

AAUW CA Online Branch Board Meeting Minutes

July 21, 2004

Attendance: Nancy Shoemaker, Sandy Kirkpatrick, Teresa Solow, Shaila Mistry

Convened as phone conference call at approximately 7:50 p.m.

- I. Membership. Teresa (incoming Membership VP) will mail out renewal forms with return envelopes to all members from the last 2 years who have not yet renewed, along with reminders on how to update their personal information on the website membership list.
- II. Positions filled on board. Tabled. Shaila and Teresa will discuss this further between them.
- III. Finance Report. Teresa (outgoing Treasurer) will prepare a year-end report, and will go over the books and record-keeping system with Norma (incoming Treasurer), asking her to prepare a monthly finance report and email it to the board members in advance of each board meeting.
- IV. Support from AAUW Administration. Nancy will attempt to get the California MAL list from the Association for Teresa to use to try to find new branch members. If we can get the MALs' membership renewal/expiration dates, Teresa can try contacting them a few months before they are due to renew, to encourage them to become primary branch members.
- V. AAUW/IFUW feedback. Shaila gave an update on the serious budget deficit facing the Association, which has caused them to cut a number of staff members and decide to discontinue IFUW membership. For a full report, go to the International page of our website.
- VI. Future meetings. Shaila will contact the full board to ask if there will be enough members available to hold a meeting in August, and will post the date on the website. If she can't find a quorum available, our next meeting will be in September. She will email the board members a proposed meeting schedule for approval, which will also be posted on the website as soon as possible.
- VII. Other business. It was agreed that we very much need a Communications Chair, to send a monthly newsletter with highlights of branch activities, and email reminders to members before meetings. This will be crucial to keeping members feeling involved, and ultimately to retaining members into the following year.

Meeting adjourned 8:25 p.m.

Respectfully submitted,

Sandy Kirkpatrick