

Oregon AAWCC Board Meeting  
Hood River Best Western  
July 24, 2009

Board Members in Attendance: Siv Serene Barnum, Victoria Flagg, Mary Kramer, Cherie Maas-Anderson, Karin Magnuson, Holly Nelson, Karen Sorenson, Becky Washington, Jan Woodcock, and Donna Zmolek.

### **Review Minutes from Previous Meetings**

Karin will ask Dawn to send out the minutes from the June meeting that was held at OILD. Donna asked others to review the April 10, 2009, minutes and let her know if there are any changes to be made. Karen will post both sets of minutes on the website.

### **Treasurer's Report**

Cherie distributed an account balance for the checking and money market accounts and the proposed budget for 2009-10. The board discussed whether the Oregon AAWCC chapter was a professional or non-profit organization. The Executive Committee will do some research before a decision is made to find out what the national organization is and if we are already covered as a chapter in the overall organization.

Mary moved to approve the FY 09-10 budget. Becky seconded.

Motion passed unanimously.

The board discussed the possibility of getting a debit card, since there have been a few instances where one has been needed. The item will be on the agenda for the next meeting when Carol can be present for the discussion.

### **Summer Conference**

Mary checked out some locations in Bend and determined which hotels could accommodate our group. The board suggested that Mary look into Mt. Bachelor; she will be in Bend in a few weeks, and if it works she will book it for July 22, 2010. Board members will encourage Central Oregon Community College women to attend and give suggestions for presenters. Having four different speakers this year worked very well and would be something to think about for next year. Some women were denied professional development funds for this conference because of the "wellness" topic. "Technology" was considered as a topic for next year's conference; it would be a work related topic and could also be used for personal growth.

Evaluations for this year's conference showed that the life puzzle section was the favorite topic, and the second was the chair exercises. The Reiki piece was the least favorite.

### **Fall Conference**

Thursday Luncheon

The board discussed how to encourage presidents to attend the Thursday luncheon given that the Oregon Presidents Council will not be holding a meeting during the fall conference as they normally do. Not having to be at OPC, female presidents might have the opportunity to be more involved in the conference. We need to ensure that the awards ceremony is still a special event for the recipients even if their presidents are not in attendance. Carol will send the invitation letter to the presidents sooner than usual since it will not be on the presidents' calendar as it has been in the past.

### Keynote Speakers

Keynote speakers for the conference will be Nancy Wilgenbusch, Ding Jo Currie, and Joye Hardiman.

### Breakout Sessions

The board discussed the possibility of a presidents' panel as a breakout session. Board members will talk to their presidents to see if they would be willing to participate.

One idea for a breakout session is "Cultivating a Career in Community Colleges." Becky and Victoria agreed to look into offering this as a session.

### Thursday Night Entertainment

Becky and Holly suggested having a jewelry making session for the Thursday night entertainment. Holly has spoken with a bead store that would be willing to offer a session for \$300. A \$10 fee could be added to the registration and then cancel and refund the money if there is not enough participation. Another idea is an IKEA scavenger hunt. Becky will look into putting that together. A live theatre night was another suggestion, which would also have to be prepaid at registration. Karen was willing to pursue more information on a theatre night.

An entertainment subcommittee consisting of Becky, Holly, and Karen was formed to complete the details for the Thursday night activities.

### Fall Conference Planning Matrix

The board reviewed the planning matrix to assign tasks. Donna will update names and tasks and send it out to the board.

Registration will go live September 15 and will end the same date that the hotel reservations need to be made. Holly will let Karen know what that date is. Victoria and Karen will work on the payment details. The board discussed proposed changes to the registration form.

### Program

Cherie will work with the graphic design students again this year to design the program cover.

### Audio Visual

Shallie from PCC will handle the audio visual again this year.

### Closing Entertainment

The PCC Choir will provide entertainment for the closing session on Friday.

### Other

Jan suggested having periodic chair exercises at the fall conference since participants enjoyed them at the summer conference. Holly could lead the exercises and call it "Conference Chair Exercises."

Holly will look into getting new AAWCC bags for the chapter – perhaps grocery bags, or string bags.

### **Newsletter**

Different pieces of the newsletter will be handled by board members and sent to Siv, who will put it together and work with Karen and Dawn to get it on the website and out to members by September 1. The following is a basic list of newsletter articles and responsible board members:

President's message - Carol

Information on Excellence awards – Karin

Campus connections – Siv e-mails campus contacts and they send to Siv

New officers

Holly

Mary

Karen

Elections – Carol

OILD – Jan

Summer Conference– Mary

President of the year award - Karin

Race for the cure – Jan

National AAWCC Information –Dawn DeWolf

Fall Conference information – Holly

Other/Outreach – Siv

### **Website**

Karen will look into the podcasting of keynote speakers. We'll probably not count on it for this year's conference, but she'll explore the possibility of doing it in the future.

Karen brought up the subject of obtaining photo release forms from OILD participants and the board agreed to add the item on the agenda for the September meeting.

The audio recording of the history of AAWCC as told by Mildred Bulpitt and Jane Merritt is now loaded on the website.

The board discussed storing pictures on Flickr. The price for an account is \$24.95 per year.

Becky moved that AAWCC Oregon open a Flickr account for \$24.95 per year. Karen seconded.

Motion passed unanimously.

Victoria and Karen will work out the details of the Flickr account.

Karen is pleased with Dreamhost, the new website host, and she would appreciate feedback from board members. Jan suggested looking at the website as a group during a board meeting or retreat.

Becky suggested adding a Career Development Corner, which will include information on careers, what to do during layoffs, resume information, etc. The board enthusiastically supported the idea and asked Becky to work with Karen to develop it.

### **Race for the Cure**

The Race for the Cure date is set for September 20. Information is on the website. Cherie will organize the team and order the t-shirts.

### **OILD**

Jan reported that there was a phenomenal group of participants this year at OILD. It was great to have two of our board members, Mary and Karen, participate. Although the schedule needed to be changed just prior to the event, everything went really well. Karen and Mary both had a great time, learned a lot about AAWCC, and were honored to be there.

The board considered balancing the history of AAWCC and women's difficult paths to leadership together with women who are newer to the community college system and are dealing with different issues. Karin suggested adding this to the agenda for next year's spring retreat.

Cherie reported that a profit of approximately \$1,060.47 was made on the institute.

The board signed a thank you card for Mildred and Jane for their generous donation at OILD.

Next year's OILD will be held June 21 – 24, 2010 at Silver Falls.

### **Election Information**

Positions for offices expiring are President Elect, VP Membership, VP Communications, and Member at Large/Archivist.

The Executive Committee had previously discussed the position of archivist in light of the fact that, because technology has advanced, the website coordinator now handles much of the function. Becky was willing to continue to serve as she has some archiving

projects that she wanted to complete. If the position is changed, it needs to be changed in the bylaws. Karin will send wording out to the board to make a decision, and we will bring it back as an item at the next meeting.

Suggestions of people who would be possible board candidates were made, and Karin asked board members to e-mail suggestions to her.

Karin asked board members to review the bylaws on the website and inform her of any necessary revisions

Karen and Becky proposed posting job duties and background information for each position on the website.

### **The Baby Policy**

One of the participants at the summer conference attended with her baby, which spurred a discussion by the board. The board agreed to table the topic until the September meeting.

### **Next Meeting**

The next meeting was tentatively scheduled for the afternoon of **September 9 or October 1**, depending on Carol's schedule. Holly will let us know the location.

Agenda items for:

#### Next meeting

Professional or Nonprofit organization

Debit card

Photo releases

Website

Archivist position

Bylaw changes

The baby policy

#### Retreat

Website

Balancing history and appeal to younger women