



**AAWCC Board Meeting  
July 19, 2017**



**Attendance:** Sydney Frost (VP-Membership), Lynn Irvin (President), Julie Kopet (Past President), Donna Lewelling (VP-Fall Conference), Cherie Maas-Anderson (VP-Finance), Lynn Nakamura (VP-Special Projects), Deb Nicholls (VP-Records), Teri Olsen (VP-Summer Conference), Lydia Rediske (VP-Web Development), Heather White (VP-Registrar), Jan Woodcock (VP-OILD) and Donna Zmolek (VP-Communications)

**CALL TO ORDER** – The meeting was called to order at 1:30 p.m.

**AGENDA CHANGES** – None were made.

**DISCUSSION ITEMS**

**Approval of Minutes**

- June 20, 2017 – Cherie’s motion to **approve the minutes of June 20, 2017** was seconded by Lynn I. Upon call for the vote, the **MOTION PASSED** unanimously.

**Summer Conference Prep**

- Introductions – Teri will intro Jill; Julie will do Rut.
- Registration – Heather announced that we reached 100! Heather and Sydney will be at the table.
- Swag will be for sale.
- Photo booth - #AAWCCOregon can be used for Instagram, Twitter or Face Book photos.
- Door prizes – We have four.
- Presenters’ Gifts – We have two.
- Name Tags – Done!
- Photo Booth – In lobby again; Lynn N has the props.
- Fall Conference flyers/postcards (save the dates) will be on the meeting tables.
- Reception – 7-8 pm outside the Lincoln Room.

**OILD Debrief**– Overall it went well. Financials came about even. Attendees will be added to our mailing list. Next year no alcohol will be purchased. Discussion occurred on changing the location from Silver Falls and if we need to appoint a one year intern to assist. It was determined that the registration fee would remain at \$575; no alcohol would be purchased – attendees can bring their own; and catering numbers will be lowered.

**Budget** – Cherie distributed copies of the proposed 2017-18 budget. Discussion occurred. Julie’s motion to **approve the 2017-18 budget, as amended**, was seconded by Donna L. Upon call for the vote, the **MOTION PASSED** unanimously.

**Financials** - Cherie reported that she was still dealing with the Chapter’s EIN mess and shared the following:

|            |                  |
|------------|------------------|
| • Checking | \$ 9,632.07      |
| • Savings  | 8,294.01         |
| • MMCD     | <u>10,537.56</u> |
| TOTAL      | \$28,463.64      |

## **Fall Conference, November 15-17, 2017 @ Tigard Embassy Suites – Donna L**

- Theme: People, Purpose and Passion: A World of Opportunities!
- Donna L, Cherie and Lynn will be meeting with the venue soon.
- Audio visual – With the exception of the 10' screen in the main room, PCC may be able to provide. We may need to have campuses bring some equipment.
- Registration – Will open in August. Heather needs FAQ/Answers. Lydia needs photos and bios on speakers.
- Workshops – Discussion occurred on potential workshops (e.g., speed mentoring during Fall or Summer Conference).
- Elections – Discussion occurred on the positions to be placed on the ballot at Fall Conference:
  - President-Elect
  - VP Communications
  - VP Membership
  - VP Registration
  - VP Finance

Julie to stay 1-2 more years as 'Past President.' Lynn I moved in early to the President's position due to Carol McKiel's departure which left the President-Elect position vacant. Deb was appointed President-Elect until the 2017 Fall Conference election process (terms start January 2018). Lynn I will be in the President's position for 2018 and 2019.

Discussion continued on potential new board members. Several mentioned will be vetted. More on this subject at the October meeting.

- Awards – Campus Excellence and Carolyn DesJardins – Lynn I asked Lynn N to assist Deb with awards. Julie to send Deb the President's letter and the award certificate template.
- Plaques for Outgoing Board Members or Position Changes
- National Conference – Will be in Chicago in November 2018.
- Call for Proposals should be placed on the tables at Summer Conference.

## **ADJOURNMENT**

## **NEXT MEETINGS**

- October 13, 2017, 10 am – 3 pm at Clackamas CC
- November 15, 2017, 1 pm at Embassy Suites, Tigard