

**AAUW TC Area Branch Board Meeting**  
**MINUTES – Approved May 9, 2025**  
**April 28, 2025    1:00 PM - 3:20 PM**  
**Home of Pat Lewallen**

*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:** Jean Zerges, President; Joan Sullivan, Membership VP; Laura Higgins, Finance Officer; Chris Walter, Recording Secretary; Darlene Garland, Hospitality Chair; Pat Lewallen, Corresponding Secretary; Carol Evans, Program VP

**Absent:** Amy Gibson, Communications

**Approval of Agenda: Are there any additions/deletions to the Agenda**

Remove Suzanne Sorkin from agenda

**President** - Jean Zerges thanked today's hostess, Pat Lewallen

Jean attended AAUW MI Annual Meeting via Zoom Saturday April 24. A special treat was a presentation by Shannon Wolfe, National Executive Director. She discussed the new Natl Strategic Plan, set to be released May 13. She also spoke about DEI (Diversity, Equity, and Inclusion) and emphasized our organization's commitment to education and equity for women. Shannon reviewed the "5 Calls to Action", Join, Learn, Share, Act and Give. Ms. Wolfe's presence was important for Connecting all 600 Branches with National.

**Recording Secretary,** Chris Walter – April 7, 2025 Minutes Accepted as written and sent in advance

**No April 2025 Financial Report:**

Laura Higgins - Finance Officer will send after May 1, 2025

**Monthly Update:** Paid remainder \$750 to Kirkbride (\$250 of \$1000 will be reimbursed); Tonic & Lime \$550 total service; Revenue - \$1,000 for 2 Corporate sponsorships (@\$500). \$215 Sales at recent Mercato Book Sale. Replaced credit card reader (Square).

Laura asked officers to send her Budget requests for 2025-26.

**Reports:**

**Laura Higgins – STEM**

Laura provided an excellent presentation with printed slides about STEM group's work from Fall 2024 through present, that included listening sessions, research and collaboration.

**Proposal** -To establish an AAUWTC Sponsored STEM “Little Free Public Library” at the Great Lakes Children’s Museum (GLCM) was approved by Board, pending Budget approval in June 2025.

Laura has already procured some excellent, low-cost books (her donation) for the project.

**Joan Sullivan** - Membership VP, Diane Jones, new member

**Carol Evans** - Program VP

**Annual Mtg May 10**, Include STEM project display, possible State AAUW updates from Amy Shamroe, Athena Report, Marlene Smith (Scholarship winner names in Sunday Record Eagle), Scholarship winners may attend; Lunch is planned, Nancy Plummer, Moomer’s, Speaker. Invite friends who will get overview of Branch and State activities.

Discussion about a Summer social activity favored planning something, and just present it to members, rather than an Interest Survey.

**Amy Gibson** – Presented Bylaws change by email to Jean; Amy moves that our Bylaws be amended Article IX. Section 1. to include a non-voting President-Elect position on the Board of Directors. Accepted by all present. This will provide a position for learning about the Presidency.

Members discussed potential candidates. Nominating Committee should do the asks.

**Darlene Garland** – Hospitality

**Annual Meeting Refreshments:** Marlene – fresh fruit, Cookies; Laura - Veg tray & mini croissants; Jean Zerges – Mary’s Kitchen Port Chicken Salad; Beverages?

Darlene plans for 40.

**Pat Lewallen** - Corresponding Secretary

Members signed a card for Ann Marie Love, Branch Pres 2018-2020.

**Amy Gibson** – Communications, Absent, No report

**Marlene Smith** – Scholarships, Absent, No report

Members stated Scholarship winners were named in Sunday Apr 27 Traverse Record-Eagle edition.

**Amy Gibson** – Bookmarks, Absent, no report

**Unfinished Business** – Notes by Joan Sullivan as Chris Walter needed to leave

2:30 Amy Shamroe arrived to provide Report on Athena Event:

- 9 tables have sold.

- Amy Is sending out press release to the media, including photographs of the nominees. **NOTE:** *Article and photos ran in Tuesday April 29, 2025 Traverse Record-Eagle edition.* All nominees will be in attendance.
- EventBrite will send payment electronically, directly to the AAUW account. No money has been received yet, per Laura, treasurer. There are 2 sponsors, West Shore Bank and City Opera House who both gave \$500 each. Those checks have been received. Laura will send acknowledgement of receipt of checks stating it is for their sponsorship and marketing at the Athena event.
- It is important that we do not refer to this event as a “fundraiser,” Amy said. We need to refer to this event as a ”celebration.” We cannot ask for “donations” for this event.
- Lauren Johnson and Shirley Murray will volunteer at the check in desk.
- Pat Lewallen will donate the flowers for the tables, including extra flowers for other tables. Cathy Wallach will help Pat place the flowers.
- Amy will provide name tags for the people at the tables.
- Amy will provide table numbers and/or names for the reserved tables.
- Amy will provide a flower (s) for the three or four former winners who will be in attendance.
- Amy will provide “donated” gift bags for all of the nominees.
- Amy will buy the wine.
- Amy will be the Emcee (last year’s emcee cancelled). She will read the description of each nominee and have them stand during this time. Amy will invoice AAUW for this service.
- Amy will forward all invoices to Laura for payment. The bar service has already been paid. The caterer and photographer will be paid afterwards.
- Kirkbride Hall will invoice AAUW \$8 extra per table for better linens, that are fitted to the tables.
- Amy will provide a slideshow for the event. It will identify the sponsors including AAUW.
- There will be one agenda at each table.
- Regarding Holly Bird(ba), Amy will request former winners to donate to a garden stone to be placed at the Children’s Garden at the TC Public Library to honor Holly, who passed away suddenly in March. AAUW will not have to pay for this. Judy Harrison (last year’s winner) will assist Amy in presenting this to the Holly Bird(ba) family who will be in attendance.

- Kirkbride will provide people to drive golf carts around the parking lots to help attendees who have to park farther away.
- Amy will work with AAUW to write up a timeline for future Athena Award events.
- Amy will provide a write-up regarding Michigan AAUW for our Annual Meeting.

### **New Business**

It was decided that Shirley Murray will receive a potted plant/flower and be named the AAUW Volunteer of the year for the Traverse City Branch 2025 for all her years of work on the Book Sale.

Meeting adjourned at 3:20 p.m.

**Next Meeting with new Board members and 2025-2026 Budget approval – June 9, 9:30 pm at Pat Lewallen's home**

Notes: **Green highlight = Consent acceptance/approval**

**Turquoise highlight = Motion with Board acceptance, pending Budget approval in June**

**Yellow Highlight – Motion with Board approval**