

**AAUW Littleton-South Metro Branch  
Minutes of the Annual Branch Business Meeting  
September 18, 2021**

**CALL TO ORDER:** Branch President Donna Zimmerman called the meeting to order at 11:55. Eighteen members were present.

**MINUTES:** The minutes of the April 10, 2021 branch business meeting were available for attendees to review. Mary Lynn Korch moved that members approve the minutes of the Annual Branch Business Meeting of April 10, 2021. Marge Wiedeman seconded the motion. Donna called for a vote and the motion passed unanimously.

**OLD BUSINESS:**

Donna explained the branch's donations of personal care items, school supplies, and shoes to Sheridan High School. Donations can be made at in-person branch meetings or to Barb McDaniel, who will deliver the items to the school.

**NEW BUSINESS:**

- Donna noted that branch financial documents were available to members prior to the meeting. She explained the difference between the Operating Budget and the Community Projects Budget. She described the Reserve Funds spreadsheet. The branch is starting the year with some money. We want to raise \$2,500 this year for the Community Projects Budget. In 2021 we awarded two \$1,000 scholarships from this budget to two Littleton High School girls pursuing STEM in college. We also awarded two unrestricted \$500 scholarships to two Sheridan High School girls. We'd like to increase the Sheridan scholarships to \$1,000 each in 2022.
- Jill Smith moved that the membership approve the budgets. Mimi Iverson seconded the motion. Donna called for a vote and the motion passed unanimously.
- COVID Policy. At its last meeting, the branch Board reviewed and made some revisions to a COVID19 Policy written by the Colorado Springs AAUW Branch. Donna emailed that document to the branch membership last week. The policy gives guidance for in-person branch, interest group, and committee meetings regarding COVID precautions. The policy has been posted on the branch website homepage and will be published in the October TWIGS newsletter.

The meeting was adjourned at 12:30 pm.

Jane Miller, Recording Secretary