



AAWCC Board Retreat Lincoln City, OR



March 1-2, 2019

Attendance: *Lisa Fletcher-Gordon (VP-Records), Sydney Frost (VP-OILD), Kristina Holton (VP-Membership & Social Media); Lynn Irvin (President), Julie Kopet (Past-President), Donna Lewelling (VP-Fall Conference), Deb Nicholls (President-Elect), Adrienne Ochs (Member at Large), Teri Olsen (VP-Summer Conference), Lauren Smith (Member at Large), Heather White (VP-Registrar), Jan Woodcock (Board Emeritus), and Donna Zmolek (VP-Communications)*

Absent: Cherie Maas-Anderson (VP-Finance), Lynn Nakamura (VP-Special Projects), Lydia Rediske (VP-Web Development), Donna Zmolek (VP-Communications)

CALL TO ORDER –

AGENDA CHANGES – None were made.

DISCUSSION ITEMS

Retreat Goals – Lynn provided a brief overview of the weekend's goals.

- AAWCC history, scope and structure
- Strength based positioning
- Conference Planning
- How to strengthen our local chapters of AAWCC

Approval of Minutes – Deb's motion to approve the minutes dated September 28, October 24, November 7 and November 9, 2019, as presented, was seconded by Julie Kopet. Upon call for vote the MOTION PASSED unanimously.

Financials – Copies were distributed. Cherie reported by phone the following:

- Checking - \$3,727.02
- Savings - \$4,392.76
- CD - \$10,562.37
- TOTAL - \$18,682.15
- Didn't get the last transfer in, ending fund balance is back to 8,000 in savings.
- The 10,000 annuity coming due March 6, really hoping not to have to pull that money out and close the account to put it in savings.
- \$1,000 to embassy suites
- Paid national \$2,126, plus still owe \$550 and \$910 from last year. Coming due in August. They are fine with us owing until we bring in more revenue.
- Hope to get more people to pay the institutional dues. Maybe get off the lifetime membership fee and charge the colleges for state memberships. Costs go up and up.
- Fall conference, lost about \$2,000, believe because of speaker costs. We would still have to pay for travel
- OILD – ways to save money?? Brochure went out for \$625 instead of \$750. We could add a couple more people, change locations. It was agreed to send out the updated brochure with the correct amount.
- Motion to re-establish \$750, Deb will send email to all Executive Assistants and Campus Contacts with corrected brochure. Julie moved to send out revised email with new amounts, Deb seconded the motion, motion passed unanimously.

National Update – will probably be in St. Paul, Missouri; Austin, Texas; or St. Antonio, Texas

- Food insecurities
- Lynn running for Regional 8 Coordinator on the National Board
- Cherie running for VP of Membership on the National Board

OILD – June 24-27, 2019 @ Silver Falls Conference Center

- Social Justice
- Take on a project
- Conference development
- made about \$1300
- Fee went from \$625 to \$750 but communication went out with lower fee.
 - Julie moved that we send out revised form, Deb seconded the motion, passed unanimously
 - Deb will draft communication

Summer Conference - July 18, 2019 @ Oregon Gardens

- Theme “This is us”
- Registration opens April 15th
- \$130 early bird, \$180 for late birds
- Rebecca Albertini will speak about macroaggressions; we are paying hotel room for two nights only.
- Suggestion in evaluations was to branch outside of community college
- Request for more LGBTQ sessions
- Middle of April for registration and will put out save the dates
- Room block released after June 1
- Reserved 40 rooms but worried that isn’t enough
- \$93.00 hotel rate, guarantee 90%
- Wednesday family game night, 7-7:30
- Bedtime story?

Fall Conference – November 21-22, 2019 @ Tigard Embassy Suites

- Cost raised to \$250 last year
- How can we tap into some of these new presidents? Get Cam involved? Put them on a panel?
- November 21- 22, 2019
- Try Bingo, Poison Waters?
- Will form committee to help with menu planning etc.
- Have to do 64 rooms (presidential suite counts as 2)
- Cherie paid deposit
- Negotiated \$16,000 down to \$14,000
- Dropped 2 conference rooms
- Didn’t charge for AV equipment last year
- “It Takes a Village”
 - Inspire
 - Champion
 - Celebrate
- Sponsor letters (Nike, Intel, Wells Fargo, women's focused groups)
 - Gold - \$1500
 - Silver - \$750
- Vendor tables?

Bylaws

- Membership fees?

- 1 or more at large members
- Positions are staggered
- Through ballot at fall conference
- At large – 1 year, all others 2-year appointment
- Change proposed from past president to president or National VP

Mentoring Update

- 12 people in cohort, program going very well
- When Lynn N took over, Lynn I asked for the following:
 - Create a sign up for registration emails for distribution to the membership
 - Write newsletter articles
 - Write a workshop proposal for fall conference
 - Create and distribute information at summer conference
 - Check in with cohort and use subcommittee
 - Keep the guide relevant
 - Create a list of resources
 - Report to board at quarterly meetings
 - Monitor Website
 - Keep timeline current
- 6-month commitment (could go longer), January to June with an expectation that you meet once a month. In June, at summer we start asking for new cohort and at fall we really promote it and start again in January.

Board Discussions

- Lydia will update listserv for campus contacts
- Move Coordinate awards to communications
- Lynn will ask Cam to be ex-officio member
- Quorum – never defined but 25%
- Ballots done in fall
- Strength based positioning
- Donna L – President Elect
- Teri - President Elect Elect
- Sydney - President Elect Elect Elect
- Summer Conference, Teri 2019, Adrienne 2020
- OILD Christina will help

Future Board Meetings:

- April 26 @ Chemeketa; 1:00 pm – 3:30 pm
- July @ Summer Conference, July 18, TBD
- November 2019, TBD