



**AAUW Morgan Hill Branch
Board Meeting Minutes
February 1 2024 7:00-9:00 pm
Location: In Person CRC MTG Room 1 and via Zoom**

Meeting was called to order by Suman Ganapathy at 7:05pm.

Quorum was present: Yes

10 Board members present: Suman Ganapathy, Krisse Boursier, Joan Ensign (for Carol O'Hare), Barbara Palmer, Tammy Parker, Elizabeth Mandel, Janet McElroy, Tessy Albin, Susan Rife Elizabeth Mandel

2 Non-Board members present via Zoom: Darla Andresen, Joan Sullivan

3 Non-Board members present: Robyn Carrillo, Sheila Dunwoodie, Harpreet Vittal

Norms/Introductions/Agenda Review/Refreshments:

- All present introduced themselves.
- Discussed tweaking the agenda to shorten the meeting (lots to cover)
- Suman will send out an email with a google drive link to sign up for refreshments

Approval of January 2023 minutes:

The minutes were approved as presented

Updates:

- Exciting news that we have a Morgan Hill student attending Gov Trek this year
 - Suman will find out who the student is
- Carol Ferri shared some LMH Class of 2024 news - they have 2 projects in mind and will discuss at the upcoming LMH board meeting. She also shared that she is enjoying it - they are off to a great start.

Finance (Tessy Albin):

Cash Balance at 1/31/24 = \$ 16,145.61, lower than prior month by (\$ 508.).

For the 7 months ended January 2024 cash balance is lower by (\$ 3,174.)

Major expenses in January were CRC room rental for \$200 and Retreat for \$250.

- See attached Treasurer's Report

Membership Report (Barbara Palmer):

- New Member Whine and Wine to be on 4/17 - been busy researching caterers, venues, etc
 - Have selected the Grange for the event
- See attached Membership Report

Programs/DEI (Janet McElroy):

- January 30 program with Cindy Chavez, Santa Clara County Supervisor
 - There were more attendees via Zoom (35) than in person

- Cindy made it more like a conversation - very personal and informative
- Suman got a very nice Thank You note from a community member who brought her teen nephew to the event
 - The teen commented to his aunt that he got a lot out of it
- February 27 program will be on brain health
 - 3 AAUW members will be presenting
 - Doris Fredericks (Nutrition), Liz Panetta Melone (Fitness), Robin Shepherd (Sleep)
- Suman is greatly encouraging all AAUW members (and especially the Board) to attend our programs
- Alternate venues (other than the library) may need to be considered as we can only reserve the library for 2 months in advance
 - will work with Nancy Altman to come up with a plan/schedule to get our reservations in on time

Governance (Joan Ensign for Carol O'Hare):

- Motion to approve Article 10 changes to the Bylaws which define term limits
 - Suman read the changes out loud, followed by some discussion
 - Motion carried
- Some other topics were discussed pertaining to our dual 501c3 and 501c4 tax designations with regard to treasurers (we have a branch treasurer for our 501c4 and we share the ISPF treasurer for our 501c3) and that will remain unchanged
- It was mentioned that we may have a General Meeting to discuss other potential Board changes
- See attached Governance Report

Nominating Committee (Janet McElroy)

The slate of officers was presented and a motion was made to approve them:

- President: Krisse Boursier
- President elect: Harpreet Vittal
- Secretary: Sheila Dunwoodie
- Treasurer: Karen George

The motion carried

The election will be in April

Wildflower Run (Suman for Janet Wright):

- A pitch was made for members to donate to the WFR
 - last year 45% donated, want to get to 100% this year
- see attached Wildflower Run Report

Public Policy (Suman for Susan Rife):

- We are on the City Hall Council Chambers calendar for Candidate forums to be held on
 - 9/12, 9/19 and 9/26
- Lobby Day in Sacramento is scheduled for 4/2 - 4/3
 - Meetings are scheduled with Gail Pellerin and Dan Cortese
 - Looking for a group to attend
 - Krisse is lining up an Air BnB to sleep 5 people
- Still maintaining a sign up list for attendance at MHUSD board meetings to keep an eye on public comments

Newsletter (Krisse Boursier):

- Have reached out for articles for the March/April newsletter
- Still looking for another editor

Tech Trek (Krisse):

- A brand new camp at CSU Monterey Bay, Camp Carson, is being established
 - we can have 10 campers attend this year
 - will be looking to get grant(s) to cover the additional campers
 - they are in need of a lot of volunteers
 - they also need a treasurer - Sherrie Wren created an ad for this
- See attached Tech Trek Report

Branch Activity of the Year (All):

- Discussed what the focus could be this year - may consider submitting our WildFlower Run
- The application is due on March 8 - Suman, Krisse, and past/present WFR directors will meet to discuss

AAUW-CA (Suman):

- For the sake of time, Suman did a very quick screen-share overview of the AAUW-ca.org website
 - it was worked on by Carol Holzgrafe and Sharyn Siebert
 - it includes a ton of helpful information, including tools and webinars

Summer Retreat Plans (Krisse):

- Still in initial planning phase
 - Date set for Saturday, 6/15
- Also need to start thinking about 4th of July parade

Goals (All):

- Due to time constraint, this discussion was kept short
 - One goal that was discussed was to make a better connection with a college/university
 - Need better presence at the City Council meetings.

Open Floor:

- Robyn Carrillo shared some info about herself - she is a realtor and friend of Marian's who enjoys working with lower income clients who need affordable housing. She has a degree in Art and also a degree in Religious studies.
- Sheila Dunwoodie shared some info about herself - she was recruited by Carol O'Hare and Karen MacDonald and is a retired Administrative Assistant from Anritsu
- Tammy Parker shared some updates from the HS Scholarship Committee
 - A Scholarship Meeting will be called to help clarify some issues
 - see attached HS Scholarship Committee report

Upcoming Events :

- Morning Mingle - February 8 10:00am - Mohi Farm
- Wine and Whine - February 21 5:30-7pm - Location to be Determined
- Women's Brain Health Program - February 27 7:00pm - MH Library
- Next Board meeting - March 7 7:00pm- CRC

Meeting Adjourned at 9:00pm

Respectfully Submitted by Tammy Parker, Secretary

Treasurer's Report (Tessy Albin):

AAUW Financial Report 2023-2024 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	\$ 8,323.00
Operating Account							3 Less Disbursements 7/1/23 - 6/30/24	\$ (11,497.16)
							4 Ending Balance 6/30/24	\$ 16,145.61
			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				
	9/30/2023	\$ 1,103.00	\$ (1,722.96)	\$ 18,175.29				
	10/31/2023	\$ 1,447.00	\$ (1,811.70)	\$ 17,810.59				
	11/30/2023	\$ 542.00	\$ (1,082.26)	\$ 17,270.33				
	12/31/2023	\$ 1,259.00	\$ (1,875.73)	\$ 16,653.60				

Membership Report (Barbara Palmer and Sherrie Wren):

FEBRUARY BOARD REPORT
MEMBERSHIP TEAM MEETING MINUTES
WEDNESDAY, JANUARY 17, 2024

The Membership Team met to begin planning for the 4/17/24 annual New Members Wine and Whine. There are several things that need to be changed from 2023's event to make this one better.

BUDGET: \$1,000 for venue rental and food/wine/etc. Save \$100-\$150 for August Meet Up. We definitely need a larger budget for next year.

VENUE: Suitable venues are very expensive in MH. Most are out of the question at \$150 or so/hour plus a refundable security deposit and \$100 or so with 6 hours minimum for a security guard. I have decided that the **Grange** is perfect (200 people max/plenty of room for food/rolling bar). I went for a tour and it is appropriate for our purpose—lots of space, and a large space for Kathy and sign-in table so lots of room. Large room with stage and podium, full kitchen, and ample space for food set up. There are long tables and chairs that our husbands will handle. The contract is on the way. Heidi, the manager, said she “knows our group” (yikes) and that since we are a nonprofit rather than \$140/hour, we will pay **\$100/hour**. Cleaning fee is \$350 but we will be charged **\$150**. Cleaner must do 3-4 bathrooms and kitchen area—we will clean up food, table cloths and so on.

Thanks to Susan Meyers who looked into Congregation Emeth as they have a suitable venue. There is also a chef on site. She discovered there is another church group there on Wednesday nights so we might keep this location in mind for another event.

FOOD: In the interest of time, there will be **no ice-breaker**. Members are there to meet and talk. The team decided **not to give any gifts** (chocolate or otherwise) and **cut down on door prizes**. We talked about buying 2 or 3 local gift cards rather than the flowers we did last year. The time is short and people want to talk to one another. Catering is very costly. It will probably be sandwiches of some kind from Safeway, NH, or Costco. My delivery man is again volunteering to deliver. Like everything else, he is also more expensive than last year! **I don't plan on serving dessert as we did last year**. There was a lot left over. Some don't eat sweets/sugar. I will have fruit and wrapped chocolate like kisses or Ghirardelli to satisfy the sweet tooth. Need eco-friendly plates and cups.

WINE: Last year we asked **board members to bring a bottle or two of wine**. As with dessert, there was a lot of wine leftover. Any suggestions to solve this dilemma appreciated. Water is the other beverage.

TENTATIVE PROGRAM ORDER: 5:30 mix and mingle/eat and drink. 6:15 Suman and Krisse will do the welcome. Marian or Pat T or both will introduce new members. With the addition of a stage, everyone will be actually be able to see and hear our new members. Bring the sound system. Prepare a question to answer as they are at the mic. Pull tickets for (3) door prizes. Back to mix and mingle. I hope to have members move to a different table every 15 minutes so they can meet different people. Need ideas to do this. Good to have everyone out by 8 at the latest so place can be cleaned up.

CHECK IN: There will be **signs guiding people** from the parking garage. There will also be 2 greeters **outside** the door **with preprinted name badges** to give out. Kathy will have a well-situated table inside to check off names and give a raffle ticket.

INVITATIONS: The **save-the-date notice** will go into the Sunday blast in mid-February followed by 2 or 3 additional ones in the coming weeks. There will be no individual invitations sent but rather **a link in the news blast for RSVP**. Need **someone to set up link, and collect RSVP's, and** make alphabetical check in sheet for Kathy. I think we have raffle tickets somewhere.

Barbara Palmer, Membership

Governance Report (Carol O'Hare):

Retreat Report: Board Titles and Composition

Governance Committee, Carol O'Hare, Chair

Board Titles

It was decided at the retreat that Bylaws should be renamed Governance, as that more actually describes the work we do: Bylaws, Policies & Procedures, Addenda, Job Descriptions for elected and appointed officers and for advisory positions.

As for Treasurer or CFO job title: After the retreat, both Tessy Albin, current Treasurer, and Peggy Martin, previous Treasurer, agreed that the position should be called Treasurer. Peggy provided this helpful historical perspective:

"I took over the Treasurer position from Ellen Freitas in 2010. I became Treasurer for three

years and then CFO for three years (to be Bylaws compliant). I was responsible for:

- 1) Operating Account - AAUW 501(c)(4)
- 2) Membership Dues to National - AAUW 501(c)(4)
- 3) WFR Registration Income and Expenses - ISPF-AAUW 501(c)(3)
- 4) Keeping in touch with the Sponsorship Chair and Membership Donation Chair for the WFR - ISPF-AAUW 501(c)(3)

"When I was transitioning to President in 2017, Katie Scanlon agreed to be Treasurer if she was only responsible for the Operating Account. Jenny Redfern took over as Membership Treasurer and I continued to be the WFR Treasurer.

"I believe that having the Treasurer role being solely for the Operating Account is appropriate. Having a Membership Treasurer and Wildflower Run Treasurer encourages volunteers for each area.

"I agree with keeping the title of Treasurer versus CFO."

Board Composition

There was agreement to eliminate the board positions of Scholarships, Tech Trek, and Wildflower Run Sponsors. They will become committee chairs when Policies & Procedures Article IX is next updated. There was no agreement reached for other positions or for possible board re-organization. The Governance committee is making no recommendations at this time. More input is needed from the board and branch membership.

Proposed Amendments to AAUW MH Bylaws Article X: Term Limits

Submitted by the Governance Committee (FKA Bylaws), Carol O'Hare, Chair

At the mid-year retreat, there was consensus that there should be term limits for both elected and appointed officers with an initial term of two years; that could be followed by additional one-year terms. The Governance committee reviewed all comments and decided to set the maximum at five consecutive years for elected officers, except for president, and appointed officers. The president would serve an initial term of two years, followed by a possible one-year term, for a maximum of three years. (Note that she may have already spent two years as president-elect. Also, since 2007, all presidents, except one, have served for two years; none has served for three, although permitted by bylaws.)

Because some positions, such as treasurer, may require special skills, an exception was added to these term limits if needed to be determined by the board. These amendments also clarified how to fill a vacancy in the office of president if there is no president-elect, and that co-officers were limited to two. Although term limits for committee chairs was discussed at the retreat, no decisions were made and remains a topic for another day. However, chairs are encouraged to add committee members and to mentor future leaders.

Any changes to Bylaws require approval first by the board and then by the entire membership. If these amendments are approved at the February 1 board meeting, they could be voted on when the branch elects new officers in early April. The proposed amendments would be included in the March/April newsletter, along with the slate of officers.

Article X, Section 1. Officers.

- a. The elected officers shall include president, treasurer, and secretary, and other such

positions as listed in Policies & Procedures, Article VIII.

b. The appointed officers shall be as listed in Policies & Procedures, Article IX.

They shall be appointed by the president with approval of the Board.

c. All officers, elected and appointed, shall serve for an initial term of two years. The term of each officer shall begin on July 1.

d. Elected officers, except the president, may serve three additional, one-year terms, for a total of five consecutive years.

e. The president may serve an additional, one-year term, for a total of three years.

f. Appointed officers may serve three additional, one-year terms for a total of five consecutive years.

g. Any exceptions to these term limits shall be determined by the board on a case-by-case basis.

h. No elected officer shall hold more than one office at a time.

i. A vacancy in an elected office, excluding the president, shall be filled for the unexpired term by the Board of Directors. A vacancy in the office of president shall be filled by the president-elect. If there is no president-elect, then the nominating committee shall reconvene to select a candidate to be elected president at a special vote by the membership.

j. The incoming president may call a meeting of the incoming officers prior to July 1.

k. Each board position may be filled by an officer or two co-officers. Co-officers shall each have a single, independent vote.

WFR Report (Joy Safakish, Bobbie Erb):

Wildflower Run Report FEB 1 Board Meeting

WFR registration total as of 1/30/2024 = 217 on RunSignUp.

Recent Questions being handled by Chairs

Questions from City of Morgan Hill, SC County Dept. Roads/Airports, Course Safety, Parking Safety and Efficiency.

Updates to Event Agenda

-Mayor Turner to speak

-Draft of Schedule Of Events for race day, incl. park lot close times

<https://docs.google.com/document/d/1X2dZhmlQtK17BvKSI2W5OuuK4BHFk6x/edit?usp=sharing&ouid=116361268942609341802&rtpof=true&sd=true>

Update of Chair positions

1. Kids 2K and 2K Fun Run – Cindy Sifuentes is assisting as Co-Chair with the idea of taking the Chair position next year. Bobbie will remain as Chair for this year.
2. Linda Martinez confirms she will return to Chair Kid Zone.

Open positions:

- SVE Timing Contract & Liaison
- Electronic Outreach, Photo Management, Video Management, Bulk Emails(?)

Chair Details at: <https://docs.google.com/spreadsheets/d/1nJNtUueZNS9A1GzMiUoYRINvtwr4qOle-jv7DvQpAvU/edit?usp=sharing>

Young Women Leaders (Carol Ferri, Bobbie Erb):

YWL January Report

YWL chose topics for the Leadership Conference at their December meeting.

The venue fee for Central Continuation High School for the YWL Leadership Conference has been paid by AAUW

Currently the YWL members are reaching out to potential presenters for the Leadership Conference

YWL Leaders are designing marketing flyers, and completing the SVCE grant for the conference

YWL Co-advisors are compiling a list of outreach contacts to disseminate conference information

Next YWL meeting is set for January 8th.

YWL will need a few AAUW volunteers on March 9, 2024 to help with registration and lunch distribution.

Submitted by,

Carol Ferri, YWL Co-advisor

Tech Trek Report (Krisse Boursier)

Tech Trek Update

February 1, 2024

By Krisse Boursier

The Morgan Hill branch has been allocated 10 campers for the new Camp Carsen at CSU Monterey Bay. The camp will be held July 14 - 20.

After placing a call for volunteers in the Sunday email, at least four of our members have stepped forward to help with the new camp, including Bobbie Erb to be a dorm mom, and Krisse Boursier to teach the core math class.

Through our branch funds, we have been allocated \$11,000 for camper tuition (we didn't know the actual cost of tuition at the time). Camp Carsen is \$1,200 per camper, so we are \$1,000 short.

What options does the Tech Trek committee have for getting an additional \$1,000? Can we conduct a separate fund raising campaign? If so - are there guidelines from AAUW?

The other option is to send 9 girls instead of 10.

The recruitment and selection process has begun. Six of our Morgan Hill public schools have submitted names, students and parents are being notified this week, and the Tech Trek committee will soon be reading applications and interviewing the girls. The lucky campers will be announced at the Wildflower Run on March 24.

Scholarship Report (Stacey Moeder):

AAUW Board Report

Scholarship Report

February 1, 2024

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. The 2023/2024 academic year process will begin with KIT in January 2024, followed by High School. Reentry and Health Care are awarded in May 2024.
3. Mary Cox resigned as Committee Chair of Health Care/STEM effective March 1, 2024. I notified leadership development.

Submitted by:

Stacy Moeder

Scholarship Coordinator

High School Scholarship Committee Report (Tammy Parker):

High School Scholarship Committee Report – January 2024

We have begun this year's selection process at both Live Oak and Sobrato, reviewing the common scholarship applications submitted at each of the schools. The first gating factors for us are GPA (≥ 3.5) and financial need. This year's schedule is as follows:

- Friday, 1/26 – reviewing applications at Live Oak: have selected 10 girls to interview, after considering their essays, school and community involvement, AAUW affiliation and majors
- Monday, 1/29 - reviewing applications at Sobrato: have selected 9 girls to interview, after considering their essays, school and community involvement, AAUW affiliation and majors
- Tuesday, 2/6 – interviews to be held at Live Oak
- Wednesday, 2/7 – interviews to be held at Sobrato
- By Friday, 2/9 – will have selected this year's recipients

We will meet with Central High School later in the year, likely in April. At that time, there will be more information on who has graduated (they have early graduation) and who will be graduating in June. We are hoping to meet with their school counselor beforehand to discuss an ongoing issue we have been having

- For the past several years, the recipients have not been turning in their VOE and have thus forfeited their scholarship

This year we have been allocated \$7000 and \$1000 for the Judy Kinker Memorial scholarship. There is also a new YWL scholarship which was administered for the first time last year to an exemplary YWL member. As this is a new scholarship and is to be administered differently this year, there has been a bit of confusion and there are some issues that need to be worked out.

- Somehow, the YWL advisors – Bobbie and Carol Ferri - themselves did not know that they were supposed to administer the award
 - They have now been informed by Scholarship Coordinator, Stacy, that this is their responsibility
 - The bylaws state that the YWL members should submit a common app scholarship

- These applications are turned in to their respective schools (and potentially wind up in our pool)
 - Should these girls make copies of their common apps and submit them to the YWL advisors?
 - Or, perhaps YWL should have their own self-created application?
- We have several candidates to interview who have had some affiliation with YWL and we need to know who (if any of them) should/will be chosen for the YWL scholarship
 - In speaking with Carol Ferri and Bobbie Erb, the YWL advisors, the current YWL seniors have dropped out or not been as involved as some seniors in past years have been
 - There may not always be a YWL member who is exemplary enough to the YWL group to be given their scholarship
 - When that is the case, does the HS scholarship committee get to award that money?
 - Perhaps the YWL HS scholarship should be for an AAUW Rising Star who has been an exemplary YWL member (and perhaps financial need may not be as much of a consideration)
 - This year, if we pick a YWL member and find out later that she is to be the YWL chosen recipient, we can have an alternate who will be given the award instead as we are not allowed to give two AAUW scholarships to the one girl (per Stacy). In the future, it would be good to know beforehand who the YWL scholarship recipient (if any) will be.

Another issue we are grappling with is: 'What is the definition of financial need?'.

- We had been focusing on students whose family income is \$150K or less – at Live Oak, we found several of these candidates
- At Sobrato, we only had 3 applicants who fell into that category out of a total of 9 applications
 - Of the 6 (family income is \$164K or greater), several of those girls have gotten into top (very expensive schools) like Brown and Stanford
 - These are the very top students with amazing resumes. Some plan to go on to become doctors and lawyers which will require many years of education and lots of money.
 - Should we consider this in our decision?
 - Likely they will receive lots of scholarships from other organizations but should that prevent us from contributing to their futures?

Submitted by Tammy Parker, HS Scholarship co-chair