

AAUW California Online Branch
Board Meeting
Place: www.aauwcaonline.org
Date 12/04/2003

Attendance: Eileen Swinehart, Gloria Weston, Shaila Mistry, Nancy Shoemaker, Teresa Cheung Solow and Margaret Gordon.

Eileen Swinehart, President, presided. The meeting was called to order at 7:30 p.m. PST. The agenda was the proposed Branch Policies and Procedures. Refer to: > [Drafted Branch Policy](#). Discussion format was based on the comments submitted by Nancy Shoemaker.

I.2. Membership: There was discussion as to how many meetings a prospective non-member could attend before becoming a paid member. Question was raised about the results of the website survey about open meetings. Exact results were not known, but most thought that the general membership preferred open meetings. The difficult logistical matter of monitoring a quota for non-members was discussed – i.e. who would monitor this activity, how could a non-member be restricted by passwords vs. open/closed meetings. Final resolution was that this matter would be brought to the general membership.

II.2. General meetings & Programs: Issue of *chat etiquette* was discussed. Guidelines are posted, but at times they are not followed. There was concern for meetings with large attendance such as 20-30. There are other chat formats such as Stargazer.net that allow only for designated speakers with questions funneled through private messages. Teresa Cheung Solow stated that such require more money to be implemented. Final resolution was to monitor the situation and to follow chat etiquette guidelines as posted.

II.4. *Sign on time interval*: This briefly discussed and it was agreed that there would be a 5-10 minutes social time before the meeting's official business would commence. This grace period would allow for the differences among personal clocks.

IV. Job Descriptions – Communications: The Communications Chair interjected a question regarding the need for a branch newsletter to be posted on the website. Other alternative would be the individual postings all ready on the website. The communications chair will submit further comments.

After discussion of the above, it was recommended to expedite the handling of the proposed Policies and Procedures via a telephone conference among attending members. Final resolution was to schedule a teleconference with Eileen Swinehart, Teresa Cheung Solow, Jo Haberson and Nancy Shoemaker. Date and time slated were Tuesday, 9 December 2003, at 1 p.m. PST and 2 p.m. MST.

Eileen Swinehart, President, adjourned the meeting at 8:14 p.m. PST.

Written by Eileen Swinehart, President and Margaret Gordon, Communications Chair
12/04/2003