



**AAUW Morgan Hill Branch
Board Meeting Minutes
September 7 2023 7:00-9:00 pm
Location: In Person CRC MTG Room 1**

Meeting was called to order by Suman Ganapathy at 7:00pm.

Quorum was present: Yes

10 Board members present: Suman Ganapathy, Krisse Boursier, Carol O'Hare, Bobbie Erb, Janet McElroy, Elizabeth Mandel, Marian Sacco, Barbara Palmer, Tammy Parker, Stacy Moeder
5 Non-Board members and 1 guest present: Harpreet Vittal, Carol Ferri, Laura Whitaker, Carol Holtzgrafe, Kat Napoli, Mattie Scariot

Introductions:

All present introduced themselves.

Community Action Grant Report (Mattie Scariot):

Poppy Jasper International Film Festival Director Mattie Scariot explained how the Poppy Jasper IFF has evolved to be a Cross Community Festival - venues are in Gilroy, San Martin, Morgan Hill, Hollister and San Juan Bautista. Citing a USC Annenberg Study, she said that there continues to be a dearth of women in the industry. Our grant of \$1000 helped to cover the costs of the Women's Day event which included women directors and panelists. She also mentioned the need for more volunteers from Morgan Hill.

Approval of June 2023 minutes:

The minutes were approved as presented

Year's Goals & Theme (Suman, Krisse Boursier):

- Suman shared our Goals and Theme Graphic - reiterated that this year's focus is on Connections
- Krisse went through the list of 'parking lot' items from our Board Retreat and how we have been following up on those items. A couple are listed below:
 - An AAUW Business Card template is now available on google drive as a way to connect with prospective members - print out cards and hand them out
 - New 2nd Thursday, Coffee - Morning Mingle - at Coffee Guys at 10am

Appointments (Board & Suman):

- Tammy has agreed to continue on as Secretary with extended responsibility for Newsletter Blogs
- Bobbie Erb was approved as the new co-Director of the Wild Flower Run, joining Joy Safakish

Finance (Suman for Tessy Albin):

2023-2024 Budget Adoption - Suman moved to adopt it as presented, 2nded by Krisse - passed

Cash balance as of 8/31/23 = \$ 18,795.25, lower than previous month by \$818.49.

Activity for August 2023:

Dues received, net = \$ 451.00

Less Expenses:

Zoom = 15.99

Storage = 1,172.50

New member meetup = 81.00

- See attached Treasurer's Report

Allocations (Elizabeth Mandel):

Elizabeth passed out copies of the Allocations Presentation Report to highlight the new third column that she has added to account for the additional directed-giving monies we have received and awarded.

- adopted by the board without objection
- see attached 2023-2024 Allocations Table

Membership Report (Barbara Palmer):

- The membership committee has grown and includes several new members
 - looking forward to the new member input
 - have an upcoming meeting next Wednesday.
- See attached Membership Timeline and Membership Report

Programs (Suman for Nancy Altman, Doris Fredericks):

- Upcoming AAUW Showcase program on 9/26
 - Marketing to-date has been in the Morgan Hill 411 and will be in MH Life
 - Need a strong showing from our members and the board
- Promotion for the 10/24 program will begin soon
 - plan to include IBC (Inter branch council) via Zoom
 - Focus is on Brain Health and Dementia and will include a panel discussion
- See attached Copy of Programs 2023-2024 report

Public Policy (Suman for Susan Rife, Krisse):

- Susan could use some help on this committee
- Sign up to attend and monitor our School Board Meetings - 1st and 3rd Tuesday of each month at the district office at 6pm
 - Krisse attended the 9/5 meeting and shared about this year's Tech Trek and how it was a positive experience for the MHUSD 8th grade girls who were chosen to attend
 - Thought is that we should share something positive at these meetings when we attend

Bylaws (Carol O'Hare):

- Motions to approve the updated 5 addendum and the handling of Named Scholarships via a new policy
 - Motion carried
- See attached Bylaws Addendum Updates

Leadership Dev Team (Marian Sacco, Barbara):

- The new member meet-up went well
 - Barbara shared the updated "Helpful AAUW Info" document that was handed out
 - Elizabeth will look into making it accessible from the web
- Virginia Turner, our ISPF treasurer, will be joining us at a future event so we can thank/recognize her
- LDT continues to work on filling positions and choosing a 2024 Leadership Morgan Hill candidate

DEI (Janet McElroy):

- The author of the book, Textures of Terror - Victoria Sanford - will be at The Granary on 11/1 at 7pm to discuss her book which is about the investigation of the unsolved murder of a female law student and the pervasive violence against Guatemalan women that drives migration
- United Against Hate Week is coming up November 12-18
- Kat has been attending the City Council meetings and reading a Land Acknowledgement statement

Wildflower Run (Bobbie Erb):

- Bobbie is excited about her new role and is very organized
 - she has started tracking the problems that came up at the final review meeting from WFR 2023
 - she has been looking at the surveys of other races to get some new insight
- Ramping up with other committee members and will get registration online early
- see attached Wildflower Run report

Newsletter (Carol O):

A team of about 5 people is now involved in working on this - Carol as editor, Lisa Rick as email/newsletter creator, Tammy Parker doing Blogs, Elizabeth Mandel supplying photos, Chris Hopwood does the final review

Tech Trek (Krisse, Carol Holtzgrafe):

- Krisse needs some help on the committee - next meeting is in November
- She shared the Thank You cards from this year's campers
- Fresno was less expensive than Sonoma State - if things remained the same for next year, we would put in to just send the girls to Fresno
- Carol H is working with a team of Northern CA AAUW folks to hopefully bring Tech Trek camps closer to home (Stanford, UC Davis) and helping to find camp directors and assistant directors
- See attached Tech Trek report

YWL (Bobbie, Carol Ferri):

- Carol F and Kathy Picchi have taken over as chairs with some oversight from Bobbie during transition
- They have had their first meeting with the girls - so far 5 members and no seniors
 - working on recruiting, created a nice flyer that they have put up at some of the schools
- See attached YWL Report

Scholarships (Stacy Moeder):

- Stacy could use some help
- 50% of the Verification of Enrollment Forms have been submitted
- See attached Scholarship report

Communications (Suman, Krisse/Bobbie/Elizabeth):

- Master calendar/Google Drive/website updates
 - Usage of Google Drive has gone really well
 - could give a tutorial for new members if necessary
- Announcements
 - Need to send a Thank You to Guild Mortgage - shared ideas: Marian will work on this
 - A new 'Out to Lunch Bunch' group has been started by Patti Trantow - lunch will be the first Tuesday of every month, starting on 10/3
 - Leadership Morgan Hill Class of 2023 mural is 50% done and will be unveiled officially on 9/16

Upcoming Events :

- CEAC Meeting -September 13 6:30-8:30pm- Margaret McCann's
- 1st Morning Mingle -September 14 10am- Coffee Guys
- Wine Whine -September 20 5:30-7pm- Mama Mias
- AAUW Showcase -September 26 7pm-8:30pm- MH Library
- Fall Luncheon -September 30 11:30am-1pm- Giorgio's Italian Restaurant
- Next Board Meeting -October 5 7pm -CRC

Meeting Adjourned at 8:54pm

Respectfully Submitted by Tammy Parker, Secretary

Treasurer's Report (Tessy Albin):

AAUW Financial Report 2022-2023 Fiscal Year				1	Beginning Balance 7/1/23	\$ 19,319.77	
Operating Account 6/30/23 Balance				\$ 19,319.77	2	Plus Income/Deposits 7/1/23- 6/30/24	\$ 3,830.00
					3	Less Disbursements 7/1/23 - 6/30/24	\$ (4,354.52)
Operating Account					4	Ending Balance 6/30/24	\$ 18,795.25
		Deposits	Expenses	Balance			
Opening Balance	7/1/2023			\$ 19,319.77			
	7/31/2023	\$ 2,827.00	\$ (2,533.03)	\$ 19,613.74			
	8/31/2023	\$ 1,003.00	\$ (1,821.49)	\$ 18,795.25			

Allocations 2023-2024 (Elizabeth Mandel):

	2022-23 WF Fund Budget Actual		2022-23 branch actuals incl. directed giving	2023-24 WF Fund Budget
AAUW FUND (Total)	\$20,000	\$20,000	\$20,000	\$15,000
AAUW Fund - Unrestricted	\$20,000	\$ 20,000		\$15,000
LOCAL SCHOLARSHIPS (Total)	\$27,000	\$27,500	\$42,500	\$26,000
Lauren Jenkins Health Care Profession Scholarship - 2 recipients	\$3,000	\$ 3,000		\$ 3,000
Re-Entry/Deferred Entry - 2023: 4 Adult School recipients	\$5,000	\$ 5,000		\$ 5,000
High School Grad Scholarships - 2023: 11 recipients	\$9,000	\$ 9,500		\$ 7,000
NEW: High School Grad Leadership Scholarship (YWL)				\$ 1,000
Keeping In Touch (KIT) grants (\$500+) 2023: 20 qualified appl.	\$10,000	\$ 10,000		\$10,000
Directed giving: LJ (\$1K), EBPrado (\$10K), Kinker (\$2K), Fritts (\$2K)			\$15,000	
STEM/Tech Trek (Total)	\$12,500	\$12,743	\$12,743	\$13,300
2023: ended with 9 on campus + 2 virtual. Plan for 10 on campus	\$10,400	\$10,600		\$11,000
misc expenses - 2023: used for Tech Trek teddy bears	\$ 100	\$ 143		\$ 300
Lump sum grant (2023: split between Fresno and Sonoma)	\$ 2,000	\$ 2,000	-	\$ 2,000
LEADERSHIP PROGRAMS (Total)	\$4,500	\$ 3,786	\$ 4,986	\$ 4,750
Young Women Leaders - conference + misc expenses	\$ 1,500	\$ 758		\$ 1,500
Sponsorship participation in Leadership Morgan Hill	\$ 1,500	\$ 1,300		\$ 1,500
NCCWSL: sponsor 1 attendee (actual: \$630 registration + travel)	\$ 1,500	\$ 1,728		\$ 1,750
Silicon Valley Clean Energy grant to YWL (Grant request by YWL)			\$ 1,200	
COMMUNITY ACTION GRANTS (Total)	\$ 8,500	\$ 7,000	\$ 8,500	\$ 9,000
Community Action Grants (9 grants were made)	\$ 8,500	\$ 7,000		\$ 9,000
ADVOCACY (Total)	\$ 1,500	\$ 717	\$ 2,217	\$ 2,000
Climate	\$ 1,500	\$ 417		\$ 2,000
SVCE grant for Earth Day Festival (Grant request by Margaret CEAC)			\$ 1,500	
Sponsor booth fees at Earth Day Festival			\$ 300	
TOTAL	\$74,000	\$71,476	\$91,246	\$70,050

Membership Timeline and Report (Barbara Palmer and Sherrie Wren):

MEMBERSHIP TEAM TIMELINE

JULY 15, 2023 (Board Retreat)
r1 September 6, 2023

Bring Prospective Member letter, application, and a table sign with our website QR code to branch meetings and other events. Wear a name badge for easy identification. Have a quick explanation of AAUW, what we do, and who we are.

- ❖ Send welcome email to each of the Membership Team and hold 1st meeting in September for planning. Set dates for future planning meetings for NMWW, and NMMU. Send calendar dates to the branch calendar.
- ❖ Sherrie Wren maintains a current branch member directory on the National website and on our branch website. She frequently sends an updated “HELPMITH” spreadsheet to the President, President Elect, interest group chairs, and committee chairs which reflects new members’ interests and contact information. They are considered “new” for 1 year from their join date.
- ❖ Barbara sends each new member a short welcome email. All new members receive an email every 7-10 days explaining upcoming events, acronyms, etc.
- ❖ In **April** there is a New Member Wine and Whine event for everyone who joined within the past 12 months. This event is also open to other members. Light food, desserts, and wine are served. The purpose is for everyone to meet. Each new member is introduced. We need to find a larger venue.
- ❖ Leadership and Membership collaborate in June for the New Member Meet Up in **August**. This is for new members, Leadership Team, and Membership Chairs. Other members are not invited. This event is to educate new members on AAUW and AAUW-MH. Communication, acronyms, calendar, and interest groups are some of the topics addressed. Light refreshments and wine are served.
- ❖ In March new members are asked to participate in the Wildflower Run fundraiser by serving as course marshals.

BOARD MEETING
MEMBERSHIP REPORT
September 7, 2023

The Membership Team has had a great year. Our two New Member Events were very successful. The **New Member Wine & Whine** (NM W&Wh) at MH House on April 19th was well received. It was a good time for new members to meet current members. With our current large group of members, however, the venue was way too small. There will be discussion on this at our first meeting of the 2023-24 year scheduled for Wednesday, September 13th at Barbara Palmer's home: 16740 Spring Hill Court 2PM-4PM.

Our second event **New Member MeetUp** (NM MU) was held at Guild Mortgage, on August 3rd from 6:00-8:00. It was held to help new-bees become more familiar with what our MH branch has to offer. The venue at Guild Mortgage was a perfect size. However, Guild has moved from that location so we will need to look for another meeting place. The new members were very complimentary and thankful for the information and happy they attended. Their good questions helped to clarify confusing items.

Our membership has grown again this year. In the last 12 months we have gained **thirty new** members; currently our total membership is stable at **190**. Recruiting new members and retaining the current members will be discussed at our first membership meeting on September 13th.

Returning team members are Barbara Palmer, Sherrie Wren, Pat Toombs, Kathy Hansell, and Monica McClintock. The wonderful news is that six of our new people have agreed to be on the membership committee to share their ideas for our events, and recruiting and retaining new members. What better idea than to have NM share what works for future NM! I am hoping that after serving for a year, some of the new folks will enjoy continuing in 2024-25.

There will be 3-4 membership meetings during the year depending on need.

Barbara Palmer, Sherrie Wren
Membership

Programs (Nancy Altman, Doris Fredericks):

AAUW MH 2023-2024 Programs

Program	Date	Notes	Who	When
MMIW, part 2	5/23/23	Confirm with Library	Nancy	By 4/20/23
		PR material	DEI	
		Contact MH411	DEI	

		Contact MHL Contact MHT PR material to library		
June Program	6/27/23	No Program		
July3		No Program		
Financial Literacy	8/29/23	PR Material	Led by Peggy Martin	
		Contact Media/Library		
AAUW Showcase	Sept 26	Library	Group Effort	
Brain Health and Dementia, A better way forward	Oct. 24	Library	Robin Shepard	
DEI Open Event, Author of Textures of Terror, regarding a murdered indigenous woman	Nov. 1	The Granary	Victoria Stanford	
CEAC	Nov 28	Library		
DEI	January 30	Library		
Women's Health	Feb 27	Library	Doris/Nancy	
Earth Day	April 20/21?			
DEI	May 28	Library		

We decided to delay the AAUW Showcase until September to align it with New and Prospective Member meeting.

Programs were agreed upon for upcoming year (8/23 - 5/24)

Group reached consensus that regular meetings aren't required. Program committee will meet with presenters to work out details, as needed.

Addendum 5

Board Meeting Guidelines

1. Raise your hand to be recognized so that one person speaks at a time. Each member will have the opportunity to speak in turn.
2. Be courteous and respectful of the rights of others; listen attentively when others are speaking.
3. Minutes and Treasurer's report are presented. After questions and corrections, they stand approved (no motion or vote needed).
4. Procedure for Motions:
 - Introduction of topic and informal discussion
 - Preliminary motion proposed (no second needed)
 - Further discussion/questions, possible amendment(s)
 - Motion made and recorded in final form with second
 - Motion from a committee does not need a second.
 - President reads motion
 - Vote taken
 - Secretary to record in minutes
 - No motion necessary to adjourn
5. Co-officers each have a single, independent vote.
6. All reports will be uploaded to Google Drive Board Meeting folder no later than two days prior to the meeting. Reports will be reviewed by board members before meeting. During the meeting, the author of the report will only need to bring up items that require discussion and to answer questions related to the report. There is no need to repeat what is included in the uploaded report.
7. The President has the same rights as other members of the board to make a motion, to discuss, and to vote. However, the President has a duty to maintain the appearance of impartiality and not "lead" the discussion or influence the vote. The President should vote last in an email vote so as not to influence other board members' votes.

Addendum 6 comments:

Because the Bylaws committee was concerned that Addendum 6, Scholarships and Grants, in Policies and Procedures, had gotten too long and unwieldy, we worked with Stacy Moeder, Scholarship Coordinator, to come up with a solution. After much discussion over several months, we are proposing that Addendum 6 be divided into two parts: 6a would include the usual scholarships (HS, Entry, KIT), while 6b would be for special Named and Memorial Scholarships. Stacy proposed a policy that describes the procedure for these named scholarships. We are asking the board to approve this policy at this time. The complete and revised Addendum 6a and 6b will be presented at the Oct board meeting for approval.

Named, Tribute, and Memorial Scholarships

Named, Tribute, and Memorial Scholarships (“named scholarships”) are established by friends and family to honor a branch member with a donation to fund that scholarship.

In order to effectively manage the establishment and management of named scholarships, the following guidelines shall be followed.

1. When an AAUW family or friend wishes to establish a named scholarship, he/she will contact the AAUW President and Scholarship Coordinator directly. If the family contacts a branch member, that member will direct the family to the President and Scholarship Coordinator.
2. The Scholarship Coordinator or another designee will coordinate with the family to ascertain scholarship conditions and donation amount. These criteria will be presented to the AAUW Board of Directors and added to AAUW Scholarship Policies and Procedures scholarship and grants addendum.
3. Where possible, named scholarships will be incorporated into existing AAUW scholarship categories: High School, Re-Entry, Healthcare, and Keeping in Touch (KIT). The awarding of named scholarships will follow criteria set forth by these categories. Where incorporation is not appropriate, the family will work with AAUW to identify a designated member to manage the selection of the named scholarship recipients.
4. When a named scholarship fund is fully distributed, the scholarship will be discontinued, unless a decision to continue the named scholarship is made by the AAUW Board of Directors. The named scholarship will then be supported by AAUW allocations.

WFR Report (Joy Safakish, Bobbie Erb):

Wildflower Run Report Sept 7 Board Meeting

Many good suggestions that were presented at the post race Wrap-Up meeting and Bobbie has created a detailed spreadsheet from the notes. We'll send it to Chairs prior our first meeting, Nov. 16, so we can have a productive discussion for 2024 improvements.

WFR meeting dates are listed on our G-Drive under Board...AAUW Board Knowledge Transfer / Timeline... Wildflower Run... 2023-2024 Wildflower Timeline

We're looking at an all-inclusive, non-competitive to replace Senior 2K. – how this new event would fit into the overall timing of events is one of our concerns. Bobbie is checking out fun run descriptions which could be a model for our new event.

We're looking for several new Chairs, esp. a T-shirt Chair and help in the areas of Publicity/Marketing. We want to keep T-Shirt costs down and Bobbie is reviewing an online company whom she worked with before to compare to our T-shirt costs.

We're having a meeting tomorrow, Friday, with Elizabeth & Lori & Marion to discuss opening registration in October this year. Bobbie has been researching local runs to compare registration fees with our fees.

Tech Trek (Krisse Boursier):

Tech Trek Update
Board Meeting September 7, 2023

For 2023, our Morgan Hill branch awarded scholarships to eleven rising 8th-grade girls to attend camps at Sonoma State (5 girls), Fresno State (4 girls), and the virtual online camp (2 girls). Overall, Tech Trek California ran eight in-person camps and one virtual camp; 110 AAUW branches sent more than 800 campers and 250 volunteers.

In January, the Tech Trek committee contacted the six public middle schools in Morgan Hill - Martin Murphy, Charter of MH, Jackson Academy of Music & Math, Britton Middle School, Voices Academy, and San Martin Gwinn - for recommendations of 7th grade girls.

28 girls submitted applications and completed an essay and were interviewed by the committee, who then awarded scholarships to 11 girls, and assigned 2 back-ups (they were not used).

The winners were introduced at the Wildflower Run in March where they helped with the 2K run and other activities. They also attended an ice-cream social in June where they and their parents met other campers from our IBC and were prepped for the upcoming camps.

In June, 9 girls attended the Sonoma and Fresno camps, living the college experience on campus, attending core STEM class, hands-on workshops, and inspiring presentations. Branch members Monica McClintock and Krisse Boursier also attended the Sonoma State camp as dorm moms.

In July, 2 girls attended the virtual camp - logging on to zoom each day, attending classes, workshops and presentations, while learning how to program an arduino robotic device and designing some wearable tech. They received a box of electronics before the camp started.

In July, several of the campers helped decorate our float, then marched in the 4th of July Parade. And in August they shared their experiences at the August 22 Fall Tech Trek & Scholarship Presentations.

Plans for Tech Trek '24 include

- Sending 10 girls to Fresno. The price for Sonoma this year ('23) was \$1,200/camper, for Fresno it was \$900/camper, and for virtual it was \$500/camper. We can send more girls to Fresno - they enjoyed it just the same as the Sonoma campers. The virtual campers would have preferred to go to residential camp.
- Gift each girl a baseball hat with some kind of AAUW MH/ Tech Trek logo. We gave the girls cute little teddy bears this year, but at Sonoma we noticed girls in baseball hats with logos at camp - something they really needed out in the sun.

The Tech Trek program is a wonderful example of how we directly empower young girls by providing transformative experiences, so they are better equipped to excel and become leaders in their chosen disciplines, fostering a brighter future for all.

Please let me (Krisse) know if you would like to be part of the Tech Trek committee for 2024.

Young Women Leaders (Bobbie Erb, Carol Ferri, Kathy Picchi):

Young Women Leaders Status Sept 7, 2023

The Advisors for this year are Carol Ferri and Kathy Picchi.. Bobbie Erb will continue to advise during the transition. We've had a couple of advisor transition meetings already and Carol has met the YWL girls at our Social in the Park in August.

We had 3 seniors graduate and are off to college, which left a hole in our girl leadership. Two girls have stepped up to be the girl co-leads for the group, Kaylyn Nguyen and Ishq Kandhra.

4 of our girls will volunteer at the LMH Dinner this weekend.

Our monthly meetings are on the 2nd Monday of the month, 7 PM at the CRC. We are partnering with the Teen center and will have the use of their facilities.

We are actively recruiting new members to join us. Please send any interested 8 - 12th grade girls our way. They can come to the meeting on Monday or fill out this [brief form](#)

YWL September Meeting

Monday, Sept 9, 7:30 - 9 PM
CRC Teen Center
171 Edmundson Road.

Scholarship Report (Stacey Moeder):

AAUW Board Report

Scholarship Report

September 5, 2023

1. All scholarships for the 2022/2023 academic year have been awarded. For details please review the 2023 Scholarship summary report at [2023 AAUW Scholarship Summary Report.xlsx - Google Sheets](#)
2. I met with bylaws committee over summer to complete named scholarships addendum and review scholarship policies and procedures. Results will be presented to the board by the bylaws chair.

Submitted by:

Stacy Moeder

Scholarship Coordinator