

NAWIC Silicon Valley Chapter #99

Board Meeting Minutes

May 4, 2022

ITEM	PRESENTER	COMMENTS
Call to Order	Laura Grabar	The meeting was called to order at 6:02 PM
Quorum	Laura Grabar	X Angie Ramos X Laura Grabar X Shawna Alvarado X April Vicchrilli X Misha Homara X Tina Martinez X Becky Watson X Missy Cochran Jennifer Adams X Pam Henley A quorum is established with 8 Members and 1 Guest (Quorum: >50% BOD attendance).
Treasurer's Report	Becky Watson	The March 2022 and April 2022 Treasurer Reports were reviewed and approved.
Board Meeting Minutes	April Vicchrilli	BOD meeting minutes for April 2022 were reviewed and approved as corrected. The BOD meeting minutes will be included in the newsletter moving forward. April to include in newsletter
Correspondence	April Vicchrilli	None
Committee Reports		
Corporate Sponsors	Donna Serrano/ Laura Grabar	Currently at \$12,000. Becky is tracking use of sponsorship benefits within the chapter financial accounting. April to upload current Sponsorship Forms and drafts to Google Drive. April to email BOD link to Google Drive/Sponsorship folder. April to request taskforce participation in newsletter to review sponsorship documents and website information.
Membership/Installation Committee	Shawna Alvarado	61 Members

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VICE PRESIDENT
Angie Ramos

TREASURER
Becky Watson

SECRETARY
April Vicchrilli

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Missy Cochran

BOARD OF DIRECTORS
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Tina Martinez

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Audit Committee	April Vicchrilli	Held 4/25, 5 PM at Expert Drywall. April Vicchrilli (Board Member), Marlene O'Donnell (General Member) Becky Watson (Treasurer) and Laura Grabar (President) were present. Audit report for October 2021 through March 2022 is complete and will be included in May's Newsletter April to include a link to the Audit Report in the newsletter. April and Becky to pull together a taskforce to better operationalize the registration/accounting process.
Scholarship Committee	Shawna Alvarado	Three (3) scholarships were administered. We will invite them to upcoming meetings. Shawna to send names and any additional information to April April to add recipient information on website and social media.
Nominating Committee	April Vicchrilli	April Vicchrilli is leading the nominating committee. Committee will present a slate in June.
Unfinished Business		
May Membership Meeting	April Vicchrilli	Lead: Kara/April Date/Time: 5/25/22, 6 PM Location: President Laura Grabar's Home Topic: Mind Body Connection and Quality of Life Speaker: Christine Doblal Cost: \$25 Members / \$30 for Non-Members Catering: TBD Missy to order Zoom: None RSVP: EOD, 5/23 April will draft flyer and post on Constant Contact

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Strategic Plan	April Vicchrilli	April has received confirmation from Chris Wigginton that she can provide support should our chapter need it. The plan will need to be approved by the chapter Board of Directors. April to request taskforce participation in newsletter to develop draft chapter strategic plan.
New Business		
Chapter fund match for CycleBar Fundraiser	April Vicchrilli	Motion made and passed to match CycleBar fundraiser earnings of \$1,182. April to email Becky with contact information.
June Membership Meeting	Tina Martinez / April Vicchrilli	Lead: Tina Martinez or April Vicchrilli Date/Time: 6/22/22, 4 PM Location: TBD Topic: Job Site Tour – Speaker: TBD Cost: TBD Catering: TBD Zoom: None RSVP: TBD Tina to see if Pacific Builders has any job sites we can tour. April has standing invitation from Stanford Health Care to visit any job site.
July Membership Meeting / Casino Night	Laura Grabar / Shawna Alvarado	No Membership Meeting but will have a Casino Night. Shawna will start coordinating event.
Outstanding Checks	Becky Watson	The Audit Committee recommends voiding outstanding checks. Becky to reconcile accounting.

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Accounting Workshop Idea	Becky Watson	New accounting standards – operating leases. Becky to determine if this is something we want to offer and develop the workshop.
Announcements		None
Adjournment	Laura Grabar	The meeting was adjourned at 7:14 PM.

Minutes submitted by:

Laura Grabar, President and April Vicchrilli, Secretary

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