



**Leadership Committee  
Meri McEneny's Home  
February 8, 2018**

**Call to Order:** The meeting was called to order at 10:12 by co-president Jan Potter. In attendance were Jan Potter, Patricia Watters, Carol Eyre, Linda Larish, Johnnie Lee Don, Nancy Cline, Meri McEneny, Christine Madden, Ginger Wilson, Ruth Arizaga-Whisler and Dana Loury. Jan Potter made an announcement that Martha Cirata has resigned her position as Bylaws/Parliamentarian.

**Meeting Minutes:** The Leadership minutes from January 11, 2018 were reviewed. The motion to approve was by Meri McEneny and it was seconded by Johnnie Lee Don. The January minutes were approved as revised.

**Reports:**

**Secretary's Report** – Linda Larish reported that “thank you” notes have been sent to the Shirley and David Allen Foundation for their donation and to Maria Martinez for presenting a very interesting program at our January meeting. A “get well” card was sent to Sharon Filardo, recovering from her knee replacement.

**Finance Report** – Ruth Arizaga-Whisler distributed a finance report detailing income and expenses as of 2/1/18. See attached report. It is unclear if we will again need to send \$750 to National AAUW Fund to allow us to designate a Named Grant Honoree since AAUW CA taking over Tech Trek in the coming fiscal year. Nancy Cline will investigate this and report at the March meeting. There was a brief discussion regarding allocation of excess funds, but it will be further discussed at the March meeting. A proposed budget for the coming fiscal year was

also distributed by Ruth Arizaga-Whisler. Several edits were decided on and Ruth will include these the final budget proposal that will be presented at the March general meeting. The committee agreed to add a line item for meeting venue donations. Meri McEneny moved that the budget for the 2018-2019 fiscal year be accepted as revised and Johnnie Lee Don seconded the motion. It was unanimously approved. It was suggested that anyone who uses their own money to purchase products for meetings should submit receipts to better reflect what our expenses actually are. The individual then has the option of being reimbursed or waiving the fee and receiving a receipt for personal monies spent. Our current bank account balance is \$14,794.43.

**Programs** – Johnnie Lee Don distributed a report stating what the remaining programs are for this year, the dates and locations. The March Leadership meeting will be at Gatekeeper’s Museum on 3/8/18 at 11am to be followed by the general meeting in the same location at 1pm. Chautauquas presentations will honor Women’s History Month. Also, each member will have the opportunity to participate by reading short items of interest about various women in history. Johnnie Lee also reported that North Tahoe Truckee Transport will speak for approximately 15 minutes to advertise their services since they are currently underutilized. We will request that a woman speak if one is available. We have the opportunity to attend the AAUW Incline Village general meeting on 4/18/18 at the Parasol Building in Incline. There will be wine available for purchase at 5:30pm, dinner at 6pm for \$35 and a program, to be determined, at 6:45pm. More information should be available at the March meeting.

**Membership** – Ginger Wilson reported that we currently have 72 members. Included are two that are Lifetime members and do not pay national dues. One application has been provided to a prospective member, who will receive one free year if she applies. We still have two free memberships available and they expire in June 2018.

Patricia Watters talked about “Tabling” to expand awareness of AAUW and hopefully gain new members. Patricia has volunteered to sit at a table at the Tahoe City Concerts in the Park to provide information to the public. She will contact Tahoe City PUD regarding permission and set up. Another possible opportunity would be at Squaw Valley Earth Day in April as it is attended by many locals.

Ginger Wilson announced that AAUW National is raising their dues from \$49 to \$59. This is the first increase in a decade. Our dues will therefore increase to \$110 per member for the coming fiscal year. Renewal letters and forms will be mailed to members in early May.

**Communications** – Dana Loury reported that our meeting minutes and newsletters will be available on our website under Communications for three years. Older documents are moved to respective Archive pages on the website. All documents will also be stored on Google Drive. This drive has 15 gigabytes of storage. Dana will move the files that are in Drop Box to Google Drive and she will share Google Drive folders with leaders to access files as needed.

If memos need to be sent that are not directly related to AAUW, they must be approved by the co-presidents as appropriate and sent by Dana Loury as e-mails and not put into the newsletter. Dana will then remove the AAUW identification that is automatically generated at the bottom of her e-mails. Dana reminded us that articles for the newsletter are due by 2/19/18 and that the newsletter will be published on the 20<sup>th</sup>.

Jan Potter announced that AAUW CA is offering an on-line Tech Peer Group program on Thursday, 2/22/18 from 6:30 to 8pm. If you are interested in becoming more tech-savvy, contact Jan for details.

**AAUW Fund** – Nancy Cline thanked branch leaders for their nominations for our AAUW Fund Named Gift Honoree and our Branch Service Award recipient. There are clear winners in both categories and their names will be announced at the June general meeting.

**Girls State** – Christine Madden reported that Jeff Reams, school counselor, hopes to have the names of five Juniors from North Tahoe

High School by tomorrow, Friday, 2/9/18 that will be considered for Girls State. The interviews will be conducted Friday, 2/16/18 at the high school by Christine Madden, Johnnie Lee Don and Joanne Shope, the ALA (American Legion Auxiliary) representative from South Lake Tahoe.

**Tech Trek** – Meri McEneny reported that of the ten young women (7<sup>th</sup> graders) who were identified, only seven applied. They will be interviewed next Thursday, 2/15, at the Tahoe City Middle School by Meri McEneny, Christine Madden and Joan O’Lear. Kathie Julian, a new member, will serve as back-up interviewer. Five girls will be chosen to attend Tech Trek at UCD campus in July. Meri attended a Branch Leader Meeting and confirmed that all monies are paid in full. Meri can communicate with the applicants through Google Classroom.

### **Old Business:**

**STEM Trek Event** – Meri McEneny reported that the STEM event will take place on Saturday, June 9, 2018 at the Fairway Community Center in Tahoe City and the room is reserved. Meri has four possible speakers and is waiting for confirmation from them. SWEP will partner with us again providing some outdoor activities and team building.

**Non-Profit Status** – Patricia Watters reported that the Chief Financial Officer from AAUW National agreed to pay the fees to file for reinstatement of our non-profit 501(c)4 status. Patricia reported that because we are affiliates, we are required to have this status.

**Record Retention** – Patricia Watters e-mailed a draft for Records Retention and Management Policies and Procedures in late December. She is continuing to create a document defining our policies and Dana Loury is streamlining the record retention process. Patricia favors eliminating a specific amount of years for retention and instead state that they will meet regulatory compliance. Jan Potter will check to make sure we can edit our by-laws and standing rules at any time.

## **New Business:**

**Nominating Committee** – Jan Potter announced that the committee, comprised of Carol Eyre, Diane Morrison, Kym Pipkin, Ann Yuhas and herself, have met twice. The current Leadership Committee has been canvassed and most are willing to retain their current positions for another year. The new members have also been canvassed. A finance officer and a co-president have both been identified for the next two fiscal years. Kym Pipkin, currently president elect, will assume the finance officer position for 2018-2019 fiscal year. The following year she will be co-president and Patricia Watters will be finance officer (2019-2020). Ann Yuhas, a new member, has volunteered to be co-president 2018-2019 and 2019-2010. We still have a few openings for positions, one being for president elect. Final announcements will be made to the Leadership Committee at the March meeting and presented at the general meeting. They will be voted on at the June general meeting.

**Fund Raising** – Some ideas were discussed including another movie event at Tahoe Art Haus theater in Tahoe City and a high tea in the spring or early summer at Carol Eyre's home. Meri McEneny will explore other viable options and we will have a more in-depth discussion at the March meeting. Linda Larish will contact Petra to see if they are still sponsoring Cheers for Charity and whether there is availability for our branch.

## **Other Business:**

**Timeline Review** – Patricia Watters encouraged all Leadership Committee members to review the timeline for any action items.

**Calendar Review** – We should stay informed of events scheduled on our calendar.

**Lapel Microphone** – Meri is investigating various microphones as it has been determined there is a real need for our speakers to have them. Meri will have more information at the March meeting.

The meeting was adjourned at 12:34.

**Announcements:** Meri McEneny announced that Luna Fest will be at the Tahoe Art Haus and Cinema in Tahoe City tomorrow evening, Friday, 2/9/18.

Respectfully submitted  
Linda Larish, Recording Secretary

Approved 3/8/18