

**League of Women Voters of Dane County
Board Meeting
August 18, 2008**

Minutes

Members Present: Pam Rewey (President), Janet Kane, Pat Levin, Helen LeRoy, Gloria Meyer, Donna Norton, Priscilla Thain

President Rewey called the meeting to order at 6:00 pm.

Approval of minutes. The minutes were approved as corrected (bolded words added) *Meyer asked for clarification of the public relations portfolio. Discussion clarified that the fundraising function is a separate portfolio. Food arrangements for the Open House and for the Lively Issues meetings need to be made, and plans for a display of membership materials and other information. **These are not publicity functions.***

Treasurer's report. The Finance Committee recommends that their name be changed to the Investment Committee. The Committee is considering a plaque to honor major donors. Levin also recommended a review of our memorial funds policy. She transferred \$1880 from the Operations Bank Account to the Memorial Mutual Funds, since this is the total amount from the 2006 fiscal year that was contributed to memorials for departed friends.

Levin reported that a review of the charges from La Comunidad is underway. The newspaper is reviewing our account, and Dante will mail the results of his discussion with his staff. There is a general willingness to continue to work together, but we need to get the procedures straightened out. There was a misunderstanding about a charge, and Dante asked Levin to mail acknowledgement the incorrect charge balance to the lawyer to clarify last year's balance. Two checks from the League were sent to La Comunidad at 1117 S. Park Street, but they have not been cashed. Dante will research this issue.

Levin referenced the By-Laws, as well as Policies and Procedures, to review the Treasurer's function. She emphasized that any additional budget expenditures **MUST** be approved by the board. We are operating under the budget approved by the annual meeting, and any changes require board approval.

President Rewey announced that Candidate's Answers for the Fall Primary is available on-line. Rewey will talk with Cindy about updating information on the website. The board discussed possible guidelines for the plaque for major donors, and referred the decision back to the committee. The board also discussed the purchase of a flyer with information about voting in Wisconsin. Board members had many questions about registration regulations. The board decided to order 100 copies as a reference for those active in registering voters.

President-elect Norton reported that Sara has been preparing the packets for the talk on the Frankenstein veto as part of the Sept. 3 open house. Rewey agreed to introduce Wade. Board members volunteered to bring things for the open house:

- Cheese & crackers – Rewey & Thain
- Cups, napkins, paper plates & fruit – Norton
- Punch – Rewey
- Bars – Meyer
- Cookies – LeRoy
- Fruit – Kane

The board recommended against refreshments that need a fork or a spoon.

The September Bulletin was mailed out, and people will receive it soon. The deadline for the October Bulletin is Sept. 10, but people are encouraged to get articles in early because of the tight timeline.

Norton received an e-mail from Ernestine Moss announcing the annual women's prayer breakfast on Sunday. All present board members had commitments that day and are not able to attend the breakfast.

Program. LeRoy contacted several people to get recommendations for speakers for the program on the Great Lakes Water Compact. Based on the recommendations, Emily Green was selected. She will discuss the Compact in light of the broader public policy issues facing the great lakes. LeRoy asked about the procedure for assembling materials for the resource packet. Sometimes there's a committee that puts the packet together. Since this program is not part of a committee, LeRoy will ask the speaker for background materials.

Public Relations. Meyer asked for recommendations publicizing upcoming talks. She reviewed the main strategies:

- 1) Meeting notices in newspapers.
- 2) Invite groups interested in the topic
- 3) Sarah will send e-mail announcements to the members
- 4) Distribute posters about the event.

Meyer distributed copies of the poster for the open house.

The press release for Candidates' Answers was reviewed and is being revised. It will be distributed to media outlets soon. Meyer will make a small card about the publication to distribute to those doing voter registration.

Meyer looked over the materials in storage to find something suitable for the open house display. Teague is getting membership brochures. Other display ideas include a list of programs and a list of study groups.

Voter Service. Thain reported that voter registration is finished for the September 9th primary. She is recruiting workers for the Hilldale Farmers' Market on Saturdays, 11-1, from September 13 to October 11. Meyer volunteered to staff some of these. The

League is also staffing the Sheboygan Avenue Farmers' Market on Saturdays from 9-12. Workers are needed for the Capitol Square Farmers' Market on Saturday mornings – Myrna McNatt is coordinating it. Thain has agreed to two requests for voter registration tables:

State Historical Society Program on the Elections
Tuesday, Sept. 16th, 5:30-7:30 pm – staffed by Rewey and Thain

Sebring Assisted Living Center, Brookline Dr.
Wednesday, September 24, 10 am – staffing to be determined
(This probably includes helping voters arrange for absentee ballots)

Thain has received two other requests, but needs to identify workers before she can commit:

VA Hospital
YWCA at the Capitol

So far no one has volunteered to coordinate the Poll Worker Recruitment Project for the Dane County League. The board recommended contacting members who are or who have been poll workers. Maybe the need for poll workers could be publicized as part of voter registration efforts. A possible strategy is to reach out to neighborhood groups.

Two groups have volunteered to do the 18 year old voting – one for East High School and the other for Middleton High School.

Other business. Rewey is attending meeting of a coalition of 501(c)3's to identify issues where the groups can work together. Kane asked for input on the content of the Secretary's section of the newsletter to clarify the purpose of the column. Members were encouraged to invite people to the open house. We discussed budgeting for trips to the state and national conventions of the League of Women Voters. The State Journal asked to interview Thain for an article on her voter registration work.

The meeting was adjourned at 7:30 pm.

Next meeting: September 8, 2008 at 6 pm.
(Meetings generally are the second Monday of the month.)

Respectfully submitted,
Janet Kane, Secretary