



# AAWCC Board Meeting

## Salishan Resort @ Gleneden Beach



**July 20 and 21, 2016**

**Attendance:** Sydney Frost (VP- Membership), Lynn Irvin (VP-Fall Conference/President-Elect), Cherie Maas-Anderson (VP-Finance), Lynn Nakamura (VP-Special Projects), Deb Nicholls (VP-Records), Teri Olsen (VP-Special Projects/Summer Conference), Heather White (VP-Registrar), Jan Woodcock (VP-OILD) and Donna Zmolek (VP-Communications)  
**Absent:** Julie Kopet (President), Donna Lewelling (VP-Summer Conference/Fall Conference) and Lydia Rediske (VP-Web Development)

**July 20, 2016**

**DISCUSSION ITEMS**

**Summer Conference** – Teri announced that Julie would emcee.

- Registration – Heather reported that 118 were registered.
- Program – Copies were distributed at the meeting.
- Board Position Ballots – To be distributed/returned at the reg table.
- Business Meeting – Will take place during lunch. Election results and financial update will occur.
- Door Prizes – The winners will select from the prizes.
- Photo Booth – Lynn N has the props and it will be set-up near the conference room.
- Evaluations – Heather will put online, but not send until Teri gives the nod. There will be hardcopies at the conference as well.
- Presenters’ Gifts – Cherie to put together bags with AAWCC water bottles.
- Photos – M’Liss, Heather, Lynn N and Donna Z
- Introductions - Donna Z and Jan – Anne Marie Levis; Julie – Chabre Vickers; Teri – Pam Akini

**OILD Debrief** – Lynn I reported that while Silver Falls is a nice location, it’s expensive which attributed to the budget deficit. Cherie distributed the OILD financials. Discussion occurred on the high alcohol charges and registration amounts. Lynn I clarified that the charge was an error. Registration may increase from \$450 to \$550/person. More discussion to follow.

**National Fall Conference Update** – Lynn I and Cherie reported that everything was pretty much done. Proposals are coming in. Constant Contact will be used for registration, but not for emails. Heather will create the reg page.

- Seven breakout sessions
- PCC is covering all the media
- National will sponsor the Thursday afternoon reception
- Mary Spilde will be Friday’s keynote
- Evening activity will be painting again
- Silent Auction – Need to get word out about donations; cash or checks will be accepted
- Scholarships – Need to be marketed

**National Membership** – Oregon’s Chapter pays National \$10/person for anyone attending OILD or Summer or Fall conferences for any school that doesn’t already pay an institutional membership directly to National.

**Financials** – Cherie distributed copies of the Chapter’s financials (as of July 1, 2016), which included the final OILD accounting. Anticipated profit for OILD was \$1,590, but it ended up with a \$2,063.22 deficit. Also reviewed was the Proposed 2016-17 Budget.

Checking	\$8,158.20
MM Savings	\$8,287.45
CD	<u>\$20,518.21</u>
TOTAL	\$36,963.86

Donna Z’s motion to **approve the 2016-17 Budget, as presented**, was seconded by Lynn N. Upon call for the vote, the **MOTION PASSED** unanimously.

Discussion occurred on the CD and leaving it in whole @ 2.75% interest or taking \$10,000 out and keeping the remainder in a CD. Cherie also shared that she discovered that Square was not cost effective for our use. The Key Bank would not let us link it to our account without hefty fees. We are looking into Constant Contact or taking cash/checks for Silent Auction items.

**Chapter Development Board Travel** – A brief discussion occurred on the use of funds for Board members to travel to chapters to help with development.

Service Plaques – Lynn I presented Cherie’s with some gag gifts!

Newsletter – Donna Z requested the following for inclusion in the upcoming newsletter:

- A list of the OILD attendees
- Comments from the Summer Conference evaluations
- OILD responses
- Pictures
- Information on National Conference
- Information on new board members
- Tina Woodworth’s (SWOCC) Facebook post

### **July 21, 2016**

**ANNUAL BUSINESS MEETING** – The annual business meeting was conducted during at of the Summer Conference during which the current financials, as of July 1, 2016, and election results were shared:

- Election results
  - Vice President, Fall Conference – Donna Lewelling
  - Vice President, Summer Conference – Teri Olsen
  - Vice President, Records – Deb Nicholls
  - Vice President, Special Projects – Lynn Nakamura

(VP, Web Development and VP, OILD are both appointed positions.)

### **NEXT MEETINGS**

- August 19 (TBD), Conference Call
- September 16, 10:00 a.m. – 3:30 p.m. (TBD – *only if needed to discussed Fall Conference*)
- October 26 (TBD) @ Fall National Conference (Doubletree Lloyd Center)
- November 15, (TBD) @ 2017 Fall Conference @ Embassy Suites – Board Meeting