

January 13, 2021 Board Meeting Minutes
Conducted remotely using Zoom

Present: Chris Clements, Paul Lindquist, Marian Matthews, Mary Ellen Schmit, Joan Provencher, Maria Spinozzi, Marilyn Stephen, Linda Dietrich, Jean Jacobson, Georgiana Hernandez, Bonnie Chang, Laura Grueneberg

Absent: Joan Schwarz

Meeting called to order by President Chris Clements at 5:32pm

1. Minutes--Joan Provencher

Motion by Hernandez to approve the November 2020 minutes, Seconded Grueneberg, Approved

2. Treasurer's report--Jean Jacobson

Jean presented a new streamlined profit and loss report. Our income is at 82% of budget and expenses are at 62% of budget.

Year to date our net income is \$126,000 versus an annual budget projection of a \$20,000 loss and last year's total of \$64,000. The gain is the result of strong stock market performance.

3. Consent Agenda

One membership item was moved from the Consent Agenda to discussion. See appendix for reports on remaining consent agenda items.

Moved by Stephen, seconded Hernandez, approved

4. Discussion Agenda

Moved from Consent Agenda

Membership--Mary Ellen Schmit

Mary Ellen proposed that we purchase (4" x 4") window clings at a cost of \$50/50 clings. These would be presented to new members. There are adequate funds

in the budget to cover this. There was discussion about purchasing more. This discussion will be continued.

Old Business

Executive Director Search Update--Joan Provencher

The Search Committee conducted three in-depth 2 hour interviews during the first 2 weeks of January. After discussion, it was decided that the full board will interview all three individuals. Joan will attempt to schedule these interviews for the week of January 18th. The meetings will be for one hour with each candidate. We agreed on 3 questions which Joan will write up and circulate prior to the meetings. Various board members will ask the questions.

All resumes received and interview notes will be placed in a board folder for all to review.

Nominating Committee--Marilyn Stephen

Nominating Committee - This committee is chaired by Jan Van Vleck and will begin recruiting new board members in January for the 2021-22 year.

The Nominating Committee will compile a list of the positions that must be filled for 2021-22. The following board positions will be vacant because the incumbents are finishing their two year terms: Secretary and two Voter Service positions. One position in Membership will be vacant because the incumbent is finishing a one-year term. A one-year appointed position, Bulletin, will not be filled as that position will move to the Communications domain. Marilyn announced that she will be relocating to Michigan and therefore the VP of Governance will now also be vacant. Marilyn will be missed!

The remaining board members are serving in two-year positions.

Board Planning Meeting--Marilyn Stephen

The board retreat (part 1 & 2) are scheduled for January 30 and February 13. Sharon Lesberg from UW Extension is the facilitator. The focus will be on the transition to having a full time ED and the changes that will create. Sharon is sending a survey to all board members that needs to be completed by January 18th.

New Business

1. Budget--Jean Jacobson

Jean is ready to start the budget process in early February. Domain chairs need to submit their estimated expenses and a budget for the next year by the end of February. The Finance Committee will review the input in March and approval of the budget will be on the April board meeting agenda. A special meeting will be held March 24th for initial review of the budget.

2. Civics Education--Chris Clements, Georgiana Hernandez, Joan Schwarz

Discussion was held as to whether LWVDC should take a position on high school civics education. Bonnie will email us regarding the State League's position on this topic.

Meeting adjourned at 7:06pm

Respectfully submitted
Joan Provencher
Secretary

**APPENDIX
CONSENT AGENDA ITEMS**

Finance

The Finance Committee met in early December and was reported on in the December Board Packet. The January meeting will return to its normal cycle of following the Board Meeting by one week. Our primary focus currently is researching and discussing whether the League should establish an Endowment Fund in addition to the current Memorial Trust Fund. We are partnering with the Fund Development Committee in this activity. In anticipation of hiring an Executive Director we will also be researching the appropriate retirement plan vehicle to offer as a benefit. Finally, we will be putting in place the budget process to be followed as budgets kick off in February.

The Financial Advisory Committee made several mutual fund trades in December. Activity included the exit from two Dodge and Cox funds and the reinvestment of those funds (\$89k) in other current holdings. In addition, we have now invested \$84k of the \$100k in cash we had been holding in reserve at Schwab.

Governance

Nominating Committee - Jan VanVleck has convened the Nominating Committee for the 2021-22 Board year. The open positions are : Vice President (Governance), Secretary, Voter Service, chair of the Nominating committee and two off-board members of the Nominating Committee. With one exception, each domain will have one board director and may have an off-board co-chair. The single exception is Communications because Laura and Bonnie were elected to a two year term ending in 2022.

Board Retreat - The virtual retreat is scheduled for January 30 and February 13 for two hours beginning at 10 AM. The retreat committee is working with Sharon Lezberg who is a Community Economic Development Educator with the UW-Extension, Dane County. Because the work of LWVDC touches on the core themes of her organization (Informed Decisions, Social Capital, Civil Discourse and Equitable Opportunity) there is no charge for her services. She is often called on to facilitate meetings and assist in planning processes.

Program

1. Summary of Recent Activities and Accomplishments

- We produced our sixth virtual Public Issues Forum for the year: [Reimagining Public Safety](#) on December 10, 2020, with 62 attendees. Resource materials and the video recording are posted to the forum webpage. Other WI League registrants represented included: Beloit, LWVDC, Milwaukee, Greater Chippewa Valley, Manitowoc County, Door County, and Pueblo County (Colorado). Other registrant affiliations included MOSES, Madison Civics Club, Orchard Ridge UCC, AAUW, Porchlight, Sun Prairie Action Resource Coalition, We Are Many United Against Hate, UW Madison, and Good Neighbor Project.
- The Book Group held two discussion sessions for *Caste: The Origins of Our Discontent* on Jan. 9 and Jan. 11, 2021. Thirty-seven people registered and 32 attended. Louise Robbins and Janine Edwards moderated the discussions. Sally Gleason and Louise Robbins are in the process of selecting the next book for the book group.
- Since our last board meeting, we've published three *Swinging for the Fences* blogs: "[Observations on the 2020 Presidential Election and the Electoral College](#)," by Joan Schwarz (12/14/2020); "[Our Tale of Two Cities](#)," by Meg Gordon (12/20/2020) and "[High Time for The Untold Story](#)" by Louise Robbins (1/3/2021).
- Our upcoming Lively Issues Conversations: Centennial Challenges was featured in the LWVWI: January 9th State Office Updates – League in the Spotlight.

2. Important Discussions and Decisions

As we begin to plan for 2021-22, in addition to our Public Issues Forums we are considering incorporating a 6-8 week civics seminar series led by Joan Schwarz that would be piloted in the fall. When we send out our program survey this spring to get member input on possible forum

topics and other activities, we will include information about the series so that we can gauge member interest.

3. Activities in Progress and Upcoming Events

The Fair Maps LWVDC Working Group now includes 13-14 members. In addition to undertaking grassroots work to educate the public, via distribution of informational pamphlets about redistricting, the Working Group is mobilizing League members and others to testify at an upcoming Fair Maps hearing on March 11. Joan Schwarz also will present testimony regarding 2021 redistricting, in opposition to a Rule Change Petition to the Wisconsin Supreme Court on Jan. 14 on behalf of LWVDC and WI.

The Member Input Planning Team has finalized its initial list of possible themes/topics and other activities for 2021-22, and the full program Committee will review the list at the end of January. This information will be included in a survey to be sent to all LWVDC members in early March to allow for their input into the 2021-22 program. At the end of March, we intend to hold several focus groups with members as another means of gathering input.

The Making Democracy Work subcommittee and the Climate Crisis Subcommittee continue their planning for upcoming virtual Public Issues Forums already approved by the Board:

- [Lively Issues Conversations: Centennial Challenges](#), to be held Jan. 16, 2021, with Dr. Carolyn Jefferson-Jenkins, author of *The Untold Story of Women of Color in the League of Women*, and Madison poet Laureate Dr. Fabu Phillis Carter, professionally known as Fabu
- [C'Mon – Wisconsin Needs Clean Energy!](#) - - Exploring win-win aspects of an alternative energy transition to be held Feb. 9, 2021
- *Mental Health, Law Enforcement, and Crisis De-Escalation: Creating Communities of Care*, to be held Feb. 18, 2021 with a special screening of the HBO documentary, [Ernie and Joe: Crisis Cops](#), and guest panelists crisis cop Joe Smarro, Sgt. Sarah Shimko (Madison Police Dept.) Patrolman Joel Zietsma (McFarland Police Dept.) and Nikyra McCann (mental health lived experience)
- *How Does a Divided Wisconsin Move Forward?* – March 9, 2021, with UW Professor Kathy Cramer; Philip Chen, Asst. Professor of Political Science, Beloit College; Masood Ahktar, We Are Many United Against Hate; and Julie Keown-Bromar, Executive Director of the Wisconsin Farmers' Union.

Fund Development

Fund Development Report As of 1/6/21

Year-to-Date fundraising	
General donations	\$24,504.91
MDW donations	18,667.78
MDW seed money	14,000.00
Grants	9,184.09

Memorial gifts	1,095.00
Other	<u>25.00</u>
Year-to-Date Total	\$67,476.78*
FY 2020/21 Goal	\$90,000.00
Difference	\$22,523.22

*Total as of 1/6/2021
Slightly more than 75% of goal

Gifts of note: Between 12/30/20 and 1/5/21 we received 11 memorial gifts in honor of Mary Bean, totaling \$645.

Endowments

The Fund Development Committee is collaborating with the Finance Committee to assess the feasibility of establishing a League of Women Voters-Dane County endowment. As part of our research we have reached out to UW Foundation experts who have agreed to share their thoughts about the role and efficacy of endowments in non-profit organizations. Our next conversation with them is on 1/13/21.

New Committee Member

A relatively new member of the LWVDC in August has expressed interest in joining the Fund Development committee in the next few months. She is a UW-Madison professor with extensive experience in successful grant writing. We look forward to welcoming her to our group.

Valentine's Day Solicitation

We are currently in the planning phase of this campaign.

Communications

Social media followers on LWV Dane County's social media accounts continue to grow and diversify. We significantly increased our visibility and work.

Jan 2021 Summary: Tweets: 23, Tweet impressions: 5,240, Profile visits: 577, Mentions: 2, New followers: 6

Dec 2020 Summary: Tweets: 82, Tweet impressions: 42.8K, Profile visits: 1,924, Mentions: 7, New followers: 27

Nov 2020 Summary: Tweets: 117, Tweet impressions: 88.2K, Profile visits: 1,623, Mentions: 23, New followers: 52

Oct 2020 Summary: Tweets: 239, Tweet impressions: 87.1K, Profile visits: 528, Mentions: 25, New followers: 34

Sep 2020 Summary: Tweets: 78, Tweet impressions: 46.6K, Profile visits: 307, Mentions: 13, New followers: 23

Aug 2020 Summary: Tweets: 77, Tweet impressions: 23.6K, Profile visits: 175, Mentions: 14, New followers: 26

Jul 2020 Summary: Tweets: 68, Tweet impressions: 20.5K, Profile visits: 151, Mentions: 18, New followers: 23

Jun 2020 Summary: Tweets: 31, Tweet impressions: 8,452, Profile visits: 45, New followers

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May 2020 Summary: Tweets: 11, Tweet impressions: 5,015, Profile visits: 54, Mentions: 2, New followers: 5

Apr 2020 Summary: Tweets: 43, Profile visits: 351, Mentions: 17, New followers: 18

Reminder - Events are posted on the LWV Dane County's Facebook page for all major league events. Instagram stories (24 hours) and Twitter are also posted the day of to remind folks. Press releases are sent for Candidates's Answers and all major League forums.

Membership

Current Membership -

608 Total Members

13 new members in December

5 new members so far in January

The inaugural Membership Engagement Party was held via zoom on January 7. Participants included many new members, people interested in the work of LWVDC and experienced members describing upcoming events and projects. Positive feedback from participants encouraged additional sessions. One participant wrote "Thank you for having so many League events available via Zoom! I hope these will continue even when the COVID crisis is over as it is great for those of us with mobility issues — and I am sure for all of us in the winter months when weather can be a factor in getting to meetings." The Membership Committee has discussed a possible schedule of Membership Engagement Parties twice per year, in January and June. [Window cling LWV Dane County design is being finalized for order](#) with plans to have these as part of the Membership Engagement Party gift bags that will be sent to participants. The price for 50 is approximately \$50. Since the Membership Committee has not drawn from funds allocated for membership events due to COVID-19, the window clings will provide special recognition for members. They can also be given as a thank you gift to lifetime members participating in the Oral History Project.

LWVDC Historian, Margaret Fuguitt has volunteered to lead our local Oral History Project for lifetime league members.

https://drive.google.com/file/d/1HOhwphT9swGac9tbH7b_DuJ4OASzNBAo/view

A few members have already volunteered to do interviews and more will be recruited in the upcoming e-news. This project must be completed by April 1, 2021. It is part of Wisconsin's centennial celebration of LWV.

Youth engagement was also discussed, with plans to facilitate high school student engagement.

Voter Service

1. The latest edition of Candidates' Answers will be available soon. Kathy Fullin and Brook Soltvedt have been working to prepare this issue:

- Jan 12 - email and USPS letter to all candidates with link to Vote411 questions
 - Jan 25 - Vote411 will be published
 - Jan 28 - Candidates' Answers posted on the LWVDC website
2. We have begun to fill some of the new leadership positions within the new committee structure:
 - Communications: Print materials graphics and formatting - Julia Pooler
 - Volunteer Engagement: Volunteer scheduling - Amber Rottier
 - Collaborative Voter Outreach: High School Team - Joan Provencher
 - UW: Bus Pass - Beth Fultz
 3. High School action team members have started contacting high schools about assisting with voter registration for the spring elections.
 4. The Voter Helpline is gearing up for the Spring elections. We're updating our procedures and reference materials based on feedback from the staff and volunteers from the November election. We'll be offering a refresher training in January for our volunteers.
 5. The Dane County Project submitted its final report to the county - https://drive.google.com/file/d/1UbaexE3sSYJLeChJUrhIgh4v_9djQvCi/view?usp=sharing
 6. Brook has created a Media Mentions shared drive for us to maintain a running record of media contacts - <https://drive.google.com/drive/folders/0AAQYXnVC-kODUk9PVA>
 7. One of our UW interns, Angela Maloney, will be the student co-chair for a new Civic Education subcommittee for the Badgers Vote Coalition. She will also be doing an independent research project and helping with civic health research with Mary Beth Collins who leads the Civic Health of Wisconsin Initiative through the Center for Community and Nonprofit Studies at UW Madison.

DEI Committee

The DEI Committee met on January 8. The members discussed draft recommendations prepared by the Policies, Practices, and Positions Subgroups and walked through a DEI self assessment template prepared by the national League. The committee hopes to submit the recommendations to the Board this spring.

The first DEI Café will take place on January 30 from 10-11 am. The session will give members a chance to have an informal guided conversation about the Lively Issues Conversation featuring Dr. Carolyn Jefferson-Jenkins. Registration for the Café will open this week. DEI Cafés will be scheduled quarterly in 2021.

Three of the members of the DEI Committee will participate in the “Witnessing Whiteness” course offered through UW starting this week. The course is intended to help white people specifically as they begin or continue their antiracism work. Training in DEI principles and practices is among the recommendations the committee is considering.

(Submitted by Lisa Janairo)

Bulletin

February Bulletin will be published on February 2nd.

Articles and Data due Thursday January 21st.

RCV Study Committee

The RCV study committee continues to do research as well as work towards educating our membership on research findings so far via bulletin articles and events. We will include an additional article in the February issue, and have a Q&A event scheduled for January 27th with Sara Eskrich and Kendra Hartman. Registration information for this event is in the weekly enews.

We are considering scheduling an upcoming event for February to present some research findings so far and for members to ask questions about the study.

President

Activity has been focused on preparing for and hiring the new executive director. Our board planning retreat will be dedicated to the ED transition, office accommodations are being prepared and the search committee is involved in interviews and ongoing resume evaluation.

The DEI Committee has been asked to develop a land acknowledgment statement regarding Ho Chunk lands for our Dane County League. This will be brought to the Board for approval when ready.

Executive Committee Actions/Communications

An email was sent to the City of Madison Police Civilian Oversight Board with recommendations for more effective functioning.

<https://www.lwvdanecounty.org/administration-of-justice>

Other Communications

An email was sent to all members soliciting participation in LWVDC projects, including a new State League infrastructure project collaboration with ASCE Wisconsin, and the ongoing RCV Research Committee and the Redistricting Working Group.

Thank you's

- Kathy Fullin and Mary Anglim for monitoring the new Civilian Oversight Board and providing feedback to enhance effectiveness
- Brook Soltvedt, Kathy Fullin, Cindy Lindquist and all who worked on developing Candidates' Answers and getting it published and distributed
- Ingrid Rothe for completing the final project report for the collaboration between LWVDC, the Voter ID Coalition and Dane County, and to all who made this collaboration a tremendous success in supporting Dane County voters
- Mary Ellen Schmit, Joan Schwarz, Joy Cardin and all who made the membership event a success
- Margaret Fuguitt for leading the LWVDC Oral History Project.
- Paul Lindquist for continuing to customize the programming of LGL to meet our LWVDC needs
- Lisa Janairo and the DEI Committee for their work evaluating our LWVDC against US League criteria and developing a set of recommendations to move our organization forward
- Centennial Committee members, Joy Cardin and [Georgiana Hernandez](#) for their planning and efforts for the Lively Issues Forum
- Caryl Terrell for her leadership on the LWV WI and DC - ASCE infrastructure collaboration
- Brook Soltvedt for creating a Media Mentions shared drive to maintain a running record of media contacts, an important effectiveness measure for our local League

Calendar

January

Lively Issues Luncheon
 Deadline for February *Bulletin*
 Executive Director Interviews
 First Board Planning Meeting
 Mail letters for Spring CA; process responses
 Primary website proofreading and publication
 KYC interviews for primary candidates
 Nominating and Budget Committees deliberations
 Planning for General Member Meeting
 Valentine fundraising letter draft begins
 Member count due for LWV member roster

February

Second Board Planning Meeting
 Reserve meeting space for next year's Issues Forums
 General Member Meeting
 Deadline for March Bulletin
 Member Valentine/Birthday Fund Drive
 Annual Meeting Preparation

Changes in dues rates must be approved by Board 2 months in advance of Annual Meeting

Spring Primary Election, non-partisan

CA online; prepare CA text for *Isthmus*

KYC interviews recorded

March

Final Planning for April General Meeting

Board approves budget for upcoming year (Must be approved by Board 1 month before Annual Meeting)

Board selects Carrie Chapman Catt award winner

Due date for Annual Report, Annual Meeting materials

Bulk mailing of CA to all candidates and to members who request it

Deadlines for April *Bulletin* (including call for self-identifying 50- year members), study materials

Deadline for Annual Meeting documents

Annual Meeting Agenda must be mailed 1 month before Annual Meeting

Fundraising chair begins soliciting seed money for May Member Challenge, *if one is to be conducted*