

**AAUW Littleton-South Metro Branch  
Minutes of the Board Meeting  
August 12, 2020**

**CALL TO ORDER:** The meeting was conducted virtually using Zoom and called to order at 2:00 by President Donna Zimmerman. In attendance: Susan Brodie, Peggy Hammersmith, Mary Lynn Korch, Jane Miller, Hayden Pigott, Ginny Sherr, Mary Ann Travis and Donna Zimmerman. Absent: Stacey Spaulding, Gail Welde and Diane Steen.

**SECRETARY:** There were no corrections to the minutes of the July 8, 2020 board meeting. The July board meeting minutes were accepted.

**TREASURER:**

- Donna noted that all the financial documents need to be finalized today so they can be included in the September TWIGS email in preparation for voting/acceptance by the membership at the September 19<sup>th</sup> branch meeting.

**Income Statement**

- Ginny noted on the Income Statement that \$877 was set aside for Start Smart, but we won't be doing Start Smart now. (\$500 of that was a grant.) We will leave this item as is now and later figure out what to do with the \$877.
- We just received a refund of the \$560 deposit from Athena.
- The Income Statement shows the dollar amount we'll use to support the Operating Budget. It will be mentioned as a footnote, not a line item.

**Budget Statements (Distributions, Proposed Operating, Proposed Community Projects**

- Most 2021 branch meetings and programs will be conducted virtually using Zoom. Donna proposed taking \$100 from the Hospitality line item and \$200 from Program and moving those to IT/Subscriptions. Ginny will add a footnote to explain the reason for this change.
- Susan noted the subscription of \$16.00/month for the Zoom Pro license plus \$40 /month for the Webinar license. Several branch programs will use the Webinar function. The Zoom Pro license is \$150 for nine months and four webinars will be \$160, so we need at least \$310 in the IT/Subscriptions line item.
- The resulting changes (Hospitality \$200, Program \$200, and IT/Subscriptions \$300) won't change the bottom line on the Distributions to Budget sheet.
- Mary Ann noted that we won't need the \$400 in Book Bag project because that project is on hold due to COVID-19's impact on Sheridan schools.
- The Member Dues amount is correct.
- The Venue/Deposit line will be changed from \$600 to \$400 since the live event has been cancelled and we won't be renting a venue. We will use the \$400 to pay Athena's fee for the virtual Living Voices event. Mary asked if we would need the extra \$200 to pay the academic who will participate in the talk-back after the Living Voices video is streamed. Donna will look into it.
- A footnote will be added to the Scholarships line saying that the funds were from fundraising events and are dedicated to scholarships.

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- Donna suggested we include the number of scholarships to be awarded on the Scholarships line. In that way, if the members accept the budget at the September branch meeting, we won't have to call for a vote again in the spring 2021 when the scholarships are awarded.
- We could increase the Scholarship budget to \$3,000 which would allow two \$1,000 scholarships for STEM graduates at Littleton High School and two \$500 scholarships for Sheridan High School graduates attending Arapahoe Community College. We can do some fundraising this year to reach the \$3,000.
- Ginny will change "Payable" to "Carryover" and make a note.

### Board Vote

- Ginny moved that we approve the Proposed Operating Budget and Proposed Community Projects Budget as revised. Mary seconded the motion. Board members approved the motion unanimously.
- Ginny will send the revised documents to the Board for a final look before the documents go to the membership with the September TWIGS.

### MEMBERSHIP:

- We have a new member Margaret Weideman
- 17 members have not yet renewed. Mary will email the list to board members who can contact the members they know personally to encourage renewal. Then Mary will contact Jill regarding stragglers.

### PROGRAM:

- For the branch meeting on September 19<sup>th</sup>, Susan noted difficulty reaching Principal Natarajan of St. Mary's Academy likely due to her being busy with decisions about opening the school this fall. She's reaching out to Dr. Marie Berry of the DU Graduate School of International Studies who can talk on the theme "Leadership in the Midst of Crisis."
- The September branch meeting schedule: 12:30 social time, 1:00 branch business meeting, 1:30 speaker.
- Mary will send Susan the new member's contact information because she's associated with Regis Jesuit Women's College so she might be a speaker or know someone who could be.
- The October branch meeting program is set. Jane Miller will speak about the ballot process in Arapahoe County. Jo Feder will speak on a few of the ballot proposals.
- The December meeting has possibilities.
- A program for the November branch meeting is uncertain.

### COMMUNICATION:

- Hayden noted that Mailchimp is still problematic so we'll be communicating with the members via email and using PDF attachments for the foreseeable future.
- The September TWIGS will include a registration link for the Fall Leadership Conference on Sept. 12. Since the conference is virtual and no cost, TWIGS can encourage all branch members to attend. Registration must be completed at least 24 hours in advance, not same day.

**AAUW Funds:**

- Gail Welde sent the Funds update to Board members by email.

**PUBLIC POLICY:**

- No report

**INTEREST GROUPS:**

- The Zoom meeting of IG leaders was helpful to all.
- Peggy will speak briefly at the September branch meeting about the Interest Groups.
- No member has volunteered to lead Art Appreciation.
- No one has submitted a request for a new IG.

**BOOK BAGS:**

- Mary Ann noted that the Sheridan Early Childhood Center is in session, but volunteers will not be allowed in the schools this year so our members can't go in to process the book bags. The project was challenging for teachers to implement when our branch members were onsite. With the added challenges of teaching during the pandemic Mary Ann doubts that teachers will want to manage the book bag program on their own.
- There are about 800 books total. Board members discussed whether we should end the project and donate the books to the school resource room.
- Mary Ann will contact the school and ask if they want the project to continue and offer our help if they do.

**OLD BUSINESS:**

- Echoes of Suffrage Virtual Performance. The Board discussed if we should use this for the November or December branch meeting and if it should be a fundraiser. We'd give members rights to the video for 30 days to view it.
- Susan prefers it be a group event with a talk back immediately following. Mary suggested the video be available after that date for members who might miss the group date. Donna will confer with Rachael of Living Voices (the theater company that produces Hear My Voice) to schedule a date with the immediate talk back.

**NEW BUSINESS:**

- 100 Years - artwork opportunity. The Durango branch and their League of Women Voters commissioned artwork to commemorate women attaining the right to vote. Durango is offering the right to reprint the artwork to other AAUW branches in Colorado for fundraising purposes. Donna explained the options for yard signs or T-shirts. Board members felt yard signs were problematic for members who live with HOA restrictions. Members felt T-shirts would be more desirable. Board members also felt that partnering with our local LWV would be more complicated than going solo. Jane cautioned to get confirmed orders before printing the shirts so members would get a size that fits them. Mary said her son could get a price quote for us and

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arrange the printing. Board members agreed that the idea was worth pursuing, but we need more details about costs, member interest, and distribution methods.

- We'll review the updated Strategic Plan at a future meeting.

**ANNOUNCEMENTS:**

- The next board meeting will be September 9th, 2:00 – 3:30 pm using Zoom.

The meeting was adjourned at 3:50 pm.

Jane Miller, Recording Secretary