

## **American Association of University Women, Capital Branch Board Meeting Minutes: 10/16/19**

Members Present: Caroline Punches, Jennifer Verive, Diane Koditek, Chris Perdomo, Barbara Kuehner, Kathy Steinle, Jan Sullivan, Barbara LeBlanc, Janice Noble, Judy Welch, Iris Blaisdell, Dorthiann Taylor, Cathy Haber, Mary Moffitt

Call to order at 1:00 by Co-President, Caroline Punches

8/7/19 minutes: accepted

Treasurer's Report: Barbara LeBlanc reviewed her report. Discussion concerned 2 main items: checking account balance and Membership Brunch. The large checking account balance (\$13,845) includes money for pecans (approx. \$10,000) which will be dispersed shortly. The Membership Brunch accounting includes a carryover of \$377.48 towards the 2020 event. Venue, caterer, decorations and other details were all discussed and will be reviewed as part of planning for next year's event.

Membership: Iris reported that we have 4 new members and 2 new dual members. Total Branch membership is now 72. Discussion ensued as to whether the Membership Brunch was effective for gaining new members or more important for Branch cohesiveness. It appeared the brunch served both functions.

The question of whether to raise dues also came up in the context of needing operational expenses. A committee composed of Jane Johnson, Iris Blaisdell, Shirley Hammon, Barbara LeBlanc and Caroline Punches met on October 10<sup>th</sup> to discuss the issue of the operational budget. They identified how the operational budget is currently spent as well as possible other areas of branch support. Jennifer and Caroline shared dues amounts for other Nevada branches. This committee will be meeting again to address options for increasing the amount of available funds for branch operations.

Meetings and Programs: Caroline reported for JoAnn and Lynne.

November 5th meeting: Topic is Block Chain Technology & Cybersecurity  
December 17th holiday gathering: 4:30-6:30 home of Barbara Kuehner  
Car pooling is encouraged

Holiday Giving: Branch members typically bring a gift in support of a specific community program to the December meeting. Since it is late this year, members can bring them to the November meeting. Judy Welch presented options and will detail them in the next Newsletter including what, where and when.

Five Star Progress: Jennifer went through each of the Five Star criteria and described Branch efforts, accomplishments and plans to achieve each star. Several key areas indicating progress toward the stars are: Work Smart events; the Linda Hiebert Sekiguchi fund donation; 90% Branch membership retention; web site development, maintenance and postings to include links to social media, public policy interventions; and evidence of succession planning in our organizational structure. Jennifer expressed confidence that we can become a Five Star Branch.

Public Policy: Judy Welch reported on voter registration efforts. Members worked in 2 locations (Carson City Library and Centro Market) on National Voter Registration Day (9/24). The October 5<sup>th</sup> Carson City Wine Walk was very successful not only for voter registration but to communicate with  
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others about our Branch and the mission of AAUW. She indicated she may need funds for printing expenses and said that we will participate in the Nov. 2nd Wine Walk.

Janice Noble will be attending a meeting with the Nevada Commission for Women, League of Women Voters and other nonprofit organizations interested in following Interim Legislative Committee meetings.

Archives: Dorthiann and Caroline reported on their adventure going through boxes and files of stuff. They went on-line to see what AAUW recommends keeping. They reduced their accumulation to 2 boxes. However, there is a need to have members do an inventory of what they have. The list of items - historic or otherwise - should then go to Dorthiann.

Pecans: Kathy said the pecans are being harvested as she speaks and that we are on track for an Oct. 28th delivery. She has some needs for the November 22-23rd Craft Fair (brochures, banner, table clothes, etc.). Both she and Barbara LeBlanc will be able to process credit cards with %The Square.+ Sign-ups to help are going well.

Feast of Chocolate: Chris and Jan have contacted Carson City H.S. regarding their role. Flyers and tickets are done, and they circulated examples of the excellent graphic arts. There was lots of discussion regarding how many baskets were needed for the raffle.. Gift certificates from restaurants, spas, etc. are very popular - need to get these. At our next membership meeting Caroline will bring a basket to auction and member input will be solicited.

Plastic water bottles: Evaluate use at meetings; encourage all to bring own containers.

STEM: Barbara K reported on the STEM Committee which will be assessing what is available already in our community and how our branch might be involved.

T-shirts: Caroline said the shirts have been ordered and will be available at the November meeting. 36 were ordered.

Candy Donations: Kathy Steinle volunteered to drop the Halloween Candy donated by Board Members to the Governor's Mansion after the meeting.

Next Meeting: Will be in January, date to be set.

Adjourned: 2:35pm.

Respectfully Submitted,

Barbara Kuehner  
Co-Recording Secretary