



Executive Committee Meeting Minutes
Time: September 7, 2022
06:00 PM Pacific Time (US and Canada)
Via zoom

1. Call to order

Debby Dittman called the meeting to order at 6:02 pm. Attendees include Governor Roskos, Governor, Hannan, Governor DeMoss, and Interim ED Pam Herman. Absent with excuses: Governor Lohrasb and Governor Roper

2. Approve Minutes from 8/3/2022 meeting

Motion: To approve the meeting minutes as presented - all approved

Post meeting note: The amount requested from the LA Branch was later researched and corrected to \$2,999. Christina as treasurer will request that amount.

3. Bylaws working group meeting –

Kathy Roskos provided information on the research on the Law Firms that were interviewed. The group discussed that it was clear that the AAMC needed to have its purpose before completing their bylaws. There was a small meeting on Tuesday August 23rd and they decided that we should move forward in parallel. The small group decided that scenario B, independent but working with MC @ NU will be used as the template for moving forward. The group recommend that Debby Dittman, Pam Herman and Rachel Miny. move forward to discuss and make a recommendation on which law firm to select. This will be presented at the BOG meeting on 9/14/2022. Christina is forwarding this to the finance committee as it does impact the AAMC finances.

4. BOG responsibilities document

Governor Roper provided a written motion which suggested a rewrite to the last paragraph of the Board of Governors responsibilities document. The committee discussed the proposal and suggested the following edits Mills College at Northeastern (MC@NU) is written first, then thereafter refer to it as MC@NU.

Motion to approve the rewrite amended and then forward to the BOG

5. Financial report/update

Governor Hannan reviewed the process that staff and she were taking to get the AAMC financials in good shape. There is financial data that was not captured in QuickBooks. Christina will present the financial report first to the financial committee then the EC and then the BOG. Christina will also send the finance committee meeting report to the EC. The finance committee met with Morgan Stanley. The committee will be looking at the Investment Policy Statement to revise it based on our purpose and mission.

6. Review of 3 committee chairs & co-chairs

An adhoc committee was created at the last BOG meeting to recommend chairs for some committees. Debby has requested that the adhoc committee provide a report prior to tonight's meeting and has not had a response. Debby provided some updates. Courtney Long has offered to step down as branch chair. Angela DeMoss would like to be appointed as chair and Debby is proposing Angela as Chair of Clubs and Branches. Regarding the endowment committee, Debby has spoken with Viji, that she feels that the job is really a retrieval of documents to discover the true ownership of three endowments and if they are AAMC or MC @NU. Debby said Viji is key to this discovery and suggested she remain, but not as a committee, but as a working group as she has access to all the files at RAH. This will be proposed to the BOG on 7/14/2022. The committee suggested that the ASR consider promoting from within the committee. The Educational Outreach committee should be called Lifelong learning and that change needs to be made in the committee list.

7. Request to add a program to ASR

Governor Wolf provided the executive committee with a write up on a suggested subcommittee within the ASR committee. She would like to spearhead this subcommittee. The Executive Committee discussed the proposal and wants to make sure we are not duplicative of the efforts being considered by MC@NU. The committee also suggested having a one-stop resource center with wrap around services. Debby thought Viji had a meeting with Chicora on Thursday and suggested she ask what the college is doing in these efforts and how they are facilitating wrap-around services for those students in need.

8. Updates re: Board Orientation

Karilee and Pam Roper have prepared a document discussing the three scenarios for the AAMC. This document was sent to the Executive Committee. They discussed that additional criteria could be added e.g. name, values, and mission. They recommended that the BOG discussion focus on governors sharing additional options and/or and additional criteria. Also discussed the commonality between all the options.

9. Discussing Welcome event for the joint reception of AAMC and Alumnae Relations

The committee discussed this upcoming event, which is September 15th. They questioned who was providing the gifts for the giveaway (raffle). They wanted to have more details and how they can participate. Notes after the meeting: Nicole Adams and Viji will be asked to respond.

10. Additional BOG Agenda items

- Ask for BOG to sign up for committee membership
- Propose Angela for Branches and Clubs Chair
- Endowment and scholarships removed as a committee and propose the working group as requested by Debby for Viji to accomplish
- Change the education outreach to life-long learning
- Want at reunion to have tables with committee chairs to provide info to non-BOG alumnae – Angela
- Request from East Bay Alumnae to put the word out that during reunion that a campout is planned Th-Sunday at Aurelia Reinhardt Redwoods park. – limited to the first 50 people, nominal fee – could we put it on AAMC website with a google form.
- Talk about reunion at the meeting as we are sponsoring 2 events – who is selling merchandise.
- Discuss which branches and clubs are still active and want to be active. Can we create a QR code for each branch contact.
- Branches and clubs toolkit.

11. Adjourn

8:15 pm