

AAUW of Virginia
State Board Meeting
August 18, 2012
Charlottesville, VA

CALL TO ORDER

The State Board Meeting convened at approximately 11:20 am on August 18, 2012 in Charlottesville, VA. Caroline Pickens, President, presided. **Enclosure 1** is the list of board members attending. Sally Sledge, VP for Membership and Julie Kause, Southwest District Representative were not present.

A copy of the agenda is at **Enclosure 2**.

WELCOME

Caroline Pickens welcomed the new board members, and provided everyone with the calendar for the next year:

Board meeting in the Richmond area November 3-4 2012
Conference call board meeting – January 3rd 2013; 7:30 p.m.
Afternoon board meeting- April 12th 2013
State Conference – April 13th 2013

Vision deadlines are September 15th January 15th and May 15th.
Candidate and Bylaw/Resolutions deadline is December 1st.

Pickens then provided an overview of the fiduciary responsibilities for all board members.

RECORDING SECRETARY /MINUTES

Motion 1: Ann Johnson, Recording Secretary, moved the minutes of the April State Board Meeting in Newport News be approved. **(Enclosure 3)** The motion was seconded. The minutes were approved.

Motion 2: Johnson then moved that the minutes of the April Conference (both Saturday and Sunday) be approved. The motion was seconded. The conference minutes were approved. **(Enclosure 4)**

The reading committee for the board meeting will be Ann Johnson, Chair, Kay Gravatt, Bylaws/Resolutions Co-Chair and Nancy Thompson, VP for Finance.

BREAK

The board took a break for lunch and afternoon session with branches to discuss filling leadership positions and recruiting members.

NEXT STEPS FOR BRANCHES

Assignment of Board Members to Branches

Caroline Pickens had presented the board with the idea last year that each board member should be designated as a liaison to a branch(es). She stated she believed the board members should be a first resource the branch should look to for advice, help or answer any questions or concerns. It was decided that each board member would be assigned as a liaison to a branch. The following assignments were given to the board members. Each board member is to make personal contact with the branch president(s) to “check in” to see how they are doing, and to offer any assistance. Board liaisons are encouraged to visit the branch at a branch or board meeting.

Alexandria: Angela Booker
Arlington: Nancy Thompson
Ashburn/Leesburg: Ann Johnson
Bedford County: TBD
Blacksburg/VA Tech: Sally Sledge
Charlottesville/UVA: Sherry Warren
Fairfax City: Patsy Quick
Falls Church Area: Mary Beth Pelosky
Greater Manassas: Nancy Thompson
Greater Richmond: Peggy Stotz
Hampton: Neola Waller
Harrisonburg: Caroline Pickens
Lynchburg: Sally Sledge
McLean Area: Mary Beth Pelosky
Mt. Vernon: Peggy Stotz
Newport News: Patsy Quick
Norfolk: Kay Gravatt
Norton-Wise: Anita Aymer
Portsmouth: Enid Housty
Reston-Herndon: Susan Eisenburg
Roanoke Valley: Ann Johnson
Smith Mountain: Anita Aymer
Springfield-Annandale: Angela Booker
Suffolk: Neola Waller
Vienna Area: Susan Eisenberg
Virginia Beach: Kay Gravatt
Winchester: Sandy Lawrence
Woodbridge: Caroline Pickens
Wytheville: Enid Housty

The Power of August 18th

Board members listed what we heard and learned from the attendees at the Saturday afternoon session:

Have more meetings like this; do in the summer (earlier?). There was no consensus on that.

Get a good facilitator like Deepti Gudipati

Branch leaders need a better understanding of the resources that are available and how to get them

Need to repeat info every year--branch leaders turn over and don't assume anything gets passed on

Put together for branches:

---Calendar/Due Dates

---Job descriptions/ways to do the job

---Orientation outline for branches

Email to counterpart with list of resources for that position and how to find them

Peer coaching circles

Share the flip charts from the leadership segment with all attendees

Share ideas from the meeting--some obvious things about mentoring and coaching

Create a database of ways to do specific jobs as soon as possible; ask them for input; ask for "out of the box" leadership ideas

Give them ideas for alternative branch structures

Communications from state board members to branch counterparts

The board listed tips for emails:

Header or first sentence should be catchy

Up front tell them "Need Action," "FYI," etc.

Put VA AAUW in the subject line

In the text, indicate the officer(s) it is going to so that the person being cc'd (such as the branch president) knows to whom it was directed

Make it succinct: use numbers or bullets; put in white space; underline or in color if need to make something stand out; don't use all caps (the email "shout")

Thank them for forwarding on, if this was requested.

At the end, put your name, office, and contact info. Don't assume everyone knows who "Mary" is.

Get Out the Vote

Dianne Blais and Laura Wimmer are spearheading the effort. Their report is at **Enclosure 5**.

Kristina Romines from AAUW National is the point person for the effort with Virginia. Branches need to try to have as many events (registering voters) between now and October 15 when the deadline for registration ends.

Turning Point Memorial

The board had previously approved the Turning Point Memorial as one of its state projects for this year.

The Turning Point Memorial is being built because in 1917, more than 70 suffragists were imprisoned in the Occoquan Workhouse, later part of the Lorton Prison complex, in retaliation for picketing the Woodrow Wilson White House for the right to vote. The reports of inhumane conditions, beatings and force-feeding at the workhouse electrified the country and became the “turning point” in the struggle for the 19th Amendment.

The Turning Point Suffragist Memorial Committee is working with the Northern Virginia Regional Park Authority (NVRPA) to raise funds to erect a suffragist memorial to commemorate the struggle of these women and educate future generations.

There are many ways a branch can get involved in this effort. Examples are:

- Fundraising
- Programs for members
- Programs for students
- Programs for members of the community

RECESS

Meeting was adjourned at 9:45pm.

RECONVENED

Meeting was reconvened at 8:50 am on Sunday, August 19, 2012

COMMUNICATIONS REPORT

Pasty Quick, VP for Communications provided report via email (**Enclosure 6**).

Quick discussed the problem of Mail Chimp, the tool used for distribution of emails to all Virginia members. She stated during the last voting/election over 200 emails “bounced” back because of either wrong addresses or typos. She stressed it is very important that members review their email address in the MSD.

MEMBERSHIP REPORT

Sally Sledge, VP for Membership provided the membership report via email. **(Enclosure 7).**

Pickens reminded the board that the number of members in the report is misleading because those who haven’t paid their dues are counted in the totals. Unpaid members are dropped November 30th.

BYLAWS/RESOLUTIONS REPORT

Co-Chairs Kay Gravatt and Enid Housty provided their report via email. **(Enclosure 8).**

Their report outlined the changes that the branches need to make to their branch bylaws comply with the State bylaws that were approved on June 17, 2012. The revised state bylaws are available on the state web site.

VOTING AND ELECTIONS REPORT

Jane Newell, Chair, Voting and Elections Committee, provided her report via email. **(Enclosure 9).**

Ann Johnson the AAUW Secretary and representative on the committee provided an overview of the voting results:

The State Public Policy Priorities were approved.

All candidates were elected.

All Bylaws were approved.

The dues increase was approved and dues will rise by \$7.00 to \$15.00.

There were 1358 members eligible to vote. One-third of the membership cast their ballots (445). Two-thirds of the members voted “online”; there were 142 paper ballots cast. After the report was given, there was discussion about when to move to all electronic voting, and all electronic *Vision* distribution. No decisions were made.

The cost of this election was \$2,296.28. Pickens believes the cost will go down some next year because of “sunk costs” for the computer program development. The Vienna Area Branch was recognized for being the ones who stuffed the

envelopes for the paper ballots. Next year another branch will be asked to volunteer to stuff the envelopes.

APRIL CONFERENCE REPORT

Sherry Warren, Conference Chair for the April 2012 State Conference, provided her reports via email (**Enclosure 10**).

She stated the conference was a huge success. Of the evaluations received, over 80% rated the overall conference as Excellent, and 20% rated it as Good. Anita Aymer, VP for Programs, stated there were a few things recommended by some of the attendees and the conference planners. Some examples were:

- List of attendees
- More advertisements from local vendors for the program booklet
- Better acoustics
- Signer of merit to act as branch treasurer
- Get sponsors from membership for program booklet
- Registrations forms need to be clearer
- Water pitchers in the conference rooms
- More social time

Lona Ross, Conference treasurer for the April 2012 State Conference provided her report via email (**Enclosure 11**).

The income for the conference was \$13,298.26 and the expenses were \$11,341.53. There is a profit of \$1040.08. The board discussed use of the excess funds.

Motion 3

Sherry Warren, Southeast District Representative, made the following motion: I move that the surplus money from the 2012 state conference be used to give to branches for the 2014 state conference. It was seconded and approved.

PUBLIC POLICY REPORT

Angela Booker and Susan Eisenberg are the new Public Policy Co-Vice Presidents on the board. Booker will focus her time on the State issues that affect AAUW and Eisenberg on the National.

DISTRICT REPRESENTATIVE REPORTS

Sherry Warren, Southeast District Representative, stated the Southeast will have two district meetings this year – October 27, 2012, and February 23, 2013, in a geographically suitable location for all Southeast members.

Sandy Lawrence, Northern District Representative, stated the Northern District will have their district meeting on October 13th from 10:00am to 1:00pm:

Location: Burke Centre Library
5935 Freds Oak Road
Burke, VA 22015

Guest Speaker: Attorney Susan L. Burke

Ms. Burke is spearheading two lawsuits, Cioca v. Rumsfeld and Klay v. Panetta, to reform how the U.S. military prosecutes rape and sexual assault. She is featured in the documentary "The Invisible War". AAUW supports these lawsuits through the Legal Advocacy Fund (LAF) case-support program.

Lawrence also reported on the Northern District project to connect those branches with George Mason University, including voter registration.

Anita Aymer, VP for Programs, is filling in for Julie Kause, the Southwest District Representative, who has been out for illness. Aymer stated the Southwest and the Northwest Districts will have a combined District meeting on October 6th in Charlottesville, VA. The topic will be the Turning Point Memorial.

2013 ELECTIONS AND NOMINATING COMMITTEE CHAIR

Pickens brought up the subject of next year's election and nominations. The VP for Membership, the VP for Finance and the Recording Secretary's positions on the board expire. Also, we might have some new bylaws amendments. Candidates and proposed changes to the by-laws/resolutions deadline is December 1st. We need a chair for the Nominating Committee.

Motion 4

Neola Waller, Historian, made the following motion: I move that we appoint Sandy Lawrence to serve as chair of the Nominating Committee for 2012-13. Motion was seconded and approved.

COLLEGE/UNIVERSITY REPORT

Mary Beth Pelosky, College/University Chair, provided her report verbally.

It was also decided that each branch that was in close proximity to a College/University that was a C/U partner would be assigned to mentor with the College/University. The proposed list of C/U partner's and branch assignments

is at **Enclosure 12**. Pickens will be contacting branch presidents to see if they are willing to be linked to the college/university.

AAUW FUNDS

Peggy Stotz, AAUW Funds Representative, provided her report via email. **(Enclosure 13)**.

She mentioned that the State of Virginia is 7th in donating to AAUW Funds in the Nation. She also asked that when branches report their AAUW funds totals to also provide how much they give for local scholarships and community outreach programs. All board members concurred with that idea.

HISTORIAN

Neola Waller, Historian, gave the new board members a brief summary of the History of AAUW Virginia. She stated that she has completed the 70s, 80s, and 90's.

FINANCIAL REPORT

Nancy Thompson, VP for Finance, provided via email the following reports:

Budget for 2011-2012,
Itemized Categories (4/18/2012-6/30/2012)
Proposed Budget for 2012-2013
Net Worth as of 6/30/2012 **(Enclosure 14)**.

There was considerable discussion on the proposed budget for 2013.

Motion 5

Sherry Warren, Southeast District Representative, made the following motion: I moved to provisionally adopt the 2013 budget until Finance VP adjusts the budget to balance. Motion was seconded. There was discussion on what budget to balance meant. After discussion, it was determined that budget to balance meant the Finance VP would get the numbers to balance so that revenues coming would match up with the expenses going out. We would not have a deficit. Motion was approved.

NOTE: A proposed budget is being prepared by the VP for Finance with the input from the board members. Once it is drafted, it will go to the board membership for an email vote.

BOARD PRIORITIES

The meeting was running way over schedule, so President Pickens offered to flesh out the Board Priorities for this year, and provide them to the board membership for comment and approval.

Below are the priorities that will be fleshed out and go to the board for a vote:

Focus on branch connections and millennial with College/University Partners program

Continue the work begun August 18th with resources, support, and training for branch leaders

Emphasize personal connections to branches and members, particularly through state board liaisons to branches

Promote state projects of Get Out the Vote and the Turning Point Memorial

Provide state and federal public policy information for action to branches and members

VIRGINIA VISION

President Pickens listed for the board the various articles that should be in the fall *Vision*. The deadline for submissions is September 15th.

APRIL 13, 2013, CONFERENCE

Anita Aymer, VP for Programs, stated she is working with the Greater Richmond branch on signing a contract for a hotel and the logistics, but needed the board's input on the program. After much discussion it was decided that the theme of the conference would be "Everyone Counts." Sherry Warren and Sandy Lawrence volunteered to work with Aymer on the program for the conference.

President Pickens thanked everyone for coming and providing valuable information/ input to make the 2012-13 year ahead a success.

The meeting adjourned 1:25pm.

Ann Johnson
Recording Secretary, AAUW of Virginia

Amendment to the Minutes

The following motions were submitted on September 7, 2012, via email to the members of the board

Motion 6 – Nancy Thompson, VP for Finance, moved to approve the finalized budget that was submitted by email. **(Enclosure 15)**

Motion was approved by a quorum.

Motion 7– Ann Johnson, Recording Secretary, moved to approve the State Board Priorities submitted by email. **(Enclosure 16)**

Motion was approved by quorum.

Ann Johnson
Recording Secretary, AAUW of Virginia

Attendees at State Board Meeting
August 18-19, 2012
Charlottesville, VA

Caroline Pickens, President
Anita Aymer, VP for Program
Nancy Thompson, VP for Finance
Angela Booker, Co-VP for Public Policy
Susan Eisenberg, Co –VP for Public Policy
Patsy Quick, VP for Communications
Ann Johnson, Recording Secretary
Peggy Stotz, AAUW Funds Chair
Mary Beth Pelosky, College/University Chair
Sandra Lawrence, Northern District Rep
Sherry Warren, Southeast District Rep
Enid Housty, By-Laws Co-Chair
Kay Gravatt, By-Laws Co-Chair
Neola Waller, Historian

Enclosure 1