



FINAL MINUTES

Wheaton-Glen Ellyn AAUW Board Meeting

June 11, 2020

IN ATTENDANCE (via Zoom): Janet Arden, Donna Jean Simon, Maureen Sheehan, Frankie Robinson, Karen Schulz, Tracy Kline, Jean Lindsey, Nancy Possinger, Ewa Bacon, Mary Sue Brown, Suzanne Gagner, Fran Kravitz, Susan Levy-Creed, Kathleen McCullough, Carolyn Oesterle, Jane Palmer, Patricia Spence, Patricia Bernhold, and Lisa Cherry

CALL TO ORDER

Co-President Donna Jean Simon called the meeting to order at 7:14 p.m. and welcomed everyone to the meeting. She thanked everyone for their patience regarding the consideration of postponing tonight's meeting until July 2020. She also introduced Lisa Cherry, former Branch president, who would be conducting tonight's installation process for the Branch's new officers.

INSTALLATION OF NEW OFFICERS

Lisa began the installation ceremony by reading a tribute to the ideals of AAUW leadership. She provided a brief biography for each newly elected officer: Jean Lindsey (Membership Co-Vice President-Elect), Nancy Possinger (Membership Co-Vice President-Elect), and Maureen Sheehan (Treasurer-Elect) and described the role of each new officer's position. Jean, Nancy, and Maureen all accepted their new positions, as elected, and pledged to uphold the mission of AAUW. Lisa then declared that Jean, Nancy, and Maureen were all duly installed officers of the Wheaton-Glen Ellyn Branch of AAUW.

APPROVAL OF MINUTES

Secretary Tracy Kline presented the May, 13 2020 minutes. She noted that a Board member had pointed out that a sentence in the May minutes contained incorrect information. Specifically, the sentence stated, "Co-President Simon noted that according to the Branch's by-laws, \$50 will be given to the Greatest Needs Fund in memory of each member." In actuality, the guidance to give \$50 to the Greatest Needs Fund comes from the Branch's policy handbook not the by-laws. Suzanne Gagner moved that the sentence should read "Co-President Simon noted that according to the Branch's policy handbook, \$50 will be given to the Greatest Needs

Fund in memory of each member” and that the minutes should be approved as amended. Karen Schulz seconded the motion, and it passed unanimously.

OFFICER AND CHAIR REPORTS

Treasurer Maureen Sheehan shared that she had emailed a draft copy of the Branch’s balance sheets to Board members prior to tonight’s meeting. She also reported that a dues renewal reminder was sent on May 2, 2020 to 132 members. As of tonight’s meeting, 45 members have paid their renewals. She will send out another reminder later this week. The Branch incurred expenses related to the book sale including storage locker rental fees and a fee to the church to reserve space for the book sale. Additionally, expenses related to reimbursing the Branch secretary for her expenses and \$8000 in scholarships that were forwarded to COD were incurred. Sources of income included \$150 from The Network for Good which will be designated as book sale income and \$20 which a member contributed when paying her dues. Treasurer Sheehan reported that the anticipated balance is currently \$20,654. She noted that the balance is lower than this time last year due to the fact that the Branch was unable to conduct its book sale or LunaFest. Additionally, larger scholarships had also been funded. Jane Palmer shared that she thought that \$9,900 that is currently in the Operations fund is too much. She suggested that \$5,000 be transferred to the EOF and that this idea could be discussed in more detail at July’s budget meeting. Treasurer Sheehan also reported that the Glen Ellyn Historical Society is in the midst of fundraising, and she wondered if the Branch should donate \$50 to this endeavor as they had done last year. Co-President Simon stated that donating to the Glen Ellyn Historical Society was not something that the Branch did on a routine basis. Treasurer Sheehan stated that she will be scheduling a budget meeting that will take place in July. All Board members will be invited. Co-President Simon urged all Board members to look at line items related to their positions and decide what their needs should be for 2020-21. Jane offered to help Treasurer Sheehan organize the necessary materials for the budget meeting. Treasurer Sheehan is still working with the Branch’s bank in order to access necessary Branch financial records.

Membership Vice President Karen Schulz reported that the Branch currently has 134 members. She shared that 6 members have lifetime memberships so the total of current renewals stands at 51. She reported that after a reminder is sent out about dues renewal, the Membership Vice-President typically followed up with phone calls to the members who had not yet renewed their dues. Membership Vice President Schulz shared that she will be meeting with the new Membership Co-Vice Presidents at the end of the month to review details associated with this position. Membership Vice President Schulz also reported that she has agreed to co-chair the banquet committee with Carolyn Oesterle. Board members thanked Membership Vice President Schulz for the outstanding job she did while serving in this role.

Program Vice President Frankie Robinson reported that she has not been able to move forward with many of her plans due to the impact of COVID on potential speakers and venues. She also shared that she had received a letter from the speaker from the 2019 Winter Banquet which asked if the Branch was interested in donating money to her 501(c)(3) organization. It was pointed out that the Branch cannot donate money to another 501(c)(3) organization. However,

Co-President Arden stated that members can be made aware of this request and that individual members would be free to donate money individually if they chose to do so. Susan stated that she would let the speaker know that the Branch cannot donate to her organization. Program Vice President Robinson reported that she is still waiting on when and where Branch meetings can take place given all of the current circumstances. Susan asked for guidance regarding how she should proceed with speakers for the Winter Banquet given that it could be postponed due to COVID-related guidance. It was suggested that Susan procure a speaker now and let them know that they should be prepared to provide a presentation but also be aware that plans may change when we get closer to the date of the banquet. Carolyn Oesterle shared that the banquet is scheduled for the first Wednesday in December at Reserve 22, which has not asked for a deposit yet.

Legal Advocacy Fund Chair Carolyn Oesterle reported that she was hoping that the Fundraising Walk could still be held this year since this event takes place outdoors. The members discussed different routes for the walk and possible dates. The original date of the event was during the second week in October. Many thought it would be wise to move the date up to September 12th or 26th. It was also suggested that the event could take place on a Friday to avoid congestion on walking trails. September 11th was also offered as a possible date. There was discussion regarding to what organization the fall walk funds should be donated. Jane moved that the fall walk funds be donated to EOF. Carolyn seconded this motion, and it passed unanimously.

Book Sale Committee Chair Ewa Bacon reported that Carlson Movers has been contracted to provide services on October 26th. The Branch has signed a contract with the church which will be the venue of the book sale. Additionally, an appraiser will come on the Tuesday prior to the book sale to assess the value of certain items. Ewa shared that the Branch will no longer need to pay for table rentals since this is included in the cost of renting the space at the church. Therefore, she suggested that the related line item in the budget be updated. Ewa noted that the Branch rents two storage lockers and that the Book Sale Committee controls one of these lockers. The other locker is for general Branch usage. Therefore, she suggested that the line item related to lockers in the budget be updated. Ewa reminded members that they are no longer accepting any additional books. However, Allene Harding's daughter would like to donate some of Allene's books to the Branch, and the Book Sale Committee will accept these books. Ewa reported that the Branch's relationship with RE/MAX has been severed. She also shared that Glennette Turner and she will be presenting at Wheaton Library local authors events later this summer.

LUNAFEST Committee Chair Suzanne Gagner summarized key points of a report that she had sent to Board members prior to tonight's meeting. She shared that the LUNAFEST Committee decided not to hold a virtual LUNAFEST event. Committee members felt that the \$35 ticket price would be too high for a virtual event. Additionally, they did not feel comfortable with some of the more technical aspects of a virtual event. Overall, they felt that the 2019 event was very successful, and they did not want to detract from its reputation by having a "lesser event". Currently, the event has accumulated \$1600 in tickets fees and donations. The national LUNAFEST organization will refund \$350 to the Branch. Center Stage in Naperville is already

planning 2020-21 events and is applying the Branch's deposit from this year to the 2021 LUNAFEST event. The only expenses that have been incurred are in the amount of \$194.70 which was used for general supplies and publicity. Suzanne will send an all-Branch email to inform all members of LUNAFEST-related information. Members discussed possible dates for LUNAFEST 2021. The two top preferences were: April 24, 2021 and May 1, 2021. Jane moved that LUNAFEST should be rescheduled in either April 2021 or May 2021 and that Suzanne and her committee should select the final date. Frankie seconded this motion, and it passed unanimously.

Public Policy Chair Patricia Spence reported that 4 women were elected to AAUW national offices in uncontested races. Laura Desmarais was elected to a state office.

STEM Coordinator Fran Kravitz reported that she has named the project in which mini-libraries containing science projects will be distributed in Glen Ellyn and Wheaton "Science Girls on the Go". Jean Lindsey has forwarded construction plans for the mini-libraries to her husband. However, they need more information regarding their budget. It was shared that the Community Action Fund has plenty of money (\$2,150) and that that would be an appropriate fund from which money could be used to build the mini-libraries. Fran shared that there is a person who will host a Science Girls on the Go mini-library in Wheaton. She also needs people to host mini-libraries in Glen Ellyn. Mary Sue Brown and Tracy Kline volunteered in response to this need. Fran reported that her next step is to focus on publicizing Science Girls on the Go. Fran is working on writing a disclaimer to include with each project. As soon as Jean's husband builds the mini-libraries, they can be filled with projects and put into place- ideally before the school year begins.

Equal Opportunity Funds Chair Susan Levy-Creed and Co-President Arden reminded members that if the Branch agrees to have COD manage Branch scholarships through their Foundation, the Branch would set the criteria on which COD would base their selection of candidates for scholarships that the Branch is funding. If the Branch decides to go forward with this model, the Branch would no longer coordinate with the local high schools regarding candidate selection. Additionally, the Branch would need to know by December who has been selected to receive the scholarships. Carolyn asked how much money is in the EOF. It was reported that \$3,808 is in the EOF account. Jane reminded members of her suggestion to move \$5,000 from Operations to the EOF.

NEW BUSINESS

Co-Presidents Arden and Simon asked current committee chairs to let them know if they would like to continue in their current roles or make a transition to another role.

Co-President Simon stated that when the time is appropriate she would like the Board to review the merits of the Returning Scholar program again.

Co-President Simon led the members in a moment of silence for three Branch members who passed away recently: Gail Davis, Allene Harding, and Elaine Nissen.

ANNOUNCEMENTS

Co-President Arden reminded members that the Branch still needs program ideas for Branch meetings. She also requested that we make sure to touch base with one another to make sure that our fellow members are doing well during the pandemic. Co-President Simon reported that the Branch is revising the mentoring program. She shared that Karen, Jean, and Nancy are working on this project.

The meeting was adjourned at 8:59 p.m.

Next Board Meeting: August 2020- Specific date and location are TBD.