

AAUW of Virginia State Board Meeting
November 6-7, 2021
Richmond, VA

NOTE: Approved changes are highlighted

Saturday, November 6

Call To Order/Welcome

The meeting was held at the Courtyard by Marriott Richmond West and was called to order on Saturday, November 6, 2021, at 12:50 p.m. by Co-President Leslie Tourigny. Co-President Suzanne Rothwell welcomed board members to the first in-person meeting in over a year, due to the Covid pandemic, and she thanked members for continuing the work of AAUW of Virginia despite the challenges of the pandemic.

Roll Call

Recording Secretary Sherry Warren took attendance; seventeen members were present. A list of board members in attendance is attached (**Enclosure 1**).

Board members briefly shared recent positive events and challenges in their lives.

Co-Presidents' Report

The Co-Presidents distributed a report electronically prior to the meeting (**Enclosure 2**). Co-President Tourigny added two additional activities that occurred subsequent to their filing their report:

- AAUW of Virginia signed onto an amicus brief supporting appeal of the US District Court of the District of Columbia's dismissal of the ERA case filed by the Virginia Attorney General and others;
- The Co-Presidents provided some input into a model resolution for Fairfax County being drafted by a working group convened by the League of Women Voters of Fairfax in support of CEDAW (the U.N. Convention on the Elimination of All Forms of Discrimination Against Women).

The Reading Committee for the November 2021 minutes was announced: Carol Dabbs and Cyndi Shanahan.

Co-President Rothwell thanked Patsy Quick, Bianca Daugherty, Mary Anne Graham, and Caroline Pickens for reviewing and creating the *Vision* publication.

Secretary's Report

Recording Secretary Warren distributed a draft of the minutes of the July 2021 board meeting electronically prior to the meeting (**Enclosure 3**); the minutes were approved as distributed.

Warren reviewed the results of the September electronic vote on a motion to increase funding by \$200 for Get Out The Vote activities to participate in "Reclaim Our Vote"; the motion had passed with 13 "yes," 0 "no" and 0 abstentions reported. (**Enclosure 4**).

Finance Reports

Vice President for Finance Marsha Melkonian distributed financial reports and a budget update electronically prior to the meeting (**Enclosure 5**). Melkonian noted that we had a temporary surplus for the 2020-21 budget due to Covid-19 restricting our activities.

Co-President Rothwell noted that a review of AAUW of Virginia financial records is required by the bylaws every two years or at the end of the term of a Finance Officer; such a review was conducted in September by Dottie Joslin, Treasurer of the AAUW Fairfax City Branch (**Enclosure 6**). The conclusion of the review was that financial records were accurate and maintained in accordance with sound accounting principles and practice, except that the Quicken balance needed to be examined and adjusted to remedy a prior discrepancy.

Nominating Committee Update

Anita Aymer, Chair of the Nominating Committee, distributed a report electronically prior to the meeting (**Enclosure 7**). The slate to date is: Co-Vice Presidents for Diversity, Equity and Inclusion- Meg Tucillo and Krysta Jones; Co-Vice Presidents for Public Policy- Denise Murden and Janine Greenwood; Vice President for Program- Nadine James; and Vice President for Communications- Dianne Mero. There is need for one or more nominees for President or Co-Presidents.

Voting and Election Process for 2022

Sandy Lawrence, Voting and Elections Committee Chair, distributed a report electronically prior to the meeting (**Enclosure 8**), which provides a timeline for this year's process.

Program/2022 State Conference

Nadine James, Vice President for Program, distributed a report electronically prior to the meeting (**Enclosure 9**). She and Sylvia Rogers, Conference Chair, reported on the planning of Part 1 of the 2022 state conference to be held Saturday, March 26, at the Hotel Madison and Shenandoah Valley Conference Center in Harrisonburg, Virginia. Part 2 of the conference, the Annual Business Meeting, will be held Saturday, April 30, via Zoom.

The budget for the conference was distributed electronically prior to the meeting (**Enclosure 10**); Co-President Tourigny reviewed the budget. The registration fee for AAUW Virginia members will be \$25; this fee, representing a significant reduction from previous conference registration fees, was made possible because of reduced spending during 2021 due to Covid. Future registration fees will be higher.

Board liaisons to branches

Board members distributed liaison reports and Co-President Rothwell distributed a summary of the reports electronically prior to the meeting (**Enclosure 11**). The board reviewed the summary and concluded that the criteria often resulted in the assignment

of a higher rating than warranted. Given that the liaison report process was intended to determine the current status of branch performance and to identify branches needing assistance, the board agreed to forego the numeric rating system and to develop a new process. In the future, once a branch is identified as requiring assistance, such assistance should be provided by coordination of the Membership VP and the board liaison, and only with the concurrence of the branch. Types of assistance identified by the board included:

- confirming the benefits of social events to build rapport and fellowship;
- encouraging alternative branch leadership structures; and
- coordinating programs and interest groups with other branches.

Board reports

Membership

Vice President for Membership Cheryl Spohnholtz distributed a report electronically prior to the meeting (**Enclosure 12**). Overall membership in the state has declined over the past two years; there are currently 970 branch members in Virginia, as well as 475 National members. There is some interest in starting a branch in Abingdon.

Communications

Patsy Quick, Vice President for Communications, distributed a report electronically prior to the meeting (**Enclosure 13**).

Co-President Tourigny recessed the meeting at 5:15 p.m.

Sunday, November 7

The meeting was reconvened at 9:00 a.m. by Co-President Tourigny. A list of board members in attendance is attached (**Enclosure 1**).

Board Reports

Bylaws

Bylaws and Resolutions Chair Carol Dabbs distributed a report electronically prior to the meeting (**Enclosure 14**).

An editorial change to the Bylaws was presented to the Board. It will be incorporated next spring, after the Annual Meeting where other substantive changes may be proposed by the membership and later voted on during our 2022 AAUW of Virginia **voting and election process**.

Dabbs proposed changes to the AAUW of Virginia Board of Directors Handbook, including: adding duties of the AAUW Funds Chair, to include providing branches with quarterly reports of AAUW Funds contributions by branches and branch members and resolving with AAUW discrepancies between AAUW and branch reports of contributions; adding a description of the AAUW of Virginia **State** Named Honorees Committee and specifying that the AAUW Funds Chair serves as the chair of this committee.

MOTION 1: Carol Dabbs moved “to approve the amendments to the AAUW Funds Chair responsibilities in the Board Handbook as proposed in the Bylaws report Version 2 and amended by Board members.” The motion carried.

Dabbs’ report also recommended the addition of the position of Vice President for Diversity, Equity and Inclusion in the Board of Directors Handbook, along with a description of the responsibilities of the position.

MOTION 2: Dabbs moved: “to approve the addition of responsibilities for the Vice President of DEI as proposed in the Bylaws report as amended by the Bylaws chair and Board members.” The motion carried.

AAUW Funds

A report was distributed electronically prior to the meeting by Caroline Pickens, AAUW Funds Chair (**Enclosure 15**).

Contributions to AAUW Funds are at approximately the same level as at the same time last year; approximately 90% of those contributions have been made to the Greatest Needs Fund.

Three nominations for State Named Honorees have been received to date and the committee will meet in December to select one or more nominees to recommend to the board.

Diversity, Equity and Inclusion

Cyndi Shanahan, Diversity, Equity and Inclusion Chair, distributed a report electronically prior to the meeting (**Enclosure 16**) as well as a summary of DEI efforts, past and future, by branches as of September 9 (**Enclosure 16a**).

A statewide virtual program regarding the practice of “redlining” is planned for June.

College/University (C/U)

College/University Chair Barbara Woodlee distributed a report electronically prior to the meeting (**Enclosure 17**). The report reflected nine current C/U partners. Woodlee will write an article for the upcoming *Vision* explaining the C/U partnership to encourage branches to approach local institutions of higher learning.

Historian

Historian Kathy Batkin distributed a report electronically prior to the meeting (**Enclosure 18**). Batkin reported that in printing materials for AAUW of Virginia archives she likely will incur costs that exceed the amount allocated for the Historian in the state budget.

MOTION 3 Batkin moved: “to increase the Historian budget from \$20 to \$60 in Fiscal Year 2021-22 to cover additional costs for printing conference books and AAUW of VA handbook.” The motion carried.

District Representatives

Reports were distributed electronically by the District Representatives (Aymer, Anderson/Lawrence, Mullins-Rice, Rogers) prior to the meeting (**Enclosure 19**). Co-President Tourigny praised the programs being offered and the work being

accomplished by the District Representatives. Vice President for Communications Quick stated that she will create a calendar of District events for the AAUW-VA website to facilitate cross-district attendance at Zoom meetings by districts or branches.

Public Policy

A report was distributed electronically prior to the meeting by Co-Vice Presidents Susan Burk and Denise Murden (**Enclosure 20**).

Branches from all parts of the state participated in the “Reclaim Our Vote” postcard campaign; \$739.53 was expended for cards, postage, and travel to distribute cards, including \$280 which was contributed by branches and members. Co-Vice President Murden was commended for coordinating this successful Get Out the Vote (GOTV) effort.

MOTION 4

Marsha Melkonian moved to: “increase the GOTV budget line item by \$60”; the motion carried.

Burk and Murden distributed a report electronically regarding AAUW-VA mini-grants prior to the meeting (**Enclosure 21**). There were six applications for mini-grants; all grants were approved and a total of \$2000 was awarded.

5-Star National Recognition Program

Co-President Rothwell distributed the 2021-2023 Five-Star criteria, which have changed slightly from previous years, and a related Fall 2021 *Vision* article electronically prior to the meeting (**Enclosures 22 and 22a**). Rothwell congratulated the twelve branches that were awarded a total of 46 stars in the 2019-2021 AAUW Five-Star recognition program. She commented that it will be difficult to start the application process prior to June; she can be a resource if there are questions.

Proposed AAUW-VA 2022-2024 Public Policy Priorities

Co-Vice Presidents for Public Policy Burk and Murden distributed a draft of the priorities electronically prior to the meeting (**Enclosures 23 and 23a**). The priorities were discussed and amended. The board adopted the amended priorities for presentation at the Annual Meeting.

Winter/Spring *Vision*

Prior to the meeting, Co-President Tourigny distributed electronically a list of articles required for the Winter/Spring *Vision* (**Enclosure 24**); articles are due January 15, 2022.

Other Business

The board considered concerns regarding the challenge of identifying nominees for AAUW of Virginia President or Co-Presidents, centering largely on the time commitment required and the broad range of tasks needing attention. Several suggestions were made, including utilizing an Executive Committee structure, distributing responsibilities across other board positions, and adding an administrative assistant position to provide

support to the president/s. Nominating Committee chair Aymer volunteered to collect suggestions from other board members regarding this issue.

Upcoming meetings

The January board meeting is scheduled as a Zoom meeting on Tuesday, January 11, 2022, at 7:00 p.m. [Note: Subsequent to the board meeting, the starting time for this meeting was changed to 6:30 p.m.] In conjunction with the state conference, there will be a board meeting on Friday, March 25, 2022 in Harrisonburg.

The meeting was adjourned at 12:36 p.m. by Co-President Tourigny.

Sherry J. Warren
Recording Secretary
AAUW of Virginia

ENCLOSURE 1

Board members in attendance at AAUW-VA board meeting November 6 and 7, 2021

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
Marsha Melkonian, Vice President for Finance
Tammie Mullins-Rice, Southeast District Representative
Denise Murden, Co-Vice President, Public Policy
Caroline Pickens, AAUW Funds Chair
Patsy Quick, Vice President for Communications
Sylvia Rogers, Northwest District Representative
Suzanne Rothwell, Co-President
Cyndi Shanahan, Diversity, Equity and Inclusion Chair
Leslie Tourigny, Co-President
Sherry Warren, Recording Secretary
Barbara Woodlee, College/University Chair
Non-Board member attending:
Mary Anne Graham, Virginia *Vision* Copy Editor