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| **I. I. Governance and Sustainability: Ensuring the strength and viability of OML.** | | | | | |
| **GOAL** | **ACTION** | **RESPONSIBLE** | **METRIC** | **ACTION PLAN/RESULTS** | **DUE DATE/****STATUS** |
| Reverse trend of decreasing OML membership. | Use member profile sheets to immediately connect new members with interest groups/committees/projects that match their stated interests. | Membership VP | No net loss in membership | Use member profile sheets to engage new members. |  |
|  | Hold at least two evening/weekend and/or online/virtual programs or activities so that those with weekday, daytime commitments can participate. Select topics that would be of interest to a younger average-age demographic than the current membership as well as current members. | Program Co-VPs | At least 10 non-OML members attend (in total) | To be scheduled as part of the meeting program | First meeting on August 17- fire safety/  emergency planning |
|  | Inform parents of girls participating in Tech Trek, Scholarship and STEM activities about our branch and invite them to join. | Tech Trek, Scholarship and STEM Chairs | Information provided to parents once. | Each group provides a flyer on the branch and a list of advertisers to parents. |  |
| Maintain interest groups for member involvement in activities of interest to them. | Assist interest group chairs as needed to help ensure the groups remain active. | President-Elect | No interest groups are inactive | President-Elect will periodically check with interest group chairs re their groups’ activity levels and advise President if any of the groups are inactive. |  |
|  | Continue to offer virtual (Zoom) meetings to all applicable interest groups. | OML Zoom account holders and interest group chairs | All interest groups continue to meet | President-Elect will ensure that interest group chairs know Zoom meetings are available. OML Zoom account holders will schedule Zoom meetings upon request. |  |
| Increase OML visibility in the community. | Publicize (in print and social media) upcoming OML programs and activities which are open to the public. | Publicity and Social Media Chairs | 100% of programs and activities are publicized | Publicity Chair send calendar items for those general meetings open to public to the local media. Social Media chair post meeting notices on OML FaceBook page. |  |
|  | Submit for publication in print media and post on social media stories about OML activities and projects of likely public interest, including one key article on the branch goals and activities. Advertisements inviting new members are published. | Publicity and Social Media Chairs | At least 4 stories published and/or posted. 4 ads published | Publicity Chair submit stories to local media. Social media chair post stories on OML FaceBook page. |  |
| Leverage relationships to enhance OML's community impact. | Sustain and grow collaborations with the Lamorinda Sunrise Rotary Club, St. Mary's College, Techbridge Girls and Girls Inc., with a primary focus on the STEM Conference and then the proposed girls for STEM initiatives (workshops/demonstrations for high school girls; field trips for STEM Conference and Tech Trek alumni). | STEM Committee Chairs | At least 3 partnerships maintained | STEM Committee will grow partnerships with Rotary, Techbridge Girls and others to offer “Girls in STEM” events. |  |
|  | Consider pursuing collaborations with other local nonprofits and with IBC which could help OML in furthering AAUW’s public policy goals. | Public Policy VPs | at least 1 collaboration considered or established | Continue building relationship with Women’s March Contra Costa. |  |
| Maintain a succession plan for the OML 501c(3) and 501(4) board positions. | Follow the OML succession plan written in 2021. | Nominating Committee Chair | Succession plan followed. Are at least 2 new (not on 2020-21 board) board members on the 2021-2 board | Nominating Committee follow the OML succession plan in developing the 2021-22 OML candidates slate. |  |
| Provide additional income to supplement member dues for OML operating expenses. | Sell add space in OML directory and social media sites to local businesses. | Advertising Coordinator | ad revenue meets or exceeds ad budget | Advertising committee offer complimentary and reduced ad rates due to pandemic. |  |
| Ensure OML bylaws are current | Review OML bylaws for compliance with AAUW National and CA requirements and conformance with current OML practices. | Presidents and Parliamentarian | Bylaws review started or completed | Co- President and Parliamentarian form committee to review the bylaws. Committee reviews bylaws. If review completed: propose bylaws revisions if needed and present proposed revisions (if any) to membership for membership vote of approval. Note: OML Policies and Procedures state that branch bylaws shall be reviewed in odd-numbered years. | Dec 2021 |
| **II. GENERAL MEETINGS: Doing programs and activities that are focused on AAUW Association and AAUW CA priorities and open to the public (i.e., programs and activities are mission-based).and Publicity** | | | | | |
| **GOAL** | **ACTION** | **RESPONSIBLE** | **METRIC** | **ACTION PLAN** | **DUE DATE/****STATUS** |
| Promote AAUW Fund to members and the public. | Hold at least one general meeting/program focusing on AAUW Fund. | AAUW Fund VPs | one meeting re AAUW Fund held | Fund VPs plan an OML general meeting on the AAUW Fund. |  |
|  | Encourage donations to AAUW’s Greatest Needs Fund to support AAUW National’s new initiatives. | AAUW Fund VPs | At least 80% donated is to Special Needs Fund | Promote Greatest Needs Fund in OML communications, the general meeting on the AAUW Fund, and in OML social media posts. |  |
| Support the AAUW Association’s strategic plan initiatives (Education/Training: addressing barriers and implicit biases that hinder advancement of women; Economic Security: ensuring livelihoods for women; Leadership: closing the gender gap in leadership opportunities). | Conduct a minimum of 3-5 mission-based programs that are open to the public, focusing on at least two of Association's strategic plan initiatives. | OML Board | 3-5 mission-based programs held. At least 2 initiatives covered. | Board select meeting topics that align with AAUWs strategic plan. |  |
| Support the AAUW Association and AAUW California public policy priorities. | Conduct at least one program/activity open to the public that regards an AAUW Association or AAUW California public policy priority. | Public Policy VPs | At least 1 event held | Conduct a program on Public Policy in the fall. Consider a second Public Policy program in the spring such as women’s health issues or protection voter rights. Each general meeting should focus on AAUW Public Policy priorities. Do we want this second item? |  |
|  | Consider participating in a non-AAUW hosted activity or program related to an AAUW California legislative agenda or public policy priority. | Public Policy VPs | Consider at least 1 event | Public Policy Committee coordinate OML (and other branches in IBC?) participation in the Contra Costa/Walnut Creek Women’s Day March in January 2022. Participate in new IBC Public Policy group. |  |
|  | Conduct a meeting with a U.S. representative(s) or state legislator(s), or their staff, on an AAUW strategic plan area of focus. (this a 5-star program criteria) | Public Policy VPs | Meeting held | Public Policy Committee organize a branch general meeting with CA Rep. Rebecca Bauer-Kahan as guest speaker. |  |
|  | Promote AAUW’s WorkSmart online program and AAUW’s Action Network in OML social media posts. | Social Media Chair | At least 2 posts made | Social Media Chair will post on OML’s Facebook page and other social media sites. |  |
|  | Promote and facilitate AAUW Action Network signups (in-person or virtually) at OML events. | Public Policy VPs | Signups available at one or more events | Public Policy Committee arrange for in-person or virtual signups at OML general meeting. 2-minute manager for general meeting announcement as needed. |  |
|  | Research and collect information with IBC to initiate GOV TREK program in 2022-2023. | Public Policy VPs | Possibility of implement-ation evaluated | Public policy committee evaluate if/how a GovTrek program could be implemented. |  |
| Retain AAUW designation as a 5-Star Branch | Complete and submit documentation to AAUW National for any star not yet awarded (meeting with legislator, community resource mapping exercise) | President | OML designated a 5-Star branch | No action needed. |  |
| **III. OML PROJECTS: Conducting projects that help OML achieve its vision and which support AAUW Association and AAUW CA priorities.an** | | | | | |
| **GOAL** | **ACTION** | **RESPONSIBLE** | **METRIC** | **ACTION PLAN** | **DUE DATE/****STATUS** |
| Help a public school located in an underserved community. | Maintain the Burkhalter Elementary School project.  Provide volunteer tutors. Provide volunteers for the library. Raise funds for/procure and then donate needed materials and supplies to the school. | Community Projects Chair | Needed supplies and volunteers are provided | Coordinate with the school re their needs/how we can volunteer. |  |
| Award scholarships to local young women. | Raise funds for and award college scholarships to graduating senior girls from each of the Lamorinda public high schools. | Scholarships Chairs | At least three scholarships awarded | Consider having a possible October fundraiser. |  |
|  | Raise funds for and award scholarships to Saint Mary's College students to attend AAUW’s NCCWSL (National Conference for College Women Student Leaders). | Scholarships Chairs | At least two scholarships awarded | Consider having a possible February fundraiser. |  |
| Encourage young woman to pursue learning and careers in STEM subjects—local students and those in underserved communities. | Participate in and support AAUW California’s Tech Trek program. Raise funds for camper sponsorships and select students from the Lamorinda public middle schools to attend Tech Trek camp. Encourage OML members to be camp volunteers. | Tech Trek Chair | At least six camper scholarships awarded. At least 2 OML members are camp volunteers. | Follow AAUW procedures to select TT campers. Encourage members to be camp volunteers. |  |
|  | Continue holding a one-day STEM conference for middle school girls. | STEM Conference Chairs | Conference is held | STEM Committee plan and conduct a STEM conference for middle school girls. |  |
|  | Expand the STEM Conference to impact more girls. Continue to increase the diversity of attendees by partnering and conducting outreach to organizations working in underserved communities. | STEM Conference Chairs | At least 200 total attendees; 40 from underserved communities | Work with Techbridge Girls and contacts in Richmond and Oakland and outreach to other local AAUW branches to increase diversity. |  |
|  | Continue Girls4STEM webinars for high school girls with speakers in the STEM field | STEM Committee Chairs | At least 5-6 during the year | Offer the Girls4STEM to local high school girls, all AAUW CA branches, and a diverse group of organizations to increase diversity of attendance. |  |
| Expand and sustain a collaboration with St. Mary’s College of California. | Develop a comprehensive strategic plan, including proposed budget, for an OML-St. Mary’s College collaboration. Upon OML Board approval, implement the plan. | St. Mary’s Liaison | Plan completed and being implemented | Continue dialogue with St. Mary’s College contacts and develop plan. Clarify role of liaison. |  |
| Recognize an OML member whose work in any field—volunteer and/or professional—has demonstrated creativity, initiative and outstanding achievement. | Form a committee, solicit nominations from OML members and (with the formed committee) select OML’s Distinguished Woman for 2022. Follow OML’s established criteria and procedure for awardee selection. | OML’s Distinguished Woman of 2022 | Distinguished Woman of 2022 selected | Distinguished Woman from 2020 forms committee that selects 2022 DW. New DW is announced at branch meeting. |  |
|  | Hold two meetings to honor the selected 2020 and 2022 Distinguished Women. | Program VPs and Luncheon Coordinator | Celebrations held | Plan and coordinate meeting in September to honor 2020 Distinguished Woman and in May to honor 2022 DW. |  |
|  | Publicize the selection and honoring of the Distinguished Woman. Submit an article to print media for publication and post article on social media. | Publicity Chair | Articles published and posted | Prepare and submit article when Distinguished Woman is honored. |  |
| Promote Diversity, Equity and Inclusion | Continue educate of DEI/BLM group on DEI issues | DEI VP | DEI/BLM Discussion Group | Monthly meetings that include reading/discussing relevant books, articles, guest speakers |  |
|  | Include Identifying actions to take to support DEI in the community as part of DEI/BLM meetings | DEI VP | Document ideas/plan/action | Take 2 actions during year to advocate DEI in our community |  |
|  | Sponsor at least 1 Branch meeting highlighting DEI awareness, actions, advocacy. | DEI VP | Branch meeting held on DEI topic | Organize at least 1 Branch meeting, ID & invite speaker, hold meeting, invite community |  |
|  | Support for legislation that supports DEI initiatives | DEI VP | Advocacy actions | Call/write in support of legislation |  |
| Archive critical Branch documents. | Create a plan to determine what documents are legally required to be retained, what additional information should be archived and how to accomplish archiving. | Board | Plan in place | Plan prepared for implementation in 2022. |  |