

**AAUW-VA Board Meeting  
July 31 & August 1, 2021  
Held via Zoom**

**Saturday, July 31**

**Call to Order/Welcome**

The meeting was called to order on Saturday, July 31, 2021, at 1:02 p.m. by Co-President Leslie Tourigny, who welcomed Sherry Warren as the newly-elected Recording Secretary. The meeting was conducted via Zoom due to the continuing Covid-19 pandemic safety guidelines. Recording Secretary Warren took roll. A list of board members in attendance is attached (**Enclosure 1**).

Co-President Suzanne Rothwell extended the thanks of the Board to Marsha Melkonian and Cheryl Spohnholtz for agreeing to serve second terms as Vice President for Finance and Vice President for Membership, respectively. Co-President Tourigny extended her congratulations to Cyndi Shanahan, DE&I Chair, for being appointed to the National Diversity, Equity and Inclusion Committee.

**Secretary's Report**

The minutes of the March 20, 2021, Board of Directors meeting were distributed electronically by former Recording Secretary Deborah Dodd (**Enclosure 2**); they were approved as distributed. The minutes from the March 13, 2021, Annual Business Meeting were also distributed electronically by Dodd; they were approved as distributed (**Enclosure 3**). Recording Secretary Sherry Warren summarized the history of the board's electronic votes in May 2021 to adopt a theme and logo for the March 2022 State Conference (**Enclosure 4**).

**Co-Presidents' Report**

Co-President Rothwell highlighted items from the report, which was distributed electronically prior to the meeting (**Enclosure 5**). Rothwell announced that the 2022 Annual State Conference will be held in two parts: part one at the Hotel Madison and Shenandoah Valley Conference Center on March 26 in Harrisonburg; part two, the Annual Business Meeting, will be held virtually via Zoom on April 30.

Susan Burk and Denise Murden were appointed by Co-President Rothwell to be the reading committee for the minutes of the July 2021 board meeting.

**2022 State Conference**

Sylvia Rogers, Conference Chair, and Nadine James, Vice President for Program, provided an overview of the conference plans. The theme for the conference is "Going the Distance for Women and Girls." Proposed topics include diversity, equity, and inclusion best practices; equity in education; Virginia's new African American history curriculum for public schools; college and university AAUW affiliate partnerships; changing dynamics of Virginia politics; and the workplace for women in the future, among other mission-related topics.

Several board members suggested inviting West Virginia and Maryland AAUW members to attend the 2022 conference.

### **Finance Report**

Marsha Melkonian, Vice President for Finance, distributed the 2020-2021 Final Budget Report electronically prior to the meeting (**Enclosure 6**) and an itemized account of income and expenses for the 2020-21 fiscal year. (**Enclosure 7**). Melkonian reviewed these documents.

The 2021-2022 Proposed Budget (**Enclosure 8**) was also distributed by Melkonian electronically prior to the meeting. Co-President Rothwell facilitated a discussion of the proposed FY 2022 budget. The Board underspent its income in FY 2021 by \$7,989. The proposed FY 2022 budget would use some of these savings by budgeting \$2,000 for an AAUW Funds donation; increasing the NCCWSL donation by \$500; increasing mini-grants by \$500; purchasing director and officer liability insurance for \$337; and allocating (if needed) \$500 to the conference account to lower registration fees for AAUW of Virginia members attending the 2022 State Conference.

Co-President Tourigny facilitated a discussion of the proposed budget for the 2022 State Conference. There is \$2,953 available in the conference account, with \$2,000 earmarked as seed money for future conferences. This leaves the \$953 overage available to be used towards the 2022 conference, with the goal being to keep the registration fee low at \$25 for AAUW of Virginia members.

**MOTION:** Use \$953 in excess funds in the conference account to lower the registration fee for dues-paying AAUW of Virginia members to attend the 2022 State Conference; the motion carried.

**MOTION:** Propose approval of the proposed FY 2022 budget, with the following revisions: reduce total income to \$14,500 (from \$15,000) and increase the branch mini-grants to \$2,250 (from \$2,000) to cover payment for a FY 2021 mini-grant; the motion carried.

The board recommends that members be notified that the lower conference registration fee for this year is due to unusual circumstances and may not be replicated in the future.

### **Board Member Reports**

#### **District Representatives**

District Representatives (Aymer, Anderson/Lawrence, Mullins-Rice, Rogers) distributed reports electronically prior to the meeting (**Enclosure 9**).

District Representatives will be encouraging branch leaders to contact members who have not yet renewed their memberships.

### **Communications**

Vice President for Communications Patsy Quick distributed a report electronically prior to the meeting (**Enclosure 10**). Several board members praised and expressed appreciation for Quick's excellent work and responsiveness to other board members, particularly for updates to the website and her efforts in lowering the cost of printing and mailing paper copies of the Vision newsletter.

### **AAUW Funds**

AAUW Funds Chair Caroline Pickens distributed a report electronically prior to the meeting (**Enclosure 11**).

### **Historian**

Historian Kathy Batkin distributed a report electronically prior to the meeting (**Enclosure 12**).

### **C/U Report**

College/University Chair Barbara Woodlee distributed a report electronically prior to the meeting (**Enclosure 13**).

The meeting was recessed by Co-President Tourigny at 4:49 p.m.

## **Sunday, August 1**

### **RECONVENE**

Co-President Tourigny reconvened the board meeting at 1:01 p.m. on August 1, 2021. A list of board members in attendance is attached (**Enclosure 1**).

### **Board Member Reports, continued**

#### **Public Policy**

Public Policy Co-Vice Presidents Susan Burk and Denise Murden distributed a report electronically prior to the meeting (**Enclosure 14**). AAUW-VA is investigating collaborating with the Center for Common Ground, a nonpartisan voting rights organization, for Get Out the Vote activities. The Co-Vice Presidents will meet with AAUW National in August to review AAUW-VA's state legislative priorities for 2022 and discuss how National can support our efforts.

#### **Diversity, Equity and Inclusion**

Chair Cyndi Shanahan distributed a report electronically prior to the meeting (**Enclosure 15**). There will be a state-wide Zoom meeting on the topic of inclusion on January 22, 2022, with a panel of speakers.

## **Membership**

Cheryl Spohnholtz, Vice President for Membership, distributed a report electronically prior to the meeting (**Enclosure 16**). Some changes in membership renewal numbers are anticipated.

## **Bylaws and Resolutions**

Bylaws and Resolutions Chair Carol Dabbs distributed a report electronically prior to the meeting (**Enclosure 17**). Dabbs reviewed proposed amendments to Article XVII, Sections 1 and 2 of the AAUW of Virginia Bylaws to permit the Annual Business Meeting to be held separately from the State Conference. She explained that if the amendments were approved by the State Board, the proposed amendments will be distributed to members in the Voter Guide, which will appear in the Winter/Spring 2022 edition of *Vision*. If any changes are made to the proposed Bylaws amendment at the Annual Business Meeting, AAUW of Virginia members will be so notified before the spring elections begin.

**MOTION:** That Article XVII, Sections 1 and 2 of the AAUW-VA Bylaws be amended to permit the Annual Business Meeting to be held separately from the State Conference and presented to the membership for approval; the motion carried.

Dabbs also reviewed with the State Board proposed editorial changes to the Bylaws, which do not require member vote.

**MOTION:** Board approval of all proposed editorial changes to the Bylaws as set forth in the Bylaws and Resolutions Report; the motion carried.

Dabbs stated that branch leaders cannot finalize changes to their bylaws before submitting them to her for review and approval. The request for review of proposed changes must be accompanied by a copy of the current bylaws document that highlights the proposed changes. Assistance will be offered to branch leaders who are unfamiliar with how to turn on “track changes” to display these in a word processing document.

## **Program**

Vice President for Program Nadine James distributed a report electronically prior to the meeting (**Enclosure 18**). Vice President James will survey branch Program officers for ideas for state meeting programs.

## **AAUW of Virginia 2022 Woman of Achievement Awardee**

Co-President Rothwell reviewed the criteria for selection of the Woman of Achievement. The three nominees were: [REDACTED] (**Enclosure 19**). Board members who made nominations described the qualifications of their nominees and the rationale for selection of each. Board members asked questions and discussed the nominees.

**MOTION:** That the Board select the 2022 Woman of Achievement Awardee from the three candidates that had been placed in nomination by members of the Board.

A voice vote was held to select among the three candidates; the board selected [REDACTED] as the awardee. They also stipulated that no public announcement be made of the selection until after the official results of the November 2, 2021, General Election are announced.

### **Board Liaisons to Branches**

Prior to the meeting, Membership Vice President Spohnholtz distributed recommendations regarding changes to the system of rating of branches by board liaisons (**Enclosure 20**). Heretofore, board liaisons have indicated their perception of the relative viability of a branch using a Green/Yellow/Red rating. The proposed assessment guidelines would use a system of eight considerations, based on the National Five Star criteria, with the following ratings:

- Excellent: All areas of consideration are in place;
- Very Good: 6-7 areas of consideration are in place;
- Good: 5 areas of consideration are in place;
- Needs Help: 3-4 areas of consideration are in place; and
- At Risk: less than 3 areas of consideration are in place.

Spohnholtz outlined the rationale for the proposed changes and entertained questions and comments. The guidelines, including suggested changes, will be distributed to board members.

### **2021 and 2022 AAUW-VA Elections**

**MOTION:** Sandra Lawrence will be reappointed as Voting and Elections Chair for 2021-2022; the motion carried.

Chair Lawrence distributed a report electronically prior to the meeting (**Enclosure 21**). Lawrence reviewed the schedule for the 2022 elections. It was suggested that voting be extended to May 29 and Lawrence agreed to that change.

### **Election of Nominating Committee Chair**

Anita Aymer, Southwest District Representative, was nominated and elected to be Nominating Committee Chair for the 2022 AAUW of Virginia state elections.

### **Named Honorees for AAUW-VA**

The process for calling for nominations for AAUW-VA named honorees will begin in August. The honorees will be announced at part one of the 2022 State Conference.

### **AAUW-VA Calendar 2021-2022**

A draft calendar was distributed electronically prior to the meeting (**Enclosure 22**). Co-President Rothwell reviewed the calendar and made changes based on board input.

## **Fall Vision**

The deadline for submission of content for the Fall *Vision* is September 15, 2021. A list of required articles and the responsible parties was distributed electronically prior to the meeting (**Enclosure 23**)

## **Upcoming meetings**

Co-President Tourigny announced that the November board meeting is scheduled to be in person on November 6-7 at the Courtyard by Marriott in Richmond. A virtual (Zoom) board meeting is scheduled for Tuesday, January 11, 2022, at 7:00 p.m.

The meeting was adjourned at 5:02 p.m. by Co-President Tourigny.

Sherry Warren  
Recording Secretary  
AAUW of Virginia

## **ENCLOSURE 1**

### **Board members in attendance at AAUW-VA board meeting July 31, 2021**

Sara Anderson, Northern District Co-Representative  
Anita Aymer, Southwest District Representative  
Kathy Batkin, Historian  
Susan Burk, Co-Vice President, Public Policy  
Carol Dabbs, Bylaws/Resolutions Chair  
Nadine James, Vice President for Program  
Sandy Lawrence, Northern District Co-Representative  
Marsha Melkonian, Vice President for Finance  
Tammie Mullins-Rice, Southeast District Representative  
Denise Murden, Co-Vice President, Public Policy  
Patsy Quick, Vice President for Communications  
Sylvia Rogers, Northwest District Representative  
Suzanne Rothwell, Co-President  
Cyndi Shanahan, Diversity, Equity, and Inclusion Chair  
Cheryl Spohnholtz, Vice President for Membership  
Leslie Tourigny, Co-President  
Sherry Warren, Recording Secretary  
Barbara Woodlee, College/University Chair

### **Non-Board member attending:**

Mary Anne Graham, Virginia *Vision* Copy Editor

## **ENCLOSURE 1 (Continued)**

### **Board members in attendance at AAUW-VA board meeting August 1, 2021**

Sara Anderson, Northern District Co-Representative  
Anita Aymer, Southwest District Representative  
Kathy Batkin, Historian  
Susan Burk, Co-Vice President, Public Policy  
Carol Dabbs, Bylaws/Resolutions Chair  
Nadine James, Vice President for Program  
Sandy Lawrence, Northern District Co-Representative  
Marsha Melkonian, Vice President for Finance  
Tammie Mullins-Rice, Southeast District Representative  
Denise Murden, Co-Vice President, Public Policy  
Patsy Quick, Vice President for Communications  
Sylvia Rogers, Northwest District Representative  
Suzanne Rothwell, Co-President  
Cyndi Shanahan, Diversity, Equity, and Inclusion Chair  
Cheryl Spohnholtz, Vice President for Membership  
Leslie Tourigny, Co-President  
Sherry Warren, Recording Secretary  
Barbara Woodlee, College/University Chair

#### **Non-Board member attending:**

Mary Anne Graham, Virginia Vision Copy Editor