

Board to Board

A Communication from the

AAUW California Board to Branch Boards

[View web version](#)



Annual Meeting Reminder

April 18, 2020, 1-3 pm

We've increased the security of the meeting to assure that only members can join. Each member will receive a meeting reminder via email with a link to register for the meeting this week.

We all know there is currently a new normal. However, we can still enjoy some of our old normal. The following reminds us of the important things we can enjoy. Going outdoors is not canceled, listening to music is not canceled, quality time with our families is not canceled, reading a book is not canceled, sharing with friends is not canceled, singing out loud is not canceled, laughing is not canceled. Sharing Hope with others has not been canceled. Let's Embrace what we have.

Jottings with Jane...

Cathy Foxhoven and Jane Niemeier, Co-Presidents, AAUW California, statepresident@aauw-ca.org

PATIENCE IS A VIRTUE

During these strange and trying times, it is good to have a lot of patience. We were all looking forward to a wonderful convention in April, but as the COVID-19 virus spread, Cathy and I started getting messages from our members telling us to cancel. Well, we knew that if we canceled too early, we would lose \$45,000 to the Westin Hotel. So we waited patiently until the governor declared that there could be no meetings larger than 50 (which later became no meetings period), and then we canceled. Consequently, we got all of our money back.

We recently found out that our CEO, Kim Churches, was able to cancel NCCWSL for 2020 with no penalty for our organization. This she did by taking her time and negotiating with the university where NCCWSL was to be held.

During a phone call with Tech Trek Leaders from all over the country, Kim Churches asked that all Tech Trek camps be canceled for 2020. She mentioned that even if the "Stay at Home" order is lifted by June, people will still have to practice social distancing.

What I need to know: The 2020 AAUW California Convention, NCCWSL, and Tech Trek have all been canceled.

What I need to do: Watch for updates on the next steps for all of these events.

Should I include this in my branch newsletter? Yes, it is important to keep all members as updated as possible.

Therefore I will be calling all of the universities where we have camps to ask them to cancel our camps. We are concerned not only with the health and safety of our campers, but we also want to protect our camp volunteers and teachers, many of whom are in the high-risk category. We are hoping that the universities will rollover any payments that we have made to 2021.

Stay tuned for more information.

AAUW FUND

Dianne Owens, Director, AAUW Fund Committee Chair, aaufund@aauw-ca.org

AAUW FUND AT THE ANNUAL MEETING, APRIL 18th

Please join us for our Annual Meeting on Saturday, April 18th on Zoom. A reminder invitation will be sent to each member prior to the meeting. We must think of novel ways to meet during these unusual times, so hope to SEE you there!!

At the Annual Meeting, you will learn the Top 10 branches for total contributions to AAUW Fund and the Top 10 branches per capita! A booklet with this information and other 2019 highlights will be sent to each branch with the 1st Quarter Contribution Report for 2020.

The 2019 State Named Gift Honoree will also be announced at the Annual Meeting. We are all going to miss our state convention and the GALA celebration, but we will do the best we can to honor this special AAUW member who has done so much to support the AAUW mission and AAUW Fund.

If your Branch Named Gift Certificate(s) haven't arrived yet, they will soon! Stay well.

COLLEGE/UNIVERSITY (C/U) COMMITTEE

Donna Lilly, C/U Committee Chair, cu@aauw-ca.org

E-STUDENT AFFILIATE VIRTUAL CONNECTION

Branch members can email all e-student affiliates (e-SAFs) on their local AAUW partner campus to offer students the opportunity to apply for a branch scholarship to be awarded in 2020 or 2021 (depending on which year the branch scholarship committee decides to award them).

What I need to know: The AAUW California Annual Meeting will be held on April 18th via Zoom. At that meeting, several AAUW Fund announcements will be made.

What I need to do: Branches may want to remind members about the upcoming Annual Meeting and how members can join it.

Should I include this in my branch newsletter? An updated invitation will be sent to each member prior to the meeting with joining instructions.

What I need to know: Branch members can contact e-student affiliates on their local AAUW partner campus regarding information about branch scholarships.

What I need to do: Retrieve your e-students' email addresses from National's Member Services Database to contact them.

E-student affiliate names and email contacts are available on the AAUW website. Click on [Member Services Database](#), then click on **Enter the MSD**, input your AAUW 6-digit membership number, scroll to the state of California, click on student affiliate roster.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

Currently, 707 AAUW e-student affiliates have been recruited by branches this year. North Tahoe recruited 72 e-SAFs at Sierra College, Laguna Beach recruited 66 e-SAFs at Laguna College of Art & Design, San Clemente-Capistrano Bay recruited 23 e-SAFs at Saddleback College, and Davis recruited 20 e-SAFs at UC Davis.

With such a growing base of e-students, now is the time for virtual communication.

COMMUNICATIONS

Sandi Gabe, Director, Communications Committee Chair, Communications@aauw-ca.org

SECRETS FOR SHELTERING: WHAT ARE OTHER BRANCHES DOING?

AAUWers are a creative bunch and we are proving it now.

In spite of “sheltering in place,” branches have found unusual ways to stay in touch, to keep the branch functioning, and to reach out and support each other.

What are they doing? We wanted to know too. So, we asked!

Here are the awesome sheltering secrets branches have shared with us:

- We all know about Zoom now, right? Hold your meetings online using some form of online conferencing like Zoom or Google Hangouts.

AAUW California Communications conducted eight basic and advanced training sessions helping more than 69% of branches and 200 participants learn how to hold virtual meetings. Click ([HERE](#)) for the easy-to-follow handout.

- Set up a **member-helping-member network** to touch base and to identify your at-risk folks who might need grocery or prescription pick-up. Dust off the old-fashioned phone tree. Ask your board members to each call a list of names just to say “Hello!”
- How about your special interest groups and sections?

Book groups are easy: members read the assigned book and then discuss online in a virtual meeting.

Have a **drama or play reading group**? Find a YouTube video of a production of the play and

What I need to know: Branches have found creative ways to stay active in the COVID-19 world.

What I need to do: Send any additional ideas to webteam@aauw-ca.org.

Should I include this in my branch newsletter? Consider

send the link to your members to view. Then discuss in a virtual meeting.

sharing the handout on how to host online meetings with your interest groups/sections.

Even the **hiking group** is on hiatus? Challenge its members to get out anyway. Set up a shared spreadsheet on Google Sheets for everyone to record their miles and trails to hit a goal. Hikers can also share videos/photos of their solo hikes. A fun idea is to have an identification contest for the wildflowers seen along the trails.

Anyone have a **craft group**? Host a virtual Show and Tell.

Lunch and dinner groups can gather virtually to share their meal. Show off your sandwiches, but don't talk with your mouth full. We can see you.

Public Policy groups have PLENTY of time now to write letters to legislators. Encourage them with ideas and templates. How about a GOTV postcard challenge?

Garden Group members can post video tours of their blooming gardens. Maybe a name-that-plant contest?

- Stay on top of the AAUW mission. Ask members to recommend **related TED talks** for all to view, then discuss in an online meeting.
- Lighten things up: Host a virtual meeting for members to **share a joke** or a funny story.
- Get busy on your branch's **Facebook** page. Consider setting up a separate private "social group" page just for keeping in touch.
- Mobilize members with a **task to help the community**, such as pairing up with a quilting club to sew masks.
- Send your members an AAUW-related scavenger hunt, crossword puzzle or BINGO game (easy to create with free online tools). Did someone say "contest?"

THANK YOU to the branches that shared: Mid Peninsula, Petaluma, Oroville, Mariposa, Fallbrook, Turlock, California Online, Carlsbad-Oceanside-Vista, San Diego, Orinda-Moraga-Lafayette, Big Bear, Napa, C/U Committee, Oregon state branches.

Keep 'em coming. We'll share more sheltering secrets in the May Board to Board. Mail them to webteam@aauwca-org.

LEADERSHIP DEVELOPMENT

Elaine Johnson, Director, Leadership Development Committee Chair, leaderdev@aauw-ca.org

R & R: REFLECT AND RECONNECT

Your Leadership Committee is dedicated to developing leaders within your branch and across the state. This team is also available for support of your branch. Now that we are in a COVID-19 pandemic crisis, we have the challenge and opportunity to pull together and provide a network of support for our mission, goals, and each other.

Reflect:

What do you see in the mirror for yourself and your AAUW branch? How have things changed over the years? How does this influence where we are going? We can use this time to reflect and remember when we used the telephone to call and talk with each other when there was no internet. As we change our behavior, we can also be mindful of some new ways of reconnecting and reaching out.

Reconnect:

Within the past two weeks, I have personally connected with more members by phone or email than I had in the last year. This gives me hope that our AAUW community cares and is active. Some suggested ideas for connecting within branches are creating phone trees, sending cards, forming a recipe exchange, online book discussions, and many more. The new and updated websites have many tools for branches to use. Now is the time for our branch leaders to be creative to keep our members engaged and our branches vibrant.

Reflecting and reconnecting also involve reaching out. We can reach out to others in our community as well as having branch leaders reach out to state leaders for assistance for their branches. You can email a request to leaderdev@aauw-ca.org.

What I need to know: The Leadership Committee can be a resource for branches during this unusual time.

What I need to do: Use this “time off” to think about your branch and how it can keep its members connected.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

GOVERNANCE

Kathleen Doty, Governance Committee Chair, governance@aauw-ca.org

BRANCH ANNUAL MEETINGS IN THE TIME OF COVID-19

“Oh, no! The Annual Meeting can’t be held! Whatever shall our branch do??” Since AAUW California members are knowledgeable and resourceful, I believe that most branches have already formulated a plan to compensate for not being able to hold a face-to-face Annual Meeting. But, just in case

What I need to know: Branch Annual Meetings can be held in various alternative ways when face-to-face is not possible.

What I need to do: Review the options and pick what works for your branch.

you haven't thought about it, or are not sure what to do, here are a few tips from AAUW Governance.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

First, Robert's Rules of Order recognizes holding electronic meetings in place of face-to-face meetings as long as there is simultaneous/concurrent aural communication among all members equivalent to that provided by meeting in one room or area. So, teleconferences and video conferences are viable alternatives to face-to-face meetings. The AAUW California Communications Committee has been providing training on the use of Zoom and other online conference tools to hold such meetings. You can download the materials from one of these training sessions [HERE](#).

Second, Robert's Rules of Order specifies that a meeting may be "adjourned" to a future date and place. So, "if a regular meeting is unable to complete its work, an adjourned meeting can be scheduled for... some other convenient time before the next regular meeting." In other words, your Annual Meeting can be postponed to an agreed-upon date and place, with the expectation that a face-to-face meeting can be held then.

Third, some branches have provided for mail ballots and/or electronic votes in their bylaws. If your branch plans to handle elections or other business usually conducted at an Annual Meeting in such a manner, please try to ensure that all members have an opportunity to voice their opinions on the issues prior to the actual vote(s). For example, you should allow some time for "nominations from the floor" in case there are candidates for a branch office in addition to those submitted by the branch Nominations Committee.

There are a variety of substitutes for a face-to-face Annual Meeting. Make arrangements for whatever works for your branch. One final word: Document! No matter how you handle the business of your branch Annual Meeting, document it!

PROGRAMS

Judy Cavin Brown, Program Chair, Program@aauw-ca.org

HOW TO HAVE A PROGRAM WHEN YOU CAN'T

Looking for a way to put on a program when you can't gather? The Communications Committee has given us the perfect tool to do just that.

Choose an easily accessible movie about a woman who had or is having an impact related to the AAUW mission. It can be a documentary or not. There are many possibilities, such as

What I need to know: Your branch can still offer mission-based programs even if it cannot gather.

What I need to do: Suggest that members watch an appropriate film, then discuss online via Zoom. Use the [handout](#) from the Communications Committee to learn how.

Harriet, On the Basis of Sex, RBG, Girl Rising, etc. Everyone can view the movie at their leisure. Then set up an online discussion of the movie utilizing Zoom. Think of it as a remote movie club.

Help each other through the isolation of sheltering in place by continuing to meet in any way possible. It might just be the start of a new interest group.

PUBLIC POLICY

Kathleen Harper, Director, Public Policy Committee Chair, publicpolicy@aauw-ca.org

HOW DID YOU RECOGNIZE EQUAL PAY DAY?

With the state in virtual lockdown, we know most of our branches had to cancel their planned community Equal Pay Day Awareness events. The Public Policy Committee would love to hear feedback from those branches that found creative ways to recognize this infamous date which symbolizes how far into the year women must work to earn what men earned in the previous year. Please tell us what you did. Pictures would be great and could end up on our website.

And now, to put a little smile on your face in these otherwise dark days, just remember: This shutdown is bad for everyone, but it is especially bad for men. For every 79 cents women are losing by being out of work, men are losing a whole dollar!

Kate Nielson, AAUW Director of Public Policy, reminds us that we need to keep talking about the pay gap during a time when its effects are exacerbated by the COVID-19 outbreak. For more information, click [HERE](#).

MEMBERSHIP

Deanna Arthur, Director, Membership Committee Chair, membership@aauw-ca.org

ALONE TOGETHER?

In this most unusual time, keep reaching out to members in your branch via calls, texts, emails, Facetime, and whatever other methods you can imagine. Meet-ups are out for the time being, but schedule your own Zoom event and do a happy hour, dinner, lunch or whatever your heart's desire dictates.

Be creative and share your ideas with your InterBranch Council, branch, and interest groups. Please try some of these methods

Should I include this in my branch newsletter? Yes, if you plan an online film discussion event.

What I need to know: Although branches had to cancel Equal Pay Day events, the importance of the day should not be forgotten.

What I need to do: If your branch celebrated Equal Pay Day, send the details and photos to publicpolicy@aauw-ca.org.

Should I include this in my branch newsletter? Yes, members should be reminded of the importance of Equal Pay Day.

What I need to know: Branches can connect with members in a variety of ways when gatherings are not possible.

What I need to do: Be creative and enjoy learning and trying new ways to engage your members and community.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

and don't forget to call close friends and family. For those who are alone and housebound, it can make their day.

PROJECT OVERSIGHT

Carol Holzgrafe, Project Oversight Committee Chair, oc@aauw-ca.org

THE TECH TREK POLICIES AND PROCEDURES ARE COMING

Members intrigued by the inner workings of Tech Trek should watch for the updated Policies and Procedures, dated March 2020, to be posted on the California AAUW website soon. The committee, along with the Tech Trek Co-Coordinator Susan Negrete and Alice Hill, and a few others, have worked to make the document reflect the actual structure by which our STEM camps operate. Thank you to everyone who contributed insight and guidance.

What I need to know: The Tech Trek Committee has completed a thorough update of the Policies and Procedures for the project's operation.

What I need to do: Check the AAUW California website soon to see the updated document.

Should I include this in my branch newsletter? No, this information is for branch leaders and branch Tech Trek Coordinators only.

TECH TREK

Susan Negrete, and Alice Hill, Tech Trek State Co-Coordinator, techtrek@aauw-ca.org

CALIFORNIA 2020 TECH TREK CAMPS: STATUS IN THE YEAR OF COVID-19

In this critical and unprecedented COVID-19 world, AAUW California will follow the guidance of AAUW National and regrettably begin the steps to cancel the 2020 Tech Trek camps.

- **Tech Trek's 2020 Season: One Like No Other!**

As we communicated on April 2nd, Stanford University was the first of the seven California campuses to give notice that due to COVID-19 they will not support their June/July residential programs.

In the coming week, our AAUW California Co-Presidents will contact each campus where we have camps to ask them to cancel our camps.

- **Scholarship Funds are Safe with SPF:**

The branch's Tech Trek scholarship funds remain safely on deposit with our SPF partners. To date no significant advance payments have been made towards the camps.

What I need to know: Tech Trek 2020 camps are being canceled.

What I need to do: Use alternative interview methods to complete your branch selection process and then update the selected camper spreadsheet.

Should I include this in my branch newsletter? No, this information is for branch leaders and Tech Trek Coordinators only.

- **Applicant Interviews: Try New Social Distancing Methods!**

If your interviews aren't completed, branches are encouraged to finish the selection process despite the cancellation of camp. This allows all of the applicants to complete the process, and it allows branches to acknowledge their efforts and honor their accomplishment. All safe interviewing methods are supported: by phone, technology (Skype, Facetime, Zoom) or – back to paper. The way that works best for your branch team is the best way to do it!

- **Selected Camper Spreadsheet - Deadline Extended:**

As announced on 3/23, the April 15th deadline for branches to submit their selected camper spreadsheet to camp directors has been extended to on or before April 27th.

We still need the roster of selected 2020 students - this date change occurred to assist branches that needed more time to adjust their student interview schedule.

- **California Tech Trek Policy & Procedures:**

Revisions are completed and will be presented this month for the AAUW California Board of Directors to review. The updated documents will be posted on Plan to

the AAUW California website.

- **Pivot!**

Tech Trek leaders are already pivoting and considering innovative ways to mitigate the disappointment of 2020 campers. We will do what we can to honor California Tech Trek's commitment to 7th-grade girls.

- **Continue to market Tech Trek! Refer donors to California Tech Trek online by clicking [HERE](#).**

Branch Tech Trek Teams: Got Questions? Contact both Tech Trek Co- Coordinators at one email address techtrek@aauw-ca.org

The California Tech Trek Leadership Team sends KUDOS to branch members who have embraced new ways to interview students with AAUW enthusiasm and a can-do spirit! Thanks for sharing your ideas.

Your spirit helps the Tech Trek engine run.

