



AAWCC Board Meeting Silver Falls



June 25, 2013

Attendance: *Melissa Aaberg (Webmaster), Lynn Irvin (VP Fall Conference), Julie Kopet (President-Elect), Donna Lewelling (VP Summer Conference), Cherie Maas-Anderson (Co-President), Karin Magnuson (Past President), Carol McKiel (VP of Membership/Registrar), Jan Woodcock (Co-President)*

Absent: *Michele Cruse (Special Projects), Deb Nicholls (VP of Records), JoAnne Zahn (VP of Finance), Donna Zmolek (VP of Communications)*

A. Fall Conference – Lynn

1. Evening activity
Do we need one? Lynn will try to think of something. Maybe we can bring ideas to July 17 meeting.
We will not show “Miss Representation.” It would be better to show it at a campus as an AAWCC event.
2. Speakers
Allatia will not charge for speaking. She just needs room/board and flight paid.
We will offer Melody a nice gift for speaking.
Jan negotiated Gwendolyn’s fee.
3. Auctioning the college baskets
Some colleges only want their baskets to be used as raffle prizes. We’ll ask each president if it’s okay to use the basket in the auction. Cherie will send letters to the presidents.
4. Call for proposals
Should be in August, after summer conference – Carol sends the email to the membership.
The form is on the web, Cherie receives the form.
5. Entertainment
The band from LBCC will play – arranged by Julie. The cost will be \$200.
6. Welcome letters
Cherie puts together.
7. Recruiting volunteers
Carol sends the email to get volunteers to introduce the speakers and collect the evaluations.
Need a new auction volunteer, because Rita is retiring and someone needs to learn the job. Karin will support Rita and help train the new person.
Jan will ask someone from the 2013 OILD.
8. Friday morning - Contact breakfast – time for local chapters to get together and share ideas
Networking opportunity.
Share ideas about effective ideas and share contact information.
Inform the contacts about the breakfast and meet them for breakfast in a reserved area.
Karin and Julie will meet at 7:30 am breakfast.
Ask campus contacts - what help to do you need?
9. Elections
Cherie, Julie, and Jan recruit new board members.
Need at least: President-Elect, Summer Conference VP, and others? (Cherie has the list.)

10. Scholarship for Fall Conference
If you get a scholarship, you must share a room. Rooms are paid for 2 nights.
11. Order plaques for outgoing board members
Need to find a new person who can make the plaques.
The new person needs to get the template for the plaque.

B. Summer Conference

1. Scholarship applications
Ten applications received to date. All scholarships will be covered - includes the conference and the room.
Travel will not be covered.
2. Speakers
Cara Lee's pay is \$200.
3. Registration table needs to be in the hallway and not using up room in the meeting area.
4. Name tags
Donna L. will do the name tags. She will purchase what she needs for the name tags.
We need to locate the name tag material left over from prior conferences.
5. Do not need participant packets – just an agenda for each participant.
6. Close summer conference registration on July 10.
OR cut off registrations at 130.
7. Non-payment
July 1 send an email to participants who have not yet paid. Conference fees need be paid by July 10 or need to know the payment method or registration will be cancelled.
Need secure payment information for catering and to make room for others are trying to register.
8. Check out swag
Bring clothing to summer conference that may be explored as possible AAWCC swag.
Should we order more water bottles for summer conference? We used the water bottles for OILD to save on using throw away cups. We'll sell the tote bags and water bottles at fall conference.

C. Chapter grants

Grants of \$150 are available from state AAWCC to help a chapter get started. The chapter just has to fill out an application. There is no wording in the application that limits the number of times a chapter can apply for the money. In addition, the wording in the grant application is that once the app is submitted, the state board will pay. The language needs to be tightened up. Can these funds be used for local chapters that need some money to do any activity (i.e. purchase AAWCC materials as recruitment activity)?

Next meeting July 17 at 3pm to get ready for the next day conference – meet at Oregon Garden.

(prepared by Carol McKiel)