

League of Women Voters of Dane County
Board of Directors Meeting
Minutes
March 21, 2024
5:30 - 7:30 PM in person and online

Attendees: Amber Rottier, Sue Jennik, Barb Feeney, Lili Crane, Beth Fultz, Julie Allen, Jill Jokela, Chris Clements (Guest)

1. Welcome and Approval of Agenda

- a. Meeting called to order at 5:37 pm. Jennik moves to approve the agenda, seconded by Crane. All in favor.
- b. Minutes from the previous meeting were approved via email.

2. Report from Nominating Committee - Chris Clements

- a. 2024 - 2025 LWVDC Leadership Slate
 - i. President - Sue Jennik (2 yr term)
 - ii. Vice President Governance - Gordon Ridley (2 yr)
 - iii. Vice President Operations - Patti Schubert (1 yr)
 - iv. Secretary - Mary Strait (2 yr)
 - v. Treasurer - Kathy Annen (2 yr)
 - vi. Director, Programs - Marti Stamper (2 yr)
 - vii. Director, At Large - Amanda Hingst (2 yr)
 - viii. Director, At Large - Gail Krc (1 yr)
 - ix. Nominating Committee Chair - Barb Feeney
 - x. Nominating Committee Member - Margaret Fuguitt
 - xi. Nominating Committee Member - Lisa Hassenstab
- b. Chris will send the candidate bios to the group and to Amanda for the Bulletin.

3. Review and approval of proposed changes to bylaws - Lili Crane

- a. Note this additional change to Article XII
 - i. ~~**Sec. 2. LWVWI Annual Meeting**~~
 - 1. ~~The LWVDC Board shall select delegates to the LWVWI Annual Meeting in the number allowed under the provisions of the state bylaws.~~
 - 2. Explanation: Remove requirements for selecting delegates to LWVWI Annual Meeting because state Bylaws do not have any restriction on number of delegates allowed.
- b. Note this additional proposed change to Article IX, which only applies to elections:
 - i. **Sec. 3. Elections**

1. The elections shall be by ballot, provided that when there is but one nominee for each office the Secretary may be instructed to cast the ballot for every nominee. A majority vote of those qualified to vote and voting shall constitute an election. ~~Absentee or proxy voting shall not be permitted.~~ **Absentee voting shall be permitted. The definition of Absentee member, method for obtaining ballot and voting procedure shall be enumerated in the LWVDC Policies and Procedure manual. The Nominating Committee shall count the ballots and announce the results.**
- ii. Discussion:
 1. Since the meeting will be hybrid, the group feels that there isn't a large need for absentee voting. This would add additional overhead for staff/volunteers as well for not much reward, as the majority of our elections are uncontested.
 2. Board agrees to not add the absentee voting language.
- c. Program annual topics - Article X, Sec. 2
 - i. Previously, topics needed to be approved by the board and then approved by the membership at the annual meeting.
 - ii. Change: board approves the educational and advocacy topics, membership approves any changes to our positions
- d. Lili will make these changes and then send the final draft to the group.

4. Finance

- a. Review and possible approval of draft budget - Julie
- b. Budget Discussion
 - i. Julie gave an overview of the upcoming budget. Looking at a loss of ~\$30K. We have approval for approximately ~\$30K withdrawal from the Memorial Trust Fund. Projecting that we would want to take this withdrawal to cover operating cash for the year.
 - ii. In the recent past (until 2023), withdrawals have not been taken. Philosophical discussion of the usage of the Memorial Trust Fund - the organization should be using its resources to fund our mission.
 - iii. Julie will make some updates to the proposed budget and reshare.
 - iv. *Motion to approve the budget with edits as discussed by Jokela, seconded by Jennik. All in favor, motion carried.*
- c. Approve covering part of the costs for a certain number of Board members to attend State Annual Meeting and for president-elect to attend LWVUS convention in 2024 - Barb
 - i. Discussed that there is value for board members to attend these meetings/conventions.

- ii. Proposing that we identify a certain \$ for online and national convention.
- iii. Note: Budget for 2023-2024 has \$1,350 unspent in the “Conference, Conventions, meetings” line.
 - 1. From Policies and Procedures:
 - a. **XI. DELEGATES TO CONVENTIONS**
For each LWV Convention, the slate of delegates shall be approved at the Annual Meeting; subsequent changes in the delegation will be approved by the Board.
 - i. **A. State:** Incoming officers and Board Members have first priority, followed by the general membership on a first come-first served basis with 2-day delegates having priority over any 1-day delegates.
 - ii. **B. National:** The President Elect has first priority, followed by incoming Officers, Board Members, and portfolio chairs as called for by the convention agenda. If the delegation is not complete, other committee chairs may be selected
 - b. Append to: For each national convention, the slate of delegates will be approved by the board...Lili will revise and send out to the group.
 - iv. *Motion to approve stipends for sending one person to the National Convention for up to \$600 and \$250 each for two people to attend the LWVWI conference by Allen, seconded by Rottier. All in favor, motion carried.*

5. Update on lease at Quarry Hill - Barb

- a. Proposed extension options from Quarry Hill:
 - i. 1 Year lease with the rent at \$2240/month
 - ii. 2 Year lease with the rent at \$2200/month for Year 1 and \$2244/month for Year 2
 - iii. Note: current rent is \$2,137/month.
- b. 5 year lease ends in October 2024.
- c. Thinking we won't be adding more staff (other than bookkeeper) in the next few years.
- d. *Motion to pursue 2 year lease by Allen, Fultz seconded. All in favor, motion carried.*

6. Best practices for working with staff

- a. Treat staff time like the precious and scarce resource that it is
 - b. Email ahead if you will need help at the office (email preferred over phone call)
 - c. Give complete information for calendar postings, etc or materials needs (they can't read your mind!)
 - d. For non-routine needs, understand that there is a queue that is reviewed in the weekly meeting with the President, and in the bi-monthly meeting of the Executive Committee. Your request goes in the queue.
 - e. Event planning checklist under development (staff will refer leaders to this if we forget to use it)
 - f. Note: Kerry is OOO the last two weeks of April.
- 7. Reminder - Annual Reports due March 24**
- a. No specific length for the report - take the space you need to be complete. Please use Arial 12, which is what most of last year's report used (although Michelle may decide to change that)
 - b. Michelle will be working on this likely starting around March 26.
- 8. Approve 2024-2025 Program - Sue (see Program report under Board Reports)**
- a. *Motion to approve program topics by Jennik, seconded by Rottier. All in favor, motion carried.*
- 9. Approve Sue Jennik to attend LWVUS Convention**
- a. *Motion to approve Sue's attendance by Allen, seconded by Fultz. All in favor, motion carried.*
- 10. Comments or questions on Board Member/committee priorities (below)**
- a. Everyone agrees this is a good format for sharing information.
- 11. Finance/bookkeeping processes**
- a. Julie proposing that we start identifying specific systems/processes that would help alleviate some of the burden of financial duties taken on currently by her and Kerry.
- 12. Adjourn**
- a. *Motion to adjourn the meeting by Allen, seconded by Jennik. All in favor, meeting adjourned at 7:09 pm.*
- 13. Note:** The board also approved via email on 3/26/24 the inclusion of the LWVDC in a grant proposal by the UW Wisconsin Center for Education Research to help fund immigrant town halls.

Board Member Reports

Treasurer: Finalize checklist & memo regarding Treasurer transition; figure out flow of information for accounting data

President

Priorities: Annual meeting prep, prep for May Board Meeting, preparing for Board handoff that will begin in June, tech training for new Board members, cleaning up files, staying on top of office help needs, fine-tuning priority-setting with staff, implementing quarterly data reporting system to LWVWI (Barb Feeney)

Membership

Priorities: MS role in Annual Meeting, LIL, planning for member renewal to begin in May, implementing liaison-to-teams system, integrating new members.(Barb Feeney)

DEI

Priorities: Committee is re-booting DEI Cafe concept, planning for leadership after Barb leaves the committee at the end of June. (Barb Feeney)

Program/Advocacy

Priorities: Committee members are actively campaigning for a No vote on the proposed state constitution amendments which appear on the April 2 ballot. A work group is handling the details of the Lively Issues Luncheon on April 13 at the Overture Center along with attendance at a performance of the play *What the Constitution Means to Me*. The Steering Committee recommends that the following topics be addressed in the coming year:

- November election's proposed state constitutional amendment saying that only citizens may vote
- National Voter Compact
- Responsible gun laws
- Possible Madison School Referendum and or/city of Madison's property tax referendum because of budget deficit
- How Does Policy Address Market Failures?
- Issues with 2025 Supreme Court Race

According to our Bylaws, approval of these topics is made by the Board.