

**AAUW California Online Branch
Minutes
February 13, 2009 –June 30, 2009**

The Board reviewed the process, financial commitment, and past honorees as they considered nominees for an Educational Foundation (EF) named gift recipient for 2008-2009 from the Online Branch. To qualify to submit a nomination, the Branch must have donated \$750 to EF for the year of the nomination. Contributions through December 31, 2008 totaled \$162 to the Legal Advocacy Fund (LAF) and \$307 to EF.

Past recipients from the Branch were Sandy Kirkpatrick and Theresa Cheung for 2006-07, and Amber Chiang for 2007-2008. This information is now posted on the Branch website.

Jo Harberson was thanked for her \$1500 donation to EF which will enable the Branch to nominate a Named Gift Recipient in 2009 – 2010. Jo also reported to the Branch that the Research and Projects Fund # 4313 which was opened in November 2007 for \$75,000 has been completed.

Research and Projects Fund # 4329 for \$25,000 in memory of Branch member and AAUW-CA Board Member for Finance Letitia Corum has been opened. Contributions may be made to this fund with checks written to AAUW-CA EF, P.O. Box 16007, Sacramento, CA 95816-0067.

On February 18, 2009 the Board accepted with regret the resignation of Megan Smock as Parliamentarian. She resigned due to a change in her job status. Jeanne Lese was appointed by the Board to complete her term.

On February 20, 2009 Jean Simutis, Treasurer submitted a mid-year Financial Report which was posted on the Branch website.

The Financial Report generated discussion of the accounting process for donations made through the Member Services Database (MSD) on the Association website, the use of PayPal to pay dues, and the Membership Pilot Program (MPP) which is an option for Branches to use to pay dues. The Board also expressed concern that the Branch should have sufficient funds to meet ongoing expenses including support of our delegates to the State Convention in April (\$200) the Association Convention in June, 2009 (\$400), and to have the \$300 reserve as called for in the Branch budget. On February 26, 2009 the bank balance was \$907.04 and the charities balance was \$15.38.

Integrated into the budget discussion was the selection of delegates for the conventions. With the revision of the AAUW CA bylaws, each member of a branch attending this Convention has a vote. As Online Branch President, Harriet Tower was selected to receive the Branch stipend for the State Convention.

The Association retains the delegate system for this Convention. However, it was clarified that to be a delegate the individual must have that Branch as their primary Branch. Gail Swain was selected to be the delegate for the Online Branch at the Association convention in St. Louis.

The Nominating Committee was activated by President Harriet Tower to present the slate of 2009-2010 Branch officers. Amber Chaing will chair the committee.

Gail Swain will assemble a LAF/EF basket for the State Convention using contributions from Branch members. Board and Branch members are encouraged to send checks to Gail to help cover costs.

The Board discussed ways to communicate more effectively, simply and interactively. On March 1, 2009, Sandy Kirkpatrick proposed a Branch program listserv, in which members would opt-in if/when the discussion topics interested them. This proposal was accepted by the Board and began April 1, 2009.

Sandy Kirkpatrick and Mary Leavitt proposed a revised job description for Branch secretary with the following changes in branch policies 9.2.1-9.2.2:

9.2. SECRETARY

The secretary is the recording officer of the organization and the custodian of the records except those specifically assigned to others. The secretary:

9.2.1. ~~Takes~~ **Keeps a quarterly log of** minutes of board, executive committee and branch business including: ~~the dates of discussion, date of motion, name of person making the motion, date/person making a second, beginning and ending dates of voting, and voting results.~~

- a. **Topics of discussion, with approximate dates (month/year).**
- b. **Details of motions made, including name of the person making motion and second; dates of motion and second; beginning and ending dates of voting; and voting results.**
- c. **Consensus decisions made.**

9.2.2. Emails draft **quarterly** minutes of business to the president and parliamentarian within 5 days of the close of the business session for review, then emails the approved minutes to the technology chair to post **at on** our website. As soon as the minutes have been posted, the secretary emails the branch listserv the details about where the minutes are posted.

Sandy moved for the adoption of the changes, and the motion was seconded by Jo Turner. The Board voted unanimously to adopt the changes on March 26, 2009.

The Board was informed by Rozanne Childs that that there were insufficient donations to EF/LAF for a Named Gift Honoree for 2008, since some of the branch donations came in after the deadline (and so will count towards next year's totals), so the branch is ineligible for named gift honorees this year.

Sandy Kirkpatrick moved and Jo Turner seconded the motion to add \$50 for membership in the Virginia Gildersleeve International Fund VGIF) to the budget. After discussion the motion carried on March 31, 2009.

Arrangements were made for an Online Branch members' social gathering at the AAUW CA Convention.

AAUW CA Online Member nametag ribbons for identification and member recruitment were approved and purchased for the Association Convention.

On April 28, 2009 Donna Erickson, AAUW CA Program chair, requested a Branch contribution to Speech Trek to enable the program to continue. Harriet Tower, Branch President will send this information to the Branch members.

The Nominating Committee (Amber Chiang and Carlyne McDonnell) submitted the following individuals as nominees for the 2009-2010 Board: Sandy Kirkpatrick, President; Secretary, Gail Swain; Treasurer, Harriet Tower; Directors Carlyne McDonnell, Jeanne Lese, Frankie Williams, and Sandy Hansen. No nominations from the floor were offered. President Harriet Tower called for a vote on the slate of officers and proposed standing rules amendments on June 14, 2009. Voting concluded June 20, 2009. All nominated officers were elected, and will assume office on July 1, 2009.

Proposed Standing Rules amendments approved in branch vote:

Business 1. Board members are subscribed to a board listserv, and board business is primarily conducted on this board listserv, unless the president calls for scheduled chat room or conference call meetings. All board business is open to branch members. ~~The president will post board agendas on the branch listserv at least two (2) days in advance of conducting board business, whether by listserv, chat room or conference call, to allow any branch member to request to be a participant in that board business by requesting to be temporarily subscribed to the board listserv.~~ Branch members may participate in board discussions by requesting to be subscribed to the board listserv. The president will issue quarterly invitations on the branch listserv to remind members of this option.

Voting. 2. At the end of the prescribed discussion period, the president shall call for a vote specifying the deadline for the voting period, which shall not be less than ~~five (5)~~ four (4) days from the time of the call of the vote.

Dues for 2009-2010 are now due and payable to Jean Simutis, Treasurer.

Respectfully submitted,

Mary S. Leavitt
Secretary, California Online Branch
American Association of University Women