		\$ 26.50	\$ 26.50	\$ 26.50	\$ 26.50
Subtotal	\$ 2,961.00		<b>\$ 53.10</b>	<b>\$ 438.10</b>	<b>\$ 213.00</b>	<b>\$ 53.10</b>
Insurance						
Liability Insurance	\$ 375.00				\$ 375.00	\$ 348.00
D&O Liability Insurance	\$ 350.00					
Subtotal	\$ 725.00				\$ 375.00	<b>\$ 348.00</b>
Advocacy and Collaboration						
Annual Meeting 3/16/24	\$ 325.00					\$ 250.00
AAUW/NCCWSL	\$ 3,000.00					
ERA Alliance	\$ 500.00				\$ 100.00	
Donation in Memory	\$ 100.00					
Donation in Honor	\$ 100.00					
Subtotal	\$ 4,025.00				\$ 100.00	<b>\$ 250.00</b>
Mini Grants	\$ 500.00					
					<b>\$ 917.38</b>	<b>\$ 651.10</b>
Total Expenses	\$12,391.00	<b>\$ 3,865.39</b>	plus	<b>\$ 917.38</b>	<b>\$ 4,782.77</b>	<b>\$ 5,433.87</b>
ENDING BALANCE	0				<b>\$ 344.42</b>	<b>\$ 852.52</b>
CD #9926, 4% APY Due 5/07/25						
CD #2289, 4% APY Due 06/13/25						



## Appendix C

Connect Newsletter  
May 2025 Newsletter  
Deliveries  
1,266 (99.1%)

May 1, 2025 - May 20, 2025

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Includes

Apple MPP

Open rate

32.4%

410 opened

Click rate

1.3%

17 clicked

Bounce rate

0.94%

12 bounced

Unsubscribe rate

0.47%

6 unsubscribed

**Due date to submit articles for June 2025 Connect: May 23rd.** Reminders will be sent to Board Members and to Branch Presidents/Admins. **The June issue will include a section to honor our AAUW NC members who passed during the prior fiscal year, In Memory of AAUW NC Members.**

### AAUW NC Website & Facebook Presence

- Added April STEMEd Newsletter to News and STEM webpages
- Drafted details for Pat to send to Get You Found to request a cost estimate to update the WordPress theme for the AAUW NC website. This includes changes to the AAUW NC logo, header/footer and button colors and image size changes to support tablets, mobile phones and portrait/landscape orientations. Requested editable image from AAUW site-resources support as the PNG file posted on the AAUW website was not sufficient. Waiting for cost estimate.
- Message sent to AAUW NC branch Presidents/Admins. Shared a summary of the known AAUW NC state and branch Facebook accounts. Requested their help to identify the Admin/Moderator for their branch Facebook account. We were unable to identify this information for all accounts by ourselves. Some accounts appear to have recent posts, but others do not. For the branches where the text in the 'Content Current' column is highlighted in yellow, a request was made to let us know if the branch plans to continue to use Facebook. If not, it is recommend that the branch take steps to de-activate the account. Only the ODC branch replied; they may disband their branch

## Appendix D

### AAUW Guidelines & Procedures 2025 Review & Updates

- Schedule for Review and Update of AAUW NC Guidelines & Procedures (All 5 Parts) - Most were last updated in April 2023
  - COMPLETED: Distribution of Responsibilities by G&P Editor (M.A. Bents): By May 1st
  - COMPLETED: Distribution of Current Documents for Review & Edit (MS Word format): By May 1st
  - **Responsible Parties Review and Provide Feedback to G&P Editor (M.A. Bents): Due by May 30 - includes report of no recommended updates if applicable**
    - Feedback received to date:
      - Part 1 - Key Roles and Responsibilities - General Information - Elected Officers and Executive Committee & Board of Directors
        - Treasurer (Finance and Budget) - no changes needed
      - Part 2 - Key Roles and Responsibilities - General Information- Appointed Committee Chairs and Task Leads
        - Communications Chair - updates submitted
        - Connect Newsletter Editor - updates submitted
        - AAUW NC Secretary - updates submitted
        - AAUW Carolinas Fund Chair - suggested updates submitted including rename of role to "AAUW Funds and Fellowships Chair" and description of responsibilities
        - STEM Chair - preliminary feedback submitted; need to incorporate into the document
        - AAUW NC Guidelines and Procedures Manager - updates submitted
      - Part 3 - Key Roles and Responsibilities: Process Checklists, Procedures and Additional Resources
        - AAUW NC Important Bank and Treasurer Information - no changes needed
      - Part 4 - Meetings
      - Part 5 - Mission Related Activities
    - Updates Made and Forwarded to AAUW NC President for Review & Final Approval: Incrementally during June
    - Updates Made to Website and Google Docs Archive: By end of June 2025