



**AMERICAN ASSOCIATION OF
UNIVERSITY WOMEN
CALIFORNIA ONLINE BRANCH
MINUTES OF BOARD BUSINESS
CONDUCTED VIA EMAIL
April - June 2019**

Branch Established October 2, 2001

Board Members:

Harriet Tower, President
Shelley Mitchell, Treasurer
Sandy Kirkpatrick, Program VP
Jan Cook, Membership VP
Tracey Clark, AAUW Funds VP
Shelly Johnson, Communications Chair

April

- Reviewed and accepted the Q3 financial report.
- Reviewed, corrected, and approved the Q3 minutes of business conducted by email.
- Tried to find out who created the email address “aauwcaonline@gmail.com” which was used in the past for a Survey Monkey account, but no one responded to a message sent to it.
- Communications Chair created ballot using Survey Monkey, sent the ballot to members with the announcement that voting on the 2019-20 branch officers would take place April 5-10, and reported that the slate announced in March was duly elected (see Q3 minutes for list of nominees).
- President represented the branch at the AAUW CA annual meeting in San Diego.
- Treasurer sent renewal invoices to all current members through the Member Services Database (MSD).
- Distributed *Onliner News* to members.
- President responded to a query (through our website) from the Membership VP of Virginia who wanted to learn how we operate.
- Created and posted on the website templates to use for quarterly and conference call board minutes.
- Announced spring program to begin May 6: “Title IX Under Attack – What We Can Do To Support and Strengthen It.”

May

- Brought up the need to do a member survey by the end of the year.
- Discussed how to keep the member email list accurate during the year and whether or not to clear the program discussion email list at the start of each year.
- Distributed *Onliner News* to members.

June

- Set the board conference call 2019-2020 planning meeting for July 15 at 7pm.

- Noted with sadness the death of member, past board officer, and past branch named gift honoree Donna Mertens.
- Distributed *Onliner News* to members.
- Corrected the error, caused by similar names, of adding the wrong person to our roster and welcoming her as a new member.
- Created Survey Monkey survey about the 2018-19 program year and invited all branch members to complete it.
- Investigated alternatives to using Dot5Hosting for aauwcaonline.org website hosting and domain name registration.

Signed,

Shelly Johnson