

Oregon Chapter of AAWCC Board Meeting
Tillamook Bay Community College, Tillamook, OR
Minutes
May 15, 1999

- I Approval of Minutes:** Approved with changes.
- II Financial Report:** Julie Walker distributed the financial report, which reflected a positive balance. More effort will be made to capture the money spent on the Summer Retreat 1998, before it is written off. Walker noted that the bank account reflects former board member Virginia Moskus as a signing authority. It was recommended and approved to remove Moskus as signing authority and replace her with President-Elect Shirley Anderson.
- III OILD Report:** Ellen Levine reported that the Oregon Institute for Leadership Development is all under control. Participation is full. TBCC applied and was granted a scholarship. Stephanie Sussman will present on Professional Ethics. Sussman responded positively to Board's decision of keeping facilitators of OILD on a voluntary basis.
- IV Retreat Report:** A registration process, forms, checks made out to AAWCC will be in place. This year's retreat report was not received by Angela Ritchie. Lisa Tomlin and Angela Ritchie have met and discussed facilitating the mentorship program. No further action has been taken.
- V July Meeting:** Marcia Keith reported on details for the next meeting. Shirley Anderson will facilitate the meeting in Marcia's absence due to personal business. Dian Connett's house in Bend is available for \$110/night. Four lodgers were identified and were asked to make checks out to Dian Connett for 1/4 of the lodging (\$27.50). The board agreed to handle their own lodging arrangements for Wednesday and Thursday nights. For lodging at the Red Lion, call 541-382-8384 and ask for the community college state rate. A 9 a.m. tee time is scheduled at the Municipal Course at board member's expense. The Board meeting will be held on Thursday, July 15, at 2 p.m. in Dian's house. Dawn DeWolf agreed to bring salmon, Julie Walker to bring potato salad, and Miriam Castellón to bring green salad and bread.
- VI 1999 Conference Report:** Lisa Tomlin distributed the Conference outline. Rebecca Kenney agreed to e-mail Tomlin confirmation of a yoga facilitator. JoyLynn Woodard agreed to e-mail Tomlin confirmation of an expert on estrogen replacement. Shirley Anderson agreed to contact a woman who adopted abused son. Ericka Heider was referred to as a good facilitator. A Legislative Update with Vickie Totten and Tamara Dykeman was added. The motion was made and passed that the registration fee for the full conference is \$200, for two days (Thursday/Friday) is \$110, for two days (Friday/Saturday) is \$145, and for Saturday only is \$90. The cancellation policy will remain in effect - cancellation must be made in writing by the day before the conference in order to receive a refund, minus a \$30 service fee. Participants are encouraged to assign a substitute, if unable to attend. It was agreed that no less than 50 participants for Saturday must be confirmed in order to offer the post conference, which is tailored to faculty needs. Kenney noted she recently attended a meeting at the Namasté Center and noticed a marked improvement in accommodations, service, and food. However, there were still no ladders on the bunk beds, which is still a major issue. Kenney also suggested that a walkie-talkie with service staff would be helpful.

OUTREACH PROGRAM

- Rationale:** 1) Enable the board to describe the numerous benefits of AAWCC
to 2) Provide an opportunity for board members and women from outlying colleges
meet each other
3) Provide a forum for the board to share our enthusiasm for AAWCC
4) Enable colleges to identify for the board the type of support that is needed
locally
5) Help campuses sustain, rejuvenate, or start a women's network
6) Demonstrate the board's commitment to serve community college women
throughout the state.

- Checklist:** 1) Make contact with campus contact
2) Jointly agree to date, place, time (length should be about 1 - 1 1/2 hours)
3) Clarify with campus contact that the host college should provide space,
refreshments, and invitations/announcements to attendees
4) Identify which board members will make the trip
5) Determine who needs reimbursement (We will do everything we can to connect
expected these trips with trips that board members are already committed to. It is
that many board members will not to be reimbursed.)
6) Send a thank you letter to campus contact after the visit
7) Prepare a short written report for the board

Suggested Materials and Activities:

- 1) Folders with logo?
- 2) Membership forms - state and national
- 3) Latest Newsletter
- 4) Web-site Information
- 5) Flyers for OILD, fall conference, retreats, national leaders
- 6) How to start a campus chapter information and information about how to start a
women's network
- 7) Brainstorm what would work for them and what they need
- 8) Be prepared to share what other campuses are doing
- 9) Acquaint them with the financial support program from the state chapter

Recommendations:

- 1) Set aside a pot of money to share with local chapters. (\$1,000 per year?)
- 2) Develop a simple RFP process with timelines, procedures, forms, including a

final report describing the funded activity and outcomes

- 3) Specify activities which would qualify (registration for AAW activities, local in-service activities for women, including speaker fees, food, printing, mailing, etc)
- 4) Set a dollar cap
- 5) Chapters not previously awarded get first priority
- 6) Set aside an outreach program travel fund to pay for board travel expenses the board member's school is unable to support the ttravel expenses --
- 7) Visit Columbia Gorge, Blue Mountain, and Umpqua -- 2 in the spring and one the fall
- 8) For the May agenda: Set visitation dates and identify which board members make the visits

when
\$500.

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