

**American Association of University Women North Carolina (AAUW NC)
Board Meeting - January 17, 2024
Minutes**

Location: Virtual

Members Present: Pat Ashe, Mary Ann Bents, Sandy Bernard, Laura Tew, Katie Pincura, Kathy Pearre

Members Absent: Beverly Larson, Jeanne Smolkin, Nicole Sherrill-Jamison, Lori Bunton, Tiffany Jacobs

Topic	Discussion
Opening	Pat opened the meeting at 5:31 pm.
Treasurer's Report	Pat reported that Jeanne purchased a CD from Wells Fargo in the amount of \$10,000 with a 5% return for 11 months.
Internal Audit and Review	The financial review covered the period of July, 2022 through June, 2023. There were two treasurers during that year: Paula Munger and Janet Bunger. The finances were determined to be accurate, and no specific recommendations were cited for review.
Minutes	The minutes for November, 2023 were approved as distributed. Mary Ann stated she would work with Laura on

	the format for the minutes.
NCCWSL	Pat reported that the deadline for assistance with NCCWSL is February 2nd. A total of \$1500 has been allocated in support of the conference. In addition, some branches have scholarships for students in place. Pat will ask Presidents at their upcoming meeting about their scholarships.
Executive Committee	The Committee approved a mini-grant to the Greensboro branch in support of a STEM related after school program.
Public Policy	Katie reported that she is reinvigorating efforts to work with branches on county pay questions on their employment applications. She plans to develop a toolkit to assist branches. Members of a California AAUW branch will offer a policy session later this spring via Zoom.
<i>Connect</i>	Mary Ann reported that the open rate for the January newsletter was 44.4%. The deadline for the February issue is January 24th.
Website	Mary Ann reported that improvements to the website are moving along incrementally. She is removing obsolete material. The news page has been simplified and an icon for the newsletter is posted. Current and back issues of <i>Connect</i> are easy to find. There continue to be formatting issues with wordpress. Mary Ann requested that branch presidents review the

	branch area of the site for accuracy.
STEM	Laura stated the a STEM newsletter will be published on Thursday and will promote the Saturday programming. Find Your STEM will be offered on Saturday, March 2nd. A bookmark has been created for meetings, and Pat will send the prototype to the board.
Nominating Committee	Pat gave the report on behalf of Beverly, Tiffany, and Jane Terwillegar. They selected Lena Murrill-Chapman for Vice President and Millie Hoffler-Foushee as Treasurer, both from the Greensboro branch. Kathy moved to approve, Sandy seconded, and the selections were approved as the single slate for the annual meeting.
Open Membership	<p>The amendment to approve revising the AAUW membership criteria to eliminate the education requirement begins on April 3rd. The last vote was held in 2021, and NC had one of the highest approval rates of any state at 80+ %. The comment period is open, and Laura stated she had submitted a comment.</p> <p>In the last vote, only 5% of national members voted. A discussion on how to reach non-affiliated members and the obstacles in doing so took place. National is planning to send information to all national members, although it was noted that some members may have selected a “no contact” option.</p> <p>Sandy moved to endorse the open membership initiative. Kathy seconded, and the motion was approved unanimously.</p>

Regional Conference	<p>Pat and Kathy are representing NC on the planning committee for an Eastern Regional, in-person, conference to be held in Virginia in late September or early October. At least 10 states are participating. The conference will be planned in a way similar to the Midwestern Conference held this past fall in Missouri. In order to secure a facility, seed money is needed, which will be returned to states if the conference makes a profit.</p> <p>Kathy moved to approve \$500 in seed money for the 3 day conference. Mary Ann seconded, and the board approved.</p>
Annual Meeting	<p>A reader for the minutes has been secured, and another is needed. The planning committee continues to search for the women's health equity/women's health speaker for the breakout session.</p> <p>The board reviewed the agendas for the Annual Business Meeting and the Annual Meeting.</p> <p>The board agreed to have a Town Hall Meeting in the week following the Annual Meeting.</p>
Funds Report	<p>Sandy reported that the NC Fellows program planned for Saturday, January 20th, has 10 branches registered.</p>
Closing	<p>The meeting was adjourned at 6:42 pm.</p>

Next Meeting: Wednesday, February 21st, 5:30 pm.

Minutes prepared by: Kathy Pearre

Appendix A – Meeting Agenda

AAUW NC Board Meeting

January 17, 2024

AGENDA

AAUW Mission: Advancing gender equity for women and girls through research, education and advocacy

Strategic Goal of AAUW NC: To develop program planning, communication, and advocacy to advance the climate for women's equity in North Carolina

- I. Meeting opening (Pat)
- II. Treasurer's Report (Jeanne)
- III. Meeting minutes November 15, 2023 (Laura)
- IV. Committee Chair Reports
 - a. Executive Committee (Pat)
 1. Approval of Greensboro Mini Grant request for \$500
 - b. Public Policy (Katie)
 - c. STEM (Laura)
 - d.. Diversity, Equity and Inclusion (Tiffany)
 - e. *Connect* newsletter (Mary Ann)
 - f. Website update (Mary Ann)
 - g. Programs (Kathy)
 - h. AAUW Carolinas Fund Chair (Sandy)

- V. Nominating Committee Report (Tiffany)
 - a. Vote to approve candidate slate for Treasurer and Vice-President
- VI. Board resolution in support of open membership—vote starts April 3rd
- VII. Atlantic multi-state Regional Conference (Kathy and Pat)
 - a. Request for North Carolina to support with \$500 seed money
- VIII. Annual Meeting update and discussion (Beverly, Kathy and Pat)
 - a. Hold Town Hall meeting after the Annual Meeting? — board opinion (Pat)
- IX. Other business

Appendix B - AAUW of North Carolina Internal Financial Review

AAUW of North Carolina Internal Financial Review

Fiscal Year 2022-2023

Reviewers: Mary Ellen Lewis, AAUW Asheville, and Jeanne Smolkin, AAUW NC Treasurer commencing August 19, 2023 after the August 18, 2023 unexpected death of Janet Bungler, Treasurer since January 1, 2023, and preceded by Paula Munger, Treasurer from July 1, 2022 to December 31, 2022

On November 14, 2023, a review of the financial records was completed using a worksheet of key elements derived from the AAUW NC Bylaws, the AAUW Finance Tool Kit, the AAUW NC Policy Statement, and some best practices in meeting Nonprofit Status of the IRS. The purpose of the review is to substantiate that the Treasurer's practices are providing sufficient and accurate information for the board to perform its fiduciary duty. An annual internal review of the financial practices is required by the AAUW NC Bylaws.

Results:

The review demonstrated that the AAUW NC Financial Records record keeping is in accordance with the expectations identified in the above documents. Regular reports to the board are reviewed at least quarterly with the opportunity for board members to ask for clarification and answers to other questions.

Recommendations:

No specific recommendations are necessary as the record keeping and reporting meet the expectations for "sufficient and accurate information for the board to perform its fiduciary duty."

A copy of the completed Review Checklist as well as this report shall be maintained with the Financial Records.

Report submitted by Jeanne Smolkin and reported to the board on January 17, 2024

Appendix C – January 2024 Treasurer’s Report

AAUWNC FINANCIAL REPORT JULY 1, 2023 TO JUNE 30, 2024															
	BUDGET	BUDGET REMAINING	ACTUAL TOTALS	July 23	Aug-23	Sep- 23	Oct 23	Nov- 24	Dec-23	Jan-24	Feb 24	Mar- 24	Apr- 24	May- 24	Jun- 24
Income															
Dues @ \$11 per 497 members	\$5,467.00	\$1,103.00	\$4,364.00	44.00	3,121.00				-	110.00					
Transfer from prior years excess receipts -May & June 2023	\$1,089.00		\$1,089.00	1,089.00											
Subtotal			\$5,453.00												
Interest on CDs (6)			\$717.52		375.06				342.46						
Other Income-refund from Paypal			\$48.06						48.06						
Total Income/month	\$6,556.00	\$337.42	\$6,218.58	1,133.00	3,496.06	682.00	242.00	165.00	390.52	110.00	-	-	-	-	-
Close out of CD					10,000.00										
Purchase of CD									10,000.00						
Expenses															
Annual Conference															
Atlantic Regional Conference	\$0.00	-\$500.00	\$500.00							500.00					
Young People Literature Award															
Book and Mailing (17@ \$25, \$4 p/h Invoice from Quail Books in March)	\$493.00	\$493.00	\$0.00												-
Trophy for Author	\$80.00	-\$21.13	\$101.13						101.13						-
	\$573.00	\$471.87	\$101.13	-	-	-	-	-	101.13	-	-	-	-	-	
Administrative Expense															

Postage, etc	\$120.00	\$120.00	\$0.00												
Travel-Hotel	\$200.00	\$200.00	\$0.00												
Travel-Milage	\$210.00	\$210.00	\$0.00												
Subtotal	\$530.00	\$530.00	\$0.00												
Branch Outreach	\$100.00		\$0.00												
Communications															
Technical Support	\$2,500.00	\$2,500.00	\$0.00												-
Dream Host (1)	\$400.00	\$187.79	\$212.21				5.00		197.21	5.00	5.00				
Tech Triad Get You Found (2)	\$750.00	\$750.00	\$0.00												-
Zoom (3)	\$160.00	\$160.00	\$0.00												-
Google (4)	\$216.00	\$85.00	\$131.00	23	18.00	18.00	18.00	18.00	18.00	18.00	18.00				
Mail Chimp (5)	\$318.00	\$132.50	\$185.50	26.50	26.50	26.50	26.50	26.50	26.50	26.50	26.50				
Subtotal	\$4,344.00	\$3,815.29	\$528.71	49.50	44.50	44.50	49.50		241.71	49.50	49.50	-	-	-	-
Insurance															
Liability Insurance (Due End of May)	\$375.00	\$375.00	\$0.00												-
D&O Liability Insurance (Due End of June)	\$350.00	\$350.00	\$0.00												
Subtotal	\$725.00	\$725.00	\$0.00												-
Advocacy and Collaboration															
Membership in organizations	\$100.00	\$100.00	\$0.00												
Ads and conferences	\$150.00	\$150.00	\$0.00												
Donation to AAUW/NCCSL	\$1,500.00	\$1,500.00	\$0.00												
Donations to National in Honor/Memory	\$0.00	\$0.00	\$0.00												
Memory of Janet Bungler	\$500.00	\$0.00	\$500.00							500.00					
ERA Alliance	\$100.00	-\$35.00	\$135.00		35.00										
Mini Grants	\$1,500.00	\$1,500.00	\$0.00								100.00				

	Greensboro - STEAM grant		-\$500.00	\$500.00						500.00						
	Subtotal	\$3,850.00	\$2,715.00	\$1,135.00	-	35.00	-	-	-	1,000.00	100.00	-	-	-	-	-
	Total Expenses/month	\$10,122.00	\$7,857.16	\$2,264.84												
	Wells Fargo Checking Account			\$21,060.51												
	CD, 3.78% APY Due 2/28/24			\$10,374.83												
	CD, 5% APY Due 11/13/24			\$10,041.52												
	Total assets			\$41,476.86												
1	Dream Host maintains the domain name, annual fee plus monthly charges															
2	Get You Found maintains our NC website															
3	Zoom has an annual fee due in Mar															
4	Mail Chimp monthly fee of \$26.50															
5	Google Workspace monthly fee of \$18															
6	Interest on CDs: matured 8/23, reported to IRS 12/23															