



**AAWCC Board Meeting
Chemeketa Community College
Salem, OR**

May 9, 2014

Attendance: Lynn Irvin (VP-Fall Conference), Julie Kopet (President), Deb Nicholls (VP-Records), Teri Olsen (At-Large Special Projects), Heather White (Registrar), Jan Woodcock (Ex-Officio/OILD Co-Director), JoAnne Zahn (VP-Finance)

Absent: Melissa Aaberg (Webmaster), Sydney Frost (VP-Membership), Donna Lewelling (VP-Summer Conference), Cherie Maas-Anderson (Past President), Carol McKiel (President-Elect), Donna Zmolek (VP-Communications)

CALL TO ORDER

Julie called the meeting to order at 10:10 a.m.

DISCUSSION ITEMS

- **Approval of Retreat Minutes, January 30-February 1, 2014**
Discussion occurred to amend the minutes. *Upon call for the vote, the motion passed unanimously.*
- **BYLAWS**

During the review to finalize the proposed revisions, it was noted that just substantial changes would be noted for voting. Cleaning up of typos, etc. are not considered 'substantial' and can be made without membership vote.

Julie Huckestein will explain the Bylaw changes on the ballot. Julie and Karin will work to prepare a statement about the changes in the Bylaws.

- **PRESIDENT REPORT** – No report.
- **PAST-PRESIDENT REPORT** – No report.
- **FINANCIAL REPORT**

JoAnne shared the following financial information:

- \$10,014.69 in checking
- \$8,281.07 in money market
- \$20,489.34 in the cd
- **\$38,785.10 Total**

It's hoped that the Summer Conference revenues will cover costs. In regards to Fall Conference, we still need to make the Embassy Suites deposit. The Oregon Garden's bill is paid at the end of Summer Conference. Remind people to bring their cameras to Summer Conference!

For future meetings, regular items: Agenda, minutes, financial reports

In regards to the Certificate of Deposit, JoAnne stated that the market was still too volatile to reinvest and that it was best to keep the money in the CD as it offered the best interest rate.

JoAnne explained the Board's new Rewards VISA card that will provide benefits when used for conferences and national dues (i.e., gift cards that could be used for prizes). She will share this information with Cherie for payment of national dues.

- **NATIONAL DUES**

Heather will be removing duplicate event attendance for national pay purposes. National dues are paid on the calendar year and based on attendees at OILD, Summer and Fall Conferences. Heather/Sydney will get numbers to JoAnne and make payment to National.

- **WEBSITE**

Teri shared that she is coordinating chapter events (i.e., calendar of events). Melissa wants to discuss with board. Teri will reach out to chapters to gather information and build a calendar or list of events that will be posted to the Board's website. The Board is okay with Teri having access to the calendar area to help build.

- **EVENT PHOTOS**

Teri organizing/coordinating once a shot list is developed. She'll communicate with all event photographers about expectations and criteria.

- Memory chip
- Archive
- Slideshow

- **NEWSLETTER**

Working to acquire past photos for Donna Z's use in the newsletter. Excellence Award photos should be sent to Donna Z.

- **OILD**

Lynn trying to confirm participants. There are more people interested in attending than we have spots!

It was noted that PCC had six spots, that Umpqua and SWOCC were both eligible to send alternates (total of two spots each now), and Rogue would be the first on the waiting list.

President's Panel will take place on the morning of June 26th. Linda Gerber this year for presidential journey; Sandra Faller-Hill next year. Deb to ask Patty if she's willing and comfortable sharing her journey again after the president's panel.

Book Discussion - If physical books, it needs to be specified so that they can bring them and be prepared to share what was special to them.

- **SUMMER CONFERENCE – July 17, 2014**

PayPal and registration are up and working. Discussion occurred on the payment process. JoAnne to send a spreadsheet of the payments received to Heather for will follow-up and communications to registrants confirming their registration and payment status (paid or outstanding).

Discussion on adding NSF language to the registration form, payment webpage, or disregarding it and handling it on a case-by-case basis occurred. Since very few pay by non-college checks, it was decided that NSF issues would be handled on a case-by-case basis and will be discussed in the future if it becomes a larger issue.

Summer meeting (day before Summer Conference – July 16) will be 11 am– 1 pm with a working lunch followed by a private tour of the Gordon House at 1 pm, helping Donna L prepare for the next day's conference, and a group board dinner. Julie set up tour (tour to be covered by Board and paid with debit card).

Summer Conference registration is to be capped at 150 people. We need to remind people to bring their cameras to help get shots for archive use.

- **NATIONAL AWARD**

Lynn shared the award received recently at the AACC Convention that included a cash award of \$250. She stated that the speakers were excellent and that 2,700 people attended from all the community colleges around the nation.

- **FALL CONFERENCE – November 6-7, 2014**

Potential speakers:

- Linda Herrera, Dean at Chemeketa is putting a panel together of Hispanic women to tell their stories and how they got into higher education (possible Keynote).
- Leanne Jasheway teaches comedy at Lane. She's avail on Friday and can be our ending speaker.
- Patty Doperwalsky. She charges \$5,000, but lives in Portland so Lynn will contact her to see what rate we could get (\$1,000 or \$1,500).
- Dr. Belle Wheelan – An African-American woman from back East. She's a great speaker and it's possible that we could just pay for her travel and let her attend the conference (approx. \$1,500-\$2,000). She has 40 years of experience and is an eloquent speaker.
- Esfermae Mitchell, Black History Month speaker
- Charlene Williams, Principal at Roosevelt High School – Young African-American woman - turned the school around and believes math contributes to social justice.
- Sandra Fowler-Hill – PCC breakfast – does “from poverty to president” journey.
- Adrian Nelson, Judge - She's local and free!
- Vicky Burger, Legislator
- Kate Brown – There was concern expressed about having a political speaker.
- Heather's aunt, a recently retired Air Force colonel is a good public speaker that may be good for a breakout session. It may be that if we fly her out she'd do it for free.

Deb noted that college presidents may be attending the OCCA conference in Sun River during these dates.

Vetting on potential speakers to continue.

Music :

- Stumptown music (Alexandria) – can put together a group of students from Clackamas for \$200
- Say Yes – Jan explained that a new group had been formed with some of the original members of Motherlode. The group is available to do a concert with music and lyrics – possibly for Friday's closing.

- Chica Marimba – Steel drum performers are also available. May be have them perform while people are coming into the reception, play 10 min at lunch, while groups are coming together during transitions, and/or 20 min during reception (\$250).

Decision:

- Chica Marimba – reception “Featuring the Chica Marimba Band” 415-445 p.m. on Thursday
- Say Yes – Friday’s closing

Poster Session:

Discussion occurred on adding a poster session for chapters to display information/photos about their chapter. The boards could be viewed during a social time.

Decision:

- Poster session added as a Thursday evening activity during reception.

Program Designs:

Cherie usually works on this with PCC students/graphic program on design. More discussion to follow.

Workshops:

Lynn to get out Call for Proposals by August to be returned by October. Lynn to work with Heather and Cherie.

Silent Auction:

Board to put together a Cupcake themed basket. It was suggested that items be brought to Lynn at OILD or the Summer Conference. Money will be accepted too!

Summer and Fall Conference Locations (2015)

Discussion occurred on possible location moves.

NEXT MEETINGS

June 24th - Board meeting 3-430; AAWCC panel right before dinner (430-530)

July 16th – Board meeting 11-1 (working lunch and tour of Gordon House)

ADJOURNMENT

The meeting was adjourned at approximately 2:30 p.m.