



July 2017  
Board Meeting Packet

July 14-16, 2017

Marriott Hotels Sacramento Cal Expo  
Courtyard by Marriott and Fairfield Inn by Marriott  
| Main Line: 916-929-7900  
1780-1782 Tribute Road, Sacramento, CA 95815



## **BOARD MEETING AGENDA**

**July 14, 2017 1:00 pm**

**July 16, 2017 9:00 am**

- I. Welcome/Roll Call (5 minutes)
- II. Open Board Discussion (120 minutes)
  - A. Strategic Plan Goals
  - B. Tech Trek MOU
  - C. Leadership Day Agenda
- III. Consent Agenda (5 minutes)
  - A. Board Minutes April 21-23, 2017
  - B. ExComm Minutes-2017 TT Camp Appointments
  - C. EXComm Minutes – 2017 Proposed AAUW CA FY 2017/18 Budget
  - D. Appointments for Committees
- IV. Board Reports
  - A. President – Donna Mertens – 5 minutes
  - B. AAUW Fund – Sharon Westafer – 15 minutes
  - C. Branch Support – Ainsley Nies – 5 minutes
  - D. Communications – Sandi Gabe – 5 minutes
  - E. Development & Marketing – 5 minutes
  - F. Finance – Pat Ferrer – 20 minutes
  - G. Leadership Development – Cathy Foxhoven – 5 minutes
  - H. Membership – Deanna Arthur – 5 minutes
  - I. Public Policy – Charmen Goehring/Nancy Mahr – 5 minutes
  - J. SPOC – Dianne Owens – 10 minutes
  - K. Governance – Sue Cochran – 20 minutes
  - L. Program – Jane Niemeier – 20 minutes
- V. Finalize Strategic Plan for 2017-18
- VI. Discuss Open Issues (60 minutes)



## 2017-2018 Board Team Structure

AAUW California guides and facilitates the California branches in meeting the vision and mission of AAUW.

### Branch Support Team

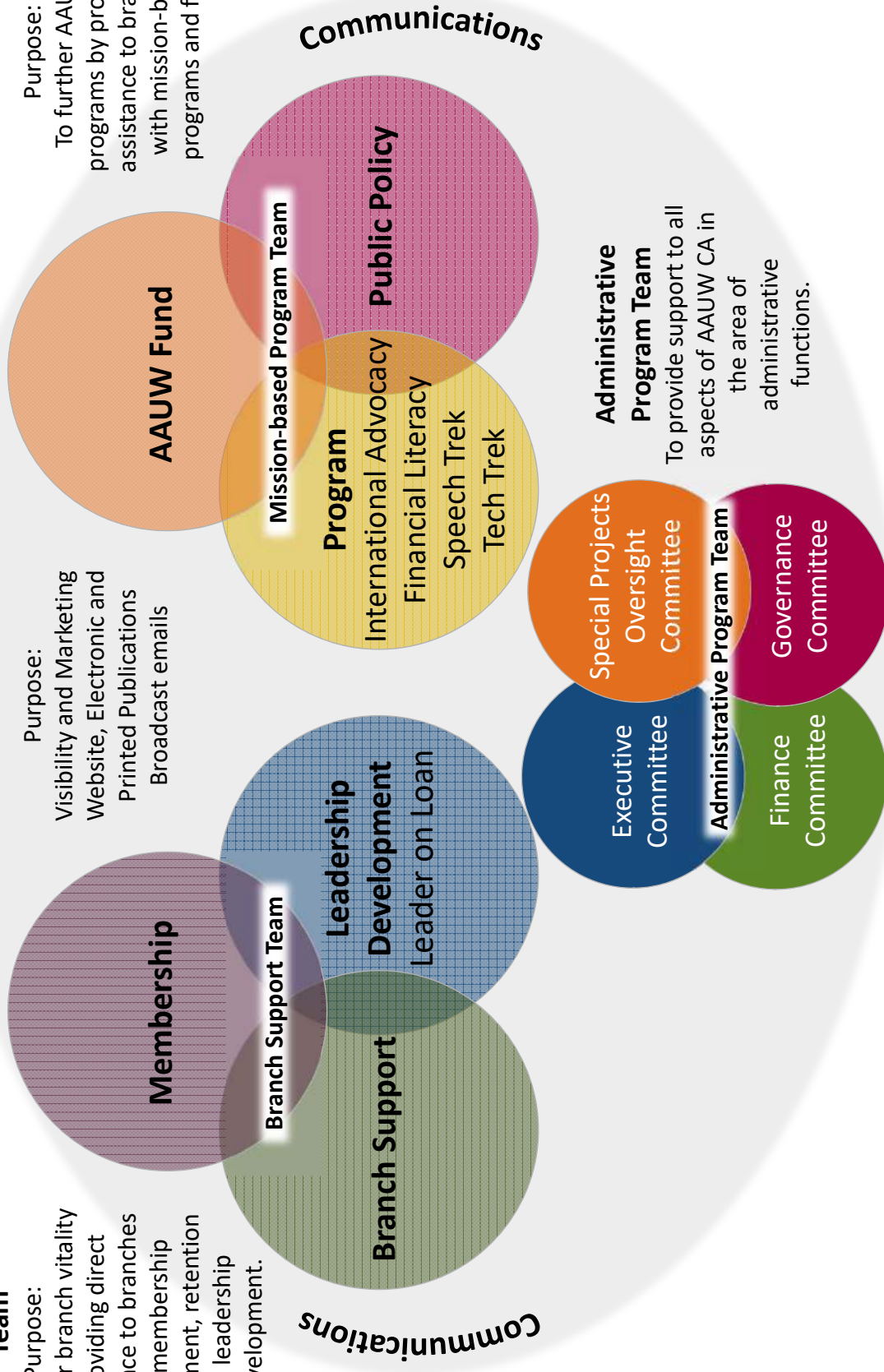
**Purpose:**  
To foster branch vitality by providing direct assistance to branches with membership recruitment, retention and leadership development.

### Communications

**Purpose:**  
Visibility and Marketing  
Website, Electronic and  
Printed Publications  
Broadcast emails

### Mission-based Program Team

**Purpose:**  
To further AAUW's programs by providing assistance to branches with mission-based programs and focus.





## AAUW California Board Retreat – June 2-4, 2017

### Brainstorming Results

This brainstorming list outlines actions that may allow us to partner with the branches more effectively to meet our mission. The content is food for thought and consideration for action items at the upcoming July Leadership days. Items will need further discussion, exploration, prioritization and evaluation for whether they provide value in meeting our mission. This internal document is not for publication but may be shared with your committees.

### California Mission Statement

AAUW California guides and facilitates the California branches in meeting the vision and mission of AAUW.

### Branch Needs

#### 1. Increase/ membership maintain

- Develop list of ways to engage new members (best practices)
- Survey branch membership VPs to determine what has been effective in maintaining and increasing membership.
- Educate members about AAUW Public Policy positions and non-partisan policy.
- Remind branches about what resources are available to address membership issues.
- Develop a plan to establish a presence and table AAUW information at conferences that attract the type of people who might join AAUW.
- Create a plan for early intervention for branch closures.
  - Identify what the indicators are for branch closure and develop action to intervene before the branch makes the decision to close.
  - Explore membership liaison role in communication and awareness.
  - Develop guidelines to help branches consider options when restructuring is necessary or desired.
  - Develop an intervention process that can be deployed when branches are identified as being at risk for closure.
  - Develop intervention strategy to transfer members of closing branch to another branch when branch is disbanded.
- Younger Women's Task Force (YWTF)
  - Provide an orientation to the AAUW California Board of Directors regarding the YWTF models currently in use in Stockton and San Francisco.
  - Consider providing seed money to allow the formation of YWTF groups with the stipulation that members must become AAUW California State members.

#### 2. Mission-based programming - Defining why it's important and what it is

- Provide concrete examples of mission-based programs and tool kits to branch leadership.
- Increase AAUW California board visibility by consulting with branches on development of mission-based program.
- Encourage action oriented outcomes to branch meetings. Provide an action item for members to do after the program to keep/get them engaged.
- Educate branches on how they can use research to help create mission-based programming.



- Promote the availability of the SPOC \$500 seed money grant for branch projects.
- Subsidize programs like Start Smart.
- Promote Leader on Loan and consider some funding to support branches who have not budgeted for the expense.
- Choose one state-wide program to support for the year to address branch requests for off-the-shelf mission-based projects and fresh initiatives to energize members.
  - Leverage Board committees to develop activities (such as a scavenger hunt or bingo game) that can be easily engaged in by branches.
- Expand the list of mission-based programs to include topics such as food insecurity, housing insecurity.
- Encourage branches to partner with other community organizations.

### 3. Leadership development and expansion

- Develop workshops that provide education in transferable skills.
- Determine how job-alike training can be expanded.
- Encourage branch past leaders to mentor new leaders.
- Establish an AAUW California Board buddy program where AAUW CA board members establish a relationships with branch board members. This could occur as part of the Leadership Brunch at the State convention.
- Expand the concept of what leadership positions are included in the state convention brunch.
- Include AAUW CA Board members in the convention State convention leadership brunch.
- Develop peer groups to support branch positions that serve a similar purpose. Communication tools could include list serves, blogs, chats, online meetings and hosted groups at the State convention.
- Develop a 911 leadership hotline.
- Evaluate the value of and use of the Leader-on-Loan Program

### 4. Insurance

- Educate branches on their liability issues, the role that insurance plays in mitigating risk ,and how the AAUW CA insurance policy provides value to the branch.

### 5. Best practices (Covering all areas including programs, governance structure options, fundraising, membership retention)

- Review and adjust the Bylaws and Policy and Procedure templates so that they are flexible and meet legal requirements.
- Develop educational materials on how to talk to people of different backgrounds.
- Determine a strategy on how to curate best practices so they can be packaged and delivered by other branches. This could include reviewing branch newsletters to identify highly shareable ideas.
- Develop the ability to support online chat capabilities for branch leaders.
- Evaluate and adjust as necessary the Program of the Month process.

### 6. Public Policy guidance (how to engage? Information on priorities, what national is doing)

- Educate branches about the availability of Public Policy resources.
- Develop educational materials to educate branches about how branches and branch members can be active in lobbying. This could include checklists and video resources.



- Encourage branch leaders who receive Action Alerts to distribute them to branch members.
- Determine an action plan to address the need to support social media freedom of speech without jeopardizing AAUW Public Policy positions on legislation.
- Publicize the role and benefit of our public policy Lobbyist.
- Hold Town Hall meetings for all membership to provide opportunities to educate the membership on AAUW policy positions and provide opportunity to ask questions.

## 7. Technology Education

- Support branches in how to use (effectively) technology.
- Determine a strategy to provide social media education – what is it? How to use it? Why to use it? Guidelines?

## 8. Misc

- Define acronyms when used.
- Post the National publicity (use of photos) guidelines on the AAUW Website.

## AAUW California State Board Needs

- Develop an AAUW California and branding and marketing plan.
  - Create a California logo for use in all materials.
  - Share state and national leader contact information with branches and encourage them to engage leaders in or near their branch in board activities and meetings.
  - Promote Leader on Loan. Establish a program coordinator who can promote the program.
  - Develop profiles of board members and use them in B2B, the Perspective
  - Schedule Board member participation in Tech Trek. Define the role the board member can play.
  - Engage board members in branch/IBC meetings that are local to their community with particular focus on branch celebrations. (Reading the newsletters will assist in identifying upcoming events)
  - Leverage AAUW California board members if no branch liaison is available to assist branches
- Increase attendance at the convention
  - Secure a headliner speaker
  - Consider replacing typical workshops with plenaries and more sharing events

# **DRAFT**

## **AAUW/AAUW-CA TECH TREK AGREEMENT**

AAUW, Inc. recognizes that the Tech Trek program was started in California by AAUW-CA and Marie Wolbach.

AAUW, Inc. also recognizes that the Tech Trek program was nurtured and supported by the AAUW branches in California as it grew to 10 camps on eight university campuses.

The name AAUW-CA Tech Trek was used in California for 17 years before the camps were transferred to AAUW, Inc.

### **Purpose**

This agreement (“Agreement”) between AAUW, Inc. (“AAUW”) and AAUW-CA (“Organizing Affiliate”) (mutually the “Parties”) addresses the implementation of AAUW’s Tech Trek program (“Tech Trek”), a week-long STEM camp for girls.

This Agreement establishes the terms by which AAUW permits AAUW-CA to utilize the AAUW name, registered trademarks, content, and materials provided by AAUW (collectively, “Licensed Materials”) in conjunction with the implementation of the program.

AAUW and AAUW-CA agree to accept the responsibilities set forth here:

#### **I. AAUW Responsibilities**

- Provide AAUW-CA access to the annually updated Licensed Materials;

- Provide AAUW-CA with AAUW Tech Trek logo and national program sponsor logos as needed;
- Host Tech Trek local site website on AAUW platform;
- Maintain relationship with a background check vendor;
- Solicit funding from outside sponsors with opportunities for AAUW-CA to participate in grant funded opportunities as available;
- Host monthly conference calls for all local sites from January to May 2018;
- Host online donation collection, and routine accounting and distribution of funds collected;
- Secure group insurance policy and offer inclusion to local sites for a stated fee; and,
- Provide evaluation survey tools and data analysis reports for grant funded classes and workshops.
- Provide AAUW-CA with an annual report of the program including the number of students served, fundraising successes, etc.

## **II. AAUW-CA Responsibilities:**

### **Project Implementation**

- AAUW-CA will provide oversight of the individual camps and branch processes to ensure that they are in compliance with the AAUW Tech Trek Toolkit. This will be accomplished through the AAUW-CA Tech Trek Coordinator and the State Projects Oversight Committee.
- Each camp director will adhere to protocols and processes detailed in the AAUW Tech Trek program tool kit;



- Each camp director will train all committee members, camp staff, and volunteers on position responsibilities, and protocols and processes detailed in the AAUW Tech Trek program tool kit, AAUW resources, and staff contact information;
- The AAUW-CA state president will sign Tech Trek program contracts with colleges and university sites;
- AAUW branches will register all attendees;
- Each camp director will assess qualifications, perform background checks and secure camp staff;
- Each camp director will ensure all committee members, camp staff, and volunteers adhere to all policies and procedures;
- Each camp director will allow visits from an AAUW staff member, national corporate sponsor and/or employee volunteer during the week of camp, if requested by national office;
- Branches will hold a presentation on AAUW and distribute materials about AAUW membership to parents;
- Each camp director will implement evaluation of students, camp staff, planning committee and other volunteers and submit results to national office by September of the program year;
- Each camp director will submit final camp report to AAUW within two months of completion of program (**we need to know what this report should contain**);
- AAUW-CA will engage AAUW state board, local AAUW branches, state/branch college/university chair, and local AAUW college/university representatives in outreach for AAUW Tech Trek program success;
- AAUW branches will form a review committee to evaluate, interview and finalize student nominees based on processes in the AAUW TT Toolkit and expanded information provided by AAUW-CA;

- AAUW-CA will retain an adequate and reasonable insurance policy for Tech Trek sites.
- AAUW-CA will use the AAUW Tech Trek logo and all national funder logos on all camp materials following the style guide provided by the AAUW national office.

## **Curriculum**

- Each camp director will review all curricula proposed by presenters for rigor and age appropriate content;
- Each camp director will confirm that the overall curriculum contains a minimum of one computer science and one engineering class in the schedule;
- Each camp director will ensure curriculum reflects AAUW's desire to expose attendees to STEM college majors and careers in which women are underrepresented; and,
- Each camp director will ensure that the AAUW mission is communicated in the curriculum.

## **Technical Support/Communication**

- Each camp director will participate in at least one conference call per month with AAUW staff from January to May 2018; and,
- The AAUW-CA Tech Trek Coordinator will submit the name of a designated website editor to the IT Department staff at the AAUW national office. (Permanent permission to edit site website will be given to designee.)

## **Budget and Financial Procedures**

- AAUW-CA Special Projects Fund will be the local fiscal agent responsible for all payment and deposit transactions.
- The AAUW-CA Financial Liaison will track income and expenses of local Tech Trek camp budgets.



**LEADERSHIP DAY**  
**July 15, 2017**

8:00 – 9:00	Continental Breakfast
9:00 – 9:30	Opening Remarks – Donna Mertens
9:30 – 10:30	Group Meetings <b>Branch Support Team</b> (Branch Support, Membership, Leadership Development) <b>Mission-Based Program Team</b> (Program, Fund, Public Policy) <b>Administrative Program Team</b> (Executive, SPOC, Finance, Governance)
10:30 – 12	Committee Meetings
12 noon	Pick up Lunch & Return to Committee For a Working Lunch
12:00 – 2:30	Committee Meetings
2:30 – 3:00	Report Out/Wrap Up



**AAUW CA Board of Directors  
Regular Meeting Minutes  
The San Mateo Marriott  
April 22-23, 2017**

**Attendance:**

Donna Mertens, President  
Jane Niemeier Vice-President  
Pat Ferrer, CFO  
Deanna Arthur, Secretary  
Lynne Batchelor  
Alex Bellenger  
Cathy Foxhoven,  
Sandi Gabe  
Charmen Goehring (Saturday only)  
Nancy Mahr  
Ainsley Nies  
Sharon Westafer

**Non-voting:**

Dawn Johnson, Parliamentarian  
Janice Lee, Meetings Planner  
Kathleen Doty (Saturday only)  
Sue Cochran  
  
- Gail Chesler (Saturday only)  
Jan Cook  
Malinda Gaul  
Alicia Hetman (Saturday only)  
Susan Negrete (Saturday only)

The meeting was called to order by Donna Mertens on Saturday, March 21, 2017, at 3:02 p.m.

Roll call was taken.

The consent agenda was accepted as presented.

**PRESIDENT'S REPORT**

National sent an MOU (Memorandum of Understanding) regarding the management of the Tech Trek program returning to the state of California. President Mertens presented a summary of the options regarding the transition and the time required to complete the changeover. There was discussion centered on the question of whether or not AAUW-CA would accept the stipulations of the MOU or counter with proposed changes to the agreement. The Board addressed the willingness and capacity of SPF to resume its role and discussed whether or not it could begin reviewing procedural changes during the transition time.

Donna would like a committee consisting of 2 individuals from SPOC (Special Projects Oversight Committee), 2 from TT (Tech Trek), and 2 from SPF (Special Projects Fund). Donna would like Governance to work with the committee.

**MOTION #78** – Charmen Goehring moved the AAUW CA board approve the MOU titled AAUW Tech Trek Memo of Understanding be accepted as presented. Charmen Goehring withdrew her motion after discussion.

**MOTION #79** – Patricia Ferrer moved the board of directors review the MOU and provide comments to the President by May 10, 2017. The MOU as revised (if applicable) will be approved by the Board of Directors no later than July 31, 2017. ADOPTED

**MOTION #80** – Lynne Batchelor moved that the Board approve the formation of a Tech Trek transition task force, which would include 2 members each from SPOC, Tech Trek, and SPF. ADOPTED.

CONVENTION REPORT Please see the attached convention report from Kathleen Doty, convention chair.

The approved dates of the 2018 convention are April 25<sup>th</sup> through April 29<sup>th</sup>.

The proposed theme is “Educated. Reasoned. Active” (ERA),

**MOTION #81** – Lynne Batchelor moved that the board approve the fee schedule as presented by the convention planner on April 22m 2017 to be held April 25-29, 2018. ADOPTED

## COMMITTEE UPDATES

**YWTF** – Charmen reported that YWTF (Younger Women’s Task Force)n has been moved to a lower priority by National. There is interest for starting chapters in California. Stockton is having an event next Sunday. They are also part of the Lobbying and Advocacy Subcommittee.

**AAUW Fund** – Sharon had nothing additional to report.

The strategic plan will be reviewed at the 2017 board retreat.

**Branch Support** – Ainsley Nies had nothing additional to report.

Sandi Gabe asked if the information passed on by branch support could be posted on the website.

Fullerton branch wants to disband and Arcadia has disbanded.

Communications – Sandi Gabe would like time for the Communications Committee to meet with each of the other committees on Leadership Day to review their content on the website.

Sandi Gabe reviewed the results of the CA Perspective survey and the recommendations for action from the Communications Committee.

Sandi Gabe will be categorizing and giving responses from the survey to the different committee chairs to address.

**MOTION #82** The Communications Committee proposes to add an additional expenditure of \$3,278 for a fixed bid to migrate the current email process to “sendy”. **ADOPTED**

The board meeting will continue in Convene #1 at 8:00 a.m. Sunday for breakfast.

We have 14 going to dinner at Celia’s.

The meeting was recessed at 5:50 p.m.

The meeting resumed at 9:00 a.m. Sunday morning.

The retreat is scheduled for June 3<sup>rd</sup> and 4<sup>th</sup>. It will be held at the Burbank Airport Marriott.

There was a continuation of the discussion about Tech Trek and the MOU.

**Development and Marketing** - Deanna Arthur had nothing additional to report.

Donna Mertens asked that we recruit members for the committees and that we send suggestions of prospective members to the Committee Chairs.

Donna also reported that the Satellites branch issue is being addressed by Sue Cochran. The Fullerton Branch is disbanding.

**Membership** – Alex Bellenger reported that Branch ADA information needs to be given to the branches. The Arcadia branch disbandment should be investigated. Trello will be investigated as a possible software tool for managing Board tasks and communications. There will be a tutorial for whatever tool is recommended. Lynne Batchelor suggested we needed to have membership materials at events and that it needs to be current.

**Finance** - 5/4-5/11 Pat is in Cuba. Please get vouchers to her by May 2 or after 5/11/17. The Philadelphia Insurance Co has declined to renew our D&O insurance. Pat is working on finding a replacement policy.

Alex Bellenger left the meeting at 9:45 a.m.

**Motion #83** – The Finance Committee recommended that no changes be made to the current per diem and mileage rates for the FY 2017-2018. **ADOPTED**

**Motion #84** – Jane Niemeier moved that 1006.2 be changed to delete #3b4 and delete **tips** effective 7/1/17. ADOPTED

**Governance** - Sue Cochran asked that each committee check their portions of the Policies and Procedures for spelling and grammatical errors.

**Motion #85** – The Governance committee moves to amend Article V. Nominations and Elections, Section 1, Nominations. a. by deleting “on a previous nominations and elections committee” and inserting in its place “on a previous state board or state committee.” ADOPTED

**Leadership Development** – Cathy Foxhoven reported that there have been 3 leadership days held to date with 2 additional dates planned. The programs have been well received. Cathy thanked Ainsley Nies and Sharon Westafer for their significant contributions to the events and especially for providing extra support at the Los Angeles Leadership Day.

**Program** – Lynne Batchelor led a hearty discussion of what constituted a mission-based program.

Lynne was thanked for her service on the board. Donna Mertens presented her a token of her appreciation.

There was a short break at 10:35 a.m. The meeting resumed at 10:45.

**Public Policy** - Nancy Mahr reported on a possible pilot project for the Public Policy. We would match up each Tech Trek camp with a legislator. The committee feels that the legislators will be much more impressed with AAUW if they can see AAUW in Tech Trek Action.

Nancy thanked Sue Miller for all her work attending the coalition meetings in Sacramento.

Nancy raised a concern about branches taking on their own advocacy issues. AAUW-CA needs branches to follow the public policy plan. They are in the process of writing a policy.

Sue Miller is the California State coordinator for “Lobby Day” at the National Convention in June.

AB23 is a problem bill. The bill is to benefit LAUSD for a single sex magnet school for science. AAUW has a stance against single sex schools. The bill would open up many issues. If they change the bill to read “this bill is to support this one LAUSD pilot program” AAUW could then support the bill.

**SPOC** – Jane Neimeier reported on the awarding of the new grant to the Auburn branch for “Electrifying Art: A Maker Project”.

**Motion #85** – The SPOC committee moves to approve the Tech Trek Final Budget for 2017. ADOPTED

## **Open Issues**



There was a discussion about the Solo case.

Donna congratulated the newly elected board members.

We will be in Sacramento for Leadership Day and the BOD meeting. They will be held July 14<sup>th</sup> -16<sup>th</sup> at the Courtyard Marriott Cal Expo.

Donna Mertens believes change is healthy for the Board and asked the Directs to consider other position where they could contribute or benefit. She wants to have the committee chair assignments completed by mid-May. If applicable, give Donna a rationale why you need to stay in your current position and/or let her know what would help you grow.

Sandi Gabe has many ideas on how to organize the committees and how to make AAUW-CA grow.

Lynne Batchelor asked for a 10 minutes wrap up on the annual meeting. There has to be a transfer from SPF to AAUW-CA of the donation from Adobe for Speech Trek of the net amount.

Janice Lee commented on the cost of the Annual Meeting. We could move to a Courtyard by Marriott and possibly save some funds. We exceeded the room guarantee but did not make F&B (food and beverage).

There was no membership information available at the annual meeting. The community college senate was meeting at the hotel. This was a lost opportunity. Who dropped the ball? Marketing, Membership and C/U partners dropped the ball.

Malinda Gaul (National Board Member) thanked everyone for her time at the Annual Meeting and BOD meeting.

Donna Mertens adjourned the meeting at 11:50 a.m.

Deanna Arthur  
Secretary



## 2018 Convention Report

Donna Mertens, AAUW CA President, Janice Lee, AAUW CA Meetings Planner, and Kathleen Doty, 2018 AAUW CA Convention Manager met on April 4<sup>th</sup> to discuss in broad terms the structure of the 2018 Convention Program and in more specific terms a proposal for the fee schedule. (Location of the convention: Irvine Marriott Hotel) The following are the outcomes.

**2018 AAUW CA Convention Theme (proposed): Educated. Reasoned. Active.** (Thoughts on proposed theme: neutral terms yet descriptive of the positive attributes attendees represent that sets AAUW apart from other groups.)

### 2018 AAUW CA Convention Program Outline:

Friday, April 27, 2018

- President's Brunch
- Public Policy/Grass Roots Activism (afternoon session with public policy updates and grass roots activism training, no meal)
- Dinner plus Annual Meeting

Saturday, April 28, 2018

- Continental Breakfast for all attendees
- Workshops (4 concurrent 8:30-10:00 a.m. and 4 concurrent 10:15-11:45 a.m.)
- Luncheon plus Speech Trek
- Open Space
- Receptions (Legacy Circle plus a no host bar – concurrent events)
- Dinner/Gala

Sunday, April 29, 2018

- Continental Breakfast for all attendees
- Workshops (4 concurrent 8:30-10:00 a.m. and 4 concurrent 10:15-11:45 a.m.)
- Luncheon/Tech Trek 20<sup>th</sup> Anniversary Celebration

Question for the Board: Should there be a Connection Corner/Marketplace? If so, we recommend that it be a single day – Saturday.

## 2018 Convention Report (cont.)

### 2018 AAUW CA Convention Fee Schedule

Registration Fees	Early	Regular	Late
Full Convention Registration (includes S/S Continental Breakfast)	\$199	\$224	\$249
Student Registration		\$25	
Full Convention Volunteer Registration (verified by LAC)		\$135	
One Day Registration		\$135	
C/U Partner Representative Registration		\$135	
Package A: S/S Continental Breakfast, Friday Dinner/Annual Meeting, Sunday Luncheon	\$299	\$324	\$349
Package B: All of Package A PLUS Saturday Speech Trek Luncheon and Saturday Gala	\$399	\$424	\$449
Meal Charges a la carte			
<b>President's Brunch</b>		\$45	
Friday Dinner		\$62	
Saturday Lunch		\$50	
Saturday Dinner		\$75	
Sunday Lunch		\$50	

Note: hotel is being asked to create meals with inclusive costs not to exceed our proposed charges.



**AAUW CA Board of Directors  
Executive Committee Electronic Vote  
June 5, 2017**

**Attendance:**

Donna Mertens, President  
Jane Niemeier Vice President  
Pat Ferrer, CFO  
Deanna Arthur, Secretary

Donna Mertens sent an email requesting a formal vote on the Tech Trek staffing and stipends.

**MOTION #86:** Jane Niemeier moved that the AAUW CA Executive Committee approve the proposed Tech Trek staffing and stipends. Deanna Arthur seconded the motion.

The motion was passed unanimously.

Signed,

Deanna Arthur, AAUW CA Secretary

## Tech Trek Staffing

### Fresno

Becca Jennings	Director, Core Class Teacher	3400
Sue Jennings	Procurement, Asst. Dir	450
Leslie Edwards	Dorm Mom, Asst. Dir.	450
Dawna Hunder	Dorm Mom	100
Lauren Juarez	Dorm Mom	100
Natalie Martinez	Dorm Mom	100
Kelsey Churchill	Dorm Mom	100
Janet Betcher	Dorm Mom	100
Kim Monson	Teacher	1400
Lisa Milazzo	Teacher	1400
Megan Chang	Teacher	1400
Ashley Martin	Teacher, Workshop	1600

Ann Wimer	Teacher	1400
Jenna Perez	Counselor	
Colleen Busby	Counselor	150
Rose Wine	Counselor, Photographer	450
Sam Fischer	Counselor	150
Darby Sward	Counselor	150
Stephanie Torres	Counselor	
Emely Guillen	Counselor	
Brittany Collier	Counselor	

## Sonoma

Keller Rory	Co-Director	\$1,250
Benedetti Jeanne	Co-Director	\$1,250
Kirkpatrick Sandy	Dorm Mom	\$100
Harrison Judy	Dorm Mom	\$100
March Trinka	Dorm Mom/Workshop	\$400
Sotelo-Estis Eloise	Dorm Mom	\$100
Bartholomew Fran	Dorm Mom	\$100
Bawcom Julie	Dorm Mom	\$100
Lauper Judy	Dorm Mom	\$100
Shinkle Joan	Dorm Mom	\$100
Chandler Linda	Dorm Mom	\$100
Hanna Olivia Alt	Dorm Mom	
Yu Felicia	Teacher	\$1,700
Sutter Sande	Teacher	\$1,400
Fohner Nancy	Teacher/Workshop	\$1,700
Flasher Diana	Teacher	\$1,400
Wimer Ann	Teacher/Workshop	\$1,700
Abel Marlene	Workshop	\$300
Holmes Poppy	Workshop	\$300
Jamison Jo	Workshop	\$300
Khudyakov Jane	Workshop	\$300
Sullivan Carol	Workshop	\$300
Neuberger Yas	Workshop	\$300
Nicol Vera	Workshop	\$450
Lakzian Taravat (Tara)	Senior Counselor	\$100
Markham Jessica	Nurse	\$0
David Carmen	JC	\$0
Feemster Arianna	JC	\$0
Urbas Natalia	JC	\$0
Advani Rhea	JC	\$0
Connel Serena	JC	\$0

## Davis

Barnard, Debra	Dorm Mom	\$100
Benzing, Ebony	Dorm Mom	\$100
Facchini, Stephanie	Dorm Mom	\$100
Jewett, Candy	Dorm Mom	\$100
Mullen, Briana	Dorm Mom	\$100
Rose, Amy	Dorm Mom	\$100
Savelly, Penny	Dorm Mom	\$100
Strayer, Amy	Dorm Mom	\$100
Turner, Autumn	Dorm Mom	\$100
Anderson, Marcella	Counselors	\$0
Berry, Destinee	Counselors	\$0
Brown, Jessie	Counselors	\$0
Desai, Anjali	Counselors	\$0
Doan, Pearl	Counselors	\$0
Mann, Puneet	Counselors	\$0
Mantsch, Alex	Counselors	\$0
Patterson, Claire	Counselors	\$0
Schuld, Brooke	Counselors	\$0
De La Cruz, Jen	Teacher	\$1,400
Noakes, Cynthia	Teacher	\$1,400
Pantell, Cheryl	Teacher	\$1,400
Schroeder, Marlaina	Teacher	\$1,400
Yusufi, Sedikeh	Teacher	\$1,400
Caldwell, Trish	Staff	\$0
Holzgrafe, Carol	Staff	\$0
Johnson, Gail	Treasurer	\$200
Lane, Moreen	Staff	\$0
March, Trinkka	Staff	\$0
Reed, Rhonda	Staff	\$0
Rees, Martha	Co-Director	\$1,250
Rubin, Leslie	Nurse	\$300
Wheeler, Susan	Co-Director	\$1,250

## Curie

Pat Ivester	Director	\$2,500
Kea Jolicoeur	Assistant/Teacher	\$2,400
Judy Langstrom	Nurse	\$300
Elaine Benoit	Dorm Mom	\$100
Jean Dehner	Dorm Mom	\$100
Jane Guinther	Dorm Mom	\$100

Vicci Muehler	Dorm Mom	\$100
Chris Panero	Dorm Mom/Admin	\$400
Jane Winter	Dorm Mom	\$100
Susie Parrish	Dorm Mom	\$100
Sue Campbell	Admin	\$300
Donna Edwards-White	Teacher	\$1,700
Nancy Fohner	Teacher	\$1,700
Martina Lawler	Teacher	\$1,300
Ellen Witter	Teacher	\$1,900
Janet Armstrong	Teacher	\$1,300
Christina Noyes	Teacher	\$1,300
Robyn Peters	Media/Photos	\$200
Letha Saldanha	IT	\$300
Eileen Hutchinson	Media	\$300
Amanda Sarah Chan	Nurse Asst	\$100

## Irvine

Sylvia Fath	Director	2500.00
Jasmine mendoza	Social Media/Procurment	200
	Treasurer	400
Malia McDowell	Nurse	300
Kathy Arroyo	Dorm Mom	100
Aishwarya Bhasin	Dorm Mom	100
Anita Bayat	Dorm Mom	100
Blanca Hernandez	Dorm Mom	100
Faith Hsu	Dorm Monitor	100
Amanda Nguyen	Dorm Monitor	100
Jennifer Nguyen	Dorm Monitor	100
Jane Pace	Dorm Monitor	100
Hilen Rocha	Dorm Monitor	100
Adrianna Romero-Olivares	Dorm Monitor	100
Tanya Tabibian	Dorm Monitor	100
Yasmine Yajollahi	Dorm Monitor	100
Leticia Fernandez	Junior Counselor	
Charlotte Mcguey	Junior Counselor	
Stephanie Tran	Junior Counselor	
Memphis Despain	Junior Counselor	
Savannah Licciardello	Junior Counselor	
Theresa Lin	Junior Counselor	
Open		
Rebecca Jennings	Computer	1200
Debra White	Video Production	1200
Debra Dahlquist	Biology	1200

Cynthia Heinle	Robotics	1200
Mary O Connell	Enviromental Science	1200
Dwynn Famalette	Forensics	1200
Beverly Hill	Aerospace	1200

## San Diego

Antonia Lopez	Director	\$1,500
Joanna Schwend	Treasurer	
Patricia M Bull	Co-Director	\$1,000
Virginia Seaton	JC Coordinator	\$500
Christa Respondek	IT/Photo	\$500
Yolanda C. Huetten	Nurse	\$500
Grace Martin	Math	\$1,200
Donna Lundeborg	Anatomy	\$1,200
Saura Naderi	Robotics	
Tanya MacMartin	Biology	\$1,200
Jenn Sportsman	Chemistry	\$1,200
Linda Stinebaugh	Coding + Survey	\$1,400
Dwynn A Famalette	Forensics	\$1,200
Jennida Chan	Dorm Mom	\$100
Rozanne Child	Dorm Mom + Workshop x 4 + Mini Class x 3	\$450
Murriel Coleman	Dorm Mom	\$100
Pam Coon	Dorm Mom	\$100
Karen Cunningham	Dorm Mom + Workshop x 4	\$300
Ellen Dillon	Dorm Mom	\$100
Susan Duling	Dorm Mom	\$100
Judy Egan	Dorm Mom + Workshop x 4	\$300
Janice Heather	Dorm Mom	\$100
Tiffany Kwan	Dorm Mom	\$100
Elena Marsh	Dorm Mom	\$100
Susan Negrete	Dorm Mom	\$100
Amy Rieker	Dorm Mom + Workshop x 4	\$300
Gillian Simcox	Dorm Mom	\$100
Rosie Herrara ??	Dorm Mom (alt)	
Saira Bolanos	Senior Counselor	
Stephanie Tran	Senior Counselor	
Phoebe Anderson	Junior Counselor	
Kseniya Belysheva	Junior Counselor	
Gabby Decano	Junior Counselor	
Jazmine Gonzalez	Junior Counselor	
Katie Huynh	Junior Counselor	
Serena Jiao	Junior Counselor	



Cymone Nance  
Alenna Espades

Junior Counselor  
Technician

## Santa Barbara Week One

Monica Choudhury	Dorm Mom	100
Katelyn White	Dorm Mom	100
Amy Reiker	Dorm Mom	100
Carol Koch	Dorm Mom	100
Pat Grijalva	Dorm Mom	100
Lyndsay de Souza	Dorm Mom	100
Emily Johnson	Dorm Mom	100
Cathy Trivino	Dorm Mom	100
Judy Pfeil	PR	100
Susan Pease	Director	2500
Linda Stinbaugh	IT	500
Martha Lewkowitz	Nurse	300
Grace Martin	Teachers	1400
Scott Simon	Teachers	1400
Beverly Hill	Teachers	1400
Virginia Seaton	Teachers	1400
Linda Stinbaugh	Work Shop	

## Santa Barbara Week Two

Monica Choudhury	Dorm Mom	100
Katelyn White	Dorm Mom	100
Sarah Guidinger	Dorm Mom	100
Yamilex Chavez	Dorm Mom	100
Lorriane Erickson	Dorm Mom	100
Lyndsay de Souza	Dorm Mom	100
Emily Johnson	Dorm Mom	100
Narda Fargotstein	Dorm Mom	100
Judy Pfeil	PR	100
Susan Pease	Director	2500
Linda Stinebaugh	IT	500
Martha Lewkowitz	Nurse	300
Grace Martin	Teacher	1400
Scott Simon	Teacher	1400
Beverly Hill	Teacher	1400
Virginia Seaton	Teacher	1400

## Hopper

Moir, Melinda	Director	1,250
Buchner, Maureen	Director	1,250
Karr, Kelly	Nurse	300
Diaz, Victoria	Counselor	0
McNamara, Glynnis	Counselor	0
Alvarado, Jackie	Counselor, -18	0
Hausch, Tori	Counselor, -18	0
Kwan, Michelle	Counselor, -18	0
Mudgett, Molly	Counselor, -18	0
Scarpitti, Ally	Counselor, -18	0
Cushman, Jan	DormMom	100
Lamb, Marlene	DormMom	100
Le, Ellen	DormMom	100
Miller, Cynthia	DormMom	100
Uskert, Kathleen	DormMom	100
Walwyn, Christine	DormMom	100
Wilson, Colleen	DormMom	100
Humphreys, Frances	Back up Mom	
Erickson, Ann	future backup	
Chesler, Gail	App Inventor	1,400
Noyes, Christina	Cyber Security	1,400
Edwards-White, Donna	Forensics	1,400
Fohner, Nancy	Engineering	1,400
Witter, Ellen	Marine Bio	1,400
Ivester, Pat	Sub Teacher, 3D	
Saldanha, Letha	Sub Teacher, IT	300
Holl, Janet	Name tags	0
Benson, Harriet	Camp Registrar	200
Chesler, Gail	Camp Treasurer	300
Selz, Ginny	Antarctica	0
Fohner, Nancy	Astronomy	400
	Career Girls	0
Le, Ellen	Chem	0
McClure, Natalie	Chem - vit c	0
An-Chi Hwang, Angela	Design School	0
Jolicoeur, Kea	Flashlight	800
	Mad City	0
	Nano Tech	0
Feinberg, Danielle	Pixar	0
McClure, Jim	Star Gazing	0

Osborne, Liz	Structures	0
Ogle, Elise	VHIL	0
O'Neill, Kevin	Blood Lab	0
Meyer, Jerri-Ann	VMWare	0
Fohner, Nancy	Bing	200
Witter, Ellen	Marsh	200

DRAFT



**AAUW CA Board of Directors  
Executive Committee Electronic Vote  
June 8, 2017**

**Attendance:**

Donna Mertens, President  
Jane Niemeier Vice President  
Pat Ferrer, CFO  
Deanna Arthur, Secretary

**MOTION #87:** Pat Ferrer moved that the AAUW CA Executive Committee approve the attached Proposed AAUW CA FY 2017/18 budget.  
The motion was passed unanimously.

Signed,

Deanna Arthur, AAUW CA Secretary



## 2017-18 Appointments Committee Members

Committee Members	Committee Chairs
<b>AAUW Fund Committee</b>	<b>Sharon Westafer</b>
Louise Perrson	
Judy Horan	
Muriel Fry	
Nancy Mahr	
Liz Bathgate	
<b>Branch Support</b>	<b>Ainsley Nies</b>
Sharyn Siebert	
Sallyann Berendsen-North Coast	
Jan Ackerman-Ventura Co. IBC	
Harriet Tower	
Carlos Vargas-IBC Chair SF/SMCO	
Mary Vargas-IBC Liaison SF/SMCO	
Jean Simutus	
Carolann Ford	
Sharon Westafer	
Katy Garrison-Humbolt	
Eleanore Lavender	
Jean Curcuru	
Sabra Dupree	
<b>Communications</b>	<b>Sandi Gabe</b>
Randa Blanding	
Dawn Johnson	
Jim Doty-Perspective	
Eve Toles	
Elaine Wong Eakin	
Nancy Turner	
Sandra Scott	

Committee Members	Committee Chairs
<b>Development &amp; Marketing</b>	
<b>Finance</b>	<b>Pat Ferrer</b>
Deloris Mayuga	
Peggy Martin	
<b>Governance</b>	<b>Sue Cochran</b>
Dawn Johnson-Parliamentarian	
Jean Simutus	
Ruth Ann Hines	
Dianne Owens	
Cathy Foxhoven	
<b>Leadership Development</b>	<b>Cathy Foxhoven</b>
Liz Williams	
Harriet Gerza	
<b>Lead Dev - Leader on Loan</b>	
Kim Wilber	
<b>Membership</b>	<b>Deanna Arthur</b>
Carol Anderson	
Kathy Andreini	
Kay Odgers	
Sharon Siebert	
Reggie Sharpe	
<b>Membership - Diversity</b>	
Mitra Baghdadi	
<b>Membership - C/U Rep</b>	
Tina Byrne	
Ainsley Neis	
Dorothy Burke	
Lesley Danziger	
Jo Wagner	



## 2017-18 Appointments Committee Members

Committee Members	Committee Chairs
Kathy Toister	
Nominations & Elections	
Program	Jane Niemeier
Bakula Maniar	
Program - Financial Literacy	
Jan Cook	
Program - International Advocacy	
Indrani Chatterjee	
Public Policy	Charmen Goehring & Nancy Mahr
Claire Noonan	
Karen Jackle	
Michelle St Clair	
Kathi Harper	
Judy Pfeil	
Ginny Hatfield	

Committee Members	Committee Chairs
Archana Maniar	
Suzanne Doty	
Title IX	
Barbara Morrow Williams	
SPOC	Dianne Owens
Susan Negrete	
Carol Holzgrafe	
Rozanne Child	
Jane Niemeier	
Sandi Gabe	
YWTF - Moved to Membership	
Speech Trek	
Marlene Cain	Coordinator
Liz Jordan	Treasurer
Tech Trek	
Linda Steinbaugh	Coordinator
Harriet Tower	Co-Financial Liaison
Kaye Kidwell	Co-Financial Liaison



## July 2017 Quarterly Committee Report

### Board Report

President

### Submitted by

Donna Mertens

### Updates not included in Strategic Plan

- Solo Case Update.

### Items for Board Discussion

- Tech Trek MOU, Strategic Plan Goal Discussion.

### Motions

- None submitted.



## July 2017 Quarterly Committee Report

### Committee Name

AAUW Fund

### Submitted by

Sharon Westafer

### Updates not included in Strategic Plan

- None submitted.

### Items for Board Discussion

- Fund luncheons.

### Motions

- None submitted.





## July 2017 Quarterly Committee Report

### Committee Name

Branch Support

### Submitted by

Ainsley Nies

### Updates not included in Strategic Plan

- In-Person Visits – Q4 objective 3 visits
  - Drove to Ukiah, joined by Branch Liaison, to meet with branch Committee on Board Reorganization. Spoke briefly on brief board structure requirements and possibilities, and facilitated re-design discussion. Successful outcome. President's role split into 3 skill areas, including the required legal administrative contact, and had volunteers for each. No bylaws changes needed.
  - Met with Willits satellite President about leadership structure. She now has new ideas about how they might proceed post-satellite status (she's working with Sue C.).
  - Met locally with members of San Carlos branch board. Delivered alternate board design basics and provided reorganization consulting.
- Communication to Branch Support Comm. (IBC Chairs & Branch Liaisons)
- Q4 objective – 1 issue of Branch Support News
  - Instead: worked with Sandi to put BSC collection of branch best practices on the website so directly available to all members- <http://www.aauw-ca.org/branch-knowledge-sharing/> Will send updates as discovered.
- Communication as Branch Liaison –
- Q4 objective - 1 Branch Liaison communication per area
  - None (Tahoe/Truckee, North San Joaquin or South San Joaquin)
- Responded to Branch Requests/Questions
- Monterey Bay IBC Branch Liaison sent update on the Salinas branch – continued struggles to find/maintain leadership. Merge with Monterey Peninsula branch a good option but not totally accepted and has some complications (i.e. how TechTrek is handled). Liaison and several MP branch leaders met with Salinas leaders mid-June to discuss possibilities. Outcome, Salinas will continue as-is for next year. Their members will now receive MP branch newsletter and invitations to other activities.



## July 2017 Quarterly Committee Report

- Also, Liaison noted that at this point Santa Cruz has no president-elect or treasurer for the new year. Needs watching.
  - Email & call w/previous member of Laguna Hills branch – concern that branch will fold due to lack of leadership. Contacted Branch Liaison who is aware, will check in with branch and report status.
  - Question from Oakland-Piedmont branch about their Treasurer role. After discussion & clarifying emails, determined a governance question and forwarded to Sue C.
  - Concern from Petaluma branch - no volunteers to fill the President and President Elect positions. Traded email and phone calls, and made plans to visit. Volunteers stepped up before visit – problem solved.
  - Email from a Gilroy Co-President - they have a “leadership vacuum. They are an otherwise strong branch and concerned that their bylaws will prevent them from adopting an alternate board structure. Sent several questions about their bylaws and had follow-up call to discuss answers. She will take information to the board and get back to me.
- Leverage Leadership Development Training – 5/5, 5/20
  - Shared ideas from Branch Support News as appropriate.
  - Shared contact information when common branch concerns noted.
  - Updated Strategic Plan 1-C 5 “Collection” with feedback from Modeling the Value Promise sessions.
  - Gathered new ideas for Branch Knowledge Sharing.
- Director Activities:
  - Delivered two classes at the Riverside Leadership Day.
  - Delivered two classes at the Santa Barbara Leadership Day.

## Items for Board Discussion

- None submitted.

## Motions

- None submitted.



## July 2017 Quarterly Committee Report

### Committee Name

Communications

### Submitted by

Sandi Gabe

### Updates not included in Strategic Plan

- Branch Officer Report: Initiated process for branches to complete the Branch Officer Report. Notification sent to incoming and existing branch presidents via Board to Board, and email with two email reminders. As of July 5<sup>th</sup>, 31 branches have not submitted their incoming leadership team information. Each non-reporting branch President and President-Elect was sent an email directly from Communications (vs. mailchimp). Kathy Andreini and Ainsley engaged to assist. Kim will call each non-reporting branch to determine what assistance they need to submit the information.
- Email Migration: Initiated email migration project. Coding by vendor in progress. Testing and finalization to be completed by the communications team in early July.
- California Perspective: Summer edition distributed via print and email.

mail - print cost	\$2,849.01
Mail - # printed	8600
Mail costs	\$621.00
Postage	\$2,849.01
Copies mailed	8600
Emailed copies	15,275
Email undeliverable	1,106
Hard bounce	887
Soft bounce	219
Email opt-outs	108
Email – opened	33.10%
Email - clicked through	4.90%
Email cost	\$350.00

- Tools:
  - As requested in the April board meeting, tools to track board activities were identified, tested and implemented. Asana was chosen and configured for all



## July 2017 Quarterly Committee Report

board members. Orientation held and tips document created. April and July board tasks created and assigned.

- Doodle chosen as tool to track board votes between meetings. Documentation created and shared with board secretary.
- Created board vacation Google calendar.
- Website updates: Multiple updates made including:
  - State Leadership page updated with elected officers.
  - Funds documents updated for 2017-2018.
  - P&Ps posted. Bylaws removed per Governance request.

## Items for Board Discussion

- No items submitted for Board discussion.

## Motions

- None submitted.



## July 2017 Quarterly Committee Report

### Committee Name

Development and Marketing

### Submitted by

Deanne Arthur

### Updates not included in Strategic Plan

- None submitted.

### Items for Board Discussion

- No items submitted for Board discussion.

### Motions

- None submitted.



## July 2017 Quarterly Committee Report

### Committee Name

Finance

### Submitted by

Pat Ferrer

### Updates not included in Strategic Plan

- None submitted.

### Items for Board Discussion

- Proposed AAUW CA 2017/2018 Budget and Proposal Regarding Transfer of Funds from the Restricted Operations Account and Convention Account to the General Operations Checking Account.

### Motions

**Motion 1:** The Finance Committee recommends that the AAUW CA Board Directors adopt the proposed FY 2017/2018 Budget.

**Motion 1 Description:** This is a required action. A tentative budget was approved by the Executive Committee to allow the CFO to pay our bills. A budget needs to be approved by the board for the new fiscal year. It is subject to change in the January update.

- This is a required action. A tentative budget was approved by the Executive Committee to allow the CFO to pay our bills. A budget needs to be approved by the board for the new fiscal year. It is subject to change in the January update.

**Motion 2:** The Chief Financial Officer proposes that the 2016 California Convention and 2017 Annual Meeting Losses, \$27,232.35, absorbed by the Operations Checking account (15180) be reimbursed by the Convention Checking Account (15170), \$3,749.35, and Reserved Operations Account (15166), \$23,483.00.

**Motion 2 Description:** Due to the way bills are actually paid, some funds for convention and annual meeting were paid out of the General Operations Checking account for these activities contrary to our policies and procedures. Analysis found that the checking account paid \$27,232.35 of those expenses that should have paid by the Convention Fund. The Convention Fund is required to maintain a balance of \$50,000. As such,



### July 2017 Quarterly Committee Report

through 5/31/2017, only \$3,749.35 is available from the Convention Account. To make the checking account whole, I recommend that the remainder (\$23,483.00) be taken from our Restricted Operations account (balance of \$168,453.19 as of 5/31/2017.)

- This is a required action. A tentative budget was approved by the Executive Committee to allow the CFO to pay our bills. A budget needs to be approved by the board for the new fiscal year. It is subject to change in the January update.

## Proposed AAUW CA Budget FY 2017/2018

	6/30/2017	Actuals through 6/30	Proposed Budget	Note
<b>Revenue</b>				
Annual Meeting Income	4,884.68		0.00	Annual Meeting part of convention
Convention Income			75,000.00	Guesstimate--to be finalized later
Funds Assessment	6,655.00		6,655.00	Same as this year
Funds Luncheon Income	9,312.64		9,000.00	Same as this year
Total Insurance Income	46,051.00		46,805.00	Actual billed received
Interest Income	9.22		9.75	Estimate based on this year
State Projects Grant			1,000.00	Request this year
Leadership Days Income	3,131.37		2,000.00	Deliver only to Nor Cal ?
Total Membership Income	217,308.00		217,000.00	Actuals to 3/31/ Estimate same as this year
Other	0.00		5,000.00	Credit card points income
Prior Year Carryover	18,469.00		8,356.95	As currently calculated
<b>Total Revenue</b>	<b>\$ 305,820.91</b>		<b>\$ 369,826.70</b>	
<b>Gross Profit</b>	<b>\$ 305,820.91</b>		<b>\$ 369,826.70</b>	
<b>Expenditures</b>				
Annual Meeting Expenses	5,113.47		0.00	No annual meeting this year
Assesments - Funds	7,603.28		6,655.00	Same as this year
Auditing & Tax Prep	5,300.00		5,300.00	Same as this year
Bank Fees	11.50		18.00	\$1.50 a month X 12
CA Convention Expenses	-447.65		75,000.00	Guesstimate--to be finalized later
Committee Expenses				
Branch Support	1,442.68		1,500.00	Input from Ainsley
Communication	547.56		930.00	Input from Sandi
Executive Committee	130.17		150.00	Guesstimate
Finance	7.80		15.00	Input from Pat
Funds	496.32		550.00	Input from Sharon
Governance	223.99		150.00	Input from Sue
Leadership			500.00	Guesstimate
Marketing and Development			300.00	Input from Deanna
Membership	6.40		300.00	Input from Alex
Program	246.99		300.00	Guesstimate
Public Policy	3,003.30		5,000.00	Input from Nancy Mahr
State Project Oversight	122.41		800.00	Input from Jane
Young Women's Task Force (YWTF)			300.00	Guesstimate



<b>Total Committee Expenses</b>	<b>\$ 6,227.62</b>	<b>\$ 10,795.00</b>	
Dues to other orgs	375.00	<b>375.00</b>	Same as this year
Election Expense	1,418.86	2,000.00	Input from Sandi, + 1000 for paper ballots
Equip Lease	2,713.11	1,430.00	Ending 11/30/2017
Equip Purchase		3,000.00	Purchasing printer & computer
Funds Luncheon Expenses	7,885.36	9,000.00	Same as this year
Insurance Exp	45,607.00	46,400.00	Same as income
Leadership Days Expense	3,449.36	2,000.00	Same as income
Legal Fees	5,405.19	5,000.00	Input from Donna
Lobbyist	59,021.46	62,000.00	\$60K plus \$2K expenses
Miscellaneous Exp	3,331.68	1,000.00	Guesstimate
National Convention Registration	3,147.00	0.00	No national convention
<b>Total Payroll Expenses</b>	<b>33,725.57</b>	<b>38,000.00</b>	Same salary & hours (current raise only 6 mo)
Permits & Fees		100.00	Guesstimate
Postage & Shipping	12,668.94	9,000.00	Input from Sandi + estimate
President's Travel	6,530.41	4,000.00	Input from Donna
Printing and Copies	8,696.60	13,550.00	Input from Sandi + estimate
Rent Expense	8,633.85	9,350.88	Includes increase in January
Repairs and Maintenance		100.00	Guesstimate
State Projects Grant	500.00	1,000.00	Amount requested this year
Storage	1,784.00	1,458.00	Includes increase in January/actuals include shredding
Supplies	1,191.48	1,500.00	Increase for ink for printer
Suspense	7.99		
Taxes		150.00	Guesstimate
Telephone	506.61	312.00	Reduction due to no FAX line
Travel			
April BOD	10,669.82	11,400.00	Increase from this year
Ex Comm Travel	167.84	500.00	Guesstimate
January BOD	6,522.61	6,500.00	This years rounded
July BOD	17,935.44	20,000.00	Increase due to location
New Board Retreat	9,469.44	8,200.00	Assume lower cost
October BOD	7,553.80	7,600.00	This years rounded
<b>Total Travel</b>	<b>\$ 52,318.95</b>	<b>\$ 54,200.00</b>	
Unallocated Reserve		2,882.82	Calculated
Web	14,237.75	6,700.00	Input from Sandi
Workers Comp Insurance	499.57	550.00	Inflation
<b>Total Expenditures</b>	<b>\$ 297,463.96</b>	<b>\$ 369,826.70</b>	
<b>Net Operating Revenue</b>	<b>\$ 8,356.95</b>	<b>\$ 0.00</b>	

**AAUW California**  
**Statement of Financial Position**  
As of June 30, 2017

	<u>Total</u>	Note
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
Petty Cash	114.00	
UBS KH 15181 (Checking)	\$ 71,046.29	
UBS SJ 15166 (Rest Ops)		
Cash	8,506.05	
Exchange Traded Products	11,274.13	
Fixed Income	70,765.40	
Mutual Funds	77,910.98	
Total UBS SJ 15166 (Rest Ops)	\$ 168,456.56	
UBS SJ 15169 (Rest Project)		
Cash	6,953.67	
Exchange Traded Products	8,445.67	
Fixed Income	54,130.30	
Mutual Funds	56,752.11	
Total UBS SJ 15169 (Rest Project)	\$ 126,281.75	
UBS SJ 15170 (Conv/Conf)		
Convention Checking	21,853.36	
Fixed Income Fund	31,913.70	
Total UBS SJ 15170 (Conv/Conf)	\$ 53,767.06	
Total Bank Accounts	\$ 419,665.66	
Accounts Receivable		
Accounts Receivable	2,291.02	
Speech Trek Receivable	437.08	
Total Accounts Receivable	\$ 2,728.10	1
Other Current Assets		
Prepaid Expenses	14,601.95	
Rent Deposit	396.00	
Total Other Current Assets	\$ 14,997.95	
Total Current Assets	\$ 437,391.71	
Fixed Assets		
Accumulated Depreciation	-2,888.20	
Furniture and Equipment	4,007.98	
Total Fixed Assets	\$ 1,119.78	
Other Assets		
<b>TOTAL ASSETS</b>	<b>\$ 438,511.49</b>	
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Credit Cards		
UBS VISA Credit Card	1,279.42	
Total Credit Cards	\$ 1,279.42	
Other Current Liabilities		
Accrued Expenses	1,500.00	
Deferred Dues	80,340.00	

<b>Total Other Current Liabilities</b>	<b>\$</b>	<b>81,840.00</b>
<b>Total Current Liabilities</b>	<b>\$</b>	<b>83,119.42</b>
<b>Total Liabilities</b>	<b>\$</b>	<b>83,119.42</b>
<b>Equity</b>		
<b>Change in Investments</b>		-4,276.57
<b>Conf and Conv</b>		27,268.00
<b>Total Designated Net Assets</b>	<b>\$</b>	<b>27,268.00</b>
<b>Retained Earnings</b>		62,144.31
<b>Unrestricted Net Assets</b>		257,800.84
<b>Net Revenue</b>		12,455.49
<b>Total Equity</b>	<b>\$</b>	<b>355,392.07</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$</b>	<b>438,511.49</b>

Note 1. Erroneously reimbursed Speech Trek. Check cashed by SPF. Awaiting refund.

**AAUW CA**  
**Budgets vs Actuals FY 16 17**  
 July 2016 - June 2017

As of June 30 2017

	Total					Note
	Actual	Budget	Over Budget	Remaining	% of Budget	
<b>Revenue</b>						
Annual Meeting Income	4,884.68	2,000.00	2,884.68	-2,884.68	244.23%	1
Funds Assessment	6,655.00	6,300.00	355.00	-355.00	105.63%	
Funds Luncheon Income	9,312.64	9,000.00	312.64	-312.64	103.47%	
Total Insurance Income	46,051.00	50,000.00	-3,949.00	3,949.00	92.10%	
Interest Income	9.22	0.00	9.22	-9.22		
Leadership Days Income	3,131.37	1,500.00	1,631.37	-1,631.37	208.76%	
Total Membership Income	217,308.00	214,000.00	3,308.00	-3,308.00	101.55%	2
Prior Year Carryover	18,469.00	18,469.00	0.00	0.00	100.00%	
<b>Total Revenue</b>	<b>\$ 305,820.91</b>	<b>\$ 301,269.00</b>	<b>\$ 4,551.91</b>	<b>-\$ 4,551.91</b>	<b>101.51%</b>	
<b>Gross Profit</b>	<b>\$ 305,820.91</b>	<b>\$ 301,269.00</b>	<b>\$ 4,551.91</b>	<b>-\$ 4,551.91</b>	<b>101.51%</b>	
<b>Expenditures</b>						
Annual Meeting Expenses	5,113.47	2,000.00	3,113.47	-3,113.47	255.67%	
Assessments - Funds	7,603.28	6,260.00	1,343.28	-1,343.28	121.46%	
Auditing & Tax Prep	5,300.00	5,300.00	0.00	0.00	100.00%	
Bank Fees	11.50	200.00	-188.50	188.50	5.75%	
CA Convention Expenses	-447.65	0.00	-447.65	447.65		3
Committee Expenses			0.00	0.00		
Branch Support	1,442.68	1,500.00	-57.32	57.32	96.18%	
Communication	547.56	750.00	-202.44	202.44	73.01%	
Executive Committee	130.17	150.00	-19.83	19.83	86.78%	
Finance	7.80	50.00	-42.20	42.20	15.60%	
Funds	496.32	600.00	-103.68	103.68	82.72%	
Governance	223.99	350.00	-126.01	126.01	64.00%	
Leadership		1,100.00	-1,100.00	1,100.00	0.00%	
Marketing and Development		300.00	-300.00	300.00	0.00%	
Membership	6.40	450.00	-443.60	443.60	1.42%	
Program	246.99	500.00	-253.01	253.01	49.40%	
Public Policy	3,003.30	5,000.00	-1,996.70	1,996.70	60.07%	
State Project Oversight	122.41	500.00	-377.59	377.59	24.48%	
Young Women's Task Force (YWTF)		300.00	-300.00	300.00	0.00%	
<b>Total Committee Expenses</b>	<b>\$ 6,227.62</b>	<b>\$ 11,550.00</b>	<b>-\$ 5,322.38</b>	<b>\$ 5,322.38</b>	<b>53.92%</b>	
Dues to other orgs	375.00	1,000.00	-625.00	625.00	37.50%	
Election Expense	1,418.86	7,000.00	-5,581.14	5,581.14	20.27%	
Equip Lease	2,713.11	3,000.00	-286.89	286.89	90.44%	
Funds Luncheon Expenses	7,885.36	9,000.00	-1,114.64	1,114.64	87.62%	
Insurance Exp	45,607.00	45,607.00	0.00	0.00	100.00%	
Leadership Days Expense	3,449.36	1,500.00	1,949.36	-1,949.36	229.96%	
Legal Fees	5,405.19	100.00	5,305.19	-5,305.19	5405.19%	
Lobbyist	59,021.46	60,000.00	-978.54	978.54	98.37%	
Miscellaneous Exp	3,331.68	2,000.00	1,331.68	-1,331.68	166.58%	4
National Convention Registration	3,147.00	4,400.00	-1,253.00	1,253.00	71.52%	

Total Payroll Expenses	33,725.57	32,100.00	1,625.57	-1,625.57	105.06%
Permits & Fees		105.00	-105.00	105.00	0.00%
Postage & Shipping	12,668.94	15,000.00	-2,331.06	2,331.06	84.46%
President's Travel	6,530.41	7,000.00	-469.59	469.59	93.29%
Printing and Copies	8,696.60	15,000.00	-6,303.40	6,303.40	57.98%
Rent Expense	8,633.85	8,700.00	-66.15	66.15	99.24%
Repairs and Maintenance		100.00	-100.00	100.00	0.00%
State Projects Grant	500.00		500.00	-500.00	
Storage	1,784.00	1,344.00	440.00	-440.00	132.74%
Supplies	1,191.48	2,000.00	-808.52	808.52	59.57%
Suspense	7.99		7.99	-7.99	
Taxes		150.00	-150.00	150.00	0.00%
Telephone	506.61	564.00	-57.39	57.39	89.82%
Travel			0.00	0.00	
April BOD	10,669.82	7,500.00	3,169.82	-3,169.82	142.26%
Ex Comm Travel	167.84	500.00	-332.16	332.16	33.57%
January BOD	6,522.61	5,000.00	1,522.61	-1,522.61	130.45%
July BOD	17,935.44	17,935.00	0.44	-0.44	100.00%
New Board Retreat	9,469.44	6,500.00	2,969.44	-2,969.44	145.68%
October BOD	7,553.80	7,900.00	-346.20	346.20	95.62%
Total Travel	\$ 52,318.95	\$ 45,335.00	\$ 6,983.95	-\$ 6,983.95	115.41%
Unallocated Reserve		1,554.00	-1,554.00	1,554.00	0.00%
Web	14,237.75	13,000.00	1,237.75	-1,237.75	109.52%
Workers Comp Insurance	499.57	400.00	99.57	-99.57	124.89%
Total Expenditures	\$ 297,463.96	\$ 301,269.00	-\$ 3,805.04	\$ 3,805.04	98.74%
Net Operating Revenue	\$ 8,356.95	\$ 0.00	\$ 8,356.95	-\$ 8,356.95	

#### Notes

1. This year income and expenses for Convention and Annual meetings were separated
2. All dues received after 3/31/2017 presumed as 2017/2018 dues. Dues in March were evaluated and assigned to current year or as deferred.
3. Income for 2016 convention received this FY
4. Includes accrual for bills for this FY not yet received

#### Other Revenue

Investment income and expenses				
Dividend Income	\$ 8,396.46	\$ -	\$ 8,396.46	\$ (8,396.46)
Realized Gain/Loss Investments	-906.63	0.00	-906.63	906.63
Unrealized Gains	30,060.89	0.00	30,060.89	-30,060.89
Unrealized Losses	-11,577.19	0.00	-11,577.19	11,577.19
Total Other Revenue	\$ 25,973.53	\$ 0.00	\$ 25,973.53	-\$ 25,973.53
Other Expenditures				
Management Fees	3,305.99	0.00	3,305.99	-3,305.99
Total Other Expenditures	\$ 3,305.99	\$ 0.00	\$ 3,305.99	-\$ 3,305.99
Net Other Revenue	\$ 22,667.54	\$ 0.00	\$ 22,667.54	-\$ 22,667.54
Net Revenue	\$ 31,024.49	\$ 0.00	\$ 31,024.49	-\$ 31,024.49



## July 2017 Quarterly Committee Report

### Committee Name

Leadership Development

### Submitter

Cathy Foxhoven

### Updates not included in Strategic Plan

- Participated in four out of the five Leadership Days. Could not attend one due to a family death. Attended Half Moon Bay 50th Anniversary and presented the AAUW CA certificate. Have continued to market Leadership development in B2B and Perspective. Coordinated and executed the ST contest at the annual meeting that included securing judges. Have also marketed Speech Trek in B2B and Perspective. Have been heavily recruiting members for AAUW CA committees, especially Leadership Development and Speech Trek.

### Items for Board Discussion

- No items submitted for Board discussion.

### Motions

- None submitted.



## July 2017 Quarterly Committee Report

### Committee Name

Membership

### Submitted by

Alex Bellenger

### Updates not included in Strategic Plan

- Fullerton and Arcadia Branches have disbanded; Laguna Hills is in the process of disbanding.

### Items for Board Discussion

- No items submitted for Board discussion.

### Motions

- None submitted.



## July 2017 Quarterly Committee Report

### Committee Name

SPOC

### Submitted by

Jane Niemeier

### Updates not included in Strategic Plan

- Maura Jones completed a slideshow to be used by Tech Trek for ADA training. She had been working on a soundtrack to go with it, but this didn't work out. It is a good tool to use for all camp staff.

### Items for Board Discussion

- No items submitted for Board discussion.

### Motions

- None submitted.





## July 2017 Quarterly Committee Report

### Committee Name

Public Policy Co-Chair

### Submitted by

Nancy Mahr

### Updates not included in Strategic Plan

- The PP Committee initiated a new project this year. I worked with the Tech Trek Camp Directors to invite state Legislators to come to the opening session of each camp and welcome the campers and parents. We didn't have great success in securing legislators; only one legislator ended up participating. However, staff members were made aware of the camps and of AAUW. The Committee will evaluate the process and make revisions for 2018.
- Our legislative agenda had a broader scope this year, addressing several more issues than in 2016. Legislative updates can be accessed through the website.
- Sue Miller was the California coordinator for the Congressional appointments on Lobby Day at Convention. She also made presentations to the staffs of California's Senators.

### Items for Board Discussion

- No items submitted for Board discussion.

### Motions

- None submitted.



## July 2017 Quarterly Committee Report

### Committee Name

Program

### Submitted by

Lynne Bachelor

### Updates not included in Strategic Plan

- None submitted.

### Items for Board Discussion

- National change of year for their next convention.

### Motions

- None submitted.



## July 2017 Quarterly Committee Report

### Committee Name

Governance

### Submitted by

Sue Cochran

### Updates not included in Strategic Plan

- None submitted.

### Items for Board Discussion

- Moving forward on the vote for the change of classification status and bylaws updates, Articles of Incorporation.

### Motions

- None submitted.

## I. Build membership in AAUWCA through retention and recruitment.

I-A Provide tools and resources to help branches recruit members for a statewide increase of 2%.

Action Items	Responsible Committee	Deadline	Updates
1. Committee to make scripted personal contact to each Branch Membership VP to introduce themselves and establish on relationship on all things membership (e.g., progress, recruitment methods, branch needs, etc.)	Membership	10/8/2016	<b>October 2016 update</b> Expected completion 10/8/16. <b>January 2017 Update</b> Completed; continuing contacts if they have questions or issues. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete
2. Follow-up IA1 with an email containing a link to appropriate National or State pages and encourage continuing communication. Ask Branch Membership VPS to keep a tally of all new members and those not renewing.	Membership	10/8/2016	<b>October 2016 update</b> Expected completion 10/8/16 and ongoing for rapport/support. <b>January 2017 Update</b> Completed; ongoing if MVPs have questions or issues. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete
3. Solicit member and branch officer input on an article to be published in the Perspective and/or Board-to-Board.	Membership	Ongoing	<b>October 2016 update</b> Written, but not sent - planning to send soon. <b>January 2017 Update</b> Used article for Perspective instead; sending to branches isn't working because can't coordinate and no guarantee it will be used by branches. <b>April 2017 Update</b> Complete. Using Pamela Perkins-Dwyer's story in the California Perspective. <b>July 2017 Update</b> Complete
4. Send a Board-to-Board monthly email containing ideas on recruitment and retention.	Membership	Ongoing	<b>October 2016 update</b> Haven't gotten to yet. <b>January 2017 Update</b> Getting that information is tricky and impractical. <b>April 2017 Update</b> Since action item changed, easier to complete. Ongoing each month.

			<b>July 2017 Update</b> Ongoing. June B2B is on Give a Grad a Gift membership and Shape the Future membership redemption
5. Create and present Diversity and Inclusion information for annual meeting	Membership/ Diversity	4/22/2017	<b>October 2016 update</b> <b>January 2017 Update</b> No progress. <b>April 2017 Update</b> Change action item to "Convention". Finding new Diversity Subcommittee Chair due to nonresponse. <b>July 2017 Update</b> Diversity Subcommittee Chair found. Will submit vita.
6. Encourage use of list of national members in each district for branch membership recruitment	Membership	Ongoing	<b>October 2016 update</b> Sent instructions to Committee on how MVPs can get the list. <b>January 2017 Update</b> Completed. Used B2B. <b>April 2017 Update</b> Completed in one B2B, but will send reminder. <b>July 2017 Update</b> Complete.
7. NPR PSA message available to branches for distribution.	D&M	4/1/2017	<b>October 2016 update</b> No progress made as yet. April '17 still ETA. <b>January 2017 Update</b> No update submitted. <b>April 2017 Update</b> No progress possible - we must be a 501c3. <b>July 2017 Update</b> No update submitted.
8. Send PDFs (2 versions) of the Development and Marketing brochure.	D&M	10/1/2016	<b>October 2016 update</b> Their original plan appears impossible - other solutions being sought. <b>January 2017 Update</b> Complete. A PDF version of the M&D brochure is available on the website. Thanks to Sandi Gabe and Jim Holzgraf for working hard to make this happen. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete

I-B Provide tools and resources to assist branches in retaining membership at 90%.

Action Items	Responsible Committee	Deadline	Updates
1. Encourage all branches to include online payment option	Membership	2/5/2017	<b>October 2016 update</b> Need to collaborate with Finance. <b>January 2017 Update</b> No progress. <b>April 21017 Update</b> No progress, need to collaborate with Finance. May need to remove item. <b>July 2017 Update</b> No progress.
2. Send branches information on how to obtain ADA accommodations for members with disabilities	Membership	Ongoing	<b>October 2016 update</b> Will work on through B2Bs, monthly email to branches, and article for branch newsletters (1A3 and 1A4) - will get information from ADA site and LB member, Cacilia Kim. <b>January 2017 Update</b> No progress. <b>April 21017 Update</b> No progress. <b>July 2017 Update</b> Working with Sue Cochran and items to send the branches. Have to pass on to Deanna.
3. Encourage branches to connect new members with veteran members of similar interests	Membership	Ongoing	<b>October 2016 update</b> Will work on through B2Bs, monthly email to branches, and article for branch newsletters (1A3 and 1A4). <b>January 2017 Update</b> Completed. January B2B. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
4. Encourage branches to form interest groups specifically for younger women	Membership/ Diversity	Ongoing	<b>October 2016 update</b> Will work on through B2Bs, monthly email to branches, and article for branch newsletters (1A3 and 1A4). <b>January 2017 Update</b> Semi-completed (encouraged to recruit younger members). B2B and Perspective. <b>April 21017 Update</b>

			Semi-completed (encouraged to recruit younger members). Articles included in B2B and California Perspective. <b>July 2017 Update</b> Complete
5. Determine how to best measure diversity in branches/state to inform future goals	Membership/ Diversity	Jan- tentative	<b>October 2016 update</b> Ongoing. <b>January 2017 Update</b> Waiting on response from subcommittee. <b>April 2017 Update</b> No progress, finding new diversity subcommittee chair. <b>July 2017 Update</b> Found new subcommittee chair. Will submit vita soon. New diversity chair should work on this.
6. Develop orientation materials for branch membership VPs and direct branch membership VPs to existing materials	Membership	Ongoing	<b>October 2016 update</b> Completed through follow-up emails sent to MVPs in 1A1 and 1A2. <b>January 2017 Update</b> Completed. <b>April 2017 Update</b> Completed through email contact with MVPs. - may need to remove or combine with 1A1. <b>July 2017 Update</b> Complete

## I-C Model behaviors that enhance the visibility and appeal of AAUW.

Action Items	Responsible Committee	Deadline	Updates
1. Encourage branches to collaborate/outreach at least one community event and report back to the state	Membership	11/15/2016	<b>October 2016 update</b> Completed via Perspective article and first B2B. <b>January 2017 Update</b> Completed. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete
2. Outreach to branch Membership VPs to survey branch progress on membership growth, retention, and needs	Membership	4/15/2017	<b>October 2016 update</b> First contact with MVPs; ongoing. <b>January 2017 Update</b> Completed and ongoing. <b>April 2017 Update</b> Complete <b>July 2017 Update</b>

			Complete
3. Send branches information on how to outreach via social media (e.g., LinkedIn, Twitter, Facebook, etc.)	Membership/ Communications	12/15/2016	<b>October 2016 update</b> Incomplete. <b>January 2017 Update</b> Communications Update: "Tech Corner" containing information on common communication tools including pros, cons and costs developed and posted on website. <b>April 2017 Update</b> Complete. <b>July 2017 Update</b> Complete.
4. Send an article on membership retention to branch newsletter editors, coordinating with Branch Support, Leadership Development, and Programming	Membership	2/15/2017	<b>October 2016 update</b> Once article written (see 1A3). <b>January 2017 Update</b> See 1A3. Completed. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete
5. Initiate a collection of actions (with description & "how to" as needed) that will inspire and assist AAUW members to "walk the (AAUW Value Promise) talk." Design to be completed by Jan 15, 2017; 10 actions and plan for maintenance completed by April 15. Survey to test "inspire and assist" est. July 2017.	Branch Support	10/15/2016	<b>October 2016 update</b> Little progress - hope to have an outline/structure defined by 10/15. <b>January 2017 Update</b> Branch Support Update: Reworked initial structure. Need to review concept w/Membership and reword action item. <b>April 2017 Update</b> Design complete. Actions consolidated to 8, Maintenance Plan complete. Feedback and updates to be gathered in Leadership Training workshops (Mar-May). Additional task added - find online location for Collection. <b>July 2017 Update</b> Feedback and updates collected in Leadership Training workshops (Mar-May) as well as some branch visits. Working with Sandi on best online location for Collection.
6. Encourage branches to use Social Media. Be an example to the branches	D & M	ongoing	<b>October 2016 update</b> LACIC is currently using Facebook and is revitalizing its website. Looking for connection with other branches and interbranch councils to encourage them. <b>January 2017 Update</b>



			<p>Communications Update: We use Facebook, Twitter, Instagram and have a web presence. In order to highlight the success of these items we will include a highlight of a successful use of the tools in the monthly B2B publications.</p> <p><b>April 21017 Update</b> Complete. Highlighted the use of evite in the April B2B. Will highlight additional methods in the May and June B2B.</p> <p><b>July 2017 Update</b> Complete</p>
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I-D Provide tools and resources to increase California C/U partners by 20%.

Action Items	Responsible Committee	Deadline	Updates
1. Encourage branches to collaborate on at least one event at a C/U campus	Membership/C/U	Ongoing	<p><b>October 2016 update</b> September B2B encouraged branches to table on campus. Future B2B and Perspective articles will encourage other event participation.</p> <p><b>January 2017 Update</b> Completed.</p> <p><b>April 21017 Update</b> Completed via B2B articles (encouraged branches to collaborate on Equal Pay Day campus event in April; sponsor a student for NCCWSL; participate in Smart Start as a Facilitator or Ambassador; an article on "Thinking about having an event on a campus but not sure what to do?"; encouraged branches to have a C/U Coordinator)</p> <p><b>July 2017 Update</b> Complete</p>
2. Create a list of community colleges that match with branch(es) and communicate to branch(es). Send link to "How to recruit a C/U partner" publication	Membership/C/U	1/15/2017	<p><b>October 2016 update</b> This list is progressing and will be finished by the due date.</p> <p><b>January 2017 Update</b> Working on this.</p> <p><b>April 21017 Update</b> In progress (have to match 140 branches with 250 colleges and universities). For now, sending information to C/U Coordinators on viewing "How to Recruit a C/U Partner that is on the website."</p> <p><b>July 2017 Update</b></p>

			Ongoing
3. Create brief outline of C/U value to branch and to college	Membership/C/U	10/8/2016	<p><b>October 2016 update</b> In progress and we would like to put it on the website when we are finished.</p> <p><b>January 2017 Update</b> Ongoing through B2B and Perspective.</p> <p><b>April 2017 Update</b> Ongoing through B2B (esp. March) and Perspective. Encouraging C/U Coord. to look at the website for revised "Off the Shelf, Out of the Box," "C/U Coordinators Handbook," and "How to recruit a C/U Partner."</p> <p><b>July 2017 Update</b> Information on workbook put on the website.</p>
4. Encourage support for NCCWSL, Elect Her, SmartStart, Action Newsletter, Campus Project Grants, and Give a Grad a Gift with C/U campuses as recruitment tools for E-Student Affiliates	Membership/C/U	Ongoing	<p><b>October 2016 update</b> The Fall Perspective article encouraged support for NCCWSL. Other B2B and Perspective articles will encourage support for the other programs.</p> <p><b>January 2017 Update</b> Completed. Ongoing through B2B and Perspective.</p> <p><b>April 2017 Update</b> Completed. Ongoing through B2B, Perspective, C/U Coord. Handbook, and "How to Recruit a C/U Partner."</p> <p><b>July 2017 Update</b> Complete</p>
5. Create a Google Hangout for all parties to share ideas and issues - branches and/or C/U chairs, student organizations, and C/U partners.	Membership/C/U	10/8/2016	<p><b>October 2016 update</b> From Tina: Since you can only have 10 people "hanging out" we do not think this can be used for C/U Coordinators or C/U partners. It could be used for student organizations as there are 12 of those organizations in California.</p> <p><b>January 2017 Update</b> Ongoing through B2B and Perspective. Apparently Google Hangout is too confusing. Need to revisit. Maybe change to a Facebook page.</p> <p><b>April 2017 Update</b></p>

			Complete. This option is not going to work. <b>July 2017 Update</b> Complete
6. Encourage branches to sponsor student affiliate members or graduate students to attend NCCWSL.	Membership/C/U	Oct-Ongoing	<b>October 2016 update</b> Fall Perspective. The committee is attempting to reach all the partner schools that have not renewed (21 at this moment), through contacting branches and the schools, to encourage renewal. We are contacted by branches with questions and requests for support and we work with those branches as the need arises. <b>January 2017 Update</b> Ongoing through B2B and Perspective. <b>April 2017 Update</b> Completed via B2B and contact with members of branches, student orgs, and C/U institutions. Ongoing - subcommittee members are also talking to and answering questions for members of branches, student orgs, reps from institutions, and C/U Coords, and facilitating Smart Start workshops. Contacted partner colleges and universities in the Fall that had not renewed with very good results from our efforts. <b>July 2017 Update</b> Complete
7. Provide a local "Give a Grad a Gift" brochure to the branches and C/U partners	D & M	1/1/2017	<b>October 2016 update</b> The brochure has not been developed but tools have been created for branches. This quarter's focus will be the creation of the brochure. <b>January 2017 Update</b> A rough draft brochure will be available at the January board meeting. <b>April 2017 Update</b> Closed until after the National Convention in June 2017. <b>July 2017 Update</b> No brochure, but in B2B and Perspective, talk about give a grad a gift.

I-E Increase the number of YWTF chapters to a total of 5.

Action Items	Responsible Committee	Deadline	Updates
1. Educate and inform AAUW CA membership about YWTF and the relation to AAUW branches through at least 2 Perspective articles, emails and phone calls as necessary.	YWTF	6/10/2017	<p><b>October 2016 update</b> Article in fall Perspective, participated in conference call set up by national with members from CA and beyond, provided start up information to 2 branch members.</p> <p><b>January 2017 Update</b> Returned only one email this quarter with info re: local YWTF efforts in the LA area.</p> <p><b>April 2017 Update</b> Informal conversations with members regarding YWTF and its purpose and role with AAUW.</p> <p><b>July 2017 Update</b> Article in last Perspective regarding YWTF Stockton, responded to emails generated as result of article. Ongoing via emails, articles, visits with branches.</p>
2. Serve as a liaison to emerging YWTF chapters throughout the state, providing information about AAUW CA and branches as well as support.	YWTF	6/1/2017	<p><b>October 2016 update</b> Ongoing support via email with SF and Stockton Chapters, discussion with Sac State student affiliate about collaborating on chapter formation for graduates.</p> <p><b>January 2017 Update</b> Continued support of Stockton YWTF- participated in chapter conference call.</p> <p><b>April 2017 Update</b> Ongoing support via emails and Facebook of existing chapters as needed. In contact with National about YWTF future.</p> <p><b>July 2017 Update</b> Ongoing support via email, Facebook communication. Support from National has been stagnant.</p>
3. Foster collaboration between at least 5 YWTF chapters and nearby AAUW CA branches by connecting key parties and providing support via email and/or phone.	YWTF	6/1/2017	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> Continued encouragement of collaboration between Stockton AAUW and Stockton YWTF. Included Stockton YWTF in lobbying pilot group as well as on conference call with PP staff in DC.</p> <p><b>April 2017 Update</b></p>



## JULY 2017 Strategic Plan Update

			Working with AAUW Sacramento on how to support possible Sac State chapter efforts in creating YWTF chapter. <b>July 2017 Update</b> YWTF SF leader participated as workshop leader at Leadership Training Day-thanks, Cathy! Ongoing email support.
4. Offer physical support to emerging YWTF chapters at events as necessary and practical.	YWTF	6/1/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Need has not yet arisen. <b>April 2017 Update</b> Attending YWTF Stockton Launch event April 30. <b>July 2017 Update</b> Ongoing communication with YWTF Stockton.

## II. Develop and promote AAUWCA programs that support equity for women and girls to advance the mission of AAUW.

### II-A 20 branches will participate in Speech Trek.

Action Items	Responsible Committee	Deadline	Updates
1. Recruit branches through B2B and Perspective	Speech Trek	3/1/2017	<b>October 2016 update</b> 16 branches are planning to participate. <b>January 2017 Update</b> 18 branches are planning to participate. <b>April 2017 Update</b> Complete. 16 branches sent in their 1st place videos. Obviously the other two branches did not hold contest. The top five finalists have been chosen and notified. <b>July 2017 Update</b> 16 branches actually competed. Two branches never sent in their 1st place winners. New ST coordinator will contact those branches and try to assist them in the coming year.
2. Identify additional sponsorship	Speech Trek	4/1/2017	<b>October 2016 update</b> Shelley Mitchell continues to work on this. <b>January 2017 Update</b> Maura Jones has donated \$1000 to help pay for the lapel microphones at the state competition. <b>April 2017 Update</b>

			<p>Complete. A check for \$1000, written by the Half Moon Bay branch has been sent into SPF and itemized for Speech Trek. That money will be used to supplement the annual meeting costs. Looks promising that Adobe will sponsor Speech Trek in the coming year.</p> <p><b>July 2017 Update</b> Complete. Shelley Mitchell is once again attempting to get a grant/sponsorship through Cal Humanities.</p>
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II-B Increase participation in financial literacy programs by 10% (Flip, Start Smart, Money Trek, Work Smart)

Action Items	Responsible Committee	Deadline	Updates
1. Seek grant money to support additional resource development	Program	ongoing	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> Committee members continue to solicit.</p> <p><b>April 2017 Update</b> No funds received to date although committee continues efforts.</p> <p><b>July 2017 Update</b> No funds to date.</p>
2. Revise all modules to make more descriptive and attractive	Program	4/1/2017	<p><b>October 2016 update</b> Modules examined and changes suggested. Final approval and posting in the works.</p> <p><b>January 2017 Update</b> Subcommittee editing with initial submissions due January 30.</p> <p><b>April 2017 Update</b> Completed.</p> <p><b>July 2017 Update</b> Complete.</p>
3. Create new modules for retirees and widows	Program	Sept. 2017	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> Subcommittee gathering info.</p> <p><b>April 2017 Update</b> Still in idea/info gathering stage.</p> <p><b>July 2017 Update</b> Needs to be continued to next year.</p>

4. Publicize resources such as Bizkids, etc.	Program	ongoing	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Financial literacy chair has publicized on website and via articles. <b>April 2017 Update</b> Financial literacy rep has info on website. <b>July 2017 Update</b> Website and Perspective used. Ongoing publicity.
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II-C 20 branches will submit for mission-based program recognition.

Action Items	Responsible Committee	Deadline	Updates
1. Contact branch presidents and program chairs to encourage submissions	Program	10/1/2016	<b>October 2016 update</b> B2B articles. <b>January 2017 Update</b> B2B and Perspective Articles. Individual contacts in February. <b>April 2017 Update</b> B2b/perspective. Committee assigned to contact via phone or email branch presidents. <b>July 2017 Update</b> Branches submitted for awards
2. Re-evaluate program of the month	Program	6/1/2017	<b>October 2016 update</b> Awaiting submissions. <b>January 2017 Update</b> Applications submitted and approved. <b>April 2017 Update</b> Applications submitted <b>July 2017 Update</b> Concept needs to be explored in July. If kept must change way to organize.
3. Develop guidelines for mission based programs	Program	10/1/2016	<b>October 2016 update</b> Helene Carr, in process. <b>January 2017 Update</b> Helene is finalizing information. <b>April 2017 Update</b> Work in progress by Helene Carr. <b>July 2017 Update</b> Helene agreed to update original but I recommend that committee rewrite in July instead.

4. Educate members on program resources	Program	ongoing	<b>October 2016 update</b> Website rewrite. <b>January 2017 Update</b> B2B and Perspective articles. <b>April 2017 Update</b> b2b, perspective, website. <b>July 2017 Update</b> B2B, Perspective, website.
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II-D Each year branches will deliver 50% of their programs as mission-based.

Action Items	Responsible Committee	Deadline	Updates
1. Request schedules from branches	Program		<b>October 2016 update</b> Requested Oct B2B. <b>January 2017 Update</b> <b>April 2017 Update</b> Of samples received 100% met or exceed target. <b>July 2017 Update</b> Despite individual contacts only 1/6 responded all of whom had 100%.
2. Provide information and encourage participation in Leadership: Yesterday, Today, tomorrow	Program	ongoing	<b>October 2016 update</b> Perspective article, 2 B2B articles, conference call 9/17/16. <b>January 2017 Update</b> Perspective article, b2b, conference calls on 10/25/11/22 and 12/17 with notes by host, <b>April 2017 Update</b> Perspective, b2b. Conference calls completed for chapters 1-7. Scheduled to complete book study in June (accelerated timeline). <b>July 2017 Update</b> Final call on 7/27. Two year project so next year Malala for Leadership today needs to be studied.
3. Provide information on international women's issues and suggestions for programs for International Women's Day	Program	3/31/2017	<b>October 2016 update</b> Subcommittee researching info. <b>January 2017 Update</b> Information on issues posted to web. Subcommittee developing list of programs for International Women's Day to be posted to website. <b>April 2017 Update</b> Postings on website. <b>July 2017 Update</b> Website updated.



II-E Present an annual meeting/convention with an overall evaluation of "good" or above and 60% of branches attending.

Action Items	Responsible Committee	Deadline	Updates
1. Set focus in consultation per P&P	Program	5/1/2017	<b>October 2016 update</b> Applicable? <b>January 2017 Update</b> Completed. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
2. Contact presenters and speakers	Program	8/1/2017	<b>October 2016 update</b> Not applicable. <b>January 2017 Update</b> Completed. <b>April 21017 Update</b> completed <b>July 2017 Update</b> Complete
3. Encourage branches to attend	Program	ongoing	<b>October 2016 update</b> Applicable? <b>January 2017 Update</b> Committee are encouraging via IBC and other meetings. <b>April 21017 Update</b> Complete. Communications Update: Invitation sent to all Branch Leadership as well as all members in the 3 branches with participating Speech Trek contestants. Event posted on website and Facebook. <b>July 2017 Update</b> Complete
4. Find sponsors or receive grants to lower the cost of the Annual Meeting to a reasonable amount.	D & M	1/1/2017	<b>October 2016 update</b> No progress to date but several possible sponsor have been identified. <b>January 2017 Update</b> Maura Jones will be donating \$1000 from Adobe for the annual meeting. <b>April 21017 Update</b> No additional donations to date. Working on a list of potential donors to pass on from corporations sponsoring other Women's Events. <b>July 2017 Update</b> No update submitted.

### III. Foster professional growth of new and current leaders to enable branches and the state to further the mission of AAUW.

#### III-A Develop and refine branch leadership.

Action Items	Responsible Committee	Deadline	Updates
1. Develop workshops, venues & dates	Leadership	Dec. B2B, Perspective	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> Four workshops have been scheduled March-May 2017.</p> <p><b>April 2017 Update</b> Held the West Bay Leadership Day on March 11th. 28 registered and it was well received. Other Days are upcoming. Have had difficulty in getting the Southeast IBC/San Diego IBC to commit to May 6.</p> <p><b>July 2017 Update</b> Five leadership days were completed by May 20th. Planning on doing a leadership day in the North (Redding) in the Fall and possible San Diego.</p>
2. Develop Job-Alike-Just in Time Video	Leadership	1-Jun-17	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> Most presenters have been notified - they will be developed in the New Year and hopefully completed by June 2017.</p> <p><b>April 2017 Update</b> Planning to have the President, Treasurer videos filmed by Kim Wilber sometime at the annual meeting.</p> <p><b>July 2017 Update</b> To date, three videos have been filmed: Secretary, Programs &amp; non-traditional boards. Pending are Treasurer, Membership and Big/Small Boards.</p>

#### III-B Plan and conduct leadership development in a minimum of six geographically diverse regions.

Action Items	Responsible Committee	Deadline	Updates
1. Plan workshops for North, Far North, Central Coast, San Diego, LA & East N.	Leadership	12/15/2016	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b></p>

			<p>North (Redding), East Bay/Central, Los Angeles and West Bay leadership days have been scheduled. Santa Barbara/SLO and San Diego are still pending.</p> <p><b>April 21017 Update</b> Far North (Redding) May 6 was cancelled. West Bay, Los Angeles, East Bay and Santa Barbara are all scheduled and registration has begun.</p> <p><b>July 2017 Update</b> Please refer to III, #1 - same information.</p>
2. Select venue & date	Leadership	12/15/2016	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> March 11th (West Bay), Los Angeles (March 25th), East Bay (April 1st), Redding (May 6th).</p> <p><b>April 21017 Update</b> West Bay had 28 attendees and was successful. Upcoming Days are on the website and registration has begun. Pending is Southeast/San Diego and Redding.</p> <p><b>July 2017 Update</b> West Bay, Los Angeles, East Bay, Riverside &amp; Santa Barbara all received Leadership Days. Evaluations will be shared at the Leadership Weekend.</p>
3. Distribute and market publicity on leadership events to entities outside of AAUW.	D & M	ongoing - based on dates of Leadership Days	<p><b>October 2016 update</b> No leadership days have been identified.</p> <p><b>January 2017 Update</b> The committee will begin work after the next conference call.</p> <p><b>April 21017 Update</b> Complete. Communications Update: Event opened to public on Eventbrite and posted on front page of website.</p> <p><b>July 2017 Update</b> Complete</p>
4. Investigate possibility of CEUs for attendance at leadership days and/or state convention.	D & M	TBD	<p><b>October 2016 update</b> No progress to date.</p> <p><b>January 2017 Update</b> No progress to date.</p> <p><b>April 21017 Update</b> No progress to date.</p> <p><b>July 2017 Update</b> No update submitted.</p>

5. Collect (in person when possible) IBC/branch input regarding content, format and other aspects of the training, to help develop a product of high value to the users.	Branch Support	15-Oct-16	<b>October 2016 update</b> <b>January 2017 Update</b> Completed. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete
III-C Provide Job-Alike-Just in Time Video Tutorial for incoming officers.			
1. Identify Presenters	Leadership	10/15/2016	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Presenters are identified and most have been notified. <b>April 2017 Update</b> Hopefully, President & Treasurer will be filmed by Kim Wilber at the annual meeting. <b>July 2017 Update</b> Ainsley Nies - Non-traditional branches, Kathleen Doty, Secretary, Cathy Foxhoven, Program, Donna Mertens, Treasurer, Kathy Andreini, Membership, Dianne Owens, large & small boards. The last 3 are still pending.
2. Survey branches for leadership development training preferences and needs – topics, style, setting, and location	Branch Support	10/15/2016	<b>October 2016 update</b> Request and instructions sent to all IBC Chairs and Branch Liaisons late July/early Aug. Calls made & reminders sent early/mid Sept. To Date: 11 branches and 3 IBCs responded with data. 4 IBCs replied IBC meetings late Sept and will send data after. <b>January 2017 Update</b> Completed. Nov. 1, 2016. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete
3. Create Consistent Format	Kim Wilber	1/15/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> <b>April 2017 Update</b> <b>July 2017 Update</b> The editing for these will be done in the office using Windows Moviemaker. Per my previous, informal status report, all videos should be ready to post by September 1st.

III-E Encourage leadership growth through local lobbying efforts.

Action Items	Responsible Committee	Deadline	Updates
1. Identify up to 10 branches who are interested in lobbying at the local level.	L & A Subcommittee	10/1/2016	<p><b>October 2016 update</b> As of 9/30, 5-6 branches identified, still reaching out to additional branches.</p> <p><b>January 2017 Update</b> Pilot group formed with 9 branches and 1 YWTF chapter.</p> <p><b>April 21017 Update</b> Goal achieved.</p> <p><b>July 2017 Update</b> Complete</p>
2. Mentor/educate interested branch members about lobbying and advocacy best practices through program in a box, webinars, web links, and leadership day workshops.	L & A Subcommittee	2/1/2017	<p><b>October 2016 update</b> Article in B2B garnered several interested branches, reaching out to target others.</p> <p><b>January 2017 Update</b> Emails outlining plans for subcommittee/pilot group sent to all members of group, tour of Capitol planned and executed with approximately 20 members representing 6/10 branches, article in Perspective regarding Capitol tour.</p> <p><b>April 21017 Update</b> Email contact with pilot group as we wait for PP committee's legislative package. Created and held workshop at East Bay Leadership Day on Lobbying and Advocacy. Found lots of interest in our efforts.</p> <p><b>July 2017 Update</b> Ongoing email support of pilot branches. Should this be moved to the PP committee?</p>
3. Track progress and report to PP committee at least quarterly.	L & A Subcommittee	6/1/2017	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> Email with progress noted sent to PP committee in January.</p> <p><b>April 21017 Update</b> Email to be sent in the next week with updates.</p> <p><b>July 2017 Update</b> Update to be given to committee on Leadership Day.</p>

4. Collaborate w lobbyist on strategies and procedures for involving local members in lobbying efforts.	L & A Subcommittee	10/1/2016	<p><b>October 2016 update</b> Conference call set with Lobbyist and subcommittee for Oct 5.</p> <p><b>January 2017 Update</b> Conference call held between lobbyist, subcommittee leaders, PP committee chair and DC based grassroots advocacy chair for AAUW re: materials, webinars avail to use for lobbying education.</p> <p><b>April 21017 Update</b> Discussions at PP meeting with Lobbyist. Reaching to DC based grassroots advocacy chair for additional support.</p> <p><b>July 2017 Update</b> Email discussion with Shannon and Alicia ongoing re best way for branches to be involved and helpful. Should this be moved to the PP committee?</p>
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#### IV. Increase donations to the AAUW Fund.

##### IV-A Introduce members to fellowship and grant recipients.

Action Items	Responsible Committee	Deadline	Updates
1. Encourage fellows to present a short video of themselves and their research to post on the website.	Fund (with Web Team)	11/1/2016	<p><b>October 2016 update</b> Fellowship recipients contacted say they're too busy or don't have access to video equipment. Committee working on videos of Fund luncheons.</p> <p><b>January 2017 Update</b> Fellows contacted indicated they are busy with travel and studies. Committee feels that the luncheon videos will suffice. Videos of Fellowship recipients who attended Fund luncheons and their presentations are on AAUW CA website.</p> <p><b>April 21017 Update</b> Completed via videos of Fund luncheons.</p> <p><b>July 2017 Update</b> Complete</p>
2. Schedule AAUW Fund recipients to speak at branches and IBC meetings	Fund	June 2016 (ongoing)	<p><b>October 2016 update</b> 1 recipient scheduled to speak in November. An LAF litigant scheduled to speak in January and February. 7 requests for 2017 pending.</p> <p><b>January 2017 Update</b></p>

			<p>19 speaking engagements are scheduled at branches in 2017 and 3 requests are pending. 3 recipients spoke at branches in November and December.</p> <p><b>April 21017 Update</b> 30 speaking engagements scheduled for 2016-2017. 3 recipients spoke at branches in November and December. 2 engagements pending.</p> <p><b>July 2017 Update</b> 32 speakers scheduled.</p>
3. Post information about Fellowship and Grant recipients studying in California in 2016-17 on AAUWCA website	Fund (with Web Team)	12/1/2016	<p><b>October 2016 update</b> Information sent to Web team. They are waiting until the site is moved to its new home before they post it.</p> <p><b>January 2017 Update</b> Completed. 11/16.</p> <p><b>April 21017 Update</b> Complete</p> <p><b>July 2017 Update</b> Complete</p>
4. Have Fund luncheons regionally in California.	Fund	6/1/2017	<p><b>October 2016 update</b> 2 luncheons scheduled in October and 1 scheduled in February. 1 LAF luncheon scheduled in January.</p> <p><b>January 2017 Update</b> 1 LAF luncheon is scheduled in January in Pomona and 1 Fund luncheon is scheduled in February with Central Coast IBC. 2 luncheons held in October with 250 members attending and 13 Fellowship and Grant recipients making presentations.</p> <p><b>April 21017 Update</b> Complete. 60 members attended LAF luncheon in January in Pomona and 80 members attended Fund luncheon, which featured LAF litigant, in February.</p> <p><b>July 2017 Update</b> Complete</p>

## IV-B Streamline the ability to donate.

Action Items	Responsible Committee	Deadline	Updates
1. Accept credit card payments			<p><b>October 2016 update</b> Link to National site on Fund page.</p> <p><b>January 2017 Update</b> Completed 11/16.</p>

			<b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
2. Have a donate button on the website.		8/1/2016	<b>October 2016 update</b> Link to National site on Fund page. <b>January 2017 Update</b> Completed 11/16. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
3. Encourage CA branches to donate to the AAUW Fund as well as to AAUWCA unfinished endowments.	Fund	6/1/2017	<b>October 2016 update</b> One endowment scheduled to be completed by end of October. Donations at the end of 2nd quarter exceed donations for all of 2016. <b>January 2017 Update</b> Jean Aldrich endowment completed. 12/16. As of the end of the 3rd quarter, \$1, 514, 218.33 has been contributed to AAUW by CA members and branches, far exceeding 2015 donations. <b>April 21017 Update</b> \$1,958,609.27 contributed to the AAUW Fund by CA members and branches in 2016. <b>July 2017 Update</b> Complete
4. All board members donate to the AAUW Fund, amount at their discretion.	Fund (with Board)	12/1/2016	<b>October 2016 update</b> Will have information in February if not before. <b>January 2017 Update</b> As of end of 3rd quarter, 8 board members have donated to AAUW Fund. <b>April 21017 Update</b> 11 of 12 board members donated to the AAUW Fund in 2016. <b>July 2017 Update</b> 11 of 12 board members donated in 2016.

IV-C Educate members about the AAUW Fund.

Action Items	Responsible Committee	Deadline	Updates
1. Increase educational materials sent to branches.	Fund	June 2017 (ongoing)	<b>October 2016 update</b> Information included in B2B and in emails to branch Fund V.P.s or anyone requesting it. <b>January 2017 Update</b>



			<p>Materials continue to be provided. Committee chair spoke at Rancho Bernardo branch meeting in November.</p> <p><b>April 21017 Update</b> Information provided through California Perspective, B2B, state website, emails and phone calls. Ongoing.</p> <p><b>July 2017 Update</b> Web pages updated.</p>
2. Educate members about the philanthropic aspects of the AAUW mission and the concept of unrestricted giving.	Fund	June 2017 (ongoing)	<p><b>October 2016 update</b> Information included in B2B and in emails to branch Fund V.P.s</p> <p><b>January 2017 Update</b> See above.</p> <p><b>April 21017 Update</b> Ongoing.</p> <p><b>July 2017 Update</b> Web pages updated.</p>
3. Film the Fund luncheon(s) for posting on YouTube	D & M	10/1/2016	<p><b>October 2016 update</b> <b>January 2017 Update</b> Completed. 10/16</p> <p><b>April 21017 Update</b> Complete</p> <p><b>July 2017 Update</b> Complete</p>

## V. Advocate for legislation and policies that promote equity for all women and girls.

V-A Advocate AAUW CA positions on pertinent legislation regarding at least 3 policy issues.

Action Items	Responsible Committee	Deadline	Updates
1. Confirm public policy priorities with member input by sending out a survey to be completed by each branch	Public Policy	Fall 2016	<p><b>October 2016 update</b> Oct B2B notified branches of meeting approach to reviewing and revising priorities. Dec 20, 2016 deadline. Reporting form to be sent to branches by October 10.</p> <p><b>January 2017 Update</b> Input and draft document completed December 2016.</p> <p><b>April 21017 Update</b> Proposed PP Priorities for 2017-19 published in winter Perspective. Member vote on proposed priorities will take place in May.</p> <p><b>July 2017 Update</b> Complete</p>

<p>2. Identify, take positions, and monitor legislation in California consistent with AAUW CA public policy priorities.</p>	<p>Public Policy</p>	<p>3/31/2017</p>	<p><b>October 2016 update</b> This will be part of the new legislative session which begins in January 2017.</p> <p><b>January 2017 Update</b> Public Policy Committee will meet with lobbyist in March 2017.</p> <p><b>April 21017 Update</b> The Committee met with lobbyist on March 10/11, 2017. Bills were reviewed. Committee determined priority bills for our advocacy efforts in the current legislative session. The April 2017 Board to Board communication was a summary of the Committee's meeting and issue areas of the priority bills. A bill list will be available through the AAUW CA website.</p> <p><b>July 2017 Update</b> Advocate Shannon Smith-Crowley is handling our priority bills as they move through the legislature. Opportunities to address bills continue through September. Updates are added to our bill list which is accessed through the AAUW CA website.</p>
<p>3. Use Action Alerts and social media to provide legislative information to members and to encourage members to communicate with legislators/governor.</p>	<p>Public Policy</p>	<p>ongoing</p>	<p><b>October 2016 update</b> Action alerts have been issued on priority bills in August and September 2016. Shannon Smith-Crowley has issued "tweets" on several pieces of legislation in September.</p> <p><b>January 2017 Update</b> No update submitted.</p> <p><b>April 21017 Update</b> As bills move through the Legislature and on to the Governor, Shannon Smith-Crowley will notify PP Co-Chairs of the need for member action and Action Alerts will be sent out. Shannon will also use Twitter on some pieces of legislation. In the March 2017 Board to Board, we reported suggestions given in a public policy conference call with national for using media, including social media, in advocacy efforts.</p> <p><b>July 2017 Update</b> Action alerts have been issued on 3 bills at significant points in their progress through</p>

			the legislature. Shannon Smith-Crowley has posted some bill information on Twitter.
4. Develop a Public Policy Brochure stating our priorities for 2017 – 2019.	Public Policy	4/1/2017	<p><b>October 2016 update</b> The brochure will be developed and printed following the receipt of member input.</p> <p><b>January 2017 Update</b> Member input completed and draft document developed December 2016. Brochure will be printed following member vote in the spring.</p> <p><b>April 2017 Update</b> Brochure will be printed following the member vote in May 2017. Brochure will be available for July Leadership Training event.</p> <p><b>July 2017 Update</b> Complete</p>

V-B Implement national voter education program in 50 branches

Action Items	Responsible Committee	Deadline	Updates
1. Study and take positions on qualified 2016 initiatives prior to Nov election.	Public Policy		<p><b>October 2016 update</b> Missing due to input error of President.</p> <p><b>January 2017 Update</b> Completed November 2016. Information printed in Perspectives and posted on website.</p> <p><b>April 2017 Update</b> Completed November 2016. The next time frame for ballot measures is November 2018, unless the Legislature places a special measure on the ballot before that date.</p> <p><b>July 2017 Update</b> Complete</p>
2. Provide branches with resource information about the November 2016 election.	Public Policy	Fall 2016	<p><b>October 2016 update</b> Missing due to input error of President.</p> <p><b>January 2017 Update</b> Election information provided via branch messages, B2B, Perspectives, and website. Completed November 2016.</p> <p><b>April 2017 Update</b> Completed November 2016.</p> <p><b>July 2017 Update</b> Complete</p>

3. Committee members will work with Branch Support to contact IBCs and branches to offer assistance and stimulate participation in Get-Out-the Vote (GOTV) activities.	Public Policy	Fall 2016	<b>October 2016 update</b> Missing due to input error of President. <b>January 2017 Update</b> Completed November 2016. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
4. Use Google group and other contact options to solicit reports on branch participation.	Public Policy	Fall 2016	<b>October 2016 update</b> Missing due to input error of President. <b>January 2017 Update</b> Completed November 2016. Used B2B and branch messages to request election activity reports. Report form emailed to all branches. 33 branches reported. <b>April 21017 Update</b> Completed November 2016. Forms developed for branch survey can be refined and used to obtain branch input in the future. <b>July 2017 Update</b> Complete

V-C Observe Pay Equity Day with at least 15 branches holding events and at least 70 highlighting PED in their newsletters.

Action Items	Responsible Committee	Deadline	Updates
1. Send a pay equity insert email to all branches	D & M	4/1/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Planning is in progress regarding content of message. <b>April 21017 Update</b> No action was taken. <b>July 2017 Update</b> Article on pay equity and Equal Pay Day was sent to branches in February 2017.
2. Provide information resources and on ways branches can support PED.	Public Policy	February March 2017	<b>October 2016 update</b> Resources will be posted on the website and the March B2B will include reference to that web page. <b>January 2017 Update</b> April 4 is PED. Links to state and national resources will be sent to branches in February. <b>April 21017 Update</b>

			<p>February Board to Board message reminded branches to begin planning for Pay Equity Day activities. Article sent to branches in February that outlined ways to highlight Pay Equity Day and provided resources. Part of that article was suggested for publication in branch newsletters. Pay Equity Day was April 4, 2017.</p> <p><b>July 2017 Update</b> Complete for 2017.</p>
3. Write an article on PED for branches to use in their newsletters.	Public Policy	2/1/2017	<p><b>October 2016 update</b> A member of the PP Committee has taken responsibility for writing the article in February to be sent to the branches in March 2017.</p> <p><b>January 2017 Update</b> Article will be sent in February and posted on website.</p> <p><b>April 2017 Update</b> Article on PED was sent to branches in February 2017. A portion of that article was appropriate for publication in Branch newsletters.</p> <p><b>July 2017 Update</b> Complete for 2017.</p>
4. Use Google group and other contact options to solicit reports on branch participation.	Public Policy	Mar-Apr 2017	<p><b>October 2016 update</b> PP Committee will work with the Communications Committee to set up this program. Due to the extra work for Communications in August - October, we have not begun work on this at this time.</p> <p><b>January 2017 Update</b> PP Committee will work with Communication Committee on this task.</p> <p><b>April 2017 Update</b> The Committee has not set up a Google Group at this time. We have asked the web team to send out specific messages to branch PP Chairs and Presidents (as some branches do not have PP Chairs). Establishing a Google Group is still a goal.</p> <p><b>July 2017 Update</b> We did not form a Google group, but have used targeted emails to reach branch Public Policy chairs. We did not obtain data on branch participation in 2017.</p>

V-D Develop and implement plan for branches to distribute new Title IX resources to public school districts in their communities

Action Items	Responsible Committee	Deadline	Updates
1 Work with the AAUW CA Title IX Coordinator.	Public Policy	ongoing	<p><b>October 2016 update</b> Sue Miller has been in contact with the Coordinator to set up a process for work on Title IX.</p> <p><b>January 2017 Update</b> Title IX Coordinator is now under Public Policy. Sue Miller is working with coordinator - ongoing.</p> <p><b>April 2017 Update</b> Sue Miller continues to contact Title IX Coordinator.</p> <p><b>July 2017 Update</b> Title IX Coordinator did not interact with the PP Committee.</p>
2. Provide information to branches on Title IX compliance requirements.	Public Policy	11/1/2017	<p><b>October 2016 update</b> Information has been posted on the AAUW website.</p> <p><b>January 2017 Update</b> Material is available on AAUW national website. Branches have been directed to this site.</p> <p><b>April 2017 Update</b> Completed Dec 2016. However, as Title IX issues develop, the PP Committee will inform branches. Information on Title IX is available on both the AAUW California and National websites.</p> <p><b>July 2017 Update</b> Completed for 2017.</p>
3. Solicit reports from branches on their participation.	Public Policy	Spring 2017	<p><b>October 2016 update</b> This will take place in 2017. A process for obtaining the reports has not yet been developed.</p> <p><b>January 2017 Update</b> A report form similar to that used for the election activities report will be developed and emailed to all branches.</p> <p><b>April 2017 Update</b> The Committee will be developing the report form in conjunction with the Communications Committee. The target date is June 2017.</p>

			<b>July 2017 Update</b> This item was not completed.
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## VI. Develop governance policies and fiscal strategies to provide responsible stewardship of the resources of AAUWCA.

### VI-A Determine 3 areas of controllable costs for reasonable/competitive bids annually.

Action Items	Responsible Committee	Deadline	Updates
1. Determine areas	Finance	10/31/2016	<b>October 2016 update</b> Need to assess impact of actions by Communications Chair. Still seeking competitive bids for insurance. <b>January 2017 Update</b> Complete. Limited to insurance. <b>April 21017 Update</b> Complete. Based on discussion with insurance broker and our committee member that is a licensed insurance broker, as no insurance company would bid on our insurance needs last year other than Philadelphia due to the open claim at that time, now with another open claim, we believe that no one again will bid on our insurance proposal other than Philadelphia. <b>July 2017 Update</b> Complete
2. Develop strategies/Seek competitive bids	Finance	3/31/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Insurance bid not through our broker will be obtained from one insurer. <b>April 21017 Update</b> See above. <b>July 2017 Update</b> Even Philadelphia refused to bid on D&O insurance this year. We were able to find another insurer.
3. Adjust FY 2017/18 Budget	Finance	5/31/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Will not be done until 07/2017. <b>April 21017 Update</b> See above.

			<b>July 2017 Update</b> Will evaluate with the approval of the proposed FY 2017/2018 budget.
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VI-B Increase participation in MPP 10% from 2016 level.

Action Items	Responsible Committee	Deadline	Updates
1. Determine branches not participating	Finance	10/1/2016	<b>October 2016 update</b> Completed 7/20/16 <b>January 2017 Update</b> Complete. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
2. Contact all branches not participating with benefits of MPP	Finance	10/31/2016	<b>October 2016 update</b> Subject of late September/early October call with Finance Committee <b>January 2017 Update</b> Not all finance committee members have completed this task. <b>April 21017 Update</b> Completed in January 2017. <b>July 2017 Update</b> Complete
3. Follow up with the 20 branches with highest membership	Finance	12/31/2016	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Still awaiting completion finals report from committee members. <b>April 21017 Update</b> Completed in January 2017. <b>July 2017 Update</b> Complete
4. Ask National for MPP participants	Finance	3/31/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> No change. <b>April 21017 Update</b> Complete. 65 Branches now signed up for MPP. <b>July 2017 Update</b> Complete



5. Assess steps for next year	Finance	6/30/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> No change. <b>April 21017 Update</b> Continue to use B2B to encourage MPP in future. <b>July 2017 Update</b> Continue to use B2B to encourage MPP in future.
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## VI-C Evaluate policies and procedures for state projects as necessary.

Action Items	Responsible Committee	Deadline	Updates
1. Revise TT P & P, taking out unnecessary references to SPF.	SPOC	10/1/2016	<b>October 2016 update</b> Complete – September 2016. <b>January 2017 Update</b> Complete. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
2. Update TT P & P with an anti-discrimination section	SPOC	10/1/2016	<b>October 2016 update</b> Complete – September 2016. <b>January 2017 Update</b> Complete. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
3. Develop a model for interviewing TT girls	SPOC	1/1/2017	<b>October 2016 update</b> In progress. <b>January 2017 Update</b> Complete. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
4. Finish ADA training video		4/1/2017	<b>October 2016 update</b> In progress. <b>January 2017 Update</b> Work has not progressed on this item. <b>April 21017 Update</b> In progress. <b>July 2017 Update</b> Complete

5. Develop guidelines to evaluate dorm moms, teachers, classes and overall camp programs	SPOC	4/1/2017	<p><b>October 2016 update</b> In progress.</p> <p><b>January 2017 Update</b> TT leaders have asked us not to do this. Camp directors have their own ways of evaluating.</p> <p><b>April 2017 Update</b> This goal has been eliminated.</p> <p><b>July 2017 Update</b> Complete</p>
6. Send TT and ST P & P to branches	SPOC	10/1/2016	<p><b>October 2016 update</b> Delayed due to update of TT P&amp;P – December 2016.</p> <p><b>January 2017 Update</b> Speech Trek P&amp;P have been sent to branches. Tech Trek P&amp;P are being revised.</p> <p><b>April 2017 Update</b> Tech Trek P &amp; P have not been finalized due to the changes happening at the national level.</p> <p><b>July 2017 Update</b> Tech Trek P &amp; P have not been finalized due to changes happening at the national level.</p>
7. 20 branches will participate in Speech Trek	SPOC	1/1/2017	<p><b>October 2016 update</b> 16 currently.</p> <p><b>January 2017 Update</b> 18 currently.</p> <p><b>April 2017 Update</b> Complete. 16 participated.</p> <p><b>July 2017 Update</b> Complete</p>
8. Research alternate funding for Speech Trek	SPOC	1/1/2017	<p><b>October 2016 update</b> Shelley Mitchell is working on this.</p> <p><b>January 2017 Update</b> Shelley Mitchell continues her work.</p> <p><b>April 2017 Update</b> Complete. \$1000 received from Maura Jones and Adobe.</p> <p><b>July 2017 Update</b> Complete</p>
9. Procure policy and procedure documents for state projects and review for compliance with state general policies and procedures	Governance	4/1/2017	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> TT P&amp;P's have been reviewed and revised to reflect areas of responsibility for AAUW CA per LOA with National. Will be presented at board mtg. for action.</p>



## JULY 2017 Strategic Plan Update

			<b>April 21017 Update</b> Complete. <b>July 2017 Update</b> Complete
VI-D Establish new state projects.			
Action Items	Responsible Committee	Deadline	Updates
1. Develop a policy and a form that branches can use to submit proposals for new project grants	SPOC	4/1/2017	<b>October 2016 update</b> Complete – September 2016. <b>January 2017 Update</b> Complete. <b>April 21017 Update</b> One grant awarded. <b>July 2017 Update</b> Complete

VI-E Assure that all AAUW CA governance documents are aligned with mandatory National AAUW wording and State of California corporate regulations for non-profit entities.

Action Items	Responsible Committee	Deadline	Updates
1. Bring Articles of Incorporation and Bylaws into alignment with required wording for a PUBLIC BENEFIT CORPORATION.	Governance	Dec 31st 2016 when full membership vote not required. May 21st 2017 for items requiring full membership vote	<b>October 2016 update</b> In process, pending Oct. discussion with legal representation with National. <b>January 2017 Update</b> Received A of C from all but one incorporated branch --- that one is being supplied by the CA SOS office and has yet to arrive. Considering it's missing indicates not current changes and the branch is probably OK. Needed to procure these before we addressed the state issue as we planned to deal with branch problems at the same time as the state. Have determined there are no issues with the incorporated branches with their A/C and the attorney is moving forward with the CA SOS to hopefully resolve the issue without requiring a membership vote. Attorney has been directed that we must know where we stand ASAP. <b>April 21017 Update</b> Attorney has sent letter to AG, determination will be forthcoming in about a month. Action to be taken will be determined by the response of the AG and SOS.

			<b>July 2017 Update</b> No update submitted
2. Review all policies and procedures for AAUW CA for compliance and continuity	Governance	5/1/2017	<b>October 2016 update</b> In process. May 21, 2017 for any items requiring a full membership vote. <b>January 2017 Update</b> Ongoing. <b>April 2017 Update</b> Ongoing. <b>July 2017 Update</b> No update submitted
3. If required, manage the communications to the general membership for a required vote on the change in the Articles of Incorporation.	Governance	5/31/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Pending --- attorney working with SOS office at this time. <b>April 2017 Update</b> Pending. <b>July 2017 Update</b> No update submitted
4. Prepare recommendations for future revisions to bylaws.	Governance	4/1/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Pending resolution of Articles of Incorporation issue. Have ID'd a couple of items for future consideration. <b>April 2017 Update</b> One recommendation being brought forth at board meeting pertinent to the nominations committee chair and need for a broader base of selection for the position. <b>July 2017 Update</b> No update submitted
5. Review the list of branch documents on file with National to id those that pose problems	Governance	10/1/2016	<b>October 2016 update</b> Will be completed by 10/31/16. <b>January 2017 Update</b> Moratorium still in place. <b>April 2017 Update</b> Moratorium on changes lifted, branches notified, branches moving forward to meet

			the June deadline negotiated with the National Governance Officer. All branches have AA agreements on file with National. <b>July 2017 Update</b> No update submitted
6. Contact those branches whose governance documents are not in compliance and assist them in bringing their documents into compliance.	Governance	3/31/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Moratorium still in place. <b>April 21017 Update</b> Ongoing with committee members spear heading this piece. <b>July 2017 Update</b> No update submitted
7. Upon completion of action items 1 & 2 confer with National to assure that all AAUW-CA branch documents on file at the close of the AAUW year are in full compliance.	Governance	6/15/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Pending. <b>April 21017 Update</b> Pending determination from CA AG & SOS. <b>July 2017 Update</b> No update submitted

## VII. Support branches, board, and committees communication needs through efficient use of technology and available staff resources.

VII-A Acknowledge all communication requests within 1 business day indicating who the request is assigned to and anticipated completion date.

Action Items	Responsible Committee	Deadline	Updates
1. Develop roles and responsibilities for communication team members for processing requests	Communications	9/30/2016	<b>October 2016 update</b> In progress. Will be finalized with website migration. <b>January 2017 Update</b> Help Desk tool implemented to allow receipt and processing of all requests. Roles and Responsibilities for Communications team members identified and documented. Complete. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete

2. Develop request process	Communications	9/30/2016	<p><b>October 2016 update</b> Complete. Will continue to use web team email process.</p> <p><b>January 2017 Update</b> Complete.</p> <p><b>April 2017 Update</b> Complete</p> <p><b>July 2017 Update</b> Complete</p>
3. Develop capability to track and respond to requests	Communications	9/30/2016	<p><b>October 2016 update</b> Complete. Tracking form initiated.</p> <p><b>January 2017 Update</b> Complete.</p> <p><b>April 2017 Update</b> Complete</p> <p><b>July 2017 Update</b> Complete</p>
4. Develop posting guidelines for AAUW - CA website posting	Communications	9/30/2016	<p><b>October 2016 update</b> Deferred until after website in production.</p> <p><b>January 2017 Update</b> Submission process established and posted in two areas of the website. Guidelines for social media posting being evaluated. Will review and leverage guidelines from AAUW National.</p> <p><b>April 2017 Update</b> Identified online resources that can be used to create social media posting guidelines. Communications team is reviewing and adjusting for our use with anticipated completion by June 2017.</p> <p><b>July 2017 Update</b> No progress this quarter.</p>
5. Develop roles and guidelines for posting to social media sites (website, Facebook, Twitter etc.) including appropriate content and style guides	Communications	4/1/2017	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> Guidelines for social media posting being evaluated. Will review and leverage guidelines from AAUW National.</p> <p><b>April 2017 Update</b> Identified online resources that can be used to create social media posting guidelines. Communications team is reviewing and adjusting for our use with anticipated completion by June 2017.</p> <p><b>July 2017 Update</b> No progress this quarter.</p>

## VII-B Implement website redesign to resolve unsupported server technology

Action Items	Responsible Committee	Deadline	Updates
1. Submit proposal for website redesign	Communications	1-Aug-16	<b>October 2016 update</b> Complete. Proposal submitted and approved at July BOD meeting. <b>January 2017 Update</b> Complete. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
2. Survey Branch Leadership and Board members on website. B2B recipient's, Full Board	Communications	1-Aug-16	<b>October 2016 update</b> Complete. Proposal submitted and approved at July BOD meeting... <b>January 2017 Update</b> Complete. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
3. In conjunction with Web consultant, create and manage project plan	Communications	8/15/2016	<b>October 2016 update</b> Complete. Project initiated. <b>January 2017 Update</b> Complete. Website migrated 10/17. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
4. Implement website redesign	Communications	9/30/2016	<b>October 2016 update</b> In progress. Anticipated delivery October 2016. <b>January 2017 Update</b> Complete. Website migrated 10/17. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete

## VII-C Maximize use of Google for Business

Action Items	Responsible Committee	Deadline	Updates
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1. Evaluate use of alias model for emails	Communications	8/1/2016	<b>October 2016 update</b> Complete. Reviewed all aliases and removed unneeded addresses. <b>January 2017 Update</b> Complete. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete
2. Evaluate use of groups for effective communication across organization	Communications	8/1/2016	<b>October 2016 update</b> Complete. Reviewed all groups and resolved issues with newsletter groups. <b>January 2017 Update</b> Complete. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete
3. Evaluate use of related tools such as hangouts, and drive	Communications	4/1/2017	<b>October 2016 update</b> No update submitted. <b>January 2017 Update</b> Communications team and Board using Google docs and other tools such as join.me and skype. Complete. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete
4. Investigate Google grants for free advertising on their site.	D & M	4/1/2017	<b>October 2016 update</b> No progress to date. <b>January 2017 Update</b> Thanks to Sandi Gabe for investigating further with Google to ascertain that we MUST be a 501.3 to use their free advertising program. Completed 12/16. <b>April 2017 Update</b> Complete <b>July 2017 Update</b> Complete

VII-D Engage IBCs, branches and the board in determining communication needs and submitting content for publications and online presence

Action Items	Responsible Committee	Deadline	Updates
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1. Survey IBCs, branches and board leadership to determine communication needs	Communications	1/31/2017	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> Survey created.</p> <ol style="list-style-type: none"> <li>1. Website survey completed in August</li> <li>2. California Perspective survey designed and will be included in Winter California Perspective and sent out electronically in January.</li> <li>3. Survey about B2B utilization anticipated in January.</li> </ol> <p><b>April 2017 Update</b> Complete</p> <p><b>July 2017 Update</b> Complete</p>
2. Create an action plan in response to survey results	Communications	2/28/2017	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b></p> <ol style="list-style-type: none"> <li>1. Website survey results used in website redesign</li> <li>2. CA Perspective survey results will be evaluated and reported at April board meeting.</li> <li>3. B2B Survey results will be evaluated and reported at April board meeting.</li> </ol> <p><b>April 2017 Update</b> California Perspective survey results created and submitted to AAUW CA Board for review and action in April 2017. See attachment. B2B survey process will be moved to 2017-2018 and prioritized with the goals established for next year. Several surveys were sent to branch leaders and members this year and we are approaching a time when branch leaders need to focus on entering Branch Officer Report changes.</p> <p><b>July 2017 Update</b> B2B survey to be moved to 2017-2018 year.</p>
3. Develop mechanism to solicit contributions to Board to Board	Communications	10/1/2016	<p><b>October 2016 update</b> Complete. Initiated reminder system to encourage submissions.</p> <p><b>January 2017 Update</b> Complete.</p> <p><b>April 2017 Update</b> Complete</p> <p><b>July 2017 Update</b> Complete</p>

4. Create list of publication dates for use by communications team	Communications	9/1/2016	<p><b>October 2016 update</b> Complete. Posted to website calendar.</p> <p><b>January 2017 Update</b> Complete.</p> <p><b>April 2017 Update</b> Complete</p> <p><b>July 2017 Update</b> Complete</p>
5. Identify editing team participants and develop a procedure for document review	Communications	8/15/2016	<p><b>October 2016 update</b> Complete.</p> <p><b>January 2017 Update</b> Complete.</p> <p><b>April 2017 Update</b> Complete</p> <p><b>July 2017 Update</b> Complete</p>
6. Develop process to solicit content to keep website fresh.	Communications	3/31/2017	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> Published an article in December B2B to solicit additional team members to work with Committee chairs to keep website material fresh. Current Communications Committee members assigned to act as liaisons to state committees with the goals of 1) understanding committee communication needs and review and incorporate them in the website and 2) encourage periodic website updates to keep information on website current.</p> <p><b>April 2017 Update</b> All committee chairs notified of their Communications Team liaison. Some teams have met with their liaison but most have not. The communications team would like to meet with committees during the Leadership Day to review their website presence with the committee. Committee liaisons will be adjusted to reflect addition of two committee members.</p> <p><b>July 2017 Update</b> Several committees reviewed website details at June board retreat. The communications team is working on a process to evaluate any content submitted for appropriate publication either in B2B,</p>

			<i>California Perspective</i> , or website. Establish new due date at July Leadership Meeting.
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VII-E Develop a records retention and document access policy (broader than the website) and apply to website

Action Items	Responsible Committee	Deadline	Updates
1. Categorize types of information displayed on website	Communications	10/1/2016	<b>October 2016 update</b> Complete. Only sensitive documents will require password protection. <b>January 2017 Update</b> Complete. Reviewed with BOD in October Meeting. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
2. Recommend security process for website	Communications	10/1/2016	<b>October 2016 update</b> In progress. Will be communicated to Board at October meeting. <b>January 2017 Update</b> Complete. Reviewed with BOD in October Meeting. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete
3. Incorporate access process in website redesign	Communications	10/1/2016	<b>October 2016 update</b> Complete. Only sensitive documents will require password protection. <b>January 2017 Update</b> Complete. <b>April 21017 Update</b> Complete <b>July 2017 Update</b> Complete

VII-F Inform branch and state leadership of available communications tools

Action Items	Responsible Committee	Deadline	Updates
1. Develop reference guide to state and national communications tools and include in fall admin packet			<p>Communications 8/20/2016</p> <p><b>October 2016 update</b> Complete. Included in packet.</p> <p><b>January 2017 Update</b> Complete.</p> <p><b>April 2017 Update</b> Complete</p> <p><b>July 2017 Update</b> Complete</p>
2. Develop educational materials about available communications mechanisms and how to make the most of them.	Communications	12/31/2016	<p><b>October 2016 update</b> No update submitted.</p> <p><b>January 2017 Update</b> "Tech Corner" containing information on common communication tools including pros, cons and costs developed and posted on website.</p> <p><b>April 2017 Update</b> Complete. Tech Corner will continue to be updated.</p> <p><b>July 2017 Update</b> Complete</p>