**AAUW MISSOURI STATE BOARD MINUTES**

**SATURDAY, SEPTEMBER 29, 2018**

**COLUMBIA, MISSOURI**

**Board Members Present:** Linda Berube, Patt Braley, Teri Brecht, Shirley Breeze, Mable Davis, Marianne Fues, Nancy Hutchins, Ellen Irons, Ellen Johnson, Pat Keleman, Marsha Koch, Diane Ludwig, Kay Meyer, Doris Nistler, Lynne Roney, Jan Scott, Sue Shineman, Pat Shores, Betty Takahashi.

**Board Members not present:** Sue Barley, Jane Biers, Pam Kulp, Debra McArthur, Deb McWard,

**Call to Order: Kay Meyer, President**

The AAUW Missouri State Board meeting was called to order by President Kay Meyer at 9:40 a.m. at the HyVee Club Room, Columbia, Missouri. Kay welcomed Board members and announced there were two resignations from the Board, Shima Rostami and Julie Triplett. Julie resigned due to health reasons and Ellen Johnson is taking her place. Kay thanked Diane Ludwig for her work in preparing the State Directory, 2018-2019, and introduced Ellen Irons, new Board member as co-chair of Public Policy. The Board members introduced themselves and stated their Board position and branch. Kay appointed Jan Scott and Lynne Roney as readers of today’s minutes.

Minutes of the July 14, 2018 Board meeting Public Policy, p. 5, are amended to read, “Karen Francis and Carol Cowles will serve as committee members.” and sentence reading “Pat suggested that each branch work on one project for each issue”, be changed to read, “Pat suggested Public Policy Co-Chairs encourage each branch to work on at least one activity for each major focus.” Minutes approved as amended.

**Quorum: Linda Berube, Parliamentarian**

There are 8 of the 9 voting positions present which is a quorum, and a total of 19 board members present. Linda thanked Diane Ludwig for indicating in the directory the voting positions, which are President, President Elect, VP Program, VP Membership, Secretary,

Finance Officer, AAUW Fund, Communications, CU Relations, and Public Policy. Positions having more than one person have one vote between them. Only voting members may make a motion and vote.

**Finance Officer Report: Patt Braley**

Regarding Preliminary 1st Quarter report, last year’s financial review has not yet been completed, and her report shows what is currently in the bank and CD’s. Budget approved at May 2018 meeting. Actual expenses $1225.08. Total in checking account is $15,846.94 as of

9-22-18. CD’s and amounts are shown, and total combined assets are $35,804.65. Linda Berube stated she is doing the financial review and will submit the final report.

Patt explained procedure for reimbursement of mileage costs to the board meeting, 30 cents per mile if driving alone, 40 cents if bringing other board members.

**Page 2, AAUW MO Minutes September 29, 2018**

**Google Drive, Docs, and Google Group training: Marsha Koch and Lynne Roney**

Marsha and Lynne suggested changing the AAUW Missouri Board method of communication to Google, including use of word processing, spread sheet and power point, which are free. They presented information supporting this suggestion, including slide presentation, instructions on use and procedural benefits. Information on these Google Tools document demonstrated today will be forwarded to the Board. Lynne commended Board members for their quick adoption of the new email list, aauw-mo-board@googlegroups.com.

Kay reminded Board that one of the factors in AAUW Strategic Plan is use of technology, and Google is a leader in this area. After the presentation, the Board consensus was to give Google a try as method of board communication as recommended.

Nancy Hutchins and Maple Davis are working on Facebook, which is limited at this time as we want to control its use. We have National AAUW guidelines and post only those items relevant to AAUW. We need to keep current on technology, and Facebook is one of the ways.

**Governance – Bylaws change for Diversity Committee: Marianne Fues, Governance Chair**

There is a question on the Diversity position for the board, whether it is an appointed position, or Standing Committee position. If Diversity is an appointed position, Under Bylaws Article X, Section 1.e. we would change the number from 4 to 5, and add Diversity to the listed positions.

Or, if it is decided Diversity is a Standing Committee Chair, under bylaws Article XIII, Section 1, Diversity would be added to that list

Under Policies job description for Diversity would be added under Section III, C, for appointed officer, or under Section III D, State Board Standing Committee/Chairs. Both require voting by membership.

Discussion: The National web site special committee list includes Diversity, calling it inclusion and equity. Suggestion was to wait for tool kit from national which comes out in December. If Diversity is designated as special committee task force, not required to change bylaws. That is the designation right now, special committee, task force. The position could continue as is and the job description submitted to the board, without membership approval. In addition, we are looking at other positions such as STEM or pay equity committee for the future.

Article 3 XIII Committees, Section 2 provides, the president may establish standing and special committees as needed with the consent of the executive committee. At present, the Diversity position is under category of special committee, task force and a legal Board position.

**Consensus:**  Linda Berube and Marianne Fues will work on and develop a procedure for how to effectively add positions to the AAUW Missouri State Board and make recommendations to the AAUW MO Board in time for the January 26, 2019 Board conference call meeting.

**Page 3, AAUW MO Minutes September 29, 2018**

**Membership: Sue Shineman, Membership Vice President**

The submitted spread sheet shows total number of paid members 587 as of 9-22-18. Each branch was challenged to increase membership 10% by April 30th, changed from end of December. The branch number to be used will be taken from the February count that is issued by National. (February 2018-2019 count) This will be shared at the May 2019 conference. As of 9-22-18, we have 587 paid members compared to the 705 from last year.

The membership brochure from National is no longer available, and now has to be downloaded and printed. The other item that is sent is the flyer, “Shape the Future.” Regarding “Get-to-know AAUW”, would like to encourage branches to combine “Shape the Future” with the “Get-to-know AAUW” event.

Discussion of offering l/2 price dues at events. Problem is total AAUW dues, including State dues, are paid to National and they return the $10 dues to Missouri. Since National does not offer l/2 price dues, question of whether to continue allowing l/2 price dues for AAUW Missouri for new members who join January 1 – March 15. **Motion:** Sue Shineman moved, seconded by Pat Shores, that the sentence “State dues are one half this amount, from January 1 – March 15 for new members,” be eliminated from AAUW Missouri Policies IV. State Finances, A., (page 42 2018-2019 Directory). **Motion carried.** It was suggested that the Shape the Future membership offer be advertised when meetings are announced, using the wording, “New members join for half price of national dues.”

Discussion on question of who has the responsibility for making sure all branch presidents and officers are listed in the Membership Data base before June 30th? At the end of June, the branch officers have to be entered, or re-entered even if the individual is continuing in the same position. Solution may be to request branches to do this. Due to confidentiality issues, only certain officers have access to National data base, or by permission given to an individual by branch president. Problem is this does not always work and solution needed to update this information. Kay stated she should be able to get this information and will try to update Missouri branch officers on the National data base. Help may need to be requested from connect@aauw.org.

**AAUW MO Conference: Marsha Koch, Program Vice President**

The Boonville branch has requested the program “Show Me AAUW MO”, and Kay Meyer, Mable Davis, Pat Shores, and Marsha Koch are going to Boonville on October 4, 2018, to present this program. An offer to present this program will be made to other branches as well. Jefferson City has made a request for the program, and there may be others in the future.

There is a form online “Event Activity Report” and when a branch has an event, we need to encourage and advise them to fill out this report. This information is helpful in promoting AAUW and advising National about branch activity. The form is available on the National website, under the title, “AAUW Advocacy Event and Activity Report-Back Form”.

**Page 4, AAUW MO Board minutes September 29, 2018**

The facility has been reserved for May 2019 State Conference and a form is being circulated

asking board members volunteer to help. It is uncertain as to the number of conference

attendees this year since Kim Churches is not scheduled to attend. Looking for a conference theme other than Work Smart. LAF recipient has been requested as a luncheon speaker. Marsha Koch stated she will take care of getting the speakers, all materials and hotel arrangements, but help is needed in other areas. We will have three break-out sessions, Google Docs, perhaps another on technology, and something on diversity was suggested. We will probably have a speaker on Work Smart in one big session. Suggestion for a speaker was someone from Women’s Foundation who is partnering with us. Speakers from National must be requested by end of October, and student involvement will be part of the program this year.

Regarding facility contract, costs of which is based on number attending, the facility was told not to expect as many people as last year, but we are committed. They will make corrections as requested, and the contract has been signed. Costs of Friday night dinner will be increased.

Marsha Koch will do Star Awards/Galaxy evaluations this year, volunteer help requested. Missouri in Motion cut-off is after January meeting, so all items and articles are due at the beginning of February.

**Diversity Committee: Mable Davis**

PowerPoint presentation has been created on Diversity and Inclusion which will be given to various Missouri AAUW branches. The presentation is interactive, and has information on how it can be used in programming. There are objectives stated in the presentation, such as how increasing focus helps us pay attention to details, understanding what diversity is, appreciation of inclusion and realizing how diversity affects all of us.

October is Global Diversity Month and a program on diversity will be held at Left Bank Books, in St. Louis, date and time undecided. They will provide speakers and authors to talk about books written on diversity and inclusion. The event is free and lunch in the Central West End is planned for afterwards. Everything is set but the date needs to be finalized. AAUW branches are requested to advise what dates are most convenient for their members. Suggestion was made to consider a similar program in Kansas City.

Kay Meyer requested board to ask their branch to write something about global diversity in their newsletters. Ferguson-Florissant branch is sponsoring a program on diversity on October 20th, and the information on the program is in their newsletter. Jan Scott recommended the book, “Mother Wit” by Malaika Horne, a member of the St. Louis branch.

**College University Relations: Kay Meyer**

Debbie McWard sent in her report and enthused about the Kansas/Missouri WorkSmart initiative. Debbie, Jane Biers, and Patti Jachowicz will be working together on this program, Jane in the central area, Patti in the Kansas City, and Debbie in the St. Louis area. They plan on

**Page 5, AAUW MO Board minutes September 29, 2018**

meeting with students personally in order to establish better communication and give a personal touch talking with them.

**Public Policy: Ellen Irons and Pat Shores**

Pat Shores announced reports were sent to board members on accomplishments, with attached copy of the letter sent to branch public policy chairs, or branch presidents, along with a Get- Out-the-Vote Packet. At the bottom of the packet is the name of the form to be filled out and submitted to National. Everything in Public Policy comes from Public Policy Priorities, and in their pamphlet 2017-2019. In Missouri we are focusing on three things, 1) Get-Out-the-Vote, Pat Shores is coordinating, 2) The Protection and Enforcement of Title IX, Karen Francis is coordinating, and 3) Closing the Gender Pay Gap, to be worked on at the end of the year.

Ellen Irons announced she is organizing all emails sent out for Public Policy, getting master mailing list together so branch president and public policy chairs are in a master group. Monthly emails will be sent, and those on specific issues. Occasionally an action alert will be sent, but she is trying not to overwhelm members. Idea is to give information and support on public policy priorities and encourage outreach between the branches.

National has given support for Amendment #1, Clean Missouri, which has to do with getting money out of politics. Proposition B is about minimum wage. Shirley Breeze informed the board the Ferguson Florissant branch has members working today on voter registration. Equity Action Day is April 16, 2019

**Incentive Grants: Teri Brecht**

Pages 47 and 48 in the AAUW Missouri State Directory have the information about the grants and the application. Pam Kulp’s report has a summary of branch activities. Kirkwood/Webster branch had a workshop at Greentree Festival on September 15th and 16th, and BookFest St. Louis, September 22nd. Kay Meyer reported both events were successful. The St. Charles branch had a table at the Yellow Butterfly Workshop at Lindenwood University, September 28th. Shimi Rostami and Dr. Hudson were there, along with about 225 people. Information about these activities will be sent to National.

Pam Kulp has suggested a numbering system to awarded grants to coordinate with the state finance officer on disbursements. Pam has been unable to find the record of grants awarded in the past. Suggestions were made as to where to locate that history.

**AAUW Work Smart Call: Kay Meyer**

National advised that the Women’s Foundation, Kansas City, has given a money grant to train one million women. This is a five year project and the test cases started out in Kansas City. The goal is to have two workshops a month, next month two workshops in Kansas, and then two workshops in Missouri, St. Louis and Springfield. They want ten facilitators in every area in Missouri and Kansas, and want each facilitator to do two workshops a year. According to Kim

**Page 6, AAUW MO Board Minutes September 29, 2018**

Churches, the online Work Smart workshop is free and suppose to start within the next two weeks. Once it is online, we are to encourage others to use it and each member is to share that information with twenty people, including non-AAUW members. Kim also said we need to find funding from outside sources. She also wants us to work with businesses and colleges.

Discussion on National’s lack of communication and contact with AAUW branches and State Board in Missouri on Work Smart. Consensus was Missouri Board could set up a point of contact and get organized ourselves. We have contacts with other organization who are also interested. Suggestion that we set up a task force committee to get us involved in the project, and ask Karen Francis to be the committee chair. She is already a facilitator.

Suggestion was made to present the situation to the task force committee and ask them to develop ideas on what we can do to get more involved in the Work Smart project and let them come up with ideas and suggestions. Kay Meyer announced the Work Smart Missouri Task Force Committee will be Ellen Johnson, Sue Shineman, Jan Scott, and Ellen Irons, with Karen Francis as Committee Chair. It is a two-year appointment.

**Newsletter/Directory: Diane B. Ludwig**

Directory corrections were announced, and directory reviewed for added corrections from board members. Directory corrections will be made and sent to Board members not present, along with branch presidents and past presidents. Missouri in Motion information needed one week after the January 29, 2019, Board conference call, and by February 3, 2019.

**Missouri History Day: Betty Takahashi**

April 27, 2019 is the date of Missouri History Day and volunteers are needed. Breakfast and lunch will be available at this event.

**Shirley Breeze** announced the MO Women’s Network Legislative Retreat is January 12, 2019,

in Columbia, the Missouri Women’s Network Equity Action Day is April 16, 2019, in Jefferson City, and Missouri Women’s Equality Day Brunch August 24, 2019, in St. Louis.

**Pat Shores** reminded the Board that AAUW Missouri pays organization dues of $30 to the Missouri Women’s Network that sponsors the Equality Day Brunch, but did not pay for current year nor last year, total of $60. **Motion** Pat Shores moved, seconded by Sue Shineman, that AAUW Missouri pay $60 to Missouri Women’s Network as organization dues. **Motion carried.**

**Kay Meyer,** referring to Sue Barley’s report, announced AAUW voting will take place every year with four members of the national board being elected every year to three year terms. The application is online and the application closes Friday November 30, 2018. Voting opens on April 1, 2019 and closes May 14, 2019. If a member wants a paper ballot it is necessary to ask for one. Otherwise, voting is electronically.

**Page 7, AAUW MO board minutes September 29, 2018**

**AAUW Fund: Ellen Johnson, Chair**

Julie Triplett, past AAUW Fund chair, sent out the second quarter report to branch AAUW fund person. Members have until December 31, 2018 to make contributions.

**Web Manager: Lynne Roney**

Lynne Roney announced she has updated the AAUW MO website with items listed in her board report, and continues to update as needed. Lynne will review the posting of branch newsletters on the AAUW MO website. A nonworking link to the Kansas City IBC website will be removed.

**Strategic Plan 2018-2020: Jan Scott**

AAUW MO Strategic Plan 2018-2020, dated September 2018 complied by Jan Scott, Nancy Hutchins and Kay Meyer was distributed to Board members present and reviewed. Discussion followed, suggested changes made and Strategic Plan amended accordingly. **Motion:** Diane Ludwig moved, second by Pat Shores, that the AAUW MO Strategic Plan 2018-2020 be approved as amended. **Motion carried.**

**Next Board Meeting: Saturday, January 26, 2019, 1 – 3 p.m.**

**Adjournment:** Kay Meyer adjourned today’s meeting at 3:45 p.m.

Respectfully submitted,

Doris Nistler, Secretary

Attachment: Amended AAUW MO Strategic Plan 2018-2020, September 2018