

## AAUW Colorado Executive Committee Meeting Minutes

Friday, February 1, 2019, 3:39 – 5:00 p.m.

Board Room, Holiday Inn, Lakewood, Colorado

### 1. Call to Order

The meeting was called to order at 3:39 pm.

### 2. Present

President Stormy McDonald, Past President Amy Blackwell, Secretary Carolyn Cooley, Treasurer Bev Dare, Program Development co-VPs Betty Flaten and Linda Groth, Membership co-VP Eileen Young, and Bylaws Chair and Parliamentarian Jill Smith. Absent was: Membership co-VP Terry Campbell Caron. A quorum was present. Jill Smith was designated as timekeeper.

### 3. Approval of Minutes from Friday, August 24, 2018 State Executive Committee Meeting

The minutes were approved as written and will be filed in Secretary Notebook and state website.

### 4. Correspondence

There was no correspondence.

### 5. Officer Reports

President Stormy McDonald indicated that dates and locations for 2019 Fall Leadership Conference and 2020 Regional Conference have not been established. She reported that Eileen Young is attending Women's Collaborative of Colorado on AAUW's behalf. She has been encouraging branch Presidents and others to take the Work Smart course. She asked Bev Dare to pursue with National ways to make use of NCCWSL early registration fees. Past president Amy Blackwell reported that since last meeting between Kim Churches, Melissa Johnsen, and herself and the Denver Mayor's office, Work Smart has been launched as an E-course. Denver can now use this method for offering Work Smart. She also indicated that the Communications Committee has established Facebook team and she is no longer working Facebook. Program Co-VPs Betty Flaten and Linda Groth reported on plans for the Convention. Deadline for hotel reservations is March 26, 2019. Deadline for convention reservations is April 16, with cancellation by April 22. Membership VP Eileen Young reported that the state has over 1000 members. Membership continues to send monthly newsletters to and conduct twice yearly face-to-face meetings with branch counterparts. Treasurer Bev Dare gave the financial report (see attached report in Secretary Notebook). The Communications Consultants have been paid. \$534.95 was received from closeout of e-Network and was applied to the consultant costs. Liability insurance has been purchased. She coordinated with National for use of NCCWSL early registration fees. We will pay fully by April 30. The state can send three students to NCCWSL this year.

### 6. Unfinished Business

**Over-run Policy Discussion:** This Board item was tabled from last Board meeting. Bev Dare presented data showing over-runs from last five years which showed there was only one incidence of a significant over-run. She indicated the "process" part of this issue was handled at last Board meeting and should accommodate a similar over-run in the future. The Executive Committee recommended that Finance Committee withdraw a revised policy statement proposal to the Board.

**Proposal for Crime Insurance:** Bev Dare presented the specifics of the crime insurance recommendation. This item will be presented to the Board on April 26, 2019.

**Identify Theft and Cybersecurity:** Stormy McDaniel reported that Board member who lost \$600 has been reimbursed \$410 based on state member contributions.

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**Report of Legacy of Leadership Task Force:** The results of the Legacy of Leadership task force were presented (see attached report in Secretary Notebook). Amy Blackwell moved that the Executive Committee accept the recommendations, and Carolyn Cooley seconded. It was approved.

### 7. New Business

**Bylaws/Operating Policies/Job Descriptions Discussion:** Jill Smith, Bylaws Chair, presented proposed bylaws and operating policies changes to be presented at the April Board meeting. Based on the discussion and subsequent to the meeting, Jill Smith modified the proposed changes as included in the attachment to the minutes in the Secretary Notebook.

**FYI Items:** The Nominating Committee has not yet identified candidates for Program Chairs. We are responsible for 2020 Regional Conference. No applications were received by January 1, 2019 for the Eugenia McClure Grant. NCCWSL state scholarship applications are due April 1. The Executive Committee will review and announce a decision by April 10.

**Paying for Event Speakers:** Bev Dare, Treasurer, brought up issue of whether we should have a policy to pay event speakers from outside our organization. In the discussion that followed, it was indicated that we give gift cards, free lunch and pay mileage. This was determined to be satisfactory.

**Business Cards to be Provided by Communications Committee:** Jill Smith and Carolyn Cooley presented a plan for the Communications Committee to provide AAUW of Colorado business cards to the branches and Board. The Communications Committee has the budget to purchase the cards, and it was suggested that the Committee purchase 5000 cards to be distributed to the branches.

**Colorado Strategic Plan Based on New National Plan:** The Executive Committee endorsed the process used in the past to develop the state Strategic Plan as part of Fall Leadership Conference.

### 8. Announcements

2/18/19 State Bulletin Materials due. Items to be emailed to [carolyngcooley@gmail.com](mailto:carolyngcooley@gmail.com) and [stormy.mcdonald@yahoo.com](mailto:stormy.mcdonald@yahoo.com).

2/27/19 CO Women's 30th Anniversary. Legislative Breakfast 7-9 am Scottish Rite Masonic Center, 1370 Grant.

3/15/19: State officer and branch president reports for State Convention booklet due

3/15/19 Nomination Deadline for annual Sanderson Young Leader Award. Criteria & online nomination form available on our state website: [aauw-co.aauw.net](http://aauw-co.aauw.net)

3/26/19: Hotel reservation deadline for State Convention Rate, details will be on [aauw-co.aauw.net](http://aauw-co.aauw.net)

4/1/19: Application deadline for the AAUW CO NCCWSL scholarship, [aauw-co.aauw.net](http://aauw-co.aauw.net)

4/2/19: Equal Pay Day

4/16/19: State Convention Registration Deadline (details on [aauw-co.aauw.net](http://aauw-co.aauw.net))

4/26 & 27 2019: AAUW State Meetings & AAUW of CO Convention.

### 9. Adjournment

The meeting was adjourned at 5:00 pm.

(signature on file)

Carolyn Cooley, Secretary

April 26, 2019

Date of Approval