



Women's Committee Minutes – June 20, 2007

MRF Conference Room

Present:

Diane Adams, Ellen Bailey, Valerie Caron, Julie Fawkes, Alison Macdonald, Britt Raubenheimer (via conference call), and Sheri White

Absent:

Dana Gerlach

Treasurer's Report:

Alison went over the budget and discussed the expenses from the past two months. Currently we have \$611.00 Discretionary fund, \$964.59 General fund. We have collected money for the upcoming dinner that has not been deposited yet.

Events:

- The Annual Meeting and Dinner is planned for June 27th, catered by Roland. He will provide the bartender. Committee to pay for Liquor Liability Insurance. Valerie will be in contact with him for a final head count. As of the 20th we have 18 for the reception and 35 for the dinner. Valerie will get the key from Mary Ann White by noon the day of the meeting so we can fill the ice cooler and chill beverages. 9 tables of 8 are needed. The speakers do not need a table up front, and Matt Barton will assist in the media set up. Britt will introduce the committee members and present the annual summary of the committee activities during the reception. Ellen is working on the speaker introductions and will give them on the day. Centerpieces for the tables were discussed (Ellen, Sheri and Alison will coordinate this effort)
- Valerie and Julie met with the committee for the [Linda Morse-Porteous Award](#) and a recipient has been chosen. The award will be presented by Emily Schorer on June 29, 2007. The committee has submitted some ideas to the EEO officer regarding changes in the nomination form and nomination procedures. Julie will chair the committee next year and another member of the Women's Committee will serve.

Call for Nominations:

A call for new Women's Committee member nominations will go out in Headlines the last week in June. Britt also will solicit nominations during the reception. Valerie will collect the nominations and ballots will be sent out the 2nd week in August due back to the committee on August 31st.

Postdoctoral Representative Report:

No representative available for this meeting.

Committee Reports:

- Sheri- Diversity Committee is showing their first movie on June 21, 2007, in Redfield. The committee is looking for suggestions for future movies. A web site is being worked on for the committee and they are looking to have more of a presence within the WHOI Community. Woods Hole Diversity Day is going to be sometime in August. Sheri will give us the date at the next meeting.
- Ellen - Benefit Advisory Committee has submitted to the Directorate their recommendations for fine tuning the occasional leave WHOI presently offers. The next topic they will be working on is health care providers for WHOI.

Next meeting:

July 18th, 2007 9am Blake Conference Room