



**Leadership Committee Meeting
Fairway Community Center
September 13, 2018**

Call to Order: The meeting was called to order at 11:13 by co-president Patricia Watters. In attendance were Jan Potter, Carol Eyre, Nancy Cline, Meri McEneny, Ann Yuhas, Cheryl Allen, Ginger Wilson, Ellen Magnani, Dana Loury, Rachael Swift, Martha Cirata, Kathie Julian, Pat Castellucci, Jamie Casey, and Sharon Filardo.

Meeting Minutes: The Leadership minutes from May 10, 2018 were reviewed. The motion to approve was by Ann Yuhas and it was seconded by Dana Loury. The May minutes were approved as submitted.

Reports:

President's Report – Co-president Patricia Watters thanked the Leadership board for submitting their reports in advance of today's meeting.

Secretary's Report – Sharon Filardo reported "get well" cards have been sent to Roger Peterson (Betsy Peterson's husband), Mary Koons, Martha Cirata, Nancy Cline, Cheryl Allen, and Gilbert Larish (Linda Larish's husband). A sympathy card was sent to Christine Marsh-Madden. Nancy Cline reported that past president Margy Arthur has been diagnosed with cancer and should receive a card.

Finance Report – See attached report from Kym Pipkin.

Programs – Rachael Swift passed out a sign-up sheet for food items for the October 11th General Meeting and announced that the Inter-branch meeting will be in April and the Installation of Officers for 2019-2020 would take place at the May meeting. Rachael also reported that the Christmas party would be a luncheon at a local restaurant. Johnnie Lee and Rachael will

secure that location and report back at our October meeting. See attached for additional information.

Membership – Cheryl Allen reported that we have 68 members and a new membership directory has been printed which is free to new members. Cheryl made a motion to change the \$10 fee to \$5 for members. It was seconded by Ellen Magnani. The vote was 5 yes's and 6 no's. Motion failed to pass. Cheryl also reported that a New Member Orientation would be held at Ginger Wilson's home on October 28th. Cheryl stated that only 20 members responded to the membership survey to date.

Communications – See attached report submitted by Dana Loury.

AAUW Fund – Nancy Cline reported that we now have \$877 and we only need \$750 for a Named Gift; no more money is needed for one Named Gift.

Girls State –No report.

Tech Trek – See attached report from Meri McEneny.

Scholarship – No report.

Summer Party –See attached report from Carol Eyre.

Old Business:

Bylaws Report – Jan Potter reported that it was unknown if there would be any changes in the bylaws this coming year. Jan also reported that “Friends of AAUW” was an alternative member classification used by some branches. Meri McEneny made a motion asking our membership team to investigate other member categories of membership. Ann Yuhas seconded it. Motion passed.

New Business:

Standing Rules Proposed Changes –Martha Cirata and Nancy Cline introduced the following 5 changes to the Standing Rules.

1. The proposed budget for the ensuing year will be presented to the membership at least 30 days prior to voting at the Annual meeting.

Pat Castellucci moved to accept change #1, Ellen Magnani seconded and the motion passed.

2. The Leadership Team may spend up to \$250.00 beyond the approved budget without approval from the membership.

Change #2 was cancelled.

3. The leadership team will seek approval from the membership in any general meeting with a quorum present (15% of members) for any planned expenditure beyond \$250.00 not allocated in approved budget. If needed, an email ballot may be used explaining the details, pros and cons so an informed decision can be made.

Cheryl Allen moved to accept #3 with a change in the amount not allocated in an approved budget to **\$500.00**. Jan Potter seconded and the motion passed.

4. A reserve fund to mitigate financial impact of the branch dissolution to be established, maintained yearly, and held until Branch dissolves.

Kathie Julian moved that a reserve fund to mitigate an unforeseen financial impact of critical programs in case of branch dissolution be established. The amount of the reserve fund is to be determined after a risk analysis has been completed. Dana Loury seconded and the motion passed.

5. Any monies contributed or deposited into a designated account (i.e. Tech Trek) are to be applied to that account only, and may not be used to cover a shortfall in any other account.

Change #5 was cancelled.

Other Business:

Timeline Review – This was deferred until the next meeting due to time constraints.

Calendar Review – This was deferred until the next meeting due to time constraints.

The meeting was adjourned at 12:55pm.

Respectfully submitted
Sharon Filardo, Recording Secretary

Approved as submitted – 11/08/2018



**CoPresidents Report
Leadership Meeting
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Sister branch flyers

Tahoe Nevada fund raiser flyer approved for distribution to North Tahoe members.

Scholarship

Ann and Patricia attended the 8/15/18 meeting of the Truckee Tahoe Community Scholarship Committee to gain an understanding of the branch's roles, responsibilities, and time commitment.

Ellen Magnani agreed to serve as rotating member of the branch's scholarship committee. Kathy Julian will be co-chair of the AAUW North Tahoe scholarship committee.

College/University Partners

Ann met with Sierra College representative in Truckee. Sierra College is already an AAUW partner. Mentoring assistance suggested.

Ann and President-elect Millie S of Tahoe Nevada branch met with Sierra Nevada College Provost Shannon Beets 8/29/18. Sierra Nevada College is expected to join as an AAUW partner.

Non-profit tax status

The IRS will advise of their decision to reinstate branch's 501c4 status no later than October 5, 2018.

Finance Officer Report as of 9-4-2018:

Balance on hand: \$15,375.79
Uncashed checks: - 531.00 national dues
 - 160.00 state dues
 -196.49 summer party expenses
True Balance: \$14,448.30

Membership Dues:

We have submitted a roster of 68 members to AAUW.
We have three life members, one gift membership, one member who paid late enough in the 2017-2018 fiscal year that it was considered to be for 2018-2019 as well.

The total number of dues-paying members is 63 (\$31@= \$1,953).

2018 AAUW Funds: Our members have contributed \$575 towards AAUW Fund. We need to contribute \$750 by December 31, 2018, in order to have a named grantee for the 2018-2019 year.

2019 Tech Trek: We collected \$2,889 from members toward 2019 Tech Trek. In addition, from the previous ending fiscal report from Ruth, we had a carry over balance of \$3,802 from FY 2017-2018. Given that we are allocated 5 spots at UCDavis, we are fully-funded.

2019 Girls' State: We had a carry-over balance of \$50 on deposit with the American Legion Auxiliary and collected an additional \$425 in donations from members. Last year's budget showed \$50 designated for GS that was not used. This should fully fund one position. Although we have traditionally given \$100 to our girl for expenses, transportation expenses (round-trip air fare to Southern California) are not included and exceed the \$100. Consideration should be given to funding the transportation from the General Fund.

2019-2020 school year Scholarship: Our members contributed \$3,580 in donations towards the \$3,000 that we will need for the 2019-2020 scholarships. There was no carry-over from the 2017-2018 FY.

Summer Party:

Attendance for members was free; we collected \$450 for extra guests at \$15@.
Expenditures for food, supplies, and help came to \$455.27.

2019 STEM Day:

From Ruth's year end report, the total income for STEM Day was \$900, with \$351.26 paid in expenses (room rental, copies and miscellaneous materials). All of the food (magnificent spread) was donated. A balance of \$548.74 is in the general fund. Our budget is \$700 for this event.

Respectfully submitted by Kym Pipkin

Programs report- September 2018 (by Johnnie Lee Don and Rachael Swift)

Sept. 13th: new co-chair, Rachael Swift will be in charge so please give her a hand.

It will be at the Fairway Community Center 330 Fairway Dr. Tahoe City @1pm

Carol Eyre will introduce speaker April Shackelford on Defensible Space.

Meri McEneny will set up sound system.

Rachael will set up light refreshments, a table for nametags, see to chairs, have the key, have a sign-in book for members and present a Thank You with a Starbucks Gift Card inside to show our appreciation to April (as we discussed at previous board. . .not that it will always be a gift card but a token of some sort to speaker).

Friends and Families of AAUW NT members are welcome

Oct. 11th: Lunch with The Tech Trekkers of 2018 and their families.

It will be at the Fairway Community Center 330 Fairway Dr. Tahoe City @ 11:00am-2

Leadership is being asked to provide for a Taco Bar and Salad bar (see attached list)

Jlee and Rachel will have the key, will see to tables, chairs, set up, paper products, utensils, presentation of food and drink.

Meri will set up sound system.

Patricia has invited some outstanding guests and certificates may be given the girls as they were last year.

Girls and families to arrive by 11:30am, eat and then speak.

Friends and families of AAUW NT members are invited with an RSVP a week prior to event in order to have enough food. Members, Trekkers and Guests will all be asked to sign our book.

Nov. 8th: A Private Docent Tour of Tahoe Environmental Research Center (TERC) on the Sierra Nevada Campus- 291 Country Club drive, Incline Village @10:30am-featuring a 3-D Movie of Tahoe In Depth. There is a \$5 donation per person. Lunch is available afterwards at an All You Can Eat Buffet for \$13.54. Fall Menu to be available at a later time.

Jan. 10th: Interest Groups will be asked to present a 5 minute overview of their group.

Video Presentation of: A Rethinking of the Past, Present, and Future of Women in Power

Light refreshments served. Feb. 14th:

March 14th:

April 11th to facilitate installation, slate would need to be done by now to announce

May 9th: Installation of Officers

JUNE 8TH: STEM DAY

PROGRAMS REPORT 2018-2019

TO FACILITATE LESS WASTE AT THE OCTOBER TECH TREK LUNCHEON WE HAVE DECIDED ON A TACO BAR AND A SMALLER SALAD BAR: WE ARE ASKING LEADERSHIP FOR THE ITEMS NEEDED.

*****THE LIST OF ITEMS NEEDED FOR THE OCTOBER LUNCHEON NEEDS SIGN UPS AT THIS SEPT. MEETING. Some items are smaller and take only 1 person. Some take 2 people. Please cover most items at this meeting to ensure we have enuff!!! It is easier than each making a salad

*****PLEASE WRITE YOURSELF A NOTE ALSO AS TO WHAT YOU CAN PROVIDE SO WE DO NOT COME UP SHORT ON THE DAY.

*****IF SOMETHING CHANGES, PLEASE NOTIFY JLEE @ JOHNNIELEEDON1@GMAIL.COM preferably, before the day of the luncheon, although emergencies do arise.

RECOMMENDATION BY PROGRAM CHAIRS:

***WINTER PARTY BE HELD AT A RESTAURANT AND A COMMITTEE BE ASKED TO BEGIN LOOKING INTO FACILITATING THIS ASAP

***THAT INSTALLATION BE HELD IN MAY AS IT WAS IN THE PAST SINCE JUNE NOW FEATURES STEM DAY.

DIRECTION BY LEADERSHIP FOR FUTURE DISCUSSION:

*****THIS IS ALSO YEAR FOR THE INTER-BRANCH EVENT WHICH WE THINK IS NT AAUW'S TURN
IT COULD BE HELD IN APRIL. NEED DIRECTION BY LEADERSHIP ON THIS.

Communications Report for 9/13/18 Leadership Meeting (by Dana Loury)

- Published September Newsletter and Tech Trek/STEM Trek Bulletin
- Website Update:
 1. **Home page:** Added link for 2018-19 programs and September Newsletter on bottom of page (<https://northtahoe-ca.aauw.net/>).
Newsletters also posted under “Communications” and “Newsletter Issues”
<https://northtahoe-ca.aauw.net/communications/newsletters/>
 2. **Branch Leadership Team page:** updated
<https://northtahoe-ca.aauw.net/about/branch-leadership/>
 3. **Tech Trek page:** Added links for Tech Trek Newsletter, thank you notes from campers, and YouTube video of Tech Trek 2018
<https://northtahoe-ca.aauw.net/activities/tech-trek-2/>
 4. **STEM Trek page:** Added links for 2018 STEM Trek Day Schedule and STEM Trek Day Newsletter.
<https://northtahoe-ca.aauw.net/activities/tech-trek-2/stem-trek-day/>
 5. **Branch Awards page:** Updated list for 2018 AAUW Fund Named Gift Honoree and Branch service award. Added photos of Ruth and Carol.
<https://northtahoe-ca.aauw.net/branch-awards/>
 6. **Member Directory page:** password is “NorthTahoeAAUW” (case sensitive)
 - The spreadsheet shows current member roster as of September 1, 2018.
 - The directory in booklet format will be updated after I receive the file from membership.

Interest Groups:

Leaders are welcome to send me list of books, meeting dates, members, photos, etc., that can be posted on the website.

Suggestions are always appreciated.

Tech Trek/STEM Trek day report September 13, 2018 (by Meri McEneny)

1. Reserved TERC facility in Incline Village for STEM Trek 2019, on June 8, to work closely with Incline branch to invite their local students.
2. Submitted Tahoe Truckee Community Foundation (TTCF) Community Grant request for STEM Trek 2019, in amount of \$2,500. Total budget is \$3,200, \$700 from AAUW NT reserve funds for honoraria or travel.
3. Welcomed Nevada Tahoe AAUW President Judy Miller's suggestion of Kim Popovits, President and CEO of Genomic Health, as speaker at STEM Trek 2019. Have been in contact with Kim's assistant to confirm her participation.
4. Produced picture board of Tech Trek for luncheon with TLC on Sept 10, (to receive their grant to TT), & will soon produce PowerPoint for our AAUW NT luncheon on Oct 13. The picture board and Power Point include recent and historic Tech Trek camp photos, plus 2018 Visit Day photos with members, 2018 Thank You cards, and the TT week schedule.
5. Will invite our 5 TT girls, and parents, to Oct 13 TT luncheon at Fairway Community Center, 11:30-1:30, ask about any dietary restrictions: GF, dairy free, etc. Have formally invited TLC, Rotary and Kiwanis to the Oct luncheon.
6. Work with 2018 girls with cue cards/Thank you cards/and microphone.
7. For STEM Trek 2019, will contact Tahoe Forest Hospital District (TFHD), Tahoe Truckee Medical Group (TTMG), Sierra Nevada College (SNC) faculty, Robyn Tolles (AAUW Reno/UNR med. school), about female medical presenters for June 8, 2019, at TERC.

NORTH TAHOE AAUW SUMMER PARTY REPORT _____ 09/11/2018

The North Tahoe AAUW branch's annual Summer Party was held on Sunday, August 19, 2018, beginning at 11:00 a.m., in the garden at 208 Rifle Peak Court, Incline Village.

At an earlier Leadership Meeting, the officers decided to make this event free to members in appreciation for their support of the Tech Trek Program for middle-school girls and the STEM Trek event for middle and high school girls. \$100 was allocated from the Program budget and non-member guests were invited at \$15 each to help defray expenses. The Planning Committee consisted of Johnnie Lee Don, Carol Eyre, Linda Larish, Meri McEneny and Ann Yuhas.

A reservation deadline of August 9th was included in the invitation, but, as usually happens, there were some last minute requests to attend, which were granted.

We anticipated attendance of about 40 to 50 members and guests. But, perhaps because the event was free to members, 75 people signed up and 73 attended. Johnnie Lee Don made attractive name tags for each person attending.

To accommodate this many people, 12 tables seating six people each were set up. Twelve patio umbrellas were borrowed to provide shade.

The Summer Party was a brunch with food supplied by a few members, who were asked to keep track of their expenses and turn them into the Treasurer for reimbursement. The menu consisted of Mimosas and non-alcoholic beverages including coffee, Ann Yuhas made seven Cheese Roll Souffles, Carol Eyre and her two house guests made nine Apple French Toast Casseroles, Linda Larish with help from some other members made a large bowl of mixed fruit. Not being experienced caterers, it was a challenge to figure out how much food to prepare.

Meri McEneny arranged for two former Tech Trek girls, Julia Saxe and Skyler Kawecky, to help with serving and cleaning up at a cost of \$60 each. The Treasurer's report includes other costs incurred. Meri also set up the microphone and speaker system for Patricia Watters, co-President, who welcomed guests, and for our guest speaker, Alejandra Rodrigues, a former Tech Trek girl. Following Alejandra's talk, Patricia handed out the Named Gift Honoree award to Ruth Arizaga-Whisler who has admirably filled the Treasurer's job for several years, and the Branch Service Award to Carol Eyre.

This event was not intended as a fund-raiser, but as a purely social occasion for members to come together to get to know one another better and to learn more about the Tech Trek and STEM Trek programs. It was gratifying to see so many members in attendance, including some new members who took the opportunity to become acquainted with others in the branch.

Respectfully submitted,
Carol Eyre
Planning Committee Chair