



**American Association of University Women  
Lake/Sumter Branch**

**Board Meeting Minutes  
2019-20**

AAUW Board Meeting  
Tuesday, September 10, 2019  
Minutes

Welcome:

Carolee Litwinka welcomed all to the new year. She stated that there will be a lot to look forward to during the year. She urged the board members and attendees to please do not carry on private conversations during the meeting, as sidebars are distracting and respect is due to the speaker. She expects the meetings to be run with efficiency.

Meeting Called to Order by Carolee Litwinka at 10:00 am.

Members:

Members present were as follows: Sharron Albrecht, Marianne Bender-Powers, Dorothy Dobbs, Linda Ferens, Diane Geach, Susan Gold, Beth Hicks, Katie Haviland, Diane Jacobson, Connie Konatsotis, Gretchen Lewis, Carol Litwinka, Linda Macleod, Diane Reichert, Ginny Rivera, Liz Schweers, Peg Tabor, Linda Carpenter and Anne Wilkins.

Voting Members

|                       |                                       |
|-----------------------|---------------------------------------|
| Co-Presidents:        | Linda Ferens, Carolee Litwinka        |
| Co-Presidents-Elect:  | Anne Wilkins, Katie Haviland          |
| Co-Program Chairs:    | Dorothy Dobbs, Marianne Bender-Powers |
| Co-Membership Chairs: | Susan Gold, Liz Schweers              |
| Co-Finance Directors: | Peg Tabor, TBD                        |
| Co-Secretaries:       | Gretchen Lewis, Sharron Albrecht      |
| Communications:       | Jacque Latzer                         |
| Public Policy:        | Diane Reichert                        |
| Fundraising Coord.    | Diane Jacobson                        |

OLD BUSINESS—

Review/Approve May 2019 Meeting Minutes

In order to prepare for adopting, a draft is sent out to the board members and changes, corrections are to be sent to the secretaries. The final minutes are for

approval. Anne Wilkins motioned for them to be approved, and Linda Carpenter seconded. The minutes were unanimously approved.

#### NEW BUSINESS:

##### Income/Expense Statement—Peg Tabor

Peg Tabor reported the following;

- August statement is in Dropbox
- There is \$17,066.82 in checkbook
- 2018-19 scholarship has been paid
- Monies include the \$5000 received from the Women's United Award
- All Tech Trek for 18-19 has been paid

##### Proposed Budget 2019-2020 Review- Peg Tabor

- Meetings were held in April and September to prepare the budget
- It is a plan, it can change
- VPK was deleted, as there is no more action on our part
- The Eleanor Roosevelt's deletion was questioned, it has been moved to be paid from the General Account
- Linda Carpenter stated the Speaker's Bureau may need more money
  - Various questions were asked and answered.

##### Need for Financial Audit of 2018-19 books

- The word "Audit" is actually a High Level Review of the Budget
- On 9/22 Peg Tabor and Espi Walmsley will review the budget
- It is a process to make sure we are legal and it must be signed per a board vote last year.
- It must be completed by 9/30/19
- The Review will be presented at the October Board Meeting General\_

##### Meeting- September- Dorothy Dobbs, Marianne Bender-Powers

- Dorothy Dobbs presented the information for the September 21st General Meeting.
  - She requested an electronic reminder to send the week of the meeting due to the change in location. It will be held at Fish Hawk Recreation Center.
  - Attendees will be given passports to go around and look at the information tables. A sticker will be placed on the passport for each table that is visited. The passports will then be placed in a container and a name will be drawn for a grand prize.
  - There will be a 50/50 table and drawing.
  - A discussion was held regarding how to handle the interest signups in order for the Membership Committee to be able to follow up.
- The October Meeting's topic is Breast Cancer. Members who have had breast cancer will be asked if they would like to participate.
- The November Meeting's topic will be Women Veterans.
- The December Meeting will be the annual party. There is a misprint in the

membership book. The date is December 7 not December 14.

#### Equality Tea Report- Beth Hicks

- A successful meeting sponsored by League of Women Voters and AAUW
- Carolyn Ingham, speaker, was well received and given a \$100 contribution to her favorite charity as a thank you.
- \$600 profit was shared with AAUW and The League
- 100 attendees
- DAR women came in costume
- Next year's event will be held on 8/26/20 at Lake Miona Rec Center.

#### Membership- Liz Schweers, Susan Gold

- New Members: 12 Returning Members 123
- Established 3 new subcommittees:
  - Greeter-Seaters (inside meeting room) and Front Door Greeters
  - New Member mentor program
  - Member follow up with regard to Interest Surveys and follow up on potential new members for General Meetings
- Printed Handbook for 2019-20—Thank you Diane Reichert
- Summer Breakfasts at Perkins
  - Participant survey supported continuing next summer
- Set New Member Welcome Coffee on Saturday, November 9, from 9:30-11:00 am at the home of Anne Sobocinski. Board members are requested to attend and bring refreshments.

#### 2019-2020 Fundraising Plans- Diane Jacobson

- Music of the Night (MON) will be introduced in detail at the next meeting.
- We expect to have the Tea and Spice Fundraiser in December.
- One or two Belk Sales events
- One or two MajJong games
- Raffle tickets for the jewelry donated by Gold in Art
- Diane needs members to take charge of some of these events.

#### Food Tasting and Dance Performance Fundraiser- Linda Carpenter

- Event to be held at Fish Hawk on 10/25/19 from 6-8 pm. Doors to open at 5:45. Cost is \$20 . 100 tickets available. It is open to the public. Coffee and water provided. BYOB .
- 9 vendors are participating. Food is donated but must be picked up and served by AAUW. Linda needs 22 members to work the event.
- Proceeds benefit the Scholarship and Tech Trek initiatives.
- Entertainment by the International Folk Dancers

### Speakers Bureau- Linda Carpenter

- We need a chairperson and additional members for this
- committee. Members who can speak and members who can organize are needed.
- We have programs on AAUW and VPK and want to develop ones on Tech Trek and Work Smart.

### Teck Trek- Sharron Albrecht, Connie Konatsotis

- Thankful for the \$5000 grant and those AAUW members who won the grant.
- Sharron, Connie, and Kathy Mason met to begin the process for this year.
- A full committee meeting will be held on 10/2. At this time members will be assigned to a middle school to build a relationship and pursue getting candidates.
- Members shared suggestions from past experience to obtain schools participation.
- The \$50 fee that is paid by the girl can be underwritten if there is a financial need.
- Letters and flyers will be sent to the Superintendents of Lake and Sumter County School Districts regarding our interest and asking their permission to contact their middle schools.

### Vacant positions- Co Finance Director, College Coordinator, and Speaker Bureau Chair

- Ellen Thompson resigned as Co-Finance Director. Peg Tabor feels she can continue to do work by herself at this time.
- The board feels a job description is needed for the College Coordinator. Anne Wilkins and Susan Gold will look into it.

### Neighborhood Coffees- should we continue?- Anne Wilkins

- After some discussion it was determined that the Neighborhood Coffees were not successful last year. The board voted to discontinue them.

### AAUW National Funds- should we continue to contribute \$1000 annually?

- Check was not sent last year.
- Diane Geach incharge of fund
- Discussion followed regarding amount and options
- It was proposed by Diane Jacobson that we send \$1000 for last year and \$1500 for this year. It should be earmarked for The Greatest Need.
- Diane Jacobson made the above motion and Diane Reichert seconded. Motion carried.
- For Greatest Need fund will replace the Educational Opportunities Fund
- Peg Tabor stated we will not be contributing to LAF as it is well funded.
- The decision was made last May. Instead the 50/50 money will be earmarked to local scholarship fund.

### Branch Storage and Mailing Address—Needed?- Diane Reichert

- This topic was tabled due to lack of time

### Dropbox=- Training needed?- Carolee Litwinka

- Carolee feels that training will need to be done on an individual basis since individuals have different devices. Drop Box is somewhat different depending on the device used.

ANNOUNCEMENTS:

- AAUW General Meeting, Sept. 21-Fish Hawk Recreation Center, 9:15 gather, Meeting starts at 10:00 am
- Newsletter Articles Deadline: 9/20, if possible—USE Georgia Font size 12 when submitting articles
- Next Board Meeting October 1, at 10:00 am

Meeting Adjourned at 3:20 p.m.

Respectfully Submitted,  
Sharron Albrecht and Gretchen Lewis  
Co-Secretary

**AAUW Board Meeting  
Sumter County Sheriff's Annex-CR 466  
October 1, 2019  
10:00 a.m.  
Minutes**

Meeting Called to Order by Carolee Litwinka at 10:00 a.m.

Members Present were as follows: Sharron Albrecht, Dorothy Dobbs, Linda Ferens, Linda Clark, Susan Gold, Beth Hicks, Katie Haviland, Diane Jacobson, Connie Konatsotis, Gretchen Lewis, Carol Litwinka, Linda Macleod, Diane Reichert, Ginny Rivera, Liz Schweers, Peg Tabor, Linda Carpenter, Judy Bonn, and Anne Wilkins.

**Voting Members**

|                       |  |
|-----------------------|--|
| Co-Presidents:        | Linda Ferens, Carolee Litwinka                 |
| Co-Presidents-Elect:  | Anne Wilkins, Katie Haviland                   |
| Co-Program Chairs:    | Dorothy Dobbs, Marianne Bender-Powers (absent) |
| Co-Membership Chairs: | Susan Gold, Liz Schweers                       |
| Co-Finance Directors: | Peg Tabor, TBD                                 |
| Co-Secretaries:       | Gretchen Lewis, Sharron Albrecht               |
| Communications:       | Jacquie Latzer (absent)                        |
| Public Policy:        | Diane Reichert                                 |
| Fundraising Coord.    | Diane Jacobson                                 |

**Affirm Quorum** confirmed

**Old Business**

Approve September 2019 Board Minutes. Motion to approve by Linda Carpenter, 2<sup>nd</sup> by Anne Wilkins—motion carried

**New Business**

Board Meeting Minutes- proposed changes to Content and Approval procedure—  
Carolee Litwinka

- Met with former secretary Anne Wilkins Defined purpose of minutes, to review if need past decisions and information
- Minutes should not repeat information available in Drop Box, just refer to drop box for report.
- Board Meeting minutes should be brief and need not reflect every discussion that takes place. Only essential information will be included.
- Minutes must include all Motions with final wording, seconds and whether or not the Motion carried. If there is a split vote, include how each Board member votes.

- The board will receive the Minutes via email. Corrections will be submitted in writing at the next board meeting. ONLY Substantive Corrections that are important for the Business of the Board will be included.
- Carolee Litwinka moved to have the above changes enacted; Anne Wilkins 2<sup>nd</sup>. Motion carried.
- Minutes will be kept for 7 years on electronic Thumb Drives.
- Drop box will be kept current with 2 years kept online.

#### Income /Expense Statement- Peg Tabor

- \$1000 sent to national AAUW from 2018-19 budget
- Motion to Approve 2019- 20 Proposed Budget. Peg Tabor motioned, Katie Haviland 2<sup>nd</sup>,motion approved

#### Financial Review 2018-19 Completed Peg Tabor

- In drop box
- Ms Walmsley, CPA completed with glowing review. Form used and created by local AAUW was excellent.
  - Exception was fund raising reports which were found to be inconsistent
- Suggested to use Linda Carpenter's Mahjong Fundraiser report form as a guide for future fundraising reports.
- Review was signed and dated and is in Drop Box

#### Additional Finance Information- Peg Tabor

- Conflict of Interest Statements requires signatures of Board and Committee Chairs. All but one person has signed to date.
- In kind Contributions form is on Web page and Drop Box. Can be sent electronically to Treasurer.
- Permission from Committee chair is needed to request an expense reimbursement.
- There still is no co-finance Director. Debra Wyland stated she could assist but not take co responsibility. Peg Tabor stated she doesn't really need a co-chair at this point but needs someone to be trained to replace her at the end of her term of office.

#### General Meeting October—Dorothy Dobbs

- Topic is Breast Cancer. Wear pink and bring copies of The Villages Magazine for October.
- Six current members will share their experiences
- Representative from Lake Imaging will be present and provide a Power Point presentation.
- Board offered their thanks to all for making the September meeting to successful.

### Membership—Liz Schweers

- Currently 144 members, 18 new
- There are 15 mentors, some for effective than others. They need to welcome, take to meeting, be proactive.
- Board members need to also be proactive and meet and greet.
- National AAUW will send renewal letters for 20-21. All will be electronic.

### Diversity

#### International Food Tasting and Dance Performance Fundraiser—Linda Carpenter

- All information, registration is in Drop Box
- Still needs 2 volunteers—by end of meeting, positions filled by Linda Clark and Sharron Albrecht
- 50 tickets sold—open to public

### Speakers Bureau—Linda Carpenter

- Currently 6 members
- Common meeting to be held and information will be in Drop Box

### Fundraiser Updates- Diane Jacobson

- All information in Drop Box
- Belk Sale, 11/9 beginning at 9:30 - Need 2 volunteers. Helen Ware will sell tickets at general meeting.
- Tea and Spice, Shop 1 week to be determined and AAUW will receive a % of what purchased. More information later.
- March, Mahjong Party—saying farewell to the old card!
- 50/50 will continue at general meetings.
- Music of the Night Fundraiser—Diane Jacobson
  - Board approved previously
  - Power Point presentation at October general meeting
  - Two 2019 Tech Trek participants will speak
  - Scholarship winners will speak
  - Flyer promoting event was distributed—members encouraged to share flyers and get nonmembers to attend.
  - Char Griffin designed all visuals.
  - Budget has been established and approved with breakdowns of potential profits. The goal is to sell out all 300 tickets to maximize profit. Tickets are \$75 per person.
  - Suggested that flyers be taken to other organizations to promote.
  - At December Board Meeting, status report will be given.

### Branch Storage and Mail Address-- ?-Diane Reichert

- Regarding Branch Storage, it was noted that there are supplies and “stuff” from various committees scattered amongst many members.
  - Does the organization need a central storage location to keep it all together?



- A 5 x 5 air conditioned storage unit costs about \$50 per month.
- A question of who would have the keys was asked?
- ACTION: It was decided that after inventorying all materials a list will be made and will be presented at the November board meeting.
- If it is determined that it is needed, it will be added to the 20-21 budget.
- In regards to a central mailing address the following information was shared:
  - Oxford post office rents for \$40 for 6 months, with 2 keys.
  - A unit number with the Oxford address can be used for all mail, as PO Box is not acceptable by banks, etc.
  - Someone would have to be in charge, who would keep the keys, etc.
  - No decision was made at this time.

By-Laws Committee- Judy Bonn

- State by laws and actions were discussed
- It was stated that the Lake/Sumter bylaws state that the Nominating committee is to meet in October. This is too early it was felt.
- Suggested it be changed to November and needs to be revisited.
- On state level, should we be more active? Run for a state office?

Announcements:

- AAUW General Meeting October 9- Allamanda Recreation Center, 9:15 gather, meeting begins at 10am
- International Food Tasting and Dance Performance October 25, 6 pm Fish Hawk Rec Center
- New Member Coffee, Nov 19
- Newsletter deadline for articles : October 20
  - Please submit in Georgia font 12
  - Keep information current
  - Beth Hicks should have to edit only, not do the write up Next Board Meeting; November 5, at 10:00 am

Meeting adjourned at 11:45 a.m.

Respectfully Submitted  
 Sharron Albrecht  
 Co-Secretary

**AAUW Board Meeting  
Tuesday, November 5, 2019  
Minutes**

Present were Gretchen Lewis, Marianne Bender-Powers, Linda Ferens, Peg Tabor, Beth Hicks, Sharron Albrecht, Liz Schweers, Sharon Squires, Diane Geach, Anne Wilkins, Linda Carpenter, Jacquie Latzer, Dorothy Dobbs, Diane Reichert, and Carolee Litwinka.

Carolee Litwinka called the meeting to order at 10:00am.

The quorum was affirmed.

|                     |                                       |
|---------------------|---------------------------------------|
| Co-Presidents:      | Linda Ferens, Carolee Lintwinka       |
| Co-President Elect: | Anne Wilkins                          |
| Co-Program:         | Dorothy Dobbs, Marianne Bender-Powers |
| Co-Membership:      | Liz Schweers                          |
| Co-Finance:         | Peg Tabor                             |
| Co-Secretaries:     | Sharron Albrecht and Gretchen Lewis   |
| Communications:     | Jacquie Latzer                        |
| Public Policy:      | Diane Reichert                        |

#### OLD BUSINESS

Anne Wilkins moved that the minutes from the previous board meeting as found in drop box be approved and Liz Schweers seconded the motion. The minutes were approved.

#### NEW BUSINESS

1. Peg Tabor gave the financial report. Income was \$3384 and expenses came to \$662.67 leaving a balance of \$18,411.48. The complete report may be found in Drop Box.
  - Checks for Great Decisions need to be turned in.
  - Fundraiser expenses must be indicated as such and not as committee expenses.
  - In kind contributions must be noted as such.
  - For every solicitation, confirmation, receipt or reminder of contribution, including the website the following must be prominently displayed: “A copy of the official registration and financial information for Lake Sumter AAUW may be obtained from the Division of Consumer Services by calling toll-free (800-435-7345) within state or visiting [www.800helpfla.com](http://www.800helpfla.com). Registration does not imply endorsement, approval, or recommendation by the State.” Lake Sumter AAUW FL Charitable Registration Number is CH 8258.”
2. Anne Wilkins gave a report on a recent meeting of the Executive Committee concerning the succession of elected directors. With the exception of the positions of President and President Elect one new director will be elected each year for each

position with one of the former directors staying in that position. This will result in there always being an experienced person in each position.

- Anne Wilkins moved that the plan be implemented and Linda Carpenter seconded the motion. After discussion the motion was approved.
  - Beth Hicks needs a copy of the plan for the newsletter.
3. Linda Ferens moved that the following members be appointed to the Nominating Committee: Liz Schweers, Katie Haviland, Carolyn Pasquale, and Kate Manion. Jacquie Latzer seconded the motion and it was passed.
  4. Dorothy Dobbs gave her report on the General Meetings.
    - November's theme will be Honoring Veterans. She will have three women veterans speaking.
    - December will be the Holiday Luncheon to be held at the Continental Country Club on December 7, 2019 from 11:30 until 1:00. The cost will be \$25 per person and a maximum of 70 members can attend.
    - January will be a presentation of the TECH program and also an update on the data collected on the VPK program.
    - Jacquie Latzer commended the Program co-chairs for the outstanding programs we have had this year.
  5. Linda Carpenter reported on the International Food Tasting and Dance Performance Fund Raiser.
    - Income was \$2384
    - Profit \$1903 which exceeded expectations
    - She thanked the members of her committee for their excellent work. They plan to continue this project in the future.
    - Linda's complete report is in DropBox.
  6. Diane Jacobson's Fundraiser report is in Drop Box. Carolee Litwinka spoke for her in Diane's absence. Publicity ideas were discussed.
    - Jacquie Latzer will pursue the possibility of paid publicity with the Sun Times.
    - Possible spots on WVLG radio for our Music of the Night were discussed.
    - The board feels that more publicity for Music of the Night is needed.
    - A final report on publicity will be presented at the next board meeting.
    - Our Tea and Spice connection continues to be profitable as we earned over \$1000 last year.
    - A Maj Jong fund raiser will be held on March 20, 2020 at the Truman Recreation center from 7:00pm until 9:00pm. Village residents only will be allowed to attend.
    - With the many fundraisers planned Diane Jacobson needs more help in running and organizing these events.

7. Jacquie Latzer informed us that Linda Schnoll who has made some of our beautiful centerpieces is having an open house in January at her home where she will be offering jewelry and pine baskets for sale. She will give AAUW 10% of her proceeds. The event will be open to the public.
  - After much discussion it was determined that we can not endorse nor market personal products.
  - We would only promote this through E-Blasts.
  - We would accept her gift of 10% of her proceeds.
8. Linda Carpenter gave a report on the Speaker's Bureau. There were nine attendees at the last meeting of which two were new members. Kathy Mason and Rose Beckman will be the coordinators. Kathy has proposed a new position of Community Coordinator which would head the Speaker's Bureau as well as other committees. This idea will be explored further.
9. Diane Reichert will coordinate and look for costs of storage for our AAUW materials and inventory. She will compile a list of what we have. This will be addressed further at our next board meeting.
10. Diane Reichert as Public Policy Chair informed the board of lobbying days which will be January 21, 2020 and January 22, 2020. Diane Jacobson will attend. Diane Reichert distributed a sheet with information regarding the AAUW 5 Star Program. A decision about our participation is tabled until the next board meeting.
11. Emily Holman has had to resign as coordinator of our Angel Books program. Liz Schweers volunteered to chair Angel Books, but she will only collect books twice a year.
12. Linda Ferens explained that there appears to be a problem with scheduling AAUW events too close to each other which may result in reduced participation. Beth Hicks will put a calendar at the end of each newsletter that will contain all events. Members can then check for conflicts before scheduling events.

#### Announcements

1. New Member Coffee – November 9
2. AAUW General Meeting November 16 at Allamanda Recreation Center at 9:15.
3. Newsletter articles deadline: November 20
4. Next board meeting December 3, at 10:00am

Carolee Litwinka adjourned the meeting at 11:50 am.

Respectfully submitted,

Gretchen Lewis Co-Secretary

**AAUW Lake Sumter Board Meeting**  
**December 3, 2019**  
**10:00 a.m.**  
**Sumter Government Annex Building**

Meeting Called to Order by Linda Ferens at 10:00 am.

Members Present Who Signed In:

Sharron Albrecht, Dorothy Dobbs, Linda Ferens, Linda Clark, Susan Gold, Beth Hicks, Katie Haviland, Diane Jacobson, Connie Konatsotis, Carol Litwinka,, Liz Schweers, Peg Tabor, Judy Bonn ,Jacquie Latzer, Diane Geach, Sharon Squires, and Marianne Bender-Powers

Voting Members

|                       |   |
|-----------------------|---|
| Co-Presidents:        | Linda Ferens, Carolee Litwinka            |
| Co-Presidents-Elect:  | Anne Wilkins (absent), Katie Haviland     |
| Co-Program Chairs:    | Dorothy Dobbs, Marianne Bender-Powers     |
| Co-Membership Chairs: | Susan Gold, Liz Schweers                  |
| Co-Finance Directors: | Peg Tabor, TBD                            |
| Co-Secretaries:       | Gretchen Lewis (absent), Sharron Albrecht |
| Communications:       | Jacquie Latzer                            |
| Public Policy:        | Diane Reichert (absent)                   |
| Fundraising Coord.    | Diane Jacobson                            |

Affirm Quorum confirmed

Old Business

November Board Minutes:

- Jacquie Latzer stated corrections; The Spice and Tea Exchange and Daily Sun names be corrected.
- Motion to accept as corrected, made by Peg Tabor and second by Katie Haviland . Approved by Board.

New Business

**Finance Report**

Income and Expense for November, Peg Tabor

- \$3,156.01 Income, \$300.52 Expenses, \$21,266.97 Ending Balance as of 11/30/19
- Still searching for a Co Finance Chair

**December General Meeting**, Dorothy Dobbs

- Luncheon at Continental Country Club on 12/7/19 at 11:00 am
- To date, 63 sign ups; maximum of 70 seats available
- Cake ordered for dessert
- Entertainment will be a sing a long, “Not Another Fruitcake, Please”

## **Fundraising, Diane Jacobson**

- Spice and Tea Exchange fundraising 12/1-7/19 at store.
- Great Decisions on 1/6/20, 42 signed up; books to be delivered before first meeting
- Mah Jong: Farewell to the Card: 3/20/20 at Truman Rec Center
  - \$20 per person; only Villagers may participate; 60 participants
  - Linda Carpenter has left detailed guidelines
  - Need a Chairperson and committee
    - Susan Gold volunteered for the committee
    - Lucille Covington may be interested in chair
  - Organizational meeting in January
  - Information will be placed in newsletter
- Jewelry Sale with Linda Schnoll; 1/22-2223/20; 10 – 5 each day
  - 10% of sales will go to AAUW
- Jacquie Latzer will do an email blast to advertise
- Music of the Night
  - Char Griffin looking for tables to be filled
  - Suggested to put on Facebook page (Diane Reichert may be in charge of FB)
  - Marianne Bender- Powers will put it on the Doctor FB page
  - Advertising of event; Jacquie Latzer
  - An article will appear in the Village Neighbor Magazine (no charge)
  - Dailey Sun charges \$15.45 per inch, \$61.80 for 4x4, \$486 quarter page
  - No action at this time
  - Advertising as a dinner and show to create more interest
  - Suggested take flyers to businesses to put in their windows
  - Ask Diversity Committee members to send flyers to other clubs
  - Members are asked to put the event on their Next Door website
  - ACTION ITEMS
    - Call local radio station for ad possibility
    - \$25 monthly for ad on Curves TV for January
  - Carolee Litwinka asked for information on sales for event
    - Need 100 for break even= 9 tables
    - Currently \$2175=3 1/2 tables paid
    - 6 unpaid tables
    - Need 125 attendees for caterer to offer 3 meal choices
    - \$250 non-refundable to caterer paid
  - Sound person has been hired
- Garage Sale Donation- Linda Ferens
  - Ginger Ryan will donate money from her garage sale= Charitable Donation
  - An E-blast will be sent to all members encouraging them to attend

## **Speakers Bureau- Linda Carpenter**

- Report read by Linda Ferens
  - Rose Boeckman has agreed to serves as Scheduler for the Speakers' Bureau
  - In addition to Rose, Jeannie Hamilton and Linda Carpenter will serve as the Steering Committee and oversee operations.

- We hope to have one or two presentations about VPK scheduled after the first of the year.

College Relations Person; after much discussion, it was determined that it will stay as part of the Speakers' Bureau

Kathy Mason will contact Beacon College to determine if they are using the National Program, Start Smart. If not using, we do not need a representative.

Work Smart was suggested to take to the Women United group.

Speakers' Bureau must be created by the Board per By-Laws

Diane Jacobson made the motion to create a Speakers' Bureau Committee and for it to be represented at the Board meetings. Susan Gold seconded. Board voted to approve.

### **Scholarship** Kathy Mason

Committee met; Action will begin in January for advertising scholarships

Announcement to schools will be updated

Application will be reworded to clarify that AA/AS degree can come from any college, but applicant must live in Lake or Sumter County.

### **Singles Group** Kathy Mason

Plans are set for January through March

January 1—New Year's Brunch

January 7- Show, "Little Black Dresses"

January 9- Winter Garden Theatre ( still in process for tickets)

February – Single's table at Music of the Night

March- Game night at Elon

### **Florida Political Lobby Days** Diane Jacobson

January 21-22 this year

She will attend if others will go with her. If no interest she will not attend.

### **Nominating Committee** Liz Schweers

She needs updated job descriptions if there are changes

Asked for clarification of members needed for positions:

Secretary, 1 person to serve for 2 years

Membership, 1 person to serve for 2 years

Finance, 1 for 1 year, 1 for 2 years

Program, 1 for 2 years

Co-Presidents Elects, 2 for 2 years ( 1 year as elect, 1 as president)

### **Announcements:**

Susan Gold; On 12/5 AAUW National Conference Call. CEO will speak. She will listen for the chapter. Others are also encouraged to listen.

Beth Hicks; December Newsletter will go out today. January Newsletter information due by 12/20.

Connie Konatsostis; Tech Trek; two of the 2019 campers will share their experiences at the January general meeting., Their families will join them as well as Dr. Irwin, Principal of The Villages Charter School.

The committee will meet on 12/5 to follow up on all schools contacted to participate in 2020.

**Meeting Adjourned** at 11:30 am.

Respectfully submitted,  
Sharron Albrecht  
Co-Secretary



**AAUW Board Meeting Minutes**  
**Sumter County Sherriff's Annex- County Road 466**  
**January 7, 2020**

Members Present (based on sign in)

Linda Ferens, Beth Hicks, Diane Geach, Marianne Bender-Powers, Diane Reichert, Ann Wilkins,, Diane Jacobson, Connie Konatsotis, Susan Gold, Dorothy Dobbs, Liz Schweers, Peg Tabor, Linsa Macleod, Carolee Litwinka, Katie Haviland, Jacquie Latzer, Linda Clark, Judy Bonn, Carolyn Johnson

Meeting called to order at 10:00 am by Carolee Litwinka. A welcome followed.

Voting Members

|                         |                                       |
|-------------------------|---------------------------------------|
| Co-Presidents:          | Linda Ferens, Carolee Litwinka        |
| Co-Presidents-Elect:    | Anne Wilkins , Katie Haviland         |
| Co-Program Chairs:      | Dorothy Dobbs, Marianne Bender-Powers |
| Co-Membership Chairs:   | Susan Gold, Liz Schweers              |
| Co-Finance Directors:   | Peg Tabor, TBD                        |
| Co-Secretaries:         | Gretchen Lewis , Sharron Albrecht     |
| Communications:         | Jacquie Latzer                        |
| Public Policy:          | Diane Reichert                        |
| Fundraising Coordinator | Diane Jacobson                        |

Quorum Affirmed: All Voting Members present

Old Business

Approval of December minutes. Anne Wilkens motioned, Liz Schweers second. All voted to approve.

New Business

**Income/Expense Statement, Peg Tabor**

- Income stated as \$3645. Expenses of \$1300. A balance as of 12.31.2019 of \$23,608.97.
- All accounts balanced. On target for projected budget.
- Dues was discussed, and it was explained that the \$750 was basically from new members.
- Concern was expressed at the low amount of sales for the jewelry raffle, and a discussion followed.
- Spice and Tea Exchange money has not yet been received
- All information is available in Drop Box.

**General Meeting- January-Dorothy Dobbs and Marianne Bender-Powers**

A brief discussion of the December meeting ensued and was praised.

The January meeting will include presentations from Tech Trek participants in 2019. Dr Irwin, Principal of the Villages Charter Middle School and former AAUW member,

will also be present to support Tech Trek. One student from Mt Dora MS and two from The Villages Charter MS will speak. It was suggested that M Kline, trustee from the organization that paid for the Mt Dora girls to attend should also be invited. Jacquie Latzer said she would extend an invitation.

Linda Carpenter will also present a new Power Point on the VPK that will be used by the Speakers Bureau. Feedback is requested after viewing the PowerPoint.

A 50/50 will be offered at the meeting.

### **2019-20 Fundraisers Update- Diane Jacobson**

The gold bracelet fundraiser is down in sales. At this point only \$1500 has been raised in raffle ticket sales. Discussion followed on ways to increase sales. Members will go from table to table at the January meeting and personally ask members to purchase tickets. Concern was stated regarding always asking members for money and feeling pressure to contribute. Diane Jacobson reminded the board that philanthropy was what AAUW was about.

Music of the Night fundraiser- monies for 85 tickets has been collected. There are more reservations out but the money has not been submitted. This is enough money to cover the cost, now more sales are needed to create a profit. Peg Tabor stated that Char Griffin is working diligently to make the evening memorable. *The Village Neighborhood* printed a wonderful article about the event. Jacquie Latzer was responsible for getting the article in the magazine. She is currently working on a Daily Sun article. Curves in Sumter Landing is promoting the event on their TV for a cost of \$25 for the month. All members are encouraged to promote and sell tickets.

Jewelry Sale- Linda Schnoll, an AAUW member, is donating 10% of the sales at her shopping event. Flyers were distributed. The event is January 22/23, 2020. Members will be encouraged to attend at the January General Meeting.

Spice and Tea Exchange- The December sales donation should arrive this month. They are also offering an April luncheon. More information will follow at later meetings.

Mahjong fundraiser will be held March 20 at the Truman Rec Center. There will be 16 tables of 4 available at \$20 per person. Only residents of The Villages are eligible to attend. There will be a 50/50 and chance drawings for donated items. Katherine Howe has offered to promote the event and help with donations. Food details are forthcoming.

Jacquie Latzer stated she was excited about the repeatable events that people look forward to attending. Diane Jacobson reminded the group that all money raised is used to send women to college and for Tech Trek.

**Bylaw Changes – Diane Reichert** - All information is in Dropbox. Diane Reichert explained how the changes look. The changes have been made in the format used by the state. The state will need to ok the proposed changes before the chapter can vote on

them. Anne Wilkins is chair of the committee.

Extensive discussion by the members present ensued. Suggestions were made. All is available in drop box. Diane Jacobson complimented the committee on their work to make the needed changes. She then made the motion to make the changes presented and approve the changes to the bylaws. Susan Gold seconded. Motion carried unanimously.

**Tech Trek- Connie Konatsotis-** Connie reported that 23 nominations have been received by the state committee. Six schools in our area have participated. Applications by the students are due soon. It is vital that the parent support and sign and the student complete the essay and send to the state.

Sharron Albrecht stated that it is important that we send at least one girl from each school to the camp if we are to have future participation from the schools. We will know after 1/17/20 if Mt Dora will again provide a grant for girls from Mt. Dora MS to participate. The committee will know by the first part of March the number of girls we can send based on the money raised. It is planned that student interviews will be arranged prior to spring break at the schools.

The committee will then meet and determine the candidates chosen for the camp and will send to state their names for approval.

### **Additional Items**

**Dorothy Dobbs-** Dorothy has requested that we send \$100 to the Tri County Homeless Shelter for female veterans and \$100 to the All-Female Honor flight that will occur in 2021.

After a brief discussion, Dorothy made a motion for the Shelter, Peg Tabor seconded and the motion unanimously carried. Dorothy then made a motion for the Honor Flight, Marianne Bender-Powers seconded and the motion unanimously carried.

**Beth Hicks** thanked all for their timely contributions to the newsletter. She requested all items for the next letter be sent to her by the 13<sup>th</sup> of the month if possible. The deadline is January 20.

**AAUW General Meeting** is January 18 at Allamanda Rec Center. 9:15 for gathering, meeting starts at 10 am.

The next Board Meeting will be February 4 at 10 am.

Meeting adjourned at 11:40 am

Respectfully submitted,  
Sharron Albrecht, co-secretary

**MINUTES OF AAUW BOARD MEETING  
FEBRUARY 4, 2020**

The meeting was called to order at 10:00am by Co-President, Linda Ferens, who welcomed everyone.

Members present were Marianne Bender Powers, Susan Gold, Dorothy Dobbs, Anne Wilkens, Diane Geach, Connie Konatsotis, Beth Hicks, Linda Clark, Peg Tabor, Diane Jacobson, Judy Bonn, Katie Haviland, Jacquie Latzer, Ginny Rivera, Linda Ferens, Carolee Litwinka, and Gretchen Lewis. A quorum was affirmed.

Under Old Business the January Minutes were corrected by Beth Hicks as follows: The deadline for corrections will continue to be the 20<sup>th</sup> of each month with a reminder sent out on the 13<sup>th</sup>. Peg Tabor then moved to accept the January minutes, Katie Haviland seconded the motion, and the motion was passed by the board.

1. Peg Tabor gave the financial report. Our ending balance for the month is \$30,358.09. She asked that in kind expenses be submitted for the Florida State Report due annually. After discussion it was decided if a member paid for an item by check, it should be submitted but small items such as cookies, etc. need not be reported.
2. The nominating committee is not yet ready to submit a report, but the question was raised if the dates of the board meetings could be changed. Carolee said that the meeting room has to be reserved six months in advance so changing the date might prove difficult. Ultimately, the date is decided by the president.

The position of treasurer is being difficult to fill due to the perceived complexity of the job.

3. Jacquie Latzer spoke for the Diversity Committee. The committee has reviewed fifteen action steps for diversity generated by our branch and determined that we do most of them and will work on the rest. She suggested that during social time before the start of the general monthly meeting that there be a diversity question on each table that could spark discussion. After much discussion the idea was tabled but the idea of having a program with that theme was met with a positive response.

The International Dinner will not be held every year

4. Historian, Ginny Rivera, gave her report. She has been going through old boxes of AAUW materials that in many cases can not be identified. She will dispose of these unidentified items. Anne Wilkens, Ginny Rivera, and Peg Tabor will form a committee to explore what should be kept. It was discussed that records could be kept on line such as in Drop Box.

5. Diane Jacobson reported for the Fundraising Committee. At this point 150 are attending the Music of the Night event and we have received \$3000 in donations. There was an article in the Daily Sun advertising the event. Everything is in order for the evening.

Susan Gold is collecting money for the next Mah Jongg fund raiser. It will be held at the Truman Recreation Center.

On April 14<sup>th</sup> there will be a meeting at Linda Carpenter's house to plan fundraising for 2021.

Linda Schnoll's gift to us from her sale was \$250.

6. Susan Gold gave a report about Tech Trek. Mt. Dora Community Trust has offered us \$2200 for Mt. Dora girls to attend. None have applied despite of the committee's efforts to obtain applicants. We need to approach Mt. Dora to see if they would permit us to use the money for a college scholarship for a woman from Mt. Dora. We have a person in mind and Jacquie will investigate to see if that woman is still in school.

Diane Jacobson moved that we increase the \$1500 scholarships to \$2000. After discussion this issue was tabled until next month.

Thirteen girls have applied for Tech Trek and we will be able to send seven.

7. Membership has reported that we have had many inquiries about women interested in joining. We suggest that they continue coming to meetings and then apply and pay their dues in in March.

National is encouraging members to renew their membership on line. All of our members are on line.

8. Dorothy Dobbs gave the Program Committee report. February's meeting will celebrate Black History with speakers, Katina Stevens and Cheryl Gibson. In March we will celebrate Women's Right to vote. Sisters of Suffragettes are marching in the Mardi Gras parade on March 17th dressed in black and white and wearing a shamrock. Members are invited to participate, but only a total of 40 can march. The April meeting is late because of the AAUW convention held on the date of our usual meeting.

9. Beth Hicks requested that pictures of Music of the Night and other information be sent to her by February 20th for the newsletter.

Respectfully submitted,

Gretchen Lewis  
Co Secretary

Lake/Sumter AAUW  
2019-20

Board Meeting Minutes  
Page 21

**Corrected Board Minutes of March 3,2020**  
**AAUW Board Meeting**  
**Sheriffs Annex Building**  
**10:00 am**  
**March 3, 2020**

Attendees:

Beth Hicks, Marianne Bender-Powers, Gretchen Lewis, Terri Slotterback, Liz Schweers, Peg Tabor, Connie Konatsotis, Anne Wilkins, Judy Bonn, Margie Hunt, Carolee Litwinka, Carolyn Johnson, Susan Gold, Jacquie Latzer, Diane Geach, and Linda Ferens

Carolee Litwinka co president, called the meeting to order at 10:00 am and welcomed everyone.

A quorum was affirmed.

Old Business:

The minutes of the February Board meeting were approved as corrected.

Peg Tabor gave the treasurer's report. The branch has a balance of \$29,982.78. The complete report has been filed in Drop Box.

New Business:

Marianne Bender-Powers discussed the plans for the March General Meeting. Which will honor our Suffragists. Some of our members will be dressed in period attire. The focus of the meeting will be to educate the membership through readings, poems, and songs regarding what the Suffragists endured so that we can vote today. She also suggested that some of our speakers should be given an honorarium for their presentations. It was decided that it should have been planned for in the budget in advance.

Beth Hicks announced that there will be a St Patrick's Day Parade on March 17<sup>th</sup> in Spanish Springs. We will be represented, along with other groups, in Suffragists' costumes. Golf carts will be appropriately decorated. She also stated that there will be a play on April 21<sup>st</sup> at 2:00 pm at the Colony Recreation Center followed by a panel discussion. On May 12<sup>th</sup> at 10:00 am there will be a celebration of Florida ratification of the 19<sup>th</sup> amendment.

Connie Konatsotis gave an update on Tech Trek. The girls worked very hard on their presentations for Music of the Knight and did an excellent job. There are not enough committee members to follow up on the Lake County possibilities for Tech Trek. Since \$8500 is designated for Tech Trek from Women United, our budget and a donation, Jacquie Latzer moved that we send eight names to State AAUW, Susan Gold seconded, and the motion was carried. We are not certain state will accept all of the girls we nominated.

Since Tech Trek had no applicants from Mt. Dora, a bank conference call will be held soon to see if they would be willing to transfer the \$2200 they had allotted for Tech Trek to a Mt Dora college scholarship applicant. Diane Jacobson moved to offer four scholarships for \$2000 each for next year and Anne Wilkens seconded the motion. The motion was passed

Diane Geach, chair of our 50-50 committee, stated that 50-50 tickets will not be sold during the speakers presentation. This will be announced from the podium at the March general meeting.

Diane Jacobson gave the report on the Music of the Night Fundraiser. The evening was extremely successful and resulted in \$8000 in profit and donations. The success came from having very specific contracts and adhering very carefully to the established timeline. It was felt that Diane did an outstanding job in creating and organizing the event. Eighty-eight of our members participated and sixty-six took part in the jewelry sale. Diane has plans for another fundraiser for next year. On April 14, 2020 there will be a fundraising committee meeting at the home of Linda Carpenter.

Liz Schweers gave the Nominating Committee report. She was very appreciative of all the work that Pam Cobb did in securing the slate of officers to be presented to the membership at the March meeting and installed in April. The slate is as follows: Co-Presidents Anne Wilkins and Katie Haviland; Co-Presidents Elect Gay Birchard and ?; Co-Secretary Nancy Harshorn and Sharron Albrecht-continuing; Co-Membership Karen Pickelsimer and Susan Gold-continuing; Co-Finance Margie Hunt and Terri Slotterback; Co-Program Rose Boeckman and Marianne Bender-Powers-continuing. The full report is in Drop Box.

The Diversity Committee report was given by Carolee Litwinka in the absence of Linda Carpenter. Ice-breaker questions will be on the tables during the social part of the general meetings in March and April as a trial to see if they are successful. A major event will be held on October 22, 2020, at the Bacall Recreation Center. The full report is in Drop Box.

Diane Jacobson stated that our website needs to be updated. She will assume that responsibility with the help of Char Griffen. Anne Wilkens will get the password for the website from Diane Reichert.

Jacquie Latzer noted that we need to decide where we will have our summer breakfasts. Perkins and Bob Evans were mentioned. Anne Wilkens will look into it.

Carolee Litwinka will explore the possibility of our becoming eligible for 501C3 status.

#### Announcements:

Susan Gold encouraged members to use the flyer and application for the Mah Jong event that came to the members in an e-blast. Members should be encouraged to talk to their friends about attending the event.

Several Members are going to attend the state AAUW Convention in April.

Beth Hicks stated that the newsletter deadline is March 20<sup>th</sup>. A reminder will be sent out on March 13<sup>th</sup>.

The next general meeting is March 21,2020 at the Allamanda Recreation Center at 9:15 for social gathering and the meeting will begin at 10:00 am.

The meeting was adjourned.

Respectfully submitted ,  
Gretchen Lewis  
Co-Secretary

Corrected and edited by  
Sharron Albrecht  
Co-Secretary  
August 15, 2020

Addition to the Minutes  
March 21, 2020

On March 20, 2020, Terri Slotterback was named Co-Director of Finance by a unanimous vote of the Board of Directors of Lake/Sumter (Florida) Branch of American Association of University Women. Due to the difficulties caused by the coronavirus, the vote was cast electronically. This addition will be added to our official file of minutes.

Respectfully submitted,

Gretchen Lewis  
Co-Secretary

***Board Meeting Minutes from April and May 2020 are not available.***

That was the beginning of the COVID pandemic and meetings may not have been held. Meetings via Zoom did not start until September 2020.