



**AAUW Morgan Hill Branch
Board Meeting Minutes
January 7, 2021 6:50pm Gather, 7:00 Start
Location: Tessy Albin's Office/Zoom Conference Call**

Meeting was called to order by Marian Sacco at 7:01pm.

Quorum was present: Yes

2 Voting Board Members Present at Tessy's office: Tessy Albin, Pat Toombs

15 Voting Board Members Present on Zoom: Kim Gardener, Carol O'Hare, Barbara Palmer, Amy Whelan, Sherrie Wren, Janet McElroy, Maggie Leininger, Elizabeth Mandel, Joy Safakish, Marian Sacco, Suman Ganapathy, Peggy Martin, Chris Hopwood, Donna Dicker, Yvonne Randolph.

4 Non-voting Members Present: Joanne Rooney, Susan Rife, Darcy Foster, Monica McClintock.

Approval of December 2020 minutes:

- Minutes approved as written.

Announcements:

ISPF Update by Peggy Martin TBD.

Website update (Elizabeth Mandel):

Branch website update:

- Update includes using blogs to incorporate dynamic information in a way that makes it easier to quickly update the dynamic information without having to change the static information (like the basic information on our homepage). Sandy Stoob will be able to easily update things, like due dates for applications, programs, etc. We will have links to applications, program details, etc. so none of that has to be added to the site, just a small amount of verbiage and the link.
- When you send information to Sandy, please send her a picture or image with a description of what the blog is for with a link to it.
- Website is now optimized for mobile access as well, so people using their phones can easily see and navigate it.
- Some of our grant and scholarship applications have been using Word or PDF forms for submission. PDF requires Acrobat software if you need to manipulate the form and fill it out, and Word Docs are not that popular with younger users now. Google Docs seems to be the default vehicle for setting up our scholarship and grant applications, they are easily accessible.

Treasurer's Report (Tessy Albin):

- December 2020 ending balance \$20,987.63. Income was \$25 from new member dues, Expenses were \$600. It turns out that the \$600 wasn't supposed to be paid out, it was a down payment to a videographer for work that had since been cancelled, but somehow the check was still cashed. Tessy will be working with either the bank or the videographer to get the \$600 repaid.

Programs Report (Marian Sacco for Yvonne Randolph):

Stats from December 22d program:

- 231 Facebook views, 13 people attended on Zoom.

Spring Program Schedule:

- January 26th: Trying to get something related to Covid for January. Since it's Zoom we might be able to get someone from another country, since US folks are slammed. Backups include a hypnotist or Cristina Hunger (speech language pathologist who revolutionized communications by dogs using buttons www.hungerforwords.com/posts). Currently moved to later in 2021.
- February 23rd: Speech Trek
- March 28th: 38th WFR virtual daytime program TBA. Trying to get something associated with running and exercise. Olympians Yvonne contacted were associated with programs that want money, and we're trying to get someone for free. "Run for a Better Oakland" might come through, they do virtual coaching and practice for elementary kids in Oakland, and have Olympians participating in that.

Membership Report (Sherrie Wren and Donna Dicker):

Report by Sherrie Wren:

- Kathy Hansell (Membership Co-VP) is doing well, home from surgery, minimal pain. Food is more normal, not so bland.
- One new member, Wendy Miller. Inquiry from one other woman, information sent out.
- 2021 dues will be \$107, up from \$104 in 2020.

Report by Donna Dicker:

- Gavilan will not be rejoining AAUW this year as a College-Branch partner at a cost of \$175, due to budget cuts.
- Dr. Kathleen Rose cancelled her individual memberships this year to both AAUW MH and Gilroy.

2021 Wildflower Run Update (Carol O'Hare, Elizabeth Mandel):

WFR Membership Giving Campaign report given by Carol O'Hare:

- Membership has given \$4,665 so far, 29% towards our goal of \$16,000. 10% of our membership have given. Numbers reflect that we have a few larger donors pushing the dollar figures up.
- \$100 or more gets a free 2020 t-shirt. Janet Wright will handle that part, and we can use BookSmart as the drop off point for the t-shirts.
- Elizabeth suggested adding the testimonial videos of our TT and scholarship winners to the emails that Carol is sending out to the membership. Darcy Foster will work with Elizabeth to get that added in.

Update on WFR Team and Meeting by Elizabeth Mandel:

- Many deadlines coming up, will have ads in local print in February and March (MH and Gilroy Life, maybe MH Times).
- Social media campaign is taking a lot of time, but the team is very excited about it. Amina and Wendy are jumping in on this.
- Next WFR meeting is January 14th.

- After the next email in January we are moving from MailChimp to a new email platform for communications with our runners - Mailerlite.
- Video, next steps:
 - Decided not to continue with \$1,500 professional videographer, there were layout issues and she could not meet our January 1st due date.
 - Recommend that we keep the money set aside for branch use for other video-type uses, Philanthropic Volunteer award, etc.

2021 Wildflower Run Sponsors Report (Barbara Palmer, Amy Whelan):

- Today, January 7th, is the date for checks from our \$1K and \$2.5K sponsors. We have checks for \$7,250.00, and are expecting two additional \$1K checks, one from Toray Composites (old TenCate) and one from Sue's Story. We are effectively at \$9,250.00 for now.
- There are four additional promised \$1K sponsors as well.
- After \$1K sponsors are done the team moves on to the \$500 and then \$250 sponsors.
- We're having difficulty getting contact information from sponsors this year, it's on the second page of the sponsor packet and it seems like they are just missing it when they fill out the form.
- We have about six sponsor videos that can be rotated into social media – most are doing it on their own, but a couple may need some additional help from Amy. The single \$2.5K sponsor video can be posted now, and then February 1st will be the start date for the \$1K videos.
- Elizabeth suggested that our sponsors might want to incorporate one of the testimonial videos of our TT and scholarship winners in their own video if they wished.

Bylaws (Carol O'Hare):

Update on Q1 New Members policy:

AAUW membership year is July 1st through June 30th of the following year, and fees are going up for 2021-2022 membership year. This has caused some issues with new members joining at the beginning of the calendar year and paying full price.

After further discussion, Carol O'Hare made the following motion to amend our Policies and Procedures, Article II, Membership:

- 1. Any person joining the branch by the end of the calendar year shall pay full AAUW dues. Dues received after March 15 will be applied to the following membership year. (Revised Jan 2021)***
- 2. Current dues for fiscal year 2021-2022 regular members are: AAUW \$62 (\$59 of which is tax deductible), AAUW CA \$20, Branch \$25. Student Affiliate dues are: AAUW \$18.81, AAUW CA \$10, Branch waived. E-student Affiliate dues (for those attending a college/university partner) are waived for AAUW, AAUW CA, and Branch. Changes in dues occur as written in the bylaws (Article IV, Section 5). (Revised Jan 2021)***

The motion was passed unanimously.

Update on weekly e-mail policy and procedure:

- Last policy and procedure changes were made in 2016. People are not following them. Do we like the current guidelines, and just need to enforce them, or do we need to rewrite them?
 - Discussion on relevance of newsletter vs emails, getting people to follow the rules, transitioning to a blog, etc.
 - Decision made to make a couple of changes to current guidelines, but start making sure that folks read and follow them. For really long emails, a blog needs to be made with the information, and a link used in the (much) shorter email. Send back the guidelines to people

submitting things that are not going to work. Bylaws will work something up, and resubmit at the February board meeting.

Community Grants (Susan Rife):

Community Action Grants received ten applications, and funded nine out of ten. Those grants were made to:

- San Martin Gwinn School, \$1,125 for a motivational speaker Lilyann Prado Carrillo to speak via Zoom to middle school students, and for Spanish language books for the school library.
- Britton Middle School, \$775 for digital drawing tablets for math teachers.
- Britton Middle School, \$600 for [gathertown.com](https://www.gathertown.com) licenses, a program that allows better student interaction for remote learning.
- PA Walsh School, \$500 for gift cards to reward students for consistent participation in remote learning.
- Paradise Valley Engineering Academy, \$500 toward replacing and expanding their library book collection.
- Literary Legacies, \$500 for writing workshops for students to explore their identity and place in the world.
- Poppy Jasper International Film Festival, \$500 for collaborative film project to turn the Literary Legacies essays into short films.
- BookSmart Community Advantage, \$1,000 for Diverse Books for Our Community, enhancing school libraries' collections.
- Discovery Counseling Center, \$1,000 for Boldly Me and Bold Journey mentoring programs for middle and elementary school students.

Susan, Peggy and Tessy are working to determine how to send out all the checks. There will be a form sent out with the cover letter and checks that needs to be filled out and returned after the grant money has been spent.

Tech Trek (Joy Safakish):

Report to the board:

Tech Trek Timeframe: End of January to mid-February, the Tech Trek committee contacts local teachers with application packages and asks them to nominate students. Virtual Tech Trek 2021 organizers will seek budget approval this month from the AAUW-CA Board concerning the recommended fee of \$400 per camper. Of the \$400 fee, slightly less than half is materials. What is the rest for? Stipends are being paid to the coaches this year, is this coming out of the \$400? Joy will find out.

The Virtual Camps have to be supported by AAUW members. There are opportunities at the Camps to help as: Social Coach, Build Coach, Workshop Coach, (training provided for all these) and they're also looking for Workshop ideas. A stipend will be available for the coaching positions. Contact Joy if interested or if you know someone who is interested.

Four questions that Joy would like board input on:

1. AAUW-CA does not require parental contributions, but several branches have used them in the past for various camps to discourage no-shows. Some branches hold the fee and return it after the camp; others retain it. Should MH again ask for a \$50 parent contribution?
*Joy's suggestion: Ask for a smaller fee this year, \$25, non-refundable and we will cover families who can't afford the \$25 on a case by case basis. **Board agrees, \$25 non-refundable.***

2. In January, Joy normally requests the submission of a \$2000 donation and the camper fees to be sent to ISPF-CA to cover our annual donation & reserve space for 8 campers. We'll wait until the \$400/camper is confirmed before paying camper fees, but how much additional will we donate this

year? Other branches do not do this. Given the virtual environment, what would this extra money be used for? **Joy will find out and report back.**

3. How many campers to send? At present, there's no set limit as to how many girls will each branch can send, but a lot depends on how many branches want to participate this year. The current plan is to support up to four weeks of camp, with each virtual camp supporting up to 288 campers. If we find there are fewer branches interested, more girls can come from the rest. If interest is very high with most branches, depending on school schedules, we could potentially support another camp. *Joy's suggestion: keep the camper number the same as in previous year – eight campers.* Discussion, Robotics is very specific, so may not get that many. \$400 is lower, we have the money, but the committee is not that strong, it's a lot of work to set up interviews on Zoom, etc. **Decided, open to 8-12 if we can get that many qualified campers, the board will help Joy if her committee can't help out with Zoom interviews.**
4. Send 2020 Morgan Hill campers who didn't participate in our virtual webinar in August 2020? Virtual TT camp organizers are still reviewing the potential for allowing 2020 selected campers into the plan. Current feedback from branch coordinators indicate that they support the option of inviting 2020 selectees. This will likely not occur until well after the January review meeting with the CA Board, when they present the implementation plan for final approval. We are building capacity for over 1,000 girls, spread out over several weeks between mid-June & mid-August.
Joy's suggestion: I do not want to pursue this – we held a TT virtual webinar in August 2020 spending time & money for the 6 participants. **Board agrees.**

Speech Trek (Joanne Rooney):

- Ad is out in PeachJar, so Sobrato and Live Oak have that. Ads at library, newspapers and our branch website.
- Winners from last year, could they make a 2-minute video for potential candidates this year for teachers to use? If they can't Joanne would work with them, Joy will help her.
- Nextdoor suggested as a way to promote.

Events (Various):

- January 26th AAUW Program: Hopefully something around Covid and SCC vaccine plan.
- February board meeting is set for February 4th, 2021. Zoom/Hybrid meeting 7:00pm.

New Business:

No other business.

Adjourn (9:19)

Respectfully Submitted by Pat Toombs, Secretary.