



AMERICAN ASSOCIATION OF
UNIVERSITY WOMEN
CALIFORNIA ONLINE BRANCH
MINUTES OF BOARD BUSINESS
CONDUCTED VIA EMAIL
July- September 2021

Branch Established October 2, 2001

Attendance:

Shelley Mitchell, President

Jean Simutis, Treasurer

Gail Swain, Program VP

Bev Van Citters, Membership VP

Harriet Tower, AAUW Funds VP and Book Interest Group Chair

Sandy Kirkpatrick, Communications Chair

Cathy Foxhoven, Speech Trek Coordinator and Diversity, Equity & Inclusion (DEI) Chair

Beginning in September, also attended by:

Sandi Gabe, Technology Interest Group Chair

Wendy Levine, Public Policy Committee Chair

July

- Agreed to include “Achieve AAUW Five-Star Status” as an objective under Goal #1 in the 2021-2022 branch goals.
- Reviewed Q4 financial report, which was then posted on the branch website.
- Treasurer Jean Simutis reported she didn’t send out the notices last month as planned (see 2020-21 Q4 minutes) to members who hadn’t renewed to urge them to renew before national AAUW dues increased on July 1. She had learned that the dues increase was applied to all renewals for 2021-22 regardless of when they renewed.
- Approved the Q4 minutes, which were then posted on the branch website.
- Noted the annual renewal of the domain name from Google will occur automatically on August 9 at \$12/year without action on our part.
- Held a board Zoom meeting on July 29 for a final review of member survey results and planning (see separate minutes).
- Membership VP Bev Van Citters drafted a letter to send to newly established interest group chairs for Technology, Book Discussions, and Public Policy.

August

- Distributed July-August issue of *Onliner News* to members.
- Noted that several board members are also serving on AAUW CA state committees.
- Harriet Tower offered to continue to be the branch’s Interbranch Council representative.
- Approved the July 29 Zoom meeting minutes, which were then posted on the website.
- Treasurer Jean Simutis established the branch’s new Zoom account, assigning all board members as account administrators. She and Bev Van Citters will assist board members in procedures as we learn how to use it.

- Bev Van Citters received permission for branch board members to participate in AAUW Oregon's Summer Skills Camp, with workshops offered over a two-week period in August. Several board members participated in multiple sessions.
- Approved 2021-2022 budget, which was then posted on the website. Noted that the very large increase in insurance costs from AAUW CA may necessitate a dues increase in the coming year.
- Noted that the branch website should have information posted about how much has been raised for AAUW Funds by the White Elephant fundraiser.
- Membership VP Bev Van Citters held a planning meeting with the three new interest group chairs for Technology, Book Discussions, and Public Policy. The Public Policy interest group chair agreed to be the branch's official Public Policy Chair, and the interest group would serve as the Public Policy committee.
- President Shelley Mitchell appointed Cathy Foxhoven to serve as the branch Diversity, Equity & Inclusion (DEI) Chair and liaison with the state DEI group.
- Non-renewals were removed from all mailing lists at the end of August, prior to the start of the Q1 program.
- Program VP Gail Swain led a program discussion of the book "Caste" by Isabel Wilkerson on the branch program email list, beginning on August 31.
- Discussed whether to change the password for the Members Only section of the website, and agreed that if it is changed, it should happen at the start of the new membership year (July).
- Began a 8-week program email list discussion of the book "Caste" by Isabel Wilkerson.

September

- Distributed *Onliner News* to members.
- Received and reviewed the annual financial review conducted by Roli Wendorf, which was then posted on the Members Only section of the website.
- Held a Zoom branch "Happy Hour" on Thursday, September 9, at 3pm (Pacific).
- Added the interest group chairs to the board email list. The bylaws committee (Gail Swain, Sandy Kirkpatrick, and Sue Cochran) was asked to consider whether the new public policy chair should become a voting member of the board, which would require a membership vote to amend the bylaws.
- Treasurer Jean Simutis provided instructions for the new branch Zoom account.
- Continued the program email list discussion of "Caste."

Signed,

Sandy Kirkpatrick