



American Association of University Women
Capital Branch
October 10, 2017
Board Meeting

Members Present		
Jane Johnson	Judy Welch	Caroline Punches
JoAnn Carpenter	Lynne Ballatore	Nancy Stiles
Diane Koditek	Marty McGarry	Barbara LeBlanc
Lin Nary		

The meeting was held at Adams Hub in Carson City and was called to order at 1:05 PM, by President Caroline Punches.

Financial Report – Barbara LeBlanc: Branch Treasurer Barbara LeBlanc provided a copy of the Branch Financial report effective September 30, 2017. Diane Koditek moved to accept the report as written. Lynne Ballatore seconded the motion and the motion was unanimously approved. Barbara suggested looking at financial software for the **branch**. She felt this would provide consistency in how each new treasurer tracks branch financial data, and provide more uniformity with Financial Reports.

Barbara was then asked to report on her research into Branch use of credit cards for our fundraisers. She provided a written report on four different options. The options included Costco-Poynt Smart Terminal, Pay Pal Here App, Square Reader, and Flint.Com app. Each option was workable, but after some discussion, it was determined that “Square Reader” was the format most of those in attendance felt comfortable with, as they had been in contact with businesses using this app. Judy Welch moved that the Branch purchase the “Square Reader” on a one-year trial basis. Diane Koditek seconded the motion with all voting to approve.

Branch Goals – 2017-18: President Caroline Punches submitted a written copy of updated 2017-18 FY Goals and Objectives for the **branch**. This was an item for discussion at a previous meeting and several changes were suggested at that time. After discussion of the amended goals, Nancy Stiles moved to approve the Goals and Objectives in the updated form and Judy Welch seconded. The motion was unanimously approved.

Programs: President Punches indicated that feedback for the October meeting was very good based on her review of the newly instituted evaluation forms. It was suggested that we add the word “optional” for the signature on the evaluation forms so that members might feel more inclined to rate those programs they did not like. Judy Welch and Marty McGarry will provide

other possible suggested changes to the form. Meal reservations were also discussed. There continues to be a problem with RSVPs. It was suggested that Louise Seidel require all RSVPs be made by the Friday before the meeting and that she include a list of those who have already indicated if they would attend and whether they wanted the meal.

President Punches asked the board about the logistics for the May Branch meeting. It has been a Saturday luncheon with invitations to our scholarship recipients as well as Branch Officer Installation. However, this year the possible Saturday meeting date will conflict with the Nevada State Convention. After discussion, it was decided to keep the regular Tuesday evening Branch meeting date, time, and place for May 2018.

President Punches then brought up the question of the December meeting. That meeting has been an informal event including spouses and guests at a member's home. However, the increased size of the branch makes it difficult to accommodate the number of people that might want to attend. There was also a discussion about a potential "Holiday Project". President Punches will discuss both the meeting venue and possible holiday project with members at the November meeting.

Event Updates: Both the Pecan Sales and Feast of Chocolate events are continuing in the planning stages. Carolyn Kellogg and Flo Bedrosian will put together a ½ sheet flyer as a Save the Date for Feast of Chocolate. These flyers will be distributed at the Carson Craft Fair Pecan sales booth and provided to members who sell pecans in bulk to friends.

Branch Policies and Procedures: President Punches asked for volunteers to help update the existing Policies and Procedures Guidelines.

Communications and Newsletter: Lin Nary provided samples of the new Membership Directory for 2017-18. She will be including pictures. The Directory will be available on our website. Lin also asked for items to be submitted for the November newsletter by Oct. 23rd.

Interest Group Coordinator: Diane Koditek indicated that there has been an increased interest in all of the interest groups since the September Brunch. New members as well as returning members have expressed an increased interest in existing groups and a new Knitting Group will meet this month.

Miscellaneous: President Punches updated the group on the Nevada State AAUW election of board members. She and Nancy Stiles will remain on the Board of the State **AAUW**. Nancy Stiles, Public Policy Chair, reported on a recent meeting of the Women's Coalition. The group was pleased with the progress made on several women's issues in the last legislative session. The focus will continue on Pay Equity and Paid Leave for the next session. The Coalition will also provide a candidate survey for the upcoming election cycle. The meeting was adjourned at 3:05 PM.

Respectfully Submitted,

JoAnn Carpenter
Secretary