

AAWCC Board Meeting
Mt. Hood Community College
April 10, 2009

Board Members in attendance: Cherie Maas, Karen Sorenson, Karin Magnuson, Victoria Flagg, Becky Washington, Holly Nelson, Mary Kramer, Carol Schaafsma, Jan Woodcock.

Review Minutes

The minutes from the January 23, 2009 meeting were approved.

Financial Report

Cherie reported that approximately \$4,000 was made from the fall conference. Final expenses and revenue have not yet been confirmed.

Checking account balance \$8,722
Money Market Savings \$12,679.43

Cherie informed the board that the money market CD which holds \$20,336.27 comes due again on August 1 in case we want to move the funds to another account. At this point, it looks like there are enough funds at our discretion that we can leave the CD alone.

A discussion about scholarships was held. Carol gave Karen a copy of the scholarship guidelines to put on the web.

Cherie moved to increase the scholarship amount to \$3,500. Donna seconded. \$1500 was given out in scholarships last year – 4 people received \$100 and 12 received \$170. We need to ensure enough funds for board members to attend OILD if necessary.

Motion passed unanimously.

Jan moved that a second time scholarship recipient will be expected to volunteer at the event. Karin seconded.

Motion passed unanimously.

Summer Conference

The summer conference will be held July 23 at Hood River. Mary updated the board on plans for the summer conference. Two of the speakers, Ann Kramer and Carola Stepper, are willing to speak at no cost. The cost for Maureen Sprague, master Reiki person, will be \$80. The Board will stay over on the 23rd and meet on the 24th.

Rooms have been reserved at the Hood River Inn – a block of 40 rooms for Wednesday night and 20 for Thursday night. The board agreed to keep the same cost of \$75 for the conference. Scholarships will be promoted. The theme for the conference will be “Staying Well and Productive in Challenging Times.”

The board discussed asking attendees to bring a donation for women and children that will be contributed to a women’s organization. Mary will make a list of possible organizations to receive the donations.

Victoria will work with Cherie, Mary and Karen on registration. The goal is to have it up and running by May 1. Karen will look into using PayPal online so people can register and pay on the web. The board agreed to test the process for the summer conference to determine how well it might work for the fall conference.

Jan asked board members to think about archiving the materials as we go through the process. She distributed a handout that included summer conference history.

OILD

Jan updated the board on plans for OILD. Board members who have not ever been to OILD are encouraged to attend, and Mary is attending this year. Other board members are scheduled to attend June 23 for a board meeting and dinner.

The board discussed the timing of the event. It is typically scheduled during the first week of summer term, which is difficult time for some folks to get away. Schools to work on for attendance are Rogue, SWOCC, COCC, Clatsop. Carol will talk to the presidents, and others on the board will talk to people they know at those colleges. This is a hard time to encourage attendance in that college employees are reluctant to attend conferences right now due to budget problems.

The board discussed the privacy issue of putting OILD attendee names on the web. IN the case of many attendees, their names are already on the web because of the newsletter. Jan will inquire at OILD if anyone has a problem with their name being listed on the web.

Jan will work with Karen regarding OILD history on the web.

Race for the Cure

Jan updated the board on plans for this event and encouraged ideas on how to get involvement and participation. The event will be held in Portland on a Saturday in September. Cherie and Jan will talk to Julie about having a team this year.

Fall Conference

Keynote Speakers and Entertainment

Holly has heard from Joye Hardiman from Evergreen CC and she is willing to be a keynote speaker. She will follow up with Joye.

The other two choices for speakers are Nancy Wilgenbusch and Ding Jo Currie. Holly will contact Wilgenbusch and Donna will have Mary Spilde contact Currie.

Other possibilities for keynote speakers are Janet Bennett and Chelsey Kane. If necessary, Karen can contact Bennett and Jan can contact Kane. \$6,000 is budgeted amount for speakers. Holly would like to confirm speakers by the end of May. Karen will talk to Shally to see if keynote speakers can be recorded and put on the web.

Cherie has talked to Julianne Johnson regarding having PCC's Holiday Choir for Friday's entertainment. Cherie and Holly will connect and confirm with Julianne. Motherlode would also be a good choice for Friday's entertainment if the Holiday Choir doesn't work out.

Location

We need to check in with Portland Sheraton in July regarding details for the conference. Karin will stop by there with Holly after the summer conference. Holly will schedule a time on that Thursday after the summer conference.

Workshops

Cherie will coordinate the breakout session and already has some people lined up. The board discussed the timing of breakout sessions and agreed to hold sessions as follows:

- 1 ½ hour Thursday morning (Possibly run two 40 minute sessions concurrently)
- 1 hour Thursday afternoon
- 1 hour 15 minutes Friday morning

Thursday night social event

The OILD Reception/Social will be held from 4 – 6 pm on Thursday night. We'll need to order more food this year. The event will have some structure, and we will bill it as both a social and a reception so all are invited.

The board discussed the possibility of having a craft session on Thursday night, such as jewelry making and scrap booking.

Volunteer Needs

Some of the needs for volunteer work include:

- Taking photos
- Helping with the silent auction
- Working at the registration desk

Setting up for OILD/NILD
Front door greeters

Second time scholarship recipients can be utilized for these tasks.

Other

The board agreed to do more promotion of the silent auction.

The board wondered whether the name of the Carolyn DesJardins award should be changed and agreed to hold a discussion at the next meeting.

The request for door prizes will be included in the letter Carol sends to the Presidents, and Donna will send a reminder to their assistants.

Website

Karen asked board members to take a look at the website and let her know if there are any errors, omissions, etc. Havanet currently hosts the website. They are local, but they don't really offer a whole lot above hosting. We pay \$300 per year for few services. Karen suggested that we switch to Dreamhost. It's \$6.95 per month if we pay five years in advance.

Victoria moved that we change our website host to Dreamhost. Jan seconded.

Motion passed unanimously.

Karen encouraged board members to submit bios for the website.

Those responsible for events need to give Karen suggestions, corrections, etc, and were asked to send her what is to be included on the coordinating web page.

Archives

The board discussed the retention of nomination letters. The board agreed not to keep the letters; as president elect, Karen has electronic files. Nomination letters can be passed on to the nominees.