



**AAUW Morgan Hill Branch
Board Meeting Minutes
December 1 2022 6:45pm Gather, 7:00 Start
Location: via ZOOM**

Meeting was called to order by Suman Ganapathy at 7:02pm.

Quorum was present: Yes

12 Board members present: Suman Ganapathy, Carol O'Hare, Krisse Boursier, Barbara Palmer, Stacy Moeder, Marian Sacco, Tammy Parker, Joy Safakish, Susan Rife, Elizabeth Mandel, Peggy Martin, Sherrie Wren

Approval of November 2022 Board Meeting minutes:

- Minutes approved as presented.

Updates & Announcements (Suman):

- Holiday Party at Old City Hall in Gilroy on 12/3/22 – 37 signed up so far

Finance (Suman):

Tessy's report summarized this month's income and expenses:

Cash Balance= \$18,477.81 ; Receipts = 0 ; Payments = \$(98.06) for Public Policy expenses.

Programs/DEI (Suman):

- DEI team was attending a training this evening – so no representatives were present
- January 2023 on the 4th Tuesday, program about missing indigenous women to be hosted by Kat Napoli
- February 24, 2023 program to be sponsored by the CEAC (Climate Education Action Committee)
 - Bay Area news meteorologist, Kari Hall, will be the presenter
 - Will be a panel of about 3 people, including Ish from Young Women Leaders
- Considering the 3rd Tuesday for Programs to accommodate Nancy Altman's School Board schedule
- Discussed reinvigorating the Programs team and are hopeful to have a co-chair for Nancy soon

Membership Report (Barbara Palmer and Sherrie Wren)

- Our most recent member to join was Sheila Dunwoodie on 11/16
- Our membership directory needs some updated photos

Public Policy (Susan Rife):

- GovTrek updates – Susan attended a webinar in November to learn more about it
 - Will be on 5 Saturdays in January – on a first come/first serve basis
 - Attendees can pick and choose which webinar to attend
 - Given posters to distribute and will reach out to a couple of Sobrato and Live Oak teachers
- Lobby Week presentation will be March 21 and 22
 - Likely via Zoom
 - Registration starts in January

By-laws (Carol O'Hare):

- DEI chair description updated – approved by DEI committee and accepted by the board
 - See attached description
- P&P XIV – Nominating Committee – clarification added and approved by the board
 - See attached updates
- Discussed if secretarial role should include helping to keep the website accurate with respect to committee members, interest groups, etc by keeping an eye on it and informing web admin of changes
 - First need to decide if we want/need to post this information on the website

Leadership Dev Team (Marian Sacco):

- Next meeting to be on 12/7
 - Almost done lining up all WFR help
 - Lining up help for the Fun Fest Kids' activities
 - Bobbie Erb will take over the 2K Children's Run and the Senior event
- Peggy Martin will be taking a little break from the team
- Five Star program
 - Designation may be changed to last longer so that we won't have to reapply each year
 - Have to coordinate with Programs Committee to line up programs that meet criteria

Nominating Committee (Marian Sacco):

- Have a slate of candidates ready for Suman's approval

Wildflower Run (Joy Safakish, Carol O'Hare):

- City and County Permits are in process
- Peggy is working on getting the correct language on our certificate of insurance
- Live Oak rental is locked up
- Road Show needs some help to line up entertainment
- New parking lot process has been reviewed and approved
- For Sponsors, see attached report from Amy Whelan
- For Membership Giving, an email will be going out to the members who made a donation last year-end

Scholarships (Stacy Moeder)

- Some HS winners did not get their Verification of Enrollments in on time
- For Reentry, most have chosen deferred entry only ½ of one scholarship has been fulfilled

Newsletter (Krisse)

- Requests for articles going out to be due on 12/15 and will publish on 12/31
 - It will include at least one bio from a new member

Tech Trek and LO Robotics (Krisse)

- Submitted a request for 9 in-person campers
 - 3 each to go to Sonoma State, UC Davis and Fresno State
 - Cost of \$1000 per student
- Submitted a request for 2 virtual campers
 - Cost of \$500 per student
- Planning a kick-off meeting to plan for interviewing students – 7 person committee
 - Will contact middle school math and science teachers in January
 - Will inform Superintendent Carmen
- LO robotics group is doing a STEM fair at the CCC
 - we will have an AAUW booth
 - will see if YWL want to help out

Young Women Leaders (Suman)

- See attached report from Bobbie Urb
- Suman shared some of the highlights

Community Action Grants (Susan Rife):

- See attached report from Harpreet
- Susan will write up something for the newsletter

Land Acknowledgement (Suman)

- Discussed honoring the Amah Mutsun at our public events
 - To acknowledge our use of their tribal land

Communications (Suman, Elizabeth Mandel):

- Thank you to Sherrie and Carol for helping to clean up the website
- Suman will be sending out a new anonymous feedback survey by 12/30
 - Anonymity should encourage more responses this time
 - See the attached proposed survey
- Elizabeth went over the proposed Google Drive layout – see attached proposed layout
 - Will be administered by Elizabeth and Bobbie Erb
 - Don't want its contents to be redundant with the website
 - Data can be shared to the website from the folders

Meeting Adjourned at 9:15pm

Respectfully Submitted by Tammy Parker, Secretary

DEI Chair Description:

DIVERSITY, EQUITY AND INCLUSION OFFICER Draft 12/1/22

The DEI officer will develop a plan to work toward the recruitment and retention of diverse members. The responsibilities of the DEI officer are:

1. Forms a committee to help plan and implement DEI strategies.
2. Determines current demographics of branch membership and leadership.
3. Collaborates with the Membership VP to review recruitment and retention of diverse members.
 - a. How members are recruited
 - b. Retention rate and why members leave
4. Collaborates with the Program VP to schedule DEI programming for the branch and the community.
 - a. Types of programming and target audience
 - b. Serves on the program planning committee.
5. Develops measurable goals to be achieved within a set timeline.
6. Provides input to the Leadership Development Team to encourage diverse branch leaders.
7. Works with branch leadership and members to maintain a welcoming culture at branch activities.
8. Participates in public events and activities where AAUW has a presence.
9. Serves as the diversity liaison with AAUW CA and National
10. Takes on other DEI projects as requested by the President or the Board.
11. Maintains an Experience Binder or e-file that includes resource materials, notes, timelines, committee meeting minutes, and suggestions for changes. Passes binder to successor.

Policy and Procedures XIV – Nominating Committee updates:

POLICIES AND PROCEDURES

XIV. NOMINATING COMMITTEE for **ELECTED OFFICERS** DRAFT 12/1/22

1. Four committee members shall be appointed by the president with recommendations from the board.
2. If the immediate past president is a member of the Nominating Committee, she/he shall serve as chair. If the immediate past president is not a member of the Nominating Committee, the president shall appoint a chair from among the committee members.
3. The Bylaws chair may attend the first meeting of the Nominating Committee to review nomination procedures and election timeline
4. The Committee shall make an effort to select the best qualified candidates.
5. The current president may offer suggestions for nominations but shall not serve on the Nominating Committee.

6. Any branch member may offer suggestions for nominations to the committee.
7. Chair shall consult with the incoming President before approaching potential candidates to ensure compatibility.
8. Job descriptions should be given to the potential candidates as they are being approached.
9. See Addendum 1 for Timeline for Election of Officers and Online Voting

**WFR Sponsors Report from Amy Whelan:
CA Poppy**

<u>South Valley Islamic Community</u>	<u>\$2,500</u>
<u>Hummingbird Sage</u>	
<u>American Institute of Mathematics</u>	<u>\$1,000</u>
<u>Brookfield Properties, Rosewood Morgan Hill</u>	<u>\$1,000</u>
<u>Council Member Rene Spring & Mark Hoffmann</u>	<u>\$1,000</u>
<u>Thinker Toys</u>	<u>\$1,000</u>
<u>Toray Advanced Composites</u>	<u>\$1,000</u>
<u>Valley Water</u>	<u>\$1,000</u>
<u>Mariposa Lily</u>	
<u>State Farm Agent David Matzinger</u>	<u>\$500</u>
<u>Susan Hines Charitable Fund</u>	<u>\$500</u>
<u>Monkey Flower</u>	
<u>Hightower Insurance Agency</u>	<u>\$250</u>
<u>One Step Closer Therapeutic Riding</u>	<u>\$250</u>
<u>Coral Bells</u>	
<u>Ray Will Investments</u>	<u>\$100</u>
<u>TOTAL</u>	<u>\$10,100</u>

Young Women Leaders Report:

For the December 1 AAUWMH Board Meeting
(Bobbie Erb/Alissa Crispin/Amy Martinez)

YWL November 2022 Update

📌 The girls are planning an all-day Conference for Middle School and High School girls. The theme is “Being Me in 2023”. They have selected Saturday, April 1st as their desired date and are currently searching for a venue, starting with the high school campuses. They have selected several topics for the workshops and have a general schedule for the day.

📌 They agreed to volunteer to work at the Wildflower Run and The Climate Day AAUW event.

📌 A couple of girls have volunteered to participate in the Climate Day program that AAUW is having in April 2022.

o Ria, Jasreen and Roma.

📌 A group led by Ria has submitted a proposal for a mural design, which they would paint on the walls at the Magical Bridge Playground. Waiting for a reply.

Community Action Grant Report (Harpreet Vittal):

AAUWMH Dec 1 Board Meeting -Community Action Grant Report

I have an update regarding the Community Action Grants Committee that I would like to share with the Board.

The committee (Nancy, Monica, Susan, Cinda and I) met on November 9th and discussed the applications received and decided on the following:

Grant Money available: \$7,000

Number of Applications received: 13

Grants Requests: \$12,814

Grants Applications Rejected:

1. MH Community Garden
2. Friends Of Master Gardeners
3. South Valley Science and Engineering Initiative
4. One Step Closer Therapeutic

Grants Approved:

1. Senior Advisory Committee- \$1,000
2. PA Walsh - \$1,000
3. JAMM School Library- \$1,000
4. Book Smart Community Advantage- \$1,000
5. San Martin Gwinn- \$1,000

6. South Valley Civic Theatre- \$800
7. Boys and Girls Club- \$500
8. Morgan Hill Historical Society- \$500
9. Poppy Jasper Festival- \$200

- The organizations that did not receive the grant are requested to reapply next year.
- We talked about inviting organizations that received the AAUW grant to a board meeting in the future (February or March).
- The recipient organizations are strongly encouraged to share information about the usage of the grant money via a report, photos and or videos.
- We plan to meet in July/August 2023 before the kick off for next year.

Proposed Membership Survey:



AAUW-MH 2022
Survey - Design & Da

Google Drive Proposed Layout

My Drive > AAUW MH Branch ▾ 👥

Name ↑

 AAUW Logos & Branding Guidelines

 AAUW MH in the News

 Annual Events - Instructions

 Board Agendas & Minutes

 Bylaws

 Community Action Grants

 Interest Groups / Action Groups

 Membership

 Newsletter

 Programs

 restricted folder - sample

 Scholarship Committee

 Stock Images and Photos

 Tech Trek

 Weekly Email

 Wildflower Run

 Young Women Leaders (YWL)