

AAUW MISSOURI BOARD MINUTES

Saturday, April 25, 2020

Zoom Call 1 pm

Attendees

Sue Barley, Linda Berube, Jane Biers, Patricia Burroughs Bishop, Patt Braley, Teri Brecht, Shirley Breeze, Mable Davis, Karen Francis, Marianne Fues, Nancy Hutchins, Ellen Johnson, Marsha Koch, Pam Kulp, Diane Ludwig, Debra McArthur, Deb McWard, Kay Meyer, Lynne Roney, Jan Scott, Sue Shineman, Pat Shores, Betty Takahashi

Call to Order: Kay Meyer, President

The AAUW Missouri State Board was called to order by President Kay Meyer at approximately 1:00 pm. Kay asked for volunteers to proof the minutes of today's meeting; Pat Shores and Lynne Roney volunteered.

Facebook: Nancy Hutchins

Nancy reported that she has enjoyed being a Facebook administrator but would like someone from the Kansas City or outstate MO areas to join as an additional admin. She praised the leadership and partnerships within AAUW MO. (Nancy gave her report early as she may need to leave the meeting early.)

Quorum: Linda Berube, Parliamentarian

There is a quorum with 10 voting members; there were 23 total Board members on the call.

Minutes: Marsha Koch, Secretary

Corrections to the minutes of the January 11, 2020, Board meeting were offered:

- Change "Motion made by Linda Berube" to "Motion made by Diane Ludwig" on page 1
- Add the name of the author of The Golden Lane, Margo McMillen, Fulton, MO on page 2
- Correct the spelling of "consensus" on page 2
- Eliminate a stray hyphen on page 3

MOTION by Lynne Roney and seconded by Sue Shineman "to accept the minutes as corrected." **CARRIED.** The corrected minutes will be distributed to the Board and saved on the Board's Google Docs site.

Transcripts of the March email transactions among the Board will be added to today's minutes.

Finance Officer's Report: Patt Braley, Finance Officer

Patt reviewed the \$13,000 budget. Expenditures remain pretty much as they have been.

The board's expense (on page 2) is different due to there being no travel expenses for the online meetings. There is nothing budgeted for Regional expenses; adjustments will be made when plans for the Regional are firm. The cost of board meals at the May state meeting is included. Marianne Fues clarified that board meals are paid for board members only; guests pay.

Patt expects to receive more dues money this year. She stated that there is money available for whatever we need to do.

Patt asked if the Board wanted to buy a Zoom subscription for future online meetings. Cost is \$149 which could be taken from board expenses instead of board travel or miscellaneous. Today's Zoom meeting was hosted by Debra McArthur.

MOTION by Sue Shineman and seconded by Sue Barley that we reimburse Deb McArthur one month of the expense for Zoom, \$14.95. **CARRIED.**

Sue Barley would like someone on the board to investigate how many times we would use Zoom and whether or not it is necessary for the state to purchase a subscription or use Deb's subscription. Patt stressed the use of Zoom for committee meetings as well as board meetings. Zoom can be used for free up to 40 minutes. She offered to be on a committee to decide how to proceed.

Karen Francis asked how the budget will be adjusted to support members who go to Regional. Lynne Roney said the state will pay primarily to send only the state president. Incentive Fund and Contingency funds can be used to support others attending Regional. Karen wanted to make sure that if and when we have Regional, we will be able to send our leaders and help members attend.

Patt suggested that a committee to look into using Zoom should be Sue Shineman, Linda Berube, and Deb McArthur. Patt says each face-to-face meeting costs the board about \$500. Zoom membership is \$149 a year.

Sue stated that she would also like to use Zoom to meet with state committees and branch president monthly visits and feels she would use it a lot. We don't know whether we will be able to meet in October, and July will have to be a Zoom call meeting. We may be able to get more statewide participation having Zoom calls.

MOTION by Marsha Koch and seconded by Pat Shores that we purchase a one-year subscription to Zoom using the travel funds for board meetings. **CARRIED.**

On the proposed budget Diane Ludwig pointed out that History Day should be Missouri History Day.

The budget was accepted as presented.

Patt asked that expenses for Regional be submitted asap.

President's Report: Kay Meyer, President

Kay reported that she participated in conference calls about 1) issues with hotel logistics for the originally scheduled Regional, which ultimately led to the cancellation of Regional; there was no penalty for cancelling; and 2) future plans for a Regional in June 2021. Karen Francis commented that the planning committee is hoping to get better estimates of how many people would attend in 2021 for better budget planning. The programming committee is looking ahead for new program ideas. Karen thanked Lynne Roney for all her work organizing a tour at John Deere factory and hopes that we will be able to do it next year. Lynne mentioned that 50 people registered for Regional in the first month registration was open, and a good percentage of the allotted hotel rooms were booked.

Next Saturday is the state business meeting by conference call when we will vote for new officers, approve the budget, and announce 10-Star and giving awards. The Woman of Distinction Award and the Outstanding Member Award are on hold until next year. Diane Ludwig will be asking branches for pictures of their activities to use in *MIM*. There will be no installation of officers ceremony. We need to have 30 members on the Zoom call in order to have a quorum.

Kay explained that plans to purchase pens, approved in previous meetings, has been tabled until plans for next years' meetings and Regional are firm.

Karen Francis and Patt Braley thanked Kay and Nancy Hutchins for stepping in and doing such a good job as president and aide-de-camp.

Program: Lynne Roney

Lynne reported that the Holiday Inn Executive Center in Columbia wants to host our conference next year. We had good speakers lined up and are hoping to get them back next year. Kudos to Pam Kulp for the wonderful women's suffrage and 19th Amendment-themed table decorations.

Lynne received 11 applications for the Star Award. In light of this year's social distancing and online meetings, she will review the application form and make changes for next year.

Karen Francis asked if MO should submit an application for the National 5-Star Award. Kay offered to take this project on in her role as past president and will ask other past presidents to assist.

Membership: Sue Barley

Sue reported that seven branches have no vice president of membership. She emailed all the branches about membership but has gotten very little response. We should be watching the Maryville branch with real concern as

they have lost a lot of members and are being held together by the president. Sue said National has combined the membership and fund-raising committees into one new committee named the Advancement Committee. So many members have become inactive, and with not having face-to-face meetings this spring, many may not renew. Sue reminded everyone that descriptions for state and branch officer positions are on the website.

Karen Francis urged us to consider applying for a National committee. The deadline is May 8.

Diane Ludwig asked how many National members (at large members who do not belong to a branch) MO has. There are 279 National members who live in Missouri and are not members of a branch.

President Elect: Sue Shineman

Sue's goal was to meet with every branch this year and next year. She has met with six branches and three more branch visits were scheduled but had to be put on hold. She has spoken with Cape Girardeau and Canton, and they are interested in having her visit. Visiting the branches has made a big difference for her.

Sue received three applications for the Woman of Distinction Award and asked if we should award it annually. Sue Barley said keeping it bi-annual makes it a special award, whereas Diane Ludwig favored making it an annual award because we have so many deserving women and should celebrate them. Linda Berube suggested creating a committee to consider this and make a recommendation. Sue will address this at her July board meeting.

Public Policy: Pat Shores

Pat asked that we watch the MO legislature action on mail-in voting. A packet will be mailed to branches next week with voter registration information.

Karen Francis participates in a MO Voter Protection call every Monday and offered to include anyone who would like to be on the call. St. Louis County is the only board of elections that is allowing people to get absentee ballots due to the Covid19 virus restrictions. She will keep us informed about any other counties that will allow this.

Governance/Bylaws: Marianne Fues

Marianne reported that there are no changes to make.

AAUW Fund: Ellen Johnson

Ellen reported that MO funds were up by about \$5,000. She will send to the branches certificates and brochures listing the branches with the top per capita giving and top 10 total giving. Ellen will have the results ready to email to presidents and board members and announce at the May meeting conference call.

Web and Google Groups Managers: Lynne Roney

Lynne reported that National will be redesigning the state and branch websites in the fall.

Newsletter/Directory: Diane Ludwig

May 11 is the deadline to submit articles for *MIM* so that it can go out the third week of May. Information about branch activities (Leaves from the Branches) are really needed; next week Diane will email branches asking for articles.

Diversity and Inclusion Report: Mable Davis and Nancy Hutchins

Mable attended a very informative diversity conference at Sisters of Notre Dame. She would like to produce a motivational video about the impact of staying at home and social distancing and show what AAUW members are doing to stay connected and support AAUW's mission. The video would be shared with branch presidents and perhaps be put on the state website.

Deb McWard noted that she would like Mable to meet the new AAUW rep at UMSL.

College University Relations: Deb McWard

The National college university committee has become part of the "Advancement" committee. Deb would like to turn this position over to someone else. Sue Shineman has three people who will assume this position next year.

National and Work Smart Task Force: Karen Francis

Karen reported that the biggest change is that Work Smart now has the Coca Cola brand and National is focusing on black universities in MO, Lincoln University and Harris-Stowe. The primary focus continues to be closing the gender pay gap by 2030 and having one million people complete Work Smart.

Karen said St. Louis branches have been asked to continue their relationship with the St. Louis County Library system. Karen would like to replicate this relationship at libraries throughout the state.

Voting for four positions on National's 15-member board is open until May 8. All four of the women running will serve three-year terms. Jeanie Latz is from Kansas City and is a member at large. We should invite her to our events. KC IBC is having a meet and greet. Karen has asked National to do a Social Media 101 webinar for members.

Linda Berube reported that the University of MO KC has been approached to do a presentation at their Medical Center.

Deb McWard noted that a March Bank of America Global Research publication stated that "The theme of this year's International Women's Day is 'I am Generation Equality'."

Historian: Jane Biers

Jane needs the 2011-2020 history updates from all but one branch.

Incentive Grants: Pam Kulp

Pam reported that there has been only one request, and it was for funds to send KWG members to state; since we are not holding a face-to-face state conference, this has been tabled.

Sue Shineman will summarize the presentations they have made to high school groups and send them to Diane for the newsletter.

MO History Day: Betty Takahashi

MO History Day competition is today. There were several applicants for the AAUW award, and since we could not participate due to this board meeting, the organizers of MO History Day Competition asked other judges to judge those applicants' entries. Betty will send winner information to Diane for the *MIM*. We may be able to see the winners' presentations since they were all video taped.

St. Louis Metro IBC: Shirley Breeze

Shirley reported that there was nothing to report since all events had to be cancelled. Kay mentioned that there is a website for IBC.

Kansas City IBC: Debra McArthur

Debra reported that even though their events also had to be cancelled, they did grant three \$750 reentry scholarships to students currently receiving Pell grants. Two Toni Thornton grants of \$750 each were also awarded.

Nominating Committee: Jan Scott

Jan announced that the committee recommends Patt Braley as Financial VP and Marianne Fues as Membership VP. Kay Meyer asked for a vote to accept recommendations and present to the board at next week's meeting. The vote was unanimous.

Strategic Plan Review

After reviewing our Strategic Plan, Kay reports that we need to be better at membership and training members to move into leadership positions. The plan will need to be updated next year.

Old Business/New Business

Linda Berube suggested that items for the state meeting next week be sent by email and not reviewed during the call. Send reports to Diane for the newsletter.

Announcements

Kay Meyer announced that the annual state business meeting will be by conference call on Saturday, May 2, 2020, at 1 pm. Call-in instructions will be sent to all branches this week.

Lynne thanked Kay for her strong leadership as president, especially this past year with the unusual Covid-19 social distancing requirements and cancellation of all spring and summer events.

Respectfully submitted,

Marsha Koch, Secretary

AMERICAN ASSOCIATION OF UNIVERSITY WOMEN OF MISSOURI 2019-2020		
Financial Report: 3rd Qtr. - ending 3-31-20		
Patt Braley, Financial Officer		
	2019-20 Budget	As of Mar 31
<u>INCOME</u>		
Carry Over from Previous Year's Budget	\$1,000.00	\$1,000.00
Membership Dues	\$6,500.00	\$2,823.00
Interest/Dividends	\$200.00	\$539.18
Missouri Annual Meeting/Convention	\$4,000.00	\$8.00
Contingency Fund	\$1,600.00	\$1,600.00
TOTAL	\$13,300.00	\$5,970.18
<u>EXPENDITURES</u>		
		As of Mar 31
<i>Elected Officers</i>		
President	\$200.00	
President-Elect	\$35.00	
Program Vice President	\$50.00	
Membership Vice President	\$50.00	
Recording Secretary	\$15.00	
Financial Officer	\$35.00	\$11.00
<i>Appointed Board Officers</i>		
Administrative Assistant	\$0.00	
Governance	\$0.00	
College/University Relations	\$350.00	
Communications	\$25.00	
AAUW Fund	\$50.00	
Historian	\$200.00	\$203.08
Newsletter Editor-Missouri in Motion	\$300.00	\$54.35
Past President/Advisor	\$0.00	
Diversity/ Inclusion	\$200.00	
Public Policy	\$600.00	\$346.67
Web Manager	\$10.00	\$42.34
<i>Appointed Committee Chairs</i>		
Directory	\$200.00	
Incentive Grants	\$30.00	
Interbranch Council-KC	\$0.00	
Interbranch Council-SL	\$0.00	
Nominating	\$0.00	
Missouri History Day	\$400.00	
Woman of Distinction	\$50.00	
<i>General Operating</i>		
AAUW National Convention	\$0.00	
Administrative Support, Miscellaneous	\$300.00	\$15.00

Board -travel	\$2,500.00	\$1,005.10	
ink cartridge-	\$300.00	\$25.00	
Food	\$1,500.00	\$542.94	
NCCWSL	\$600.00	\$600.00	
Insurance	\$300.00	\$300.00	
Missouri Annual Meeting/Convention	\$5,000.00		
BUDGET TOTAL	\$13,300.00	\$3,145.48	
AAUW-MO ASSETS SUMMARY 2019-2020		NON-CASH	CASH
7/1/19 - Bank Balance - \$17,215.17			Total Bank Bal.
US Bank - Cash - Operating/Budget		3/31/2020	\$9,720.35
From Contingency - Carry Over	\$1,000.00		
From Contingency - Additional	\$1,600.00		
Income 2019-2020 - thru/3/31/2020	\$ 3,370.18		
Expenditures 2019-2020 - thru 3/31/2020	-\$3,145.48		
Budget Balance 3/31/2020	\$2,824.70		\$ 2,824.70
US Bank - Cash - Contingency Fund			
Balance from 2018-2019	\$16,612.34		
Transfer to Budget - Carry Over	-\$1,000.00		
Transfer to Budget - Additional	-\$1,600.00		
Transfer to CD's 8/8/19	-\$10,000.00		
Redeemed CD's 10/11/19	\$3,400.00		
Transfer to WorkSmart - 2018-19 budget	-\$2,000.00		
Transfer to WorkSmart 10/19/19 -Voted	-\$2,000.00		
Error Corrected 1-15-2020			
Cash Balance 3/31/2020	\$3,412.34		\$3,412.34
WorkSmart - \$2,000.00 adj. (18-19)	\$2,000.00		
WorkSmart - less \$1,216.72 (18-19)	-\$1,216.72		
WorkSmart - 2019 - less 623.10 (1st qtr)	-\$623.10		
WorkSmart - From Conting. CD 10/19/19	\$2,000.00		
WorkSmart - less \$420.20 (2nd qtr)	-\$420.20		
WorkSmart - less \$150.00 (3rd Qtr)	-\$150.00		
Cash Balance 3/31/2020	\$1,589.98		\$1,589.98

Reserves-Int. to Checking			
Cash -Balance \$ 263.11		\$263.11	
WorkSmart - credit \$1,216.72		\$1,216.72	
Error Corrected 1-15-2020			
Incentive Grant #20 - less \$225.00		-\$225.00	
Cash-Balance		\$1,254.83	\$1,254.83
US Bank CD 7089, 1.25% - Int. to Checking			\$2,000.00
Maturity 10/10/2019	Cashed- to WorkSmart	-\$2,000.00	
US Bank CD 4226, 1.24% - Int. to Checking			\$1,400.00
Maturity 10/11/2019	Cashed- to Contingency	-\$1,400.00	
US Bank CD 4661, 2% - Int. to Checking			\$5,000.00
Maturity 5-8-2020			
US Bank CD 4679, 2% - Int. to Checking			\$5,000.00
Maturity 1-8-2021			
BlackRock Funds Global - Class C			
391.921 shares @ \$19.21 = \$7,528.80			
Correction - @19.10 per share = \$7,485.69			
(Div to Checking 12-19-19 = \$ 285.35)			
Bal. 12-19-19 = \$7,473.93			\$6,682.25
Peg Witt Fund			
US Bank CD 2462, 2.23% - Mat. 2-4-20			
Rollover to CD 1427 - 2-4-20			\$7,000.00
Interest			\$8.54
Cash - from CD 2462	\$298.78		
Cash - CarryOver 7-1-18	\$339.72		
Cash - Balance	\$638.50		\$638.50
Total Value 3-31-20 = \$7,647.04			
TOTAL NON-CASH ASSETS		\$23,690.79	
TOTAL CASH ASSETS		\$9,720.35	\$9,720.35
TOTAL COMBINED ASSETS		\$33,411.14	

AAUW MISSOURI BOARD MINUTES

January 21, 2020

Record of Business by Email

Recommendation from the State and Regional Attendance Incentive Committee of AAUW MO

Submitted To The AAUW MO Board for vote by the Executive Board on January 21, 2020.

After discussing many, *many* options for incentives, our committee has made the following recommendations that we wish to have submitted for a board email vote to approve as soon as possible, as provided for in the Bylaws, XI.5. We ask for a decision by Jan. 23 so the information can go into *Missouri in Motion*.

1. For the 2020 STATE CONFERENCE

- a) For first-time attendees, a rate of \$30 registration (1/2 the early bird rate) will be offered in a box on the registration form.
- b) For other attendees, branches will be encouraged to apply as usual for an Incentive Grant to assist with registration, with an extended deadline of April 13. The Incentive Grant chairs promise a quick turnaround on this decision. Branches will be reimbursed for the grant amounts out of the Reserve Fund.

2. For the 2020 REGIONAL CONFERENCE

- a) The state offers to subsidize attendance by our current president and president-elect for a total of \$800 to come from the Contingency Fund. (Registration cost = \$175, hotel ½ room @ \$145/night for 3 nights (assuming shared room) = \$217.50; travel = \$15. Total for 2 = \$800)
- b) The state will offer one free registration (early bird, \$175) to each branch. Branches will be notified, must state that they wish to apply,* and will be reimbursed after the member attends the conference. This money will come from the Contingency Fund and is considered an "investment in ourselves." Patt Braley and Lynne Roney will handle the paperwork for this special incentive.

*Some branches have already indicated that they will *not* apply.

Committee members: Lynne Roney, Patt Braley, Teri Brecht, Karen Francis, Marsha Koch, Pam Kulp

MOTION by Lynne Roney (second not needed): "I move that the Committee's recommendation be approved."

Six votes are needed for this motion to be approved.

"Yes" votes were received from Lynne Roney, Marsha Koch, Ellen Johnson, Debbie McWard, Sue Shineman, and Diane Ludwig.

Respectfully submitted,

Marsha Koch, Secretary

AAUW MISSOURI BOARD MINUTES

March 19, 2020

Record of Business by Email

From: Lynne Roney, Program Vice President
Sent: Thursday, March 19, 2020 12:16 PM
To: AAUW MO Board Members
Subject: Cancellation of AAUW MO State Conference May 2

Dear Branch Presidents,

Because of the recent ban in Columbia on gatherings and out of concern for our members' health and safety, the AAUW MO Board has canceled the **State Leadership Conference** that had been scheduled for May 2, 2020. Patt Braley, finance officer, will be contacting those who have registered. She has not deposited any checks yet. Would you **please pass this message to your members?** Anyone who has made a room reservation must contact the hotel directly to cancel it: Holiday Inn Executive Center, 573-445-8531. Cancellation may also be done online.

We are working to find a date to reschedule the conference, but it may not be possible until we know more about the progression of COVID-19.

The **Board meeting** scheduled for May 1 will be by conference call.

Obviously, we are quite disappointed not to be able to hear the dynamic speakers we had scheduled about the 19th Amendment and to share information among branches. You will receive further information as it becomes available about how to vote on new officers and the state budget, as well as branch awards and recognition.

A reminder that the Missouri Star Award application is due April 1. This will proceed as usual, and results will be announced. Please send your applications to me, Lynne Roney, at the address listed on the form. Forms are available at <https://aauw-mo.aauw.net/membership/forms/>.

A decision on whether to proceed with the June 18-20 **14-State Regional Conference** will be made March 30.

Thank you for your understanding. Let me know if you have any questions. Everyone stay well!

Lynne Roney
Program Vice President
AAUW Missouri