

AAWCC BOARD MEETING MINUTES  
Lane Community College  
April 27, 2007

Board members present: Margaret Bradford, Jackie Bryson, Julie Huckestein, Julie Kremers, Shannan McGaha, Cherie Maas, Carol Schaafsma, Susan Wolff, Jan Woodcock, and Donna Zmolek. Board member absent: Victoria Flagg.

President Woodcock called the meeting to order at 10:12 a.m.

**Welcome New Members**

New member Donna Zmolek was welcomed to the board. Donna is Assistant to the President at Lane, and she will be taking over the position of board secretary.

New member Victoria Flagg, who is taking over the position of Member-At-Large/Conference Registration, could not attend the meeting as she was getting an award on her campus. Victoria is the Telecommunications Specialist at Mount Hood.

**Review Agenda**

No changes were made to the agenda.

**Approval of Minutes**

The January 26, 2007, minutes were approved as amended.

**Financial Report**

Cherie Maas provided a financial report and account balances.

**REPORTS, UPDATES:**

**Past President – Julie**

Julie reported on the status of connections with the national AAWCC organization. Dawn Dewolf, Region X Director for national AAWCC, will be collecting information from the Oregon chapter for their newsletter. Julie spoke about membership requirements, and she will ask Dawn to find out when the financial report is due. The board agreed that it would be good for Dawn to discuss national connections at the board meeting held during the summer conference.

**Communications – Margaret**

Margaret stated that she would like to do a feature on Victoria Flagg for the next newsletter. The fall newsletter will be Margaret's last one; she will be leaving the board at the end of the year.

**Web Updates – Jan**

Jan asked the group to e-mail Angela McMahon at [webmaster@aawccOregon.org](mailto:webmaster@aawccOregon.org) if there is anything that needs to be changed on the website.

### **Archiving – Jackie**

Jackie reported that the 2003 OILD poster is completed.

Jackie will get the OILD posters to Julie to take to Silver Falls in July. Board members will bring cameras to OILD, take pictures, and send them to Jackie.

We need a plan for photographs to be taken at the fall conference, since Victoria is doing the registration. We will check to see if she still wants to take the pictures; others can help with registration. If Victoria can't do it, we need to find someone who is willing and has a passion for taking pictures.

### **Membership – Shannan**

Shannan will not be running for her position again at the end of the term. She will get membership certificates ready for the fall conference.

### **Summer Conference – Susan**

The conference will be held from 9 am – 3 pm on July 26 at the Best Western Hood River Inn. The facilitator for the conference will be Cris Cullinen, Training & Development administrator from U of O. Cullinen's fee is \$2,000. Susan was concerned about attendance; we need at least 70 attendees to break even. Shannan will get a message and flyer out to the membership.

### **OILD – Julie, Jan**

Only 4 or 5 colleges have responded with OILD nominees, and there are 24 slots. Two scholarships are available; they will be focused on Clatsop and Tillamook Bay, colleges who rarely send nominees.

### **Fall Conference - All**

The keynote speakers are being lined up: Jane Kirkpatrick is booked for the morning of the 15<sup>th</sup>. Jan will contact her to let her know our theme. Brooke Gondara has agreed to speak at the lunch on Thursday, but that is not confirmed. A third speaker is still needed. One possibility was Gert Boyle from Columbia, and another was Pam Cox-Otto who would talk about generational differences in leadership. Margaret will contact Pam, and if that doesn't work out, Jan will contact Gert. We should check with Angela McMahon for advice and ideas regarding the program, speakers, and time allotted for speakers.

Entertainment ideas for Thursday night included ComedySportz and Wonderbroads (also possible for the Friday wrap up). The ideas for the Friday entertainment were Amanda Richards and Misty River. Misty River's fee for playing would be around \$5,000. Shannan will contact them to check their availability and the possibility of reducing the fee.

Jan shared the spreadsheet from the last conference detailing conference areas of responsibility. Julie agreed to change the information to reflect this year's conference and send it out to the board.

Jan will contact Debra Loers of Oregon Women in Higher Education and give her the website information to invite that organization to our conference.

Becky Washington is working on a call for proposals. The board should be thinking about who we might to approach to be a presenter.

### **Other**

#### New Presidents

The board decided that we should send new Oregon community college presidents a note to congratulate them and inform them about our wonderful organization and why they will want to support us.

#### AAWCC History

The board would like to see a history compiled and written for AAWCC. This would involve pulling together past presidents, putting a message out to members to see who is interested in working on the project, and getting volunteers from OILD while they are enthusiastic about the organization. The history would be written up and posted on the website. Good resources are Mildred Bulpitt, Jane Merritt, and Mary Spilde.

### **Next meeting**

The summer board retreat will be held July 27 from 9 am – 3 pm. Agenda items include:

Fall Conference

Matrix

Redefining OILD

AAWCC History

The meeting adjourned at 2:22 p.m.