

Virginia Council on Women

Capital One Downtown Office, 200 S. 10th Street, Suite 801, Richmond, VA 23219

Draft Minutes

January 15, 2014

11:00AM – 1:00 PM

Attending:

Tracy Key
Theresa Preda
Dawn James
Rita Surratt
Bakula Dave
Ruth Zajur
Ann Harbour
Carey Sousa
Lis Bresee
Nicole Neily
Olivia Turner

Staff:

Jenni Aulgur
Denise Burch

The meeting was called to order at 11:00 am by Chairwoman Tracy Key, who also welcomed the council members and staff present.

A motion was made by Rita Suratt and seconded by Carey Sousa to adopt the meeting agenda. The motion carried.

A motion was made by Ruth Zajur and seconded by Carey Sousa to waive the reading of the September 18, 2013 meeting minutes and to adopt the minutes as written. The motion carried.

Legislative and Staffing Update

No Legislative update at this time. Jenni mentioned that the new SOC team is just coming on board. Denise Burch who is the new executive assistant to Secretary-designee Stoney attended the meeting.

Updated Roster

Updates will be emailed after the meeting.

LUNCH BREAK

Transition Discussion

Tracy wants to formalize a “welcome” packet in an electronic version to keep everyone on the same page.

STEM Essay Contest

Tracy noted they are going to boldly go forward to raise money for the contest. However are working to get the SOC’s blessings, including guidance on PR for announcing the contest and future PR assistance on announcing winners. Theresa noted if there is a reason they can’t go forward we need to know sooner rather than later.

Theresa noted that judging is time consuming. They have a solid system in place, but trying to recruit more judges.

Lis added her positive thoughts on the STEM contest and how it's a great bipartisan effort.

Discussion on the relationship with the Science Museum of Virginia (SMV):

- 7% fee charged by SMV; get 20 or so seats at the breakfast
- needs to be monitored for review
- financial statement should be reviewed every meeting.
- Museum's concern is that we are tapping into their donors – Tracy said that is not the case and alleviated that concern.
- Carey noted we are tied into SMV this year but could then explore a different event or venue next year.
- Tracy reiterated the 7% fee is standard practice in the industry.
- Ann suggested we look for alternative places to hold the money

New Business

Meeting dates were approved for 2014:

January 15, 2014

May 7, 2014 (this is day of SMV Foundation/STEM Contest Breakfast)

August 13, 2014

October 15, 2014

At some point during the meeting it was noted to hold off on website link to Working Women's Subcommittee report.

A motion was made by Tracy Key and seconded by Rita Surratt to adjourn the meeting. The motion carried.

Meeting adjourned at 1:00PM.