Annual Business Meeting Minutes

AAUW Tacoma Branch

May 11, 2024

The meeting was called to order by President Marie Godsey. Eleven members were present, comprising a quorum.

The minutes from the 2023 business meeting were approved as submitted.

**Officer Reports**

**Communication** – Dorothy McBride

We do not currently have a newsletter. As a substitute we have been using an email blast. Dorothy writes the blast and Carol Rikerd sends it to the member email list which she maintains. Recent blasts have been a request for donations for Tech Trek and a reminder of a May 15th due date for voting on the national issue to open membership regardless of degree.

Dorothy updates the Branch website at tacoma-wa.aauw.net. It is up to date and celebrates our accomplishments. This year we have had many informative and enjoyable meetings, including the October presentation on homelessness by Associated Ministries, the December holiday gathering at Joyce Hill’s, January Lobby Day participation, the February tour of Tacoma Community House, the March presentation by Pierce County Prosecuting Attorney Marie Robnett entitled "Crime and Justice in Pierce County”, and in April “A Seat at the Table” presented by Kelly Garofalo of Old Town Delights.

Mary Letterman is the lead for our Facebook page.

The branch has a Meetup account which does not seem to be fruitful. Members suggested other social media sites which may be more productive such as Instagram and a new site the Tacoma News Tribune is developing for posting public meetings. The Board will investigate social media outreach at a future Board meeting.

**Tech Trek –** Joyce Hill

We are sending 13 campers from 4 schools. We originally had funding for 12, but thanks to member donations we were able to fund all 13 applicants. The camp is from July 14th to 20th. We will have a getting acquainted picnic for campers, their families, and members on June 27th. The picnic will be from 4:00 to 6:00 at Fort Steilacoom Park in Lakewood.

**Membership** – Sandy Bowman

We have 38 members. Sandy has learned a lot from the State level membership committee meetings. She is developing ideas to have more communication with members to promote participation.

**Finance** – Carol Rikerd

Carol provided a financial report and a proposed FY2025 budget (attached). We have reserves of $14,078.28 which we use when the budget goes over.

Dorothy raised the issue that per our financial procedures, administration expenses are to be paid by dues, and income from grants is to be used for mission expenses. The proposed budget has administrative expenses of $1,550.00 which exceeds the estimated dues income of $836.00.

The proposed budget was passed with the proviso that the Board review the financial procedures to ensure that in the future the procedures and the budget are aligned.

**Public Policy** – Carol Rikerd

There is a State level public policy committee, and Carol and Dorothy attend their meetings. We are nonpartisan, so we cannot support candidates, but we can support issues. Washington State has a website, leg.wa.gov, which is a valuable tool for citizens to use to learn what issues are before the legislature and to provide input.

If one of our members has an issue they would like to raise with the Public Policy Committee, let Carol know.

Dorothy reminded us of Lobby Day, held in January, which is our opportunity to provide direct input and to learn about issues.

**New Business**

**Election of Officers**

Carol Rikerd was elected Financial Officer and Sandy Bowman was elected Vice President for Membership. Both are two-year terms to run July 1, 2024 to June 30, 2026.

**Fundraising** – Joyce Hill

We have $5000 in the budget for Tech Trek 2025. We are looking for ways to raise additional funds, such as raffles, donations, grants. Member suggestions were to investigate grants from Umpqua Bank, where we have our account, and from MacKenzie Scott. Members should send fundraising suggestions to Joyce or Dorothy.

This fall we plan to have a meeting for the campers to share their experience. We will invite parents and teachers. This could be a fundraising event. Sandy will explore reserving a room at the Tacoma Yacht Club for October 12.

**Other**

Joyce volunteered to be Program Coordinator if Marie will act as primary President using Joyce only as backup. Marie agreed.

We thanked Carol for getting the donuts, and the meeting was adjourned at 11:54 a.m.

Respectfully submitted, Dixie Wood, Secretary

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| **Proposed Budget 2024 - 2025** |  |
| **Income** | 2024-2025 Estimates |
| GTCF | $3,200.00 |
| Celia Grau Trust | $2,500.00 |
| Member Dues (36 members) | $836.00 |
| **Total Income** | **$6,536.00** |
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| **Expenses Administrative** |  |
| Insurance (CC) | $300.00 |
| Insurance (Liability) | $0.00 |
| Communications | $1,000.00 |
| Board - Governance | $100.00 |
| Membership Development \* | $150.00 |
| **Total** | **$1,550.00** |
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| **Expenses Mission** |  |
| Branch Programs | $800.00 |
| Conventions | $100.00 |
| Public Policy | $300.00 |
| increase from $5000 at Jan 9 Board | $5,000.00 |
| Tech Trek Administration | $250.00 |
| **Total** | **$6,450.00** |
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|  | **-$1,464.00** |
| **Current Reserves in Checking Account $14,017.28** | |
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| **APPROVED BUDGET April 1, 2023 for 2023-24** | | |
| **Income** | Projected 7/2023-6/2024 | Collected & Spent |
| GTCF | $3,200.00 | $3,379.21 |
| Celia Grau Trust | $2,400.00 | $2,500.00 |
| Member Dues (36 members) | $828.00 | $302.00 |
| **Total Income** | **$6,428.00** | **$6,181.21** |
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| **Expenses Administrative** | Budgeted |  |
| Insurance (CC) | $300.00 | $0.00 |
| Insurance (Liability) | $200.00 | $200.00 |
| Communications | $750.00 | $768.00 |
| Board - Governance | $100.00 | $0.00 |
| Membership Development \* | $300.00 | $0.00 |
| **Total** | **$1,650.00** | **$968.00** |
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| **Expenses Mission** | Budgeted |  |
| Branch Programs increase from $750 at Jan 9 Board | $1,000.00 | $1,365.89 |
| Conventions | $150.00 | $0.00 |
| Public Policy | $500.00 | $150.00 |
| increase from $5000 at Jan 9 Board | $7,500.00 | $7,500.00 |
| Tech Trek Administration | $250.00 | $100.00 |
| **Total** | **$9,400.00** | **$9,115.89** |
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| **Total Expenses** | **$11,050.00** | **-$3,902.68** |
| 7500 to be paid to Tacoma Branch Trek funds before April 2024 as mission project funding. Paid Feb 28, 2024 | | |
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| \* new budget category | | |
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