



**American Association of University Women North Carolina (AAUW NC)
Board Meeting – Minutes**

Meeting Date: November 19, 2025

Meeting Time: 5:30 PM

Meeting Location: ZOOM

Board Members Present: Lena Murrill-Chapman, Da'Tarvia Parrish, Millie Hoffler-Foushee, Laura Tew, Kathy Pearre, Mary Ann Bents, Pat Ashe

Board Members Absent: Tiffany Jacobs

Guests Present: None

Subject	Discussion/Progress/Decisions
TOPIC Facilitator or Speaker Name, Role	Notes
I. Meeting Opening , AAUW NC President, Lena Murrill-Chapman	The meeting was opened by President, Lena Murrill-Chapman at 5:30 PM.
II. Meeting Minutes , AAUW NC Secretary or Note-taker	The October board minutes were not available for review and approval.
III. Treasurer's Report/YTD , Millie Hoffler-Foushee	Mildred presented the October check register and budget, noting that the checkbook balanced despite some challenges. She mentioned that she would provide updated budgets for November and December, as well as a mid-year review. The group discussed the need to include CD balance information in future financial reports. Pat confirmed receipt of a check for the Young People's literature awards.
IV. Committee Chair Reports (Including Upcoming Events for the Year)	

<p>a. Executive Committee Update, AAUW NC President, Lena Murrill-Chapman</p>	<p>Mini-Grants Documentation Requirements The group discussed the process of managing and documenting mini-grants, with Mildred confirming that recipients must provide a report on how the funds were used, though detailed receipts are not typically required for such small amounts. Laura and Kathy agreed that while financial documentation exists through canceled checks, a simple report on outcomes would be sufficient for their purposes, while Pat clarified that the grant process indeed mandates a report back to the organization. The discussion concluded with LMC raising concerns about documentation requirements for advocacy-related activities, emphasizing the importance of maintaining proper records to ensure compliance and accountability.</p> <p>Mini-Grant Approval The board discussed the Asheville mini-grant application, which had been previously submitted and reviewed. After some confusion about whether the application had been approved, the board voted to approve it, with Laura seconding the motion. They decided to have Mildred, the fiscal agent, proceed with cutting the check for the grant. The budget line item for mini-grants was board approved to increase from \$1,000 to \$2,000 to support more mini-grants. The team agreed to follow up on the mini-grant approval and ensure the necessary checks are processed.</p>
<p>b. Public Policy, Pat Ashe</p>	<p>Pat reported on public policy activities, including a recent meeting with Joanne Hill from Jacksonville Regional, and mentioned ongoing efforts to coordinate with state legislators in Raleigh, though timing remains uncertain due to the short session scheduled for May. Lena shared details about a recent Charlotte event attended by multiple education organizations, where they faced security concerns and ICE presence, and discussed plans for a May Day activity involving 20 organizations to advocate for education in North Carolina.</p>
<p>c. STEM Ed, Laura Tew</p>	<p>STEM Chair Report Laura reported on the STEMEd November newsletter's distribution, noting a 60% open rate, and mentioned plans to start a mid-month newsletter. She also sought input on consolidating MailChimp accounts with the AAUW NC Connect newsletter that also uses MailChimp. Laura shared her submission of two events for the North Carolina Science Festival and applied for a \$1,000 grant, listing AAUW Greensboro's 501c3 as the fiscal partner. The team agreed to follow up on the mini-grant approval and ensure the necessary checks are processed.</p> <p>See additional notes in Appendix C.</p>
<p>d. Diversity, Equity and Inclusion (DEI), Tiffany Jacobs</p>	<p>Tiffany sent a report to Lena Murrill-Chapman; this info was not shared with board members before or at the board meeting. Tiffany is involved in the 2nd EmpowerHer event planned for January about immigrants.</p>
<p>e. Communications – Mary Ann Bents</p> <ul style="list-style-type: none"> - Connect newsletter - Website update - AAUW NC Facebook 	<p>Mary Ann provided a summary of recent communications activities, including a newsletter with a 32% open rate and updates to the website and calendar of events. She highlighted various content accessed by members, such as event brochures, book links, and information about the Hunger Coalition and Native American Heritage Month. Mary also mentioned upcoming tasks,</p>

<p>Account</p>	<p>including updating the website once software issues are resolved and preparing for the next newsletter due November 21st.</p> <p>See also Appendix D.</p>
<p>f. Programs, Programs Chair, Kathy Pearre</p>	<p>Kathy provided an update on the Empower Her Tuesday program, which had 8 attendees in its first session, and discussed upcoming events including a diversity program in January and a potential book read in March. Kathy also shared details about a high school production of "Suffs" in April and agreed to send her meeting notes to the group.</p>
<p>g. Membership, Da'Tarvia Parrish</p>	<p>No additional information.</p>
<p>h. Branch Advocate, Laura Tew</p>	<p>The meeting focused on the Branch Advocate Report and the goal for branches to hold at least four programs aligned with AAUW's strategic plan to earn programming stars. Laura explained the strategy to promote branch attendance at state Zoom programs by offering them as Shape the Future events in December and January to meet the February 1st deadline for free membership awards. The discussion also covered the confusion about the December 6th event's eligibility for the Shape the Future discount membership, which Laura plans to clarify with branch presidents. Additionally, Laura emphasized the importance of tracking free membership submissions and encouraging branches to participate in Zoom programs to increase attendance.</p> <p>The group discussed updates to the Charlotte branch website, including new content from the president, local member events, newsletters, and information about the state and national conferences. Laura highlighted the need to update membership information and improve access to past newsletters, while Mary confirmed that current issues are available on the national website.</p> <p>Also, review Branch Advocate content in Appendix C.</p>
<p>VI. AAUWNC Spring Conference Update</p> <p>Mid Atlantic Conference Update</p>	<p>AAUW NC Conference Planning and Venue Selection</p> <p>The AAUW NC conference planning committee, consisting of Laura, Tiffany, Pamela, and the president, will meet on November 22nd to finalize details for the April 17-18 event in Charlotte. Da'Tarvia is evaluating venue options, with Embassy Suites being her first choice, and aims to accommodate 100 attendees. Kathy expressed concerns about the high costs and uncertainty of attendance, suggesting a need for a full board vote on the conference plan. LMC acknowledged these concerns and confirmed that the committee would proceed with its meeting to prepare a report for further discussion.</p> <p>State Conference Registration Fee Discussion</p> <p>The group discussed plans for an upcoming state conference, with LMC presenting a proposal for a \$100-110 registration fee that would include meals and be self-supporting. Concerns were raised by Mary Ann and Mildred about the feasibility of reaching the target of 100 participants given the</p>

	current economic climate and the high cost of accommodations (\$259/night). The committee agreed to meet on Saturday at 9 AM to further discuss the plans, though Mary Ann and Mildred would be unable to attend due to prior commitments.
VII. Upcoming Events	Upcoming events are posted to the Event Calendar on the AAUW NC website.
VIII. Other business	No additional business presented.
Next Meeting	DATE/TIME/LOCATION: December 17, 2025, 5:30 PM via Zoom
Adjournment	The meeting was adjourned. Time not noted in AI notes.
Notetaker	The minutes were prepared and submitted by Mary Ann Bents, Secretary or Note-Taker(s), AAUW NC, with the assistance of the Zoom AI generated meeting notes.

Appendix A – Agenda



**AAUW NC Board Meeting
AGENDA
Wednesday, November 19, 2025
5:30 PM/Zoom**

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 Lena Murrill-Chapman
- II. Meeting minutes
- III. Treasurer's Report/YTD/ Millie Hoffler-Foushee
- IV. Committee Chair Reports (Including Upcoming Events for the Year)
 - a. Executive Committee Update/Grant
 - b. Public Policy Pat Ashe
 - c. STEM Ed Laura Tew
 - d. Diversity, Equity and Inclusion Tiffany Jacobs
 - e. Connect newsletter Mary Ann Bents
 - f. Website update Mary Ann Bents
 - g. Programs Kathy Pearre
 - h. Membership Da'Tarvia Parrish
 - i. Branch Advocate Laura Tew
- V. AAUWNC Spring Conference Update
Mid Atlantic Conference Update
- VII. Upcoming Events
- VI. Other business

Appendix B – Finance Report

AAUW FINANCIAL BUDGET REPORT JULY TO DECEMBER 2025									
INCOME *	Budget	Jul	Aug	Sept	Oct	Nov	Dec	Total	NOTES
Donations	100								
Interest on CDs	None								
Dues	4800	\$ 1,265.00	\$ 483.00	\$ 253.00	\$ 275.00				
Reserves	3696								
Annual Meeting Registration	5000								
Total Income	13596	\$ 1,265.00	\$ 483.00	\$ 253.00	\$ 275.00				
EXPENSES									
Awards & Grants	1900								
Young People Award, Books, Postage, etc	400					\$ 155.55			
Mini Grants(2@ \$500)	1000			\$ 1,000.00					
Branch Initiatives	500								
Subtotal	1900			\$ 1,000.00					
Administrative and Communications	2198								
Postage, Mailings	25								
Add'l Tech Support	500	250							
Dream Host & Domain	275	5	\$ 24.99	\$ 5.00	\$ 5.00	\$ 196.88			Aug.(Domain renewal), Nov.(Hosting renewal-\$191.88)
Get You Found (Tech Support)	510								
Google	260	21.84	\$ 29.24	\$ 33.60	\$ 29.28	\$ 27.60			
Mail Chimp	318	26.5	\$ 26.50	\$ 26.50	\$ 26.50				
Pay-Pal Fees	150								
Zoom	160								
Subtotal	2198	303.34	\$ 80.73	\$ 65.10	\$ 60.78				
Advocacy and Collaboration	3225								
ERA Alliance	100								
NCCWSL- Branch Reimbursements	3000								
Donation in Memory & Honor	100								
Miscellaneous	25								
Subtotal	3225								
Insurance	723								
Liability Insurance	348								
D&O Liability Insurance	375								
Subtotal	723								
Travel and Meetings	5550								
Regional Conference	none								
NC Annual Meeting Conference	5000								
Hotel	250								
Mileage	300								
Subtotal	5550								
Total Expenses	13596								
Total Income	\$ 13,596.00								
Net	Zero	Zero							

Appendix C – STEMEd and Branch Advocate Reports

November 19th 2025: AAUW NC Board Meeting - STEM and Branch Advocate Report
Laura Tew

STEM Ed Report

Goal: Support/encourage state-wide STEM recognition for AAUW

- November 2025 Newsletter: [LINK](#) 62% open with iPhone MPP; 39% open, 176 W/O Apple MPP
- Reduced audience by 500 in order to avoid \$\$ for STEM mailchimp. Deliveries 447. Opportunity to put both newsletters on the state mailchimp (don't ask us to do that in December.)
- Will start a **“mid-month” newsletter update each month** after the state board meeting; especially to promote relevant AAUW events.
- Branch STEM Chair; The science, technology, engineering and math (STEM) chair serves on an AAUW branch board. The purpose of the role is to champion women's representation in STEM by encouraging women and girls to pursue these educational and career fields. Chairs are expected to initiate and participate in local STEM events and be effective communicators for AAUW's STEM research and programmatic efforts.
- [Asheville Mini-grant request - Wendy Owen](#)

Branch Advocate Report

Goal: Star for Programming “Hold at least 4 programs that align with AAUW’s strategic plan.”

- strategy is to promote branch attendance at state Zoom programs by offering them as Shape the Future events in December and January in order to meet the deadline of February 1 to earn points toward Free Membership awards.
- https://docs.google.com/document/d/1Y65tI1LDg3Vg8vShakJbFgBMx9GGIY_kfPmtHNVoQtA/edit?usp=sharing **send mid month updates from the board** to branch presidents/administrators following the NC monthly board meeting. Example at the [LINK](#).
- Status Reports are posted in May 2026 for Free memberships to be used by October 31, 2026.
- How Do We Redeem Our Free Memberships? Check the Status Report in May 2026, [Shape the Future Campaign – AAUW : Empowering Women Since 1881](#) to see how many free memberships your branch has earned. Use the Redemption Form to submit your free national memberships via email. Memberships are processed weekly.

- Free memberships earned by the branch can be given to anyone who qualifies for membership.
- Free memberships earned must be used no later than October 31.
- There are no refunds/reimbursements.
- Please do not send national dues for those who are to receive the free national memberships.
- Share recruitment success stories with us for the Membership Matters e-newsletter! Q. Are all NC members subscribers? Do they need to elect “in” on the community hub?
- https://polo.feathr.co/view_email?cpn_id=68fd2170657ca0e4218a8d22&tid=68fd2170657ca0e4218a8d23&per_id=6596da60dd62c47e5464d57c
- Support for Charlotte website: [AAUW Charlotte \(NC\) Branch](#)

Appendix D – Communications Report

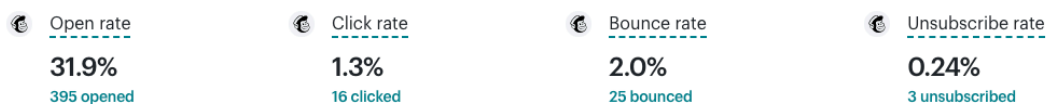
Communications Notes for November 2025 AAUW NC Board Meeting

AAUW NC Connect Newsletter

- **Last newsletter stats as of November 17th**

Email performance

November 1, 2025 - November 17, 2025 • Includes Apple MPP



- **Accessed link(s)**
 - **Zoom link for pending Tar Heel event in December; plus the brochure for this event; link for the book to be presented**
 - **Calendar of Events**
 - **Schedule for Connect article submission due dates**
 - **AAUW NC Facebook and website**
 - **Sign the "North Carolina Community Resolves" form**
 - **HUNGER COALITION OF TRANSYLVANIA COUNTY**
 - **Twelve Women to Know for Native American Heritage Month**
 - **Defending Equity: Standing Strong Against Attacks on Equity in Education – taped event**
 - **AAUW State Diversity Chairs Meeting**
 - **AAUW NC 2025-2026 Fellows and Grantees**

URL	Total clicks	% of Total clicks	Unique clicks	% of Unique clicks
https://us02web.zoom.us/j/85626090667?pwd=37BS0Afr...	28	49.1%	2	8.3%
https://mcusercontent.com/20cf727cb43cc711ba495431...	5	8.8%	2	8.3%
https://www.aauwnc.org/events/#Calendar-of-Events	4	7.0%	4	16.7%
http://www.avaantibody.com	3	5.3%	2	8.3%
https://mcusercontent.com/20cf727cb43cc711ba495431...	3	5.3%	2	8.3%
https://www.facebook.com/aauwnc	3	5.3%	2	8.3%
https://www.aauwnc.org/	2	3.5%	2	8.3%
https://lwnvc.us8.list-manage.com/track/click?u=20...	2	3.5%	2	8.3%
https://www.hungerfreetc.com/	2	3.5%	1	4.2%

URL	Total clicks	% of Total clicks	Unique clicks	% of Unique clicks
https://womenshistory.si.edu/blog/twelve-women-kno...	2	3.5%	2	8.3%
https://www.youtube.com/watch?v=hoaAR4QjHgw	1	1.8%	1	4.2%
https://us02web.zoom.us/j/81714708645?pwd=cVlxb6hb...	1	1.8%	1	4.2%
https://www.aauwnc.org/aauw-nc-2025-2026-fellows-a...	1	1.8%	1	4.2%

- **Next newsletter – article due date**
 - December Connect issue: November 21st

AAUW NC Website

- Content updates
 - Updated the table with Young People’s Literature Awards for 2024 and 2025 recipients
 - Added a post about the 2025 Young People’s Literature Award recipients
 - Posted the STEMEd November 2025 newsletter to the NEWS and STEM webpages
 - Posted the Connect November 2025 newsletter to the NEWS webpage
 - Removed details about 1st EmpowerHer event from main page; added link to dedicated page about EmpowerHer events. Added sub-menu item under Events for EmpowerHer series
 - Added link to AAUW National site-resources support site
 - On the Events page
 - Updated the Calendar of Events – removed items before November; added the Diversity Chair monthly meetings
 - Updated info about the 1st EmpowerHer event. Recommended visiting Public Schools First NC website and subscribe to their newsletter
 - Removed outdated events
 - Added AAUW National events for November
 - Added Tar Heel Event for December

AAUW NC Facebook Account; please visit and browse posts:

<https://www.facebook.com/aauwnc>

- Views for last 90 days (July 14 – October 11): 5,528
- Facebook Posts to date in 2025:
 - January 2025: 4
 - February 2025: 5

- March 2025: 2
- April 2025: 4
- May 2025: 7
- June 2025: 8
- July 2025: 31
- August 2025: 60
- September: 58
- October 2025: 68
- November 2025 thru November 17: 74
- Content Sources – (Topics that map to AAUW Mission and Goals; mostly shared FB posts; * means likes, shares and comments)
 - AAUW National FB Posts *
 - A Mighty Girl *
 - AAUW – Texas *
 - AAUW Atlantic Regional Conference *
 - AAUW Greensboro Branch *
 - AAUW NC Connect Newsletter * (7 Posts)
 - AAUW NC STEMEd Newsletter * (6 Posts)
 - AAUW NC Read About 2025/2026 AAUW North Carolina Fellows & Grantees!
* (1 Post)
 - AAUW NC EmpowerHer Tuesday Series * (1 Post)
 - AAUW NC Website *
 - AAUW-PA *
 - ACLU of North Carolina *
 - African and Black History *
 - All That's Interesting *
 - Amazing Stories
 - American Experience - PBS
 - Association for Women in Science
 - Association of Space Explorers
 - Barbie
 - BPW Triangle *
 - Democracy North Carolina
 - DoD STEM
 - ERA Coalition
 - Eric Stanley
 - Facts That will Blow Your Mind *
 - Forgotten Stories *
 - Her Archives
 - Historic Bytes
 - History Nerds HQ
 - History Vault
 - Human Rights Campaign *
 - KDVR (Fox31 Denver)
 - League of Women Voters of the US
 - Lean In *

- LILLY
- Ms. Magazine *
- NAACP *
- National Girls Collaborative Project *
- National Organization for Women (NOW) *
- National Women's History Museum *
- NC Budget and Tax Center *
- NC Department of Administration is with Institute for Women's Policy Research
- NC Justice Center *
- NC Public Schools
- Old American History *
- PBS
- PowWows.com *
- Public Schools First NC *
- Reading Rainbow *
- She's So Cool *
- Smithsonian Books
- Space.com
- Spacewoman Film *
- STEM *
- STEM-apalooza
- The Curiosity Curator *
- The Female Quotient *
- The History Archives – The History Book *
- The Inspireist *
- The Two Pennies *
- This Day in History
- This Will Knock Your Socks Off *
- UN Women *
- Vintage and Iconic African American Everything *
- Women in World History Group
- Women's Resource Center *
- Women's Rights National Historical Park *
- WomenNC *

Other Items

- Updated DreamHost email aliases for the Branch Advocate and Communications Chair roles.