

DRAFT MINUTES

AAUW-TC Board Meeting

Date March 3, 2025 Beginning Time 9:00 AM Ending Time 10:25 AM

Traverse City Golf and Country Club
Lower Level Card Room

The mission of AAUW-TC is to advance equity for women and girls in the Grand Traverse Bay Area by offering scholarships for educational opportunities, workshops, and leadership training.

Attending: (Name and position) Jean Zerges, *President*; Chris Walter, *Recording Secretary*; Laura Higgins, *Financial Officer and STEM Coordinator*; Carol Evans, *VP Program*; Joan Sullivan, *VP Membership*; Darlene Garland, *Hospitality*; Pat Lewellen, *Corresponding Secretary*; Amy Gibson, *Communications*; Marlene Smith, *Scholarships*

Absent: Amy Gibson, *Communications*; Suzanne Sorkin, *Books for Schools*

Guests: Amy Shamroe, *Athena Award Event Planner*

Approval of Agenda: Joan Sullivan moved to approve the Agenda, Laura Higgins Second, Agenda approved unanimously

President's Report: Jean Zerges

- Fundraising activities report will be sent to National
- DEI and SAVE Act – Contact legislators
- State Membership Zoom meeting tonight will be Attended by Jean and Cathy Wallach, Membership VP nominee

Acceptance of February 3, 2025 Minutes: Chris Walter, Recording Secretary

Laura moved, Joan Second, Minutes accepted unanimously

Acceptance of Jan 2025 Financial Report: Laura Higgins- Finance Officer

Chris moved, Joan second, Report accepted unanimously

Update on February Finances

- Some expenses include Janis Room rental (Oct & Nov 2024 meetings @\$34 per meeting) and Athena Event deposits.
- Supplement to the Minnie Votruba Moore scholarship administered by the GT Regional Community foundation: \$300 (related note: AAUWTC holds \$75 annually for contributions to the MVM endowment in honor of members who pass [\$25 per death]);
- Books for Schools Invoice \$450.90
- Feb 2025 Mercato book sale netted \$205.36. thru March, the monthly “mini sales” have generated over \$1,200 for the branch this fiscal year.
- Ending Checkbook Balance for Feb = \$20,953.60

Reports:

Carol Evans - Program VP

Continuing the Women Matter theme:

- March 17, 2 female pastors: Rev, Linda Stephen (UMC) and Rev. Julie Delezenne (Presbyterian)
- April 21 Laura Oblinger, Chair NMC Board (no honorarium expected?)
- May 10 Annual Meeting – something Fun, possibly Nancy Plummer from Moomers Ice Cream
- **Honorarium proposal** – Carol spoke to her printed proposal sent by email; \$75 per speaker, if they decline give \$25 TC gift certificates. For rule of not giving to another 501 C3, would need an invoice designating payment for a speaker fee.

Motion: Carol moved that a line item be added to the budget for speaker honorariums and appreciation gifts in the amount of \$700. Speakers would be offered an honorarium up to \$100 and if declined would receive a \$25 TC Downtown gift card. Marlene second. Motion Approved unanimously.

- Fall 2025 – Possibly a female county commissioner

Joan Sullivan- Membership VP

Joan is working on “Getting to Know Members” articles for Newsletter.

Darlene Garland - Hospitality

Verna Mae Daytime Book Group will provide refreshments for March meeting.

Pat Lewellen - Corresponding Secretary

Let Pat know if members would appreciate a card – illness, sympathy, congratulations. Carol sends Speakers an email Thank You, but asked if Speakers could get a USPS- mailed Thank You note from the organization, and Pat agreed to do that. We could give the AAUW note cards we all get (as fundraiser) from national to Pat to use, since our Branch does not have AAUW TC Note Cards.

Amy Gibson – Communications

Unable to attend. Amy got another beautiful, information-filled Newsletter published on-line, on time. Thank you Amy!

Marlene Smith – Scholarships / Activities

- Received lots of support from Betty Lien, Etta Rajkovich, Laura Higgins.
- Processed and organized all historical info into a Binder/Notebook
- Reviewed and revised the Assessment Rubric,
- Submitted revisions to Amy Gibson and Cindy Hull who approved
- Formed committee with members Amy Gibson, Cindy Hull, Jeannette Thompson, Betty Lien, Bonnie Willings, and Kay Whale
- Communicates with Gina Thornburg at GT Regional Community Foundation who mails the the applications submitted along with the Assessment Rubric to committee members for applications received for the Minnie Votruba Moore (MVM) and AAUWTC Branch Scholarships
- Sent Press Releases to Leelanau News, White Pine Press, Benzie County Record Patriot, Record Eagle, and Antrim Review
- Noted that Previous years had 25 applicants, last year just 6; Laura mentioned we should consider increasing Scholarship amount
- **Action Step:** Marlene will discuss with committee and bring proposal for a Board vote; (Laura mentioned our treasury is sitting on \$34,000 not doing women much good)
- **Action Step:** Marlene will check with other organizations and what they give
- Committee sends letters of regret and to recipients – email is most practical; Committee meets Mar 27.
- **Action Steps for Outreach Ideas:** NMC might have ListServe for certain colleges (Amy Shamroe can help), also AAUW Facebook post

- Laura handles payments for AAUWTC Branch Scholarships and GTRCF handles check for Minnie Votruba Moore scholarship; Verification from university is required that student is enrolled prior to release of scholarship award.

Suzanne Sorkin - Books for Schools

Suzanne in absentia sent the following report via email:

Betsy Moore and I worked together with input from others. The selected book is a picture book for younger readers called *The Fire of Stars: The Life and Brilliance of the Woman Who Discovered What Stars Are Made Of*. The author is Kirsten Larson, and it is described as “A poetic picture book celebrating the life and scientific discoveries of the groundbreaking astronomer Cecilia Payne”. It won several awards, including being a *School Library Journal* best book of 2023. TADL does not already have a copy.

Twenty-eight copies were purchased from Horizon Books who offered us a 20% discount and no sales tax which kept us right on budget at \$450. Betsy Moore (bless her!) will be distributing the books (with an included letter of explanation from AAUW-TC) to local libraries and elementary and middle schools. We do need to get some more book plates printed up this year so there will be another small monetary request submitted soon.

Betsy and I are always open to new book selection inputs. We are pleased that Laura will be asking the STEM group if someone would like to join us on the committee. It does seem that there could be some good synergy with that group. (Perhaps a book as a prize at a STEM event?).

If there are any questions or book suggestions, please email me.

Suzanne Sorkin

sorkin@msu.edu

Laura Higgins - STEM

- Next Meeting Mar 12, 6-8 pm, TADL.
- Learned a lot from many community resources; Want to complement, not duplicate; Will coalesce information and create action plan; Perhaps collaborate with Great Lakes Children’s Museum (currently in GT Mall)
- Will come with proposal and budget request at future Board meeting.

Unfinished Business - Athena Update – Amy Shamroe, Event Planner

- Original concept was that when \$\$ gets into black, funnel to scholarships
- Change language that proceeds go for scholarships for women and girls and other funding opportunities to support
- Contracts with Kirkbride and Tonic & Lime are done; S2S catering will soon be finalized
- Update same form as last year
- May get underwriter for printing
- Press Release this week – Open for Applicants
- Looking into Ticket manager (EventBrite) and Photographer
- in contact with Sponsors - Slight concern with \$8,000 Sponsorship in current business atmosphere
- Setting ticket price at \$100
- Max in room, scale to 100, 12 tables of 8; Have 1 Table for Reception/Check In with names of registrants, including Tables of 8 names
- Discounted price \$75 per ticket for entire table of 8
- Set Bar in Lobby at elevator/stairs; Food there or inside Hall
- Schedule: 5-5:45 Cocktails and conversation, Program 5:45-6:45, so people gone by 7 pm (Tonic & Lime prefers)
- Will email previous Athena winners, possibly would buy tables
- Attendance - Last yr budgeted for 40, had 75 last minute
- Checking on Award (trophy) itself, get in time, local engraving?
- In Process: Set Selection committee – Possibly Pat Lewallen, Amy Shamroe, 2 former winner(s) or involved people, Meet late March
- Notification of Nominees – 3-6 week window; Notify 2 former nominees they are in the running
- Dana Black is lined up as emcee

New Business

Term of office -

When do terms of office begin and end? Fiscal Year runs July 1- June 30. All agreed Terms of Office mirror fiscal year.

Annual Reports -

Should they reflect activities which occur during the fiscal year (July 1- June 30)?

Leaders should be prepared to give their report at the Annual meeting in May

Digital archives (Minutes and Reports) are preserved on gmail account

Insurance

We currently are not carrying Liability Insurance or Director and officers Insurance. In as much as we are hosting the Athena Awards, it is recommended that we carry Liability Insurance.

Laura will research cost (possibly around \$500) from AHT. Laura moved that AAUW TC Branch purchase Liability Insurance. Carol second, Motion approved unanimously.

Anything Else

Adjourn to next meeting – Monday April 7, 9:00 am, Traverse City Golf and Country Club, Lower Level Card Room. (Carol will miss, Knee replacemnt April 4)