

**2016 Business Meeting  
Western Association of Women Historians  
48th Annual Conference**

The regular annual business meeting of the Western Association of Women Historians was held on Saturday, May 14, 2016 from 5:30-7 p.m., in the COLUMBINE Room of the Sheraton in Denver, Colorado.

Officers Present: President Rebecca Plant, Executive Director Cheryl Warsh, President-Elect Jennifer Thigpen, Secretary Lindsay Wilson, and Treasurer Pamela Stewart.

**PROCEEDINGS:**

The meeting was called to order, Rebecca Plant presiding.

MOTION made to call the meeting together.

Motion made to approve the Agenda. MOTION APPROVED.

Motion to approve the Minutes. MOTION APPROVED.

**ANNOUNCEMENTS:**

**The Anniversary Planning Committee**, consisting of Susan Wladaver-Morgan, Susan Kullmann, Carol Gold, Maryanne Irwin, Nupur Chaudhuri, Amy Essington, (*and Barbara Malo* is continuing to plan for our 50<sup>th</sup> anniversary meeting in 2019).

**The Publicity Committee:** Sunu Kodumthara will serve. A committee is not needed at the time.

A **Formal Mentoring Committee** is not necessary at this time.

**VOTES:**

**1) Vote on Recusal Policy:**

*(with additional language needed)* **AYE**

The nominating committee will make a recommendation of a replacement to the president. The president will appoint a replacement for the committee member for the one year of recusal. The appointment will serve a one-year replacement term. The committee member will return to serve any remaining years of the three-year term.

If the recusing person is the committee chair, the person in their second year of service will be chair. Since the chair would be in the third year of the appointment, she would not return to the committee after the recusal year.

**2) Vote on the Bylaws to name the Grad Student Conference Poster Prize for Mary Elizabeth (Betsy) Perry: AYE**

**3) Vote on the Nominating Committee:**

Keep it as an ad-hoc committee for now: **AYE**

Open it up to new names in order to broaden the discussion and the possible pool of nominees. Post on Evenbrite: Ask registrants to check a box when registering: "Are you

interested in being more involved?" Cheryl will forward the necessary information to Rebecca.

(Ula Taylor wants to be on one of the prize committees and getting more involved in WAWH---*Just for news; will delete this passage on final edit. LW*).

**4) Vote on allowing prize committees to designate a co-winner or award an honorable mention:**

In the event that a committee finds two works equally extraordinary, ask the president and treasurer if they can find additional money to provide two prizes. Honorable mentions are allowed, with no funding.  
Aye.

**TO BE VOTED ON AT THE NEXT CONFERENCE IN 2017**

**The Graduate Student Conference Poster Prize** is an annual prize that recognizes the most outstanding poster presented by a graduate student at the annual WAWH conference.

I. All posters accepted for the poster session will be considered for the prize, provided that the presenter:

- A. is a graduate student and a current member of WAWH at the time of the conference.
- B. is available to interact with conference participants during all of the poster sessions.
- C. does not present a paper at the same conference.

II. Conference attendees will choose the winner by voting through a secret ballot.

Posters should be judged on:

- A. Strength of content
- B. Originality of conception and analysis
- C. Clarity and effectiveness of presentation

III. The amount of the prize will be determined by the Executive Director, President, and Treasurer, subject to funding and the applicant pool.

IV. *Jessica and Jennifer Thigpen will devise a voting system beginning with: "Put a ballot in folders for attendees to receive at the beginning of the conference"*

V. The winner will be announced at the Saturday night banquet (students need not be present at the banquet to win).

## Officers' Reports and Discussion

### **Rebecca Plant, PRESIDENT:**

She filled board positions with Cheryl Warsh.

She searched with Jennifer Fish Kashay and Cheryl for a location for the 2017 conference: It will be held from April 27-29 in San Diego at the Town and Country Resort.

The Presidential Panel and Plenary Speakers are TBA.

### **Jennifer Thigpen, VICE PRESIDENT:**

She followed Rebecca.

She will find a lunchtime speaker for the Pacific Coast Branch of the AHA in Hawaii.

### **Cheryl Warsh, EXECUTIVE DIRECTOR:**

#### **Membership:**

Memberships expire at the conference. One is no longer a member afterwards, according to Amy Essington.

From 72% to 75% of previous members had renewed by the beginning of this conference.

We are raising funds with new 3-year memberships and a few lifetime memberships.

#### **Conference Planning:**

Our graduate students have been great this year.

The web redesign is great.

There were some Eventbrite glitches, but we managed well with system and people back-ups.

Negotiating with hotels was tough. AV was the worst: Estimated costs went from \$9k—4k---3,200. We should buy our own equipment. (*But, objection from the floor: technology changes rapidly*).

What about screens?

Jessica: There were problems finding the right size hotel.

Cheryl will send out a survey for our members to recommend hotels (Criteria: costs, as well as where they would like to be). We need to receive recommendations at least 2 years in advance of the conference date.

(*Objection from the floor: some hotels won't set contracts so far in advance*).

Maybe we should change the location cycle that is currently: N. California, S. California, somewhere else.

Should we negotiate for the Huntington for the anniversary conference in 2019?

Should we have a pledge drive, using Facebook to drive it with trivia and ads from various decades? Board members will be asked to send personal letters.

**Networker online:** We need more interesting content beyond reports such as news in the profession, book reviews ...

***Question from the floor:***

What happened to the committee notebook that is to be passed down from one committee to the next?

Cheryl will send templates, bylaws, a check-list, separate committee member letters and chairs' reports to new board members.

Cheryl also aspires to supply a digital best practices manual for each committee. She will look into Google for non-profits.

**Pamela Stewart: TREASURER**

This year we brought in more than \$7k in new memberships, but the hotel contract cost a lot more than the previous year's contract.

We incurred a significant deficit of (12k) in annual spending this year, which follows a deficit the preceding year. Next year looks better.

***Suggestions from the floor:***

Raise registration fees on full-time faculty and do away with sodas and chips.

Ask faculty to buy gift memberships and provide meals for graduate students, including those who are not their own. ***We need to develop a process for doing so.***

**Sunu Kodumthara, Digital Communication Director:**

Talk to students and colleagues about posting and recommending our WAWH Facebook page.

**Abby Feeley, Conference Committee Director:**

Food prices are out of date: they don't reflect our actual costs.

Have 2 prices for food---one for faculty, one for graduate students.

Don't go into the red for next year's conference.

Create a WAWH banner and signs (See Carrie Streeter).

**Lindsay Wilson, SECRETARY:**

My main role has been to provide extensive minutes for each year's conference executive board and business meetings and follow up at the next year's executive board meeting to determine if we have reached our goals or need to adjust them.

**From the Awards Banquet:**

The names of award recipients are announced after the business meeting. To learn more about who received awards this year, press the link to each award on the awards section of the WAWH website.

Respectfully submitted,  
Lindsay Wilson, Secretary  
July 17, 2016