**AAUW OF VIRGINIA Board of Directors Meeting**

**Friday, March 17, 2023**

**Holiday Inn Hotel and Suites, Williamsburg, Virginia**

**Call To Order/Welcome**

The meeting was called to order at 1:01 p.m. by President Lane Stone. Administrator Sarita Gregory welcomed board members.

**Roll Call**

A list of board and non-board members in attendance is attached **(Enclosure 1).**

**Secretary’s Report**

The minutes of the January 2023 board meeting were distributed electronically prior to the meeting by Recording Secretary Sherry Warren **(Enclosure 2)**; the minutes were approved as distributed.

Warren reported that two votes were held since the January 2023 board meeting:

On January 14, 2023, a special meeting was called by President Stone; fourteen board members were in attendance via Zoom.

**MOTION**: That Sally Daniel of the Virginia Beach branch be appointed as 2023 AAUW of Virginia conference Treasurer; the motion passed unanimously **(Enclosure 3).**

On February 21, 2023, an email was distributed to board members requesting a vote on the following motion from Dianne Mero, Vice President for Communications:

**MOTION**: Move AAUW-VA spend $180 for an annual Mailerlite plan and $26.50 for an upgrade to MailChimp’s "Essentials Plan” for one month, March 11 - April 11, 2023.

Of the sixteen votes possible, thirteen “yes” votes were received; the motion carried **(Enclosure 4)**.

**President/Administrator Report**

Stone and Gregory submitted a report electronically prior to the meeting **(Enclosure 5)**.

Vice President for Communications Dianne Mero and Co-Vice President for Public Policy Denise Murden were appointed as the Reading Committee for the March 2023 minutes.

Anita Aymer, Southwest District Representative, reported on her research for a location for the April 2024 state conference in Lynchburg: University of Lynchburg is being considered for the conference location, and Microtel, Hilton Garden Inn, and The Virginian for accommodations.

**MOTION 1:** Pursue conference arrangements at University of Lynchburg/Microtel for the 2024 AAUW-VA state conference; the motion carried (1 abstention) **(Enclosure 6)**.

**2023 State Conference & Annual Business Meeting Review**

Tammie Mullins-Rice, Local Arrangements Chair, distributed a report indicating that 83 individuals, representing seventeen branches, were registered for the conference, including 17 first-time attendees (**Enclosure** **7**). It was suggested that there be a committee to plan the Annual Business Meeting in the future. It was also suggested that AAUW-VA maintain a list of potential speakers and contact information for the use of Branches and future conference planners.

**Board liaison reports**

Board members electronically submitted reports of communication with branch leaders prior to the meeting (**Enclosure** **8)** and verbally summarized the information they had acquired.

**Mini-Grant Program**

Co-Vice Presidents for Public Policy Murden and Janine Greenwood submitted a report electronically prior to the meeting **(Enclosure 9)**, as well as a final report regarding one of the awarded grants from 2022-23 (Virginia Beach branch) **(Enclosure 10)**.

**Board Reports**

**Finance**

Marsha Melkonian, Vice President for Finance, distributed a report electronically prior to the meeting **(Enclosure 11)**.Melkonian reported a checking account balance of $45,740.40 and a conference account balance of $9,662.92. An adjustment will be made in the budget reflecting the change in charges for the mailing system (see Enclosure 4), with a note regarding the vote approving the spending.

**MOTION 2**: That $565 be allocated for 2023 National Conference for College Women Student Leaders (NCCWSL), with $100 to be allocated from CU Partner budget and $465 to be allocated from unspent funds; motion carried (one “no”) **(Enclosure 12).**

**MOTION 3:** Appoint Dottie Joslin to audit the AAUW state financials; the motion carried. **(Enclosure 13)**.

**Membership**

Vice President for Membership Cheryl Spohnholtz distributed a report electronically prior to the meeting **(Enclosure 14)**. In the report Spohnholtz proposed the following motion:

**MOTION 4**:  Increase the Membership budget line from $500 to $600 to allow $50 cash awards to each branch achieving 100% retention; the motion carried **(Enclosure 15)**.

**Communications**

Vice President for Communications Mero distributed a report electronically prior to the meeting **(Enclosure 16).**

**Diversity, Equity, Inclusion and Belonging (DEIB)**

Co-Vice Presidents Krysta Jones and Meg Tuccillo distributed a report electronically prior to the meeting **(Enclosure 17).**

**District Representatives**

Reports were distributed electronically by the District Representatives (Anita Aymer, Southwest District; Leslie Tourigny and Susan Burk, Northern District; Tammie Mullins-Rice, Southeast District) **(Enclosure 18)**.

**Public Policy**

Co-Vice Presidents Greenwood & Murden distributed a report electronically prior to the meeting **(Enclosure 19)**. A reception for Women Legislators of the General Assembly is planned for 2024.

**Bylaws & Resolutions**

Bylaws and Resolutions Chair Suzanne Rothwell distributed a report electronically prior to the meeting **(Enclosure 20).** Rothwell explained and clarified proposed changes.

The following motions were incorporated into the report:

**MOTION 5:** Move that the Board approve the amendments to the Board Policy section of the Board of Directors Handbook, as set forth in the March 17, 2023, Bylaws Report to the State Board

**MOTION 6:** Move that the Board approve the amendments to the five sections of the Board of Directors Handbook that relate to the responsibilities, policies, and procedures of the Communication Committee, as set forth in the March 17, 2023, Bylaws Report to the State Board

**MOTION 7:** Move that the Board approve the amendments to the District Representative section of the Board of Directors Handbook, as set forth in the March 17, 2023, Bylaws Report to the State Board.

**MOTION 8:** Move that the Board approve the amendments to the Vice President for Finance section of the Board of Directors Handbook, as set forth in the March 17, 2023, Bylaws Report to the State Board

The motions were tabled.

Rothwell announced that AAUW National has committed to a 30-day advance notice for proposed dues changes.

**AAUW Funds**

AAUW Funds Chair Ann Johnson distributed a report electronically prior to the meeting **(Enclosure 21)**.

**Historian**

Historian Kathy Batkin distributed a report electronically prior to the meeting **(Enclosure 22)**.

**College/University (CU) Partners**

C/U Co-Chairs Cyndi Shanahan and Barbara Woodlee distributed a report electronically prior to the meeting **(Enclosure 23)**.The annual Start Smart/Work Smart Coca-Cola grant, awarded to AAUW National, focuses especially on Historically Black Colleges and Universities (HBCUs), underserved students, and students at Women’s colleges. Shanahan and Woodlee have worked closely with AAUW National personnel to make contacts with qualifying colleges and universities in Virginia.

**Program**

Nadine James, Vice President for Program, distributed a report electronically prior to the meeting **(Enclosure 24)**.

**Nominating Committee Report**

Laura Wimmer, Committee chair, reported the following slate for the upcoming board election:

Virginia Kress, Alexandria branch, Vice President for Finance

Laura Southall, Smith Mountain branch, Recording Secretary

Laura Greenfield, Hampton branch, Vice President for Membership

Erica Brown-Meredith, Greater Richmond branch, and Meg Tucillo, Arlington branch, Co-chairs for Diversity, Equity, Inclusion, and Belonging (DEIB)

**Voting and Elections Process**

Sandra Lawrence, Voting and Elections Chair, distributed a report electronically prior to the meeting **(Enclosure 25)**. Lawrence noted that the cost for ElectionBuddy, the online voting software used for AAUW-VA elections is $199 for over 1,000 voters.  If there are fewer than 1,000 voters, the cost is $99.00. Based on the membership report, Lawrence predicted that there will be fewer than 1,000 votes for the AAUW-VA 2023 election.

**Board Meetings**

The July Board meeting will be held in Lynchburg on July 15 and 16, 2023.

The Fall Board meeting will be held via Zoom on October 28 and 29.

The meeting was adjourned by President Stone at 4:43 p.m.

**ENCLOSURE 1- Board members in attendance at AAUW-VA board meeting, March 17, 2023**

Anita Aymer, Southwest District Representative

Kathy Batkin, Historian

Susan Burk, Northern District Co-Representative

Sarita McCoy Gregory, Administrator

Nadine James, Vice President for Program

Ann Johnson, AAUW Funds Chair

Marsha Melkonian, Vice President for Finance

Dianne Mero, Vice President for Communications

Tammie Mullins-Rice, Southeast District Representative

Denise Murden, Co-Vice President for Public Policy

Suzanne Rothwell, Bylaws Chair

Cyndi Shanahan, College/University Co-Chair

Lane Stone, President

Leslie Tourigny, Northern District Co-Representative

Sherry Warren, Recording Secretary

Laura Wimmer, Northwest District Representative

Barbara Woodlee, College/University Co-Chair

**Non-Board members attending**

Mary Anne Graham, Virginia *Vision* Copy Editor

Sandra Lawrence, Voting and Elections Committee Chair

Patsy Quick, Webmaster