



BOARD OF DIRECTORS MEETING
July 26th & 28th, 2019
Hotel Madison
Harrisonburg, VA

CALL TO ORDER

The State Board meeting was called to order on Friday, July 26, 2019 at 12:34 PM by Co-President Carol Stephens. A list of board members in attendance was emailed to the Board (**Enclosure 1**). Carol and Co-President Leslie Tourigny welcomed new board members Marsha Melkonian, Vice President for Finance, and Deborah Dodd, Recording Secretary.

CO-PRESIDENTS' REPORT

The Co-Presidents' Report was distributed to the Board via email (**Enclosure 2**). The reading committee for the July 26 and July 28, 2019 minutes is Nancy Warren and Barbara Woodlee. They will review and modify the minutes, as needed.

SECRETARY'S REPORT

The minutes of the April 5, 2019 board meeting and the April 6, 2019 annual business meeting were distributed electronically by former Recording Secretary Maureen Dwyer (**Enclosure 3**). Carol Stephens asked if there were any corrections to the April 5 board meeting minutes. With no corrections, the minutes were approved as distributed. She asked if there were any corrections to the April 6 annual business meeting minutes. Sylvia Rogers said that on page 3 of the minutes, the name "Barbara Froehlich" should be corrected to "Mary Froehlich". The minutes were approved as corrected.

2019 STATE BOARD ELECTION PROCESS

The ElectionBuddy program was used for the first time in the AAUW of Virginia State Board election. It worked well and saved money. The election results were distributed to the Board via email (**Enclosure 4**). Sandy Lawrence noted that 64 election notices were undeliverable because of incorrect email addresses. In the future, branch members will be reminded to check the Member Services Database (MSD) to be sure that it shows their most current contact information.

ELECTION OF NOMINATING COMMITTEE CHAIR

In 2020, there will be an election for President/s, VP/s for Program, VP/s for Communications, and VP/s for Public Policy. District representatives are automatically on the nominating committee, however, there is a need for the election of a committee chair. Barbara Woodlee volunteered. **Caroline Pickens moved that we (the Board) approve Barbara Woodlee as Nominating Committee Chair for 2019–2020.** There was no discussion. The motion was seconded and passed.

The new Southwest District Representative is DebraLee Hovey from Smith Mountain. Barbara Woodlee, Southeast District Representative, reported that Tammie Mullins-Rice has volunteered to serve as the Southeast District Co-Representative. The bylaws

require an election to this post. An election will be held at the October 26, 2019 Southeast District meeting.

AAUW CALENDAR 2019-2020

The AAUW Calendar from 2018-2019 was updated by board members for the 2019-2020 year. Recording Secretary Deborah Dodd will make the changes and send the updated calendar to board members via email (**Enclosure 5**). It will also be included in the fall 2019 issue of the *Vision*.

2019 STATE CONFERENCE ASSESSMENT

Cheryl Spohnholtz, former Co-Vice President for Program, and Sandy Lawrence, current Vice President for Program, reported on the 2019 State Conference held at the Vinton War Memorial in Vinton, VA, on April 6, 2019. The evaluations rated the conference as excellent overall. Carol Stephens will send comments from the evaluations to the Board via email (**Enclosure 6**).

Leslie Tourigny discussed the conference finances. It was noted that during the planning stages of the conference, some of the estimated or projected costs proved to be lower than the actual expenses incurred. This estimation error is something to be aware of in the planning of future conferences.

PROGRAM REPORT

Vice President for Program Sandy Lawrence sent the Program Report to the Board electronically (**Enclosure 7**).

2020 STATE CONFERENCE

The 2020 State Conference will be held April 17-19, 2020, at the Holiday Inn Old Town, located at 625 First Street in Alexandria, VA. The AAUW of Virginia State Board meeting will be held on April 17. Co-President Leslie Tourigny and Vice President for Program Sandy Lawrence have made the hotel arrangements. The hotel rate is \$129 per night. They recommend that reservations be made soon to ensure availability. There is a link on the AAUW of Virginia website. The Conference Committee has at least 30 volunteers already. Arlene Shapiro, Alexandria branch, and Joanne Clark, Mt. Vernon branch, are co-chairs of the Local Arrangements Committee (LAC). Mary Anne Graham, McLean branch, will oversee the program books. Tammie Rice-Mullins volunteered to serve as the conference treasurer and registrar. There was agreement that the theme should reflect the 100th anniversary of the 19th Amendment which will take place in 2020 and the campaign for the ratification of the Equal Rights Amendment (ERA). After a discussion of a theme, **Caroline Pickens moved that the 2020 State Conference theme is "20/20 Vision"**. There was no further discussion. The motion was seconded and passed.

A list of possible speakers was compiled:

- a representative from the Turning Point Suffragist Memorial Committee to talk about the suffragists who were imprisoned at the Lorton Workhouse

- a representative from “Women Lead” to discuss women’s campaigns and voting struggles
- a representative from Howard University to talk about the African-American suffragist experience
- a speaker to talk about the history of Native American voting rights
- a speaker to talk about the history of women in WWI
- a speaker to talk about women in the military and the changes through the years
- Joan Mulholland, a civil rights activist
- Historian Wendy Miller Edwards, from the Suffolk branch, who tells stories about the suffragists through the use of cartoons
- a panel of immigrants to discuss their experiences with voting rights
- a panel featuring local women in politics, e.g. mayors, city council members

A list of possible workshops was compiled. It includes workshops led by:

- Deborah Henry, a national parliamentarian, on how to run a meeting
- Kendra Davis, a Senior Vice President from AAUW National

Suggestions were made for local field trips and walking tours for members attending, especially for those who are coming from outside the Alexandria area.

Those with any other conference suggestions should send them to VP for Program Sandy Lawrence.

2020 Woman of Achievement Award

Carol Stephens announced the two nominees for the Woman of Achievement Award. They are Ana Humphrey and Senator Janet Howell. Ana has recently graduated from T.C. Williams High School and will be going to Harvard in the fall, so she is much younger than previous honorees. Leslie Tourigny explained the criteria for the award. She described Ana Humphrey’s accomplishments. Caroline Pickens spoke about Senator Janet Howell’s long, distinguished political career. The information concerning the two candidates was sent to the Board via email (**Enclosure 8**). Barbara Woodlee moved that the awards this year be called the “Women of Achievement” awards because two women will be honored. After a discussion, the motion was withdrawn. There was subsequent agreement that the name of the award would remain the “Woman of Achievement”. **Suzanne Rothwell moved that AAUW of Virginia grant two Woman of Achievement awards in 2020.** The motion was seconded and approved. **Suzanne Rothwell then moved that the Woman of Achievement award for 2020 be awarded to Senator Janet Howell and Ana Humphrey.** The motion was seconded and approved. If Ana Humphrey is unable to attend the conference, Deborah Dodd suggested that she might be able to participate via telecommunication.

PUBLIC POLICY REPORT

Sylvia Rogers, Co-Vice President for Public Policy, sent the Public Policy Report to the Board electronically (**Enclosure 9**). Board members discussed public policy issues for the coming year. AAUW of VA will continue to support passage of the ERA and move

forward on pay equity. Sylvia feels that pay equity will be easier to reach after passage of the ERA. A plan is needed for approaching the pay equity issue. Carol Stephens suggested that a survey be sent out to State incumbents, asking about their support for pay equity. AAUW of VA continues to work on human trafficking, gerrymandering, and family medical leave. There will be two State Lobby Days in 2020. The first will be on January 15, 2020; the second will be on February 12, 2020. Sylvia and Susan will focus on creating a voter guide highlighting the voting records of Virginia legislators on the ERA and related priorities for distribution to AAUW members.

COMMUNICATIONS

Vice President for Communications Patsy Quick sent the Communications Report via email (**Enclosure 10**). Security of members' personal information is of the utmost importance. No personal email addresses are to be listed on the website, printed in newsletters or in the *Vision*. AAUW National has guidelines concerning security. Patsy explained that gravity forms allow for communication, while protecting personal information. They will be available on the AAUW of Virginia website. The *Vision* will be sent to members via pdf, with personal information redacted and that it will be sent as a link, rather than as an attachment.

Because of security concerns, the method of publishing obituaries in the *Vision* was discussed. **Patsy Quick moved that the *Vision* will publish "in memory of" boxes for past State Board members. The information will consist of name, position, and type of work done.** The motion was seconded and passed.

Patsy asked whether the *Vision* is being sent to the correct College/University (C/U) representatives. Nancy Warren, C/U Chair will confirm names and email addresses.

AAUW FUNDS

The AAUW Funds Report was transmitted electronically by AAUW Funds Chair Caroline Pickens (**Enclosure 11**). She added that most AAUW funds, i.e., Legal Advocacy Fund (LAF), Eleanor Roosevelt Fund, are fully funded.

HISTORIAN

Historian Neola Waller was unable to attend. She sent the Historian Report via email (**Enclosure 12**). Colleges and universities will receive copies of *A History of the American Association of University Women of Virginia 1925-2010*, if they have not already received one. Caroline Pickens suggested that former C/U affiliates should also receive copies. Neola will bring copies to the November board meeting.

COLLEGE/UNIVERSITY REPORT

Nancy Warren, C/U Chair had distributed the C/U Report to the Board via email (**Enclosure 13**). Nancy suggested a workshop explaining the C/U partnership.

Co-President Carol Stephens recessed the meeting at 4:48 PM. It was scheduled to be reconvened on Sunday, July 28, 2019 at 8:30 AM.

CALL TO ORDER

Co-President Carol Stephens reconvened the meeting on Sunday, July 28, 2019 at 8:35 AM.

SUMMER LEADERSHIP MEETING (SLM) LESSONS

Carol Stephens reviewed the results of the surveys from the Saturday, July 27, 2019 SLM. The overall meeting was very well received. Members enjoyed the tour of the Edith J. Carrier Arboretum. The Social Time at the hotel was not well attended. Both keynote speakers, Dr. Heather Coltman and Dr. Besi Muhonja, received high marks. Most people liked the buffet lunch. They enjoyed the breakout sessions, finding them generally excellent. Suggestions for topics to be expanded on or included next year were human trafficking, the financial health of AAUW, and AAUW public policy issues. Improvements that members would like to see next year were more frequent breaks and a better balance of information.

DIVERSITY AND INCLUSION REPORT

Cyndi Shanahan, Diversity and Inclusion Chair, had distributed the Diversity and Inclusion Report via email to the Board (**Enclosure 14**). Cyndi will speak with several districts in the fall about diversity and inclusion.

MEMBERSHIP REPORT

The Membership Report had been sent electronically by Vice President for Membership Cheryl Spohnholtz (**Enclosure 15**). Cheryl discussed the possibility of establishing virtual branches that might appeal to younger women. A suggestion was made that a teleconference be held, open to all members, to gauge interest in virtual branches, especially targeting C/U members. The issue will be revisited at the board meeting in November 2019.

Cheryl had introduced the Five Star National Recognition Program at the SLM on Saturday. It is a program proposed by National AAUW to align branch and state activities with National AAUW's goals. The Board was asked to decide if AAUW of VA would participate in the program. **Cheryl moved that we participate in the Five Star Program.** The motion was seconded and passed with one abstention. A suggestion was made that certificates be sent to branches who meet the goals.

BYLAWS & RESOLUTIONS REPORT

Bylaws & Resolutions Chair Suzanne Rothwell distributed the Bylaws & Resolutions Report to the Board electronically (**Enclosure 16**). There were several amendments outlined in the report that required approval by the Board.

Suzanne explained the new dues policy. **She moved that the Board agree to propose to amend the bylaws to delete the state half-price dues provision in Article XVIII, Section (a), of the bylaws in 2020.** The motion was seconded and passed.

Suzanne then explained the next proposal dealing with clarification regarding appointed officers/directors.

Caroline Pickens moved to amend Section 1(b), Line 4 by deleting “by the Board with its approval” and inserting “and approved by the Board” so that it reads “such other officers as may be considered desirable and approved by the Board to carry out the work of the Affiliates.” The motion was seconded and approved.

Suzanne moved to approve amendments to Article XI, 1(b), and Section 3(a) as proposed in the Report. The motion was seconded and passed.

To avoid the appearance of a possible conflict of interest, ByLaws/Resolutions Chair Suzanne Rothwell left the room prior the following discussion. **Caroline Pickens moved to approve that the Board propose for membership approval in 2020 that the bylaws be amended to exclude the Bylaws/Resolutions Chair from the 6-year service requirement in Article XI, Section 3.** The motion was seconded and passed.

There is a change in the IRS Form 990N. Suzanne will send out updates to branch Treasurers.

FINANCE REPORT

Tammie Mullins-Rice, former Vice President for Finance, joined the meeting via teleconference. She reviewed the 2018-2019 Final Finance Report and 2019-2020 Proposed Budget. She made corrections to the Proposed Budget and sent it immediately via email to the Board (**Enclosure 17**).

Tammie noted that there were several checks that had been issued but not cashed. Those checks appear to be “uncleared”. Carol Stephens will check with the Commonwealth Strategy Group to recover their uncleared check or have them void it. Kate MacLeod will check with the Manassas branch about an uncashed check that was issued to them. It is too late to replace an uncashed check at this point.

Barbara Woodlee will check with the Newport News branch about a mini-grant that they applied for but failed to submit the required paperwork. The \$250 check for the mini-grant had not been issued.

Suzanne Rothwell moved to approve the AAUW of Virginia budget as proposed for 2019-2020. The motion was seconded and passed.

BOARD LIAISONS TO BRANCHES

A list of board liaison assignments will be emailed to the Board (**Enclosure 18**). Cheryl Spohnholtz suggested calling or emailing the branch contacts, explaining the implementation of the Five Star Program. Cheryl and Cyndi Shanahan will consolidate the old and new liaison questions and send them out via email to the Board with the name of the branch contact person and the timeline (**Enclosure 19**).

FALL VISION

Leslie relayed a message from Historian Neola Waller. Neola wants to be sure that the branches around the state are aware of the 2020 celebrations of the 100th anniversary of the 19th Amendment. That information will be in the *Vision* throughout the year. A

brief summary of the budget will be in the *Vision*. A list of all articles for the *Vision* will be emailed to the Board (**Enclosure 20**). All submissions for the fall issue are due by September 15, 2019.

DISTRICT REPORTS

District Reports were distributed to the Board electronically by each of the District Representatives (**Enclosure 21**).

ACTION ITEMS

Co-President Carol Stephens will send Action Items via email to the Board (**Enclosure 22**).

The meeting was adjourned at 11:52 PM by Co-President Carol Stephens.

Respectfully submitted,

Deborah Dodd
Recording Secretary
AAUW of Virginia