

Executive Committee Minutes

Wednesday, April 26, 2023

6:00-8:00 PM

Present: Debby Dittman, Pamela Roper, Kathy Roskos, Christina Hannan, Angela DeMoss, Mitra Lohrasb, Guest Kieran Turan

1. Call to Order

President Dittman called the meeting to order at 6:10 PM.

2. Approval of Minutes

A motion was made by Governor Roskos to approve the minutes from 4/5/23, seconded by Vice President Roper. The motion passed.

3. Confirmation of Online Voting Platform for Annual Meeting

Governor Turan reviewed that the original proposed voting platform, ElectionBuddy, without same day support, still has a valid quote. Governor Turan has investigated an alternate voting platform service, also utilized by educational institutions, named Election Services Company (New York). He has spoken to John Plate, VP of Sales with our meeting requirements and a quote, with same day support, is expected by 4/27/23. Once the quote is received, it will be reviewed and discussed with Debra Connick and President Dittman. If the quote appears to meet the need for the AAMC Annual meeting, and includes same day support, Governor Turan will circulate an email for BOG approval if the budget exceeds the BOG approved budget for the Annual Meeting voting platform.

4. Annual Meeting Planning/Budget

Governor Hannan indicated that Committee templates are ready to be sent to the AAMC Committee Chairs. She is requesting that Committee Chairs return committee budget forecasts directly to the treasurer. Once received, Governor Hannan will prepare the budget for the annual meeting.

5. Status of BOG applications, Nominating Committee membership

The 2023 BOG application has been posted on the AAMC website and is a fillable PDF form. An email for electronic submission of the 2023 BOG applications has been set up for the entire Nominating Committee to receive applications simultaneously (nomcom@aamc-mills.org).

As of 4/26/23, no applications have been received.

Pam informed the BOG on 4/45/23 of the officers and governors terming off the BOG:

Pamela Roper – Vice President
Christina Hannan - Treasurer
Mitra Lohrasb
Ellen Hines
Catherine Ladnier
Ariadne Wolf

The applications submitted during 2022 will be rolled over; however, the application form has changed with the addition of 2 questions. Roll over applicants will still need to answer the 2 new questions to complete their applications. The Nominating Committee will not consider incomplete applications.

6. Mills Quarterly Summer Edition Deadline (4/28/23)

The Summer Mills Quarterly Edition deadline of 4/28/23 is too soon to publish the data gathered to date to support an informed vote on the direction for the AAMC. The complete data set is still pending, not reviewed or summarized.

The BOG discussion of 12/5/2022 agreed to obtain data on implementing option 1 (independent AAMC and not in residence at RAH) and option 2 (collaborative relationship with MC@NU and in residence at RAH) prior to placing a vote before the membership. Governor Roper has researched only the Option 1 high-level operating costs, and estimates a minimum requirement of 240K per year. To obtain a holistic AAMC annual operating budget to support Option 1, the minimum operating cost information would be added to the yearly AAMC Program budget (under preparation for the 2023 Annual Meeting). Additionally, the CPI cost for Oakland, CA (~3%) would need to be factored in on an annual basis.

President Dittman sought suggestions for her President's column in the Summer Mills Quarterly. EC suggestions included a call to membership to assemble an ad hoc committee to focus on a

narrow scope of work to meet, work through and finalize each operating proposal to place before the membership.

7. CommuniTea Plans 5/13

Governor DeMoss indicated that Governor Catherine Ladnier will be giving two (2) lectures on 5/13 – one lecture at the Rosie the Riveter National Historic Park sharing stories of the ‘Rosies who wrote to Harry’, her father, and one lecture at the RAH CommuniTea sharing the stories of Japanese American Mills College students who corresponded from internment camps with Mills College president Aurelia Henry Reinhardt during WWII.

8. CommuniTea events after June 2023

Governor DeMoss indicated that she and her co-chair Kristen Caven would be willing to train a new team for the upcoming fiscal year, but that they will step back from chairing a monthly CommuniTea. They will consider a quarterly CommuniTea event schedule.

9. Executive Session initiated 7:56 pm. Executive Session closed 8:22 pm.

Subject matter not disclosed.

10. Adjourn

President Dittman adjourned the meeting at 8:30 PM.

5/10/23 agenda items

Annual Meeting Preparation:

Confirmation of online voting platform for Annual meeting (Kieran)

Budget preparation for annual meeting - no time on agenda – (Board Package information only)

Update on BOG application returns, Nominating committee status (Pam)

Update on Facilitator Services (Angela and Ari)

Update on CommuniTea June volunteer appreciation event, RSVPs will be required (Angela)