

## 2022 Ballot Materials LWVDC Annual Meeting of the Membership

Thursday, June 2, 2022  
5:30–7 p.m.  
Virtual



### Annual Business Meeting Agenda Timeline

April 26–May 17	Read Annual Meeting Materials and Annual Report
May 12	Last day to email any questions to the office ( <a href="mailto:office@lwvdanecounty.org">office@lwvdanecounty.org</a> )
June 2	Ballots due
June 2	Annual Meeting <ul style="list-style-type: none"> <li>• Business Meeting</li> <li>• Celebration of 50-Year/Life Members</li> <li>• Presentation of Defender of Democracy Award</li> </ul>

\*Due to the COVID-19 pandemic, the 2021-22 Annual Meeting will be conducted via Zoom, including elections and approval of the program and budget. Meeting materials will be available to members online or, upon request, printed copies may be mailed or picked up in person.

Ballot Materials for 2022 Annual Meeting

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<b>LEAGUE OF WOMEN VOTERS OF DANE COUNTY</b>				
<b>ANNUAL MEETING</b>				
<b>INCOME STATEMENT COMPARISON</b>				
<b>FY 2022-23 BUDGET</b>				
	<b>FY 2020-21 Actuals</b>	<b>FY 2021-22 Budget</b>	<b>FY 2021-22 Estimate</b>	<b>FY 2022-23 Budget</b>
<b>REVENUE</b>				
Membership Dues	39,113	41,250	37,581	35,025
Contributions and Bequests	97,749	116,000	94,334	100,000
Grants	8,000	52,000	5,500	16,800
Miscellaneous Revenue	9,246	5,800	5,621	4,744
Dane County Contract - Voter ID Coalition	82,210	0	0	2,140
<b>TOTAL REVENUE</b>	<b>236,318</b>	<b>215,050</b>	<b>143,036</b>	<b>158,709</b>
<b>GENERAL OFFICE EXPENSES</b>				
Rent	24,067	24,540	24,540	25,016
Office Related Expenses	14,391	13,610	12,840	20,781
Staff Salaries and Benefits	48,627	132,550	77,021	105,233
All Other Expenses	7,078	20,645	12,306	23,324
<b>Subtotal</b>	<b>94,163</b>	<b>191,345</b>	<b>126,707</b>	<b>174,354</b>
<b>COMMUNITY ENGAGEMENT EXPENSES</b>				
Event Expenses	1,983	10,400	750	6,700
Internship Program	6,766	10,000	10,524	12,912
Printed Materials	1,934	5,550	6,093	9,797
Publicity and Advertising	2,005	12,100	7,200	4,100
Candidates Answers	9,249	5,500	5,500	8,800
All Other Expenses	3,088	1,950	2,142	5,370
Dane County Contract - Voter ID Coalition	82,210	0	0	0
<b>Subtotal</b>	<b>107,235</b>	<b>45,500</b>	<b>32,209</b>	<b>47,679</b>
<b>ORGANIZATIONAL EXPENSES</b>				
Strategic Planning Retreat & Training	299	57,000	2,400	1,580
Membership Payments to LWVWI & LWVUS	25,629	33,247	32,949	28,008
All Other Expenses	4,634	7,000	2,984	2,100
<b>Subtotal</b>	<b>30,562</b>	<b>97,247</b>	<b>38,333</b>	<b>31,688</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>231,960</b>	<b>334,092</b>	<b>197,249</b>	<b>253,721</b>
<b>OPERATING INCOME (LOSS)</b>	<b>4,358</b>	<b>(119,042)</b>	<b>(54,213)</b>	<b>(95,012)</b>
Investment Management Fees	0	0	(1,000)	(4,000)
Dividends/Interest/Realized Gains (Losses)	17,191	12,700	17,827	12,700
Unrealized Gains (Losses)	144,764	0	(29,149)	0
<b>INVESTMENT INCOME (LOSS)</b>	<b>161,955</b>	<b>12,700</b>	<b>(12,322)</b>	<b>8,700</b>
<b>NET INCOME (LOSS)</b>	<b>166,313</b>	<b>(106,342)</b>	<b>(66,535)</b>	<b>(86,312)</b>

<b>FUNDING RESOURCES</b>	<b>FY 2020-21 Actuals</b>	<b>FY 2021-22 Budget</b>	<b>FY 2021-22 Estimate</b>	<b>FY 2022-23 Budget</b>
MTF Year 1 Executive Director Withdrawal	0	73,900	38,500	41,700
MTF Year 2 Executive Director Withdrawal	0	0	0	32,250
MTF 4.5% Operational Withdrawal	0	15,700	15,700	21,000
<b>Cash Surplus/Usage</b>	<b>4,358</b>	<b>(29,442)</b>	<b>(13)</b>	<b>(62)</b>
4/11/2022				

<b>LEAGUE OF WOMEN VOTERS OF DANE COUNTY</b>				
<b>ANNUAL MEETING</b>				
<b>BALANCE SHEET COMPARISON</b>				
<b>FY 2022-23 BUDGET</b>				
	<b>6/30/21 Actuals</b>	<b>6/30/22 Budget</b>	<b>6/30/22 Estimate</b>	<b>6/30/23 Budget</b>
<b>CASH</b>				
Old National Checking Account	38,719	10,646	48,373	48,261
Old National Money Market Account	67,137	42,140	52,159	52,159
Memorial Trust Fund Cash	4,864	0	0	0
<b>Subtotal</b>	<b>110,720</b>	<b>52,786</b>	<b>100,532</b>	<b>100,420</b>
<b>ALL OTHER ASSETS</b>				
Accounts Receivable	555	0	0	0
Undeposited Funds	1,965	2,000	1,500	1,500
Prepaid Expenses, Rent & Deposits	4,310	4,475	4,038	4,088
<b>Subtotal</b>	<b>6,830</b>	<b>6,475</b>	<b>5,538</b>	<b>5,588</b>
<b>INVESTMENTS - Memorial Trust Fund</b>	<b>727,484</b>	<b>594,371</b>	<b>665,804</b>	<b>579,554</b>
<b>TOTAL ASSETS</b>	<b>845,034</b>	<b>653,632</b>	<b>771,874</b>	<b>685,562</b>
<b>LIABILITIES</b>				
Accounts Payable	5,312	4,600	6,911	6,911
Credit Cards Outstanding	1,020	500	475	475
Unearned or Deferred Revenue	15,179	3,000	7,500	7,500
<b>Subtotal</b>	<b>21,511</b>	<b>8,100</b>	<b>14,886</b>	<b>14,886</b>
<b>EQUITY</b>				
Unrestricted Net Assets	657,210	752,174	823,523	756,988
Net Income (Loss)	166,313	(106,642)	(66,535)	(86,312)
<b>Subtotal</b>	<b>823,523</b>	<b>645,532</b>	<b>756,988</b>	<b>670,676</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>845,034</b>	<b>653,632</b>	<b>771,874</b>	<b>685,562</b>
4/11/2022				

# Proposed LWVDC Budget for 2022-23

## INCOME STATEMENT

### Operating Revenue

The plan for the upcoming fiscal year includes revenue growth of 10% over the current year. The Fund Development Committee continues to develop strategies for expanding the donor giving base whether that be engaging a larger percentage of the existing members or seeking out additional non-member donors. Grants continue to be an area of focus as they have traditionally played a small role in our revenue results. The committee is currently seeking a contract grant consultant to identify available grants and lead the grant-writing effort. Understanding that it will take time for the consultant to understand our organization and its needs, we have been conservative and have only added \$10,000 to the grants budget.

### Operating Expenses

Operational budgets have been developed with a focus on the basics, postponing expansion of activities into new areas until the revenue base has grown and diversified. That said, total operational expenses have grown at a faster rate (28%) than the revenue base in fiscal year 2022-23. The growth is concentrated in three areas which, long term, will strengthen our foundation and provide capacity for growth. These areas include the full-year salary impact of the Executive Director position (\$33,400), the contracting of outside support for grant writing, technology, and website redesign (\$12,200), and the costs (\$6,150) associated with in-person events.

### Investment Income (Losses)

In February 2022, the League engaged the services of an investment management firm to manage the Memorial Trust Fund (MTF) assets, which had grown in value from \$318,000 in June 2018 to \$775,000 in December 2021. The Finance Committee and the Board felt it prudent to transfer management of the fund to a professional investment firm. This change will result in annual management fees of 0.05%, estimated to be \$4,000 in the upcoming fiscal year. It is expected these fees will be offset by growth in value of the MTF.

Realized dividends and capital gains totaling \$12,000 have been included in the budget but unrealized gains (losses) resulting from changes in market values have not, due to the potential volatility of those values.

### Operating Shortfall

The budget for fiscal year 2022-23 does anticipate a net operating loss of \$94,800. To fund this loss, the Board plans a 4.5% operational withdrawal from the Memorial Trust Fund as provided in plan documents. In addition, the Board will withdraw the balance of the approved Year 1 Executive Director funding request and will make a partial withdrawal against the Year 2 Executive Director funding request if the request is approved by League membership at the June 2022 Annual Meeting. The total of these three withdrawals is \$94,450.

The League has demonstrated over the years the ability to react to changing economic conditions, adjusting revenue and expenditures to reflect current realities. This same sensibility coupled with management of available cash reserves will be considered in the timing and amount of all withdrawals from the Memorial Trust Fund.

## **BALANCE SHEET**

The League balance sheet continues to be strong with cash reserves of \$100,000 and nominal liabilities. The Memorial Trust Fund balance is projected to be \$579,500 at the end of June 2023 versus \$665,800 at June 2022. The decline reflects the withdrawals to support the Executive Director position as well as the authorized 4.5% operational withdrawal. The withdrawal amounts will be dependent upon operating results and/or a decision to use existing cash reserves to partially fund any operating losses. Despite these withdrawals, the Memorial Trust Fund continues to provide a solid and sustainable base for the future.

## **MEMORIAL TRUST FUND WITHDRAWAL**

At the 2021 LWVDC Annual Meeting, members approved an extraordinary withdrawal from the Memorial Trust Fund to subsidize 100% of the Year 1 salary of the newly created position of Executive Director (ED). A request is now presented to LWVDC members to approve annual withdrawals to partially subsidize Year 2 and Year 3 of the ED's salary, as outlined in the report to membership last year. The intent is to withdraw up to two-thirds of the ED's salary in FY 2022-23 and up to one-third of the ED's salary in FY 2023-24. At the end of this three-year period, it is expected the Fund Development Committee and the Board will have increased the donor base to sustain the ED position going forward.

League policy states that withdrawals from the MTF should be no more than 4.5% annually; withdrawals above that shall be approved by the Board and taken to the membership for a vote. The Board has approved a proposal to withdraw up to 8% of the market value of the Memorial Trust Fund as of January 1, 2022, and up to 5% of the market value of the Memorial Trust Fund as of January 1, 2023. These withdrawals will be taken on an annual basis and only if required.

### **\*\*\*BALLOT ACTION\*\*\***

**Approval of 2022-23 Budget and Memorial Trust Fund Withdrawal requires approval from a majority of members present at the 2022 Annual Meeting.**

# League of Women Voters of Dane County Program Proposal for 2022-23

The LWVDC Program Advocacy Committee proposes the education and advocacy program for the chapter in the coming year. The proposed Program includes policy priorities identified by the national, state, or local League and reflects the interests of local members. It is subject to adoption by members at the Annual Meeting as its success depends on the interests and work of the members. The recommendations offered here reflect the opinions and preferences of the LWVDC membership based on a membership survey. The proposals were developed by the committee as informed by the current socio-political context and by the lessons and successes associated with the committee's work this past year.

At the 2022 Annual Meeting, members of the LWVDC will vote on these proposals to be carried out by the Program Advocacy Committee in the coming year. The Committee remains committed to the core program design and strategies of the 2021-2022 Program year, which focused on the broad areas of Making Democracy Work, Climate Change, and Social and Racial Equity. They continue to be organized around these issues: In developing its proposals, the Committee considered:

- Which program design and strategies might best respond to the growth in polarization and political divide that weighs on our nation and our state?
- What combination of education and advocacy activities might help strengthen what we increasingly recognize as the fragility of our democracy?
- How can the 2022-2023 program help move our League's commitment to diversity, equity, and inclusion beyond the safety of organizational confines and out into our communities?
- How can we leverage the energies of our growing membership toward these ends?

A survey planning team was formed to develop the Annual Program and Advocacy Member Survey to gather member input for the upcoming year. A total of 99 members responded to the survey to indicate their priorities for Program and Advocacy. All of the highest-rated topics were chosen by over 50% of the respondents. The priority topics from the survey are the basis for the recommendations for next year.

## **2022-2023 Program/Advocacy Recommendations**

The Committee recommends the following to members:

Under the general oversight of the Board and the Program Advocacy Committee, the League of Women Voters of Dane County will implement program activities, including education and advocacy, based on the targeted policy objectives. The Program Advocacy Committee will conduct research, form community alliances, educate members and wider audiences through forums, unit discussion groups, and book discussion groups, and implement targeted advocacy campaigns on the specific public policy issues described below:

**Election Integrity:** Voter access; election administration; Wisconsin Election Commission

**Economic Opportunities for All:** Living wage jobs; guaranteed income; job training

**Judicial Integrity:** Judicial campaign accountability; transparency and ethics

**Campaign Finance Reform:** Limits on corporations and political action committees

**Neighborhoods for Social and Racial Equity:** Sustainable shared spaces; sustainable mixed-income housing; food, broadband access

**Climate-Resilient Rural and Urban Communities:** Climate-friendly infrastructure via school and community gardens, streets, parking lots, backyards

**\*\*\*BALLOT ACTION\*\*\***

**The program requires approval from a majority of members present at the 2022 Annual Meeting.**

**Other Recommendations of the Program/Advocacy Committee**

The committee also recommends these additional features:

1. Committee members will design educational and advocacy activities so they are aligned to meet specific DEI, community engagement, and policy objectives.
2. As requested by the membership via the online survey, public issue forums will be presented using in-person and virtual formats, in consideration of factors such as weather, relevance of the issue to other League chapters within Wisconsin, and other special circumstances.
3. The committee will continue to refine its organizational structure to include theme- and issue-focused program and advocacy working groups pursuing the specific public policy issues adopted by the members.
4. The advocacy components will continue to include the Observer Corps, Speakers Bureau, and Advocacy Corps, which will expand opportunities and resources for individual members to take action through observing governmental meetings, action alerts, letter writing, and other individual/group actions.
5. Discussion Unit and Book Discussion activities will continue as integral components of the committee.
6. The committee recommends offering the eight-week Civics Education seminar series, "Renewing the Republic: How to Restore the Guardrails of our Democracy," to be held virtually, exploring the constitutional foundations and vulnerabilities of our democracy.
7. The committee recommends expanding member engagement in educational and advocacy activities.
8. In addition to the six policy issues chosen by the members, several respondents noted the topic of public school education as an important issue to consider in planning future events. The committee will explore how to address this issue.



# LWVDC Nominating Committee Slate of Candidates for 2022-23

## Candidates for BOARD OFFICERS

<b>President</b>	Barb Feeney 7/1/22 – 6/30/24
<b>Vice President</b>	Mara Eisch 7/1/22 – 6/30/24
<b>Treasurer</b>	Jean Jacobson 7/1/22 – 6/30/23
<b>Secretary</b>	Marjorie Schuett 7/1/22 – 6/30/23

## Candidates for BOARD DIRECTORS

<b>Program Director</b>	Sue Jennik 7/1/22 – 6/30/24
<b>Voter Services Director</b>	Sue Fulks 7/1/22 – 6/30/23
<b>Diversity, Equity and Inclusion (DEI) Director</b>	Lisa Hassenstab 7/1/22 – 6/30/24
<b>Membership Director</b>	OPEN
<b>Advocacy Director*</b>	OPEN
<b>Communications Director*</b>	OPEN
<b>Fund Development Director*</b>	OPEN

\*Bylaws allow the Board to appoint three Board directors to one-year positions

## Candidates for NOMINATING COMMITTEE

<b>Chair</b>	Lisa Janairo 7/1/22 – 6/30/23
<b>Non-board member</b>	Joan Provencher 7/1/22 – 6/30/23
<b>Non-board member</b>	Amber Rottier 7/1/22 – 6/30/23

[Two Board members will be appointed to the 2022-23 Nominating Committee by the incoming Board at its first meeting of the fiscal year (LWVDC Bylaws, Article IX, Nominations and Elections)]

### \*\*\*BALLOT ACTION\*\*\*

**Approval of slate or individual candidates requires approval from a majority of members present at the 2022 Annual Meeting.**

## **Candidates for BOARD OFFICER Positions:**

### **Barb Feeney, Candidate for President (2022-24)**

I grew up in Green Bay and attended UW-Green Bay for both my undergraduate and graduate work. I spent nine years living in Sturgeon Bay where I was deeply involved with the League of Women Voters, working especially on land use and planning issues. That work actually piqued my interest in public policy and led me to start graduate school at UW-Green Bay in planning and policy. After completing my MS degree, I moved to Madison to start working in state government. Since July of 2021, I have been serving as the Voter Service Co-Chair for LWVDC. This has been a fast-track immersion learning experience! I have immense respect for the commitment and expertise of many members with whom I have worked during the last year. As President, my priorities would be to find new ways to involve our members in ways that match their interests and availability, forming new partnerships in the community, and increasing the diversity of our reach and our membership.

### **Dr. Mara Eisch, Candidate for Vice President (2022-24)**

I retired in 2019 from a long and rewarding career in healthcare, most of which was as Nursing Faculty in Madison and the Fox Valley. I thoroughly enjoyed preparing the next generation of nurses as practitioners, leaders, and patient advocates through the clinical experience as well as through the Student Nurses Association. Retirement has afforded me time to become more informed about, and involved in, city/county issues. In exploring resources for information in 2020, I 'rediscovered' the League. Now having the time, I am looking forward to the opportunity to volunteer in the position of Vice President.

### **Jean Jacobson, Candidate for Treasurer (2022-23)**

I have been serving as the Treasurer for the past 1 1/2 years and my term will expire June 2022. My background is in the accounting/finance area, having worked for a major manufacturing company in Dane County for 30 years. My positions included controller, director of finance, and audit manager for both the local subsidiary as well as the parent company in South Carolina. For the past two years I have been responsible for the financial records of LWVDC and moved into the Treasurer position in June 2020. During my tenure we have moved from the desktop version of our financial software (QuickBooks) to the online version, greatly expanding our recordkeeping capabilities as well as our financial reporting. Under my leadership we researched the advantages of creating a formal endowment (we elected to continue our quasi endowment) and we researched and made the decision to outsource the investment management of the Memorial Trust Fund which has grown to over \$700,000. In addition, we have been documenting finance-related policies and procedures as well as creating an organizational dashboard of League metrics. What I appreciate most about the League are the many opportunities for members and non-members to become involved in the governance of their local community. Education, oversight of government committees, advocacy, and activism in local, state, and national issues—the League offers it all.

### **Marjorie Schuett, Candidate for Secretary (2022-23)**

My involvement with the LWVDC has been mainly with Voter Service and with the Book Discussions. I have participated in several voter registration events, including the West Side Farmers Market, both Madison College campuses, UW campus locations, St. Vincent's Food Pantry, Downtown Madison Night Markets, Epic, the homeless veterans' services event and Disability Fest as well as high schools, a library and even a memorial service. Additionally, I moderated one of the Book Discussion meetings. The LWV's mission inspires me because of its focus on educating the public about voting, as well as educating its members about critical

social issues. I appreciate that the League has not shied away from tackling timely discussions on such topics as Fair Maps, anti-racism, climate change, infrastructure, the judicial system, and civil discourse. My vision of the future League includes more members of different ages, backgrounds and experiences defending democracy together. My own experience includes my legal background as a lawyer, court commissioner and municipal judge; teaching clients, litigants, lawyers, high school and law students and community groups about the legal system; serving on the Middleton Youth Commission and the United Way's Middleton pilot program to improve high school achievement; and serving on the boards of the Dane Co. Bar Association, Legal Association for Women, State Bar Family Law Section, The Respite Center, and New Harvest. Recent personal experiences include downsizing our Middleton home during the pandemic and moving back to Madison, visiting our twin sons in their respective cities of Richmond and Seattle and being the number one fan for my husband's band.

### **Candidates for BOARD DIRECTOR Positions:**

#### **Sue Jennik, Candidate for Program Director (2022-24)**

I have been a member of the Dane County League since 2019. I began by attending book discussions and joined the State Legislative Committee focusing on Labor & Employment issues. In 2021 I joined the newly created Social and Racial Equity subcommittee and helped plan forums on eviction and low-income housing. In February, 2022, I was appointed as Program Director to fill an unexpired term. I am inspired by the League's thoughtfulness and by the care with which positions are developed. While I highly value the League's voter services work, I am excited that the League also addresses social and racial equity issues which are essential to a functioning democracy. I am grateful for the opportunity to work closely with so many dedicated League members and look forward to continuing our work together. I am a retired labor attorney and represented workers, unions, and employee benefit funds in the New York City area for 38 years.

#### **Sue Fulks, Candidate for Voter Service Director (2022-23)**

I have been a member of LWVDC since the fall of 2013, initially attending forums and volunteering to assist with office mailings. I moved into voter registration activities at UW-Madison campus locations, Epic, St. Vincent de Paul Food Pantry, and Goodman Library. I am a poll worker and have assisted with in-person absentee voting on campus and in Madison libraries. I served on the LWVDC Board from 2015 to 2017 as Publicity Chair and promoted League forums and activities through print, multimedia, and social media. In 2017 I recruited members and organized the high school voter education action team. We developed voter registration/education training opportunities for volunteers and students and facilitated in-school registration in several Dane County high schools (2018-2020). I am active with the Voter ID Coalition Voter Helpline. I joined the Voter Service Steering Committee in 2018 and have served as co-chair of Voter Service since July 2021. I also serve as a local-league member of the LWV-Wisconsin Voter Services Committee. I volunteer two days per week at the Richard Dilley Tax Center as a VITA tax preparer. I have also been very active in support of PBS Wisconsin by volunteering for membership drives, the Flower and Garden Show, the Quilt Show, and the WI PBS Auction. My vision for Voter Service echoes the position statement made in the 2022-23 Board Nominations description – *to provide citizens with unbiased factual information and nonpartisan assistance to register.*

**Lisa Hassenstab, Candidate for Diversity, Equity and Inclusion (DEI) Director (2022-24)**

I have been a member of LWVDC for a handful of years and also served for a short time on the LWVWI State Legislative Committee. Much of my career has been in policy and advocacy work for nonprofits at the state and national level, focused primarily on health and human services as well as voter engagement. My connection to the mission and future of the League aligns with that work—ensuring all have their voice heard to push forward a more equitable society for all. My vision for the League is to continue to expand outreach—and membership—to underserved communities to ensure a broad range of voices is represented in the League's critical work. I currently work for a research program at UW and live in Madison with my husband and nine-year-old son, two cats, and a lot of yarn and books.

**Candidates for NOMINATING COMMITTEE Positions:**

**Lisa Janairo, Candidate for Nominating Committee Chair (2022-23)**

I'm currently in my second year as the chair of the DEI Committee. I served for six months on the Board this year before having to step down because I decided to run for alder in Middleton. In my career, I managed nominations for an organization of state and provincial legislators that I directed for 10 years.

**Joan Provencher, Candidate for Nominating Committee (2022-23)**

I retired in 2016 from a career as a Human Resources Director (mostly in health care organizations) and later as a consultant. During the time that I had my consulting business, my time was more flexible, so I started getting involved in LWVDC and became certified as a registration deputy with the City of Madison. I was elected to the LWVDC Board as Secretary in 2019. Having served three years on the board I am moving on to other activities. I am currently leading the High School Voter Education team and participate in many voter registration activities, including serving as a Voter Helpline volunteer. I also served as chair of the search committee for our first Executive Director. I have been a City of Madison Election Official since 2008.

**Amber Rottier, Candidate for Nominating Committee (2022-23)**

I grew up in the south suburbs of Chicago and graduated from Ball State University with a degree in cultural anthropology and digital media in 2014. I moved to Madison soon after and began my career in project management in the healthcare software industry. I joined the League in July 2020 and immediately began volunteering with the membership committee, and joined the Board as membership chair from 2021-22, where I was also a Board representative for the nominating committee. I am interested in joining the Nominating Committee again in 2022-23 as I enjoy connecting with League members who may be interested in leadership positions.

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Candidate names were submitted by the 2021-2022 Nominating Committee: Jan Van Vleck (chair), Elizabeth Kanne, Gail Krc, and Board members Joan Provencher and Amber Rottier.

# **2022 LWV Wisconsin Annual Meeting**

## **Partnering with Changemakers to Power the Vote**

Friday, June 10, from 9:30 a.m.-5 p.m. (in-person or online via Zoom)  
Saturday, June 11, from 9:30 a.m.-noon (in-person only)

Hilton Appleton Paper Valley Hotel  
333 W College Ave, Appleton, WI 54911

Learn more about programming, COVID-19 safety protocols, and fees, and register online at [lwvwi.org](http://lwvwi.org).

### **Instructions for the delegates**

All members attending the State Annual Meeting, whether in-person or online via Zoom, will be able to act as voting delegates. Any member of a Wisconsin League who attends the state annual meeting may be a voting delegate this year.

# Appendix A

## Minutes of the Annual Meeting

June 2, 2021

**Land acknowledgment statement**—read by Paul Lindquist

*We recognize the land we occupy is the ancestral home of the Ho-Chunk Nation, who have called this land Teejop (day-JOPE) since time immemorial. We acknowledge the circumstances that led to the forced removal of the Ho-Chunk people, and honor their history of resistance and resilience*

**Welcome & Orientation to Agenda**—Chris Clements

Chris started the meeting by acknowledging that we had a challenging year, including a pandemic, and voter rights challenges. She thanked the members for stepping up to these challenges and noted that, thanks to our 641 members, we are well-positioned to continue working on these and other challenges. She also expressed sincere gratitude to the Board of Directors and all members who worked to empower voters.

Chris also acknowledged that the departure of Kate Vickery as Executive Director is a current issue, but the focus of this meeting will be on the past year's achievements.

**Process for 2021 Annual Meeting business**

1. Members were mailed a packet including 2021 Ballot Materials and an Annual Meeting Report.
2. All members were invited to attend a Ballot Question & Answer session via Zoom on May 6, 2021.
3. Members were asked to complete a written ballot and return it to the office by May 26, 2021
4. Per LWVDC Bylaws, votes are to be counted by 2 LWVDC members. Margaret Fuguitt and Pat Sammataro counted the votes.
5. All members were invited to a meeting on June 2, 2021, to discuss vote results and to celebrate the past year's achievements.

**Election Results:**

141 ballots were mailed by the deadline. Per LWVDC bylaws, 30 votes are needed for a quorum.

Board and Nominating Committee candidates were approved by 140 yes votes and 1 blank ballot.

Budget was approved by 131 yes, 3 no, 7 blank.

Withdraw 15% of the Memorial Trust Fund was approved by 131 yes, 3 no, 7 blank.

By-law amendments were approved by 131 yes, 3 no, 7 blank.

2021-2022 Program was approved by 132 yes, 1 no, 8 blank.

## Domain Highlights

- **Program—Georgiana Hernandez**

Georgiana reported that the past 15 months were challenging. April was the start of the programs no longer being presented as in-person events. We began with Zoom in the summer, and also had pre-recorded sessions. A total of 13 forums were presented via Zoom. Lively Issues, normally a luncheon, was changed to a conversation with Dr. Carolyn Jefferson-Jenkins and we celebrated the League's 100 years. Attendance averaged 80 at virtual forums. The virtual forums enabled people outside of Dane County to participate.

Aileen Nettleton, Barb Arnold, and Mary Anglim are members of the Program Committee along with Georgiana.

- **Voter Service—Marian Matthews**

Marian also noted that her committee also had a challenging year due to limited in-person events. LWVDC partnered with the Voter ID Coalition and publicized the Voter Helpline which handled 2,200 calls. Over 100 people served as ballot witnesses for absentee voters who could not leave their homes. Members of the committee and volunteers also distributed flyers and worked with apartments and senior housing. Food pantries included flyers with their food boxes. Zoom registration was held at high schools and UW. Thanks to the Voter Service Steering Committee and a special thanks to Paul Lindquist who served as co-chair.

- **DEI—Lisa Janairo**

Lisa is helping our League implement our DEI policy. Two DEI cafes were held via Zoom. She is hoping to bring new educational activities in the coming year. Lisa is planning to present short-term and long-term recommendations to the Board in July. She also plans to work with various domains to expand community partners.

## 50-Year Member Recognition—Mary Ellen Schmit

Peggy Glassford was recognized for 50 years as a League member. Peggy's League service began in Park Forest, Ill., before she relocated to Wisconsin upon retirement. A summary of Peggy's work with the League was included in the Annual Meeting packet that was mailed to members.

## Award Presentations

The Carrie Chapman Catt award is presented each year to a member as a tribute to years of excellence in contributing to the community, making a sustained commitment to the League and to its governing principles, and fulfilling the words of Carrie Chapman Catt: "*What should be done can be done; what can be done let us do.*"

Two members were honored this year as Carrie Chapman Catt Award winners:

**Gail Bliss and Caryl Terrell.**

Bonnie Chang and Laura Grueneberg introduced Gail; Georgiana Hernandez introduced Caryl. Both awardees spoke briefly about their work with LWVDC. A summary of Gail's and Caryl's work was included in the Annual Meeting packet that was mailed to members.

## **Conclusion**

Chris thanked everyone for coming and the meeting was adjourned at 6:55 p.m.

## **Optional Q&A regarding Executive Director position**

Members were invited to stay and ask questions about filling the ED position. Those who participated asked what the plan is and whether we will we just start over. Chris Clements explained that the Board is devoting the June meeting to a thorough discussion of this topic. Members also asked how people who are not on the Board can communicate their thoughts about filling the position. Chris said they should contact her.

Respectfully submitted,  
Joan Provencher  
Secretary



# Appendix B

## LWV Wisconsin Guidance on Conducting Board and Annual Meetings during the COVID-19 Pandemic, Summary/Excerpts, March 26, 2020

Motion approved by the LWVWI Board of Directors, March 30, 2020: *That the LWVWI Board adopt a policy that in light of the COVID-19 pandemic and the need for local Leagues to conduct business virtually to keep their members safe, specifically permits (but does not require) Wisconsin's local Leagues to conduct elections by written ballot. And, to permit local Leagues to conduct their annual meetings in a month that is not the time prescribed in their local Bylaws as long as the annual meeting takes place by the end of August 2020.\**

### Board Meetings

“Conducting Board meetings remotely presents no problem as you can conduct them by written consent, electronically, by written ballot, or by teleconference.”

### Annual Meetings

“Current local League Bylaws under the section Written Ballot expressly prohibits written ballots to be used for elections or amendments to your Bylaws...”

### Action Being Taken

“LWVWI is moving forward immediately with a recommendation from our nonprofit lawyers at Scholz Nonprofit Law LLC. Because local League Bylaws must comport with the LWVWI Bylaws under the group exemption, the LWVWI Board will be asked ASAP to pass a policy that states that in light of the current situation with COVID-19 and the need to conduct business virtually to keep its members safe, LWVWI specifically permits ... local chapters to conduct elections by written ballot.”

### Ballot Process

A poll vote is allowable by state statute provided we have the ability to download a “written” record of the polling to satisfy written ballot requirements. The wording on the poll question will need to include the written ballot requirements.

Any action that may be taken at an annual, regular or special meeting of the members may be taken by written ballot as set forth in section 181.0708 of the Wisconsin Statutes if the League of Women Voters of Dane County delivers a written ballot to every member entitled to vote on the matter. A written ballot shall set forth each proposed action and provide an opportunity to vote for or against such action. Approval by written ballot shall be valid only when the number of votes cast by ballot equals or exceeds the quorum required to be present at a meeting authorizing the action, and the number of approvals equals or exceeds the number of votes that would be required to approve the matter at a meeting at which the total number of votes cast was the same as the number of votes cast by ballot. Solicitations for votes by written ballot shall: (1) indicate the number of responses needed to meet the quorum requirements; (2) state the percentage of approvals necessary to approve each matter other than election of directors; and (3) specify the time by which a ballot must be received by the corporation in order to be counted.

- 1. The number of responses needed to meet the quorum requirements per our Dane County Bylaws is 30 members.**
- 2. The percentage necessary to approve each matter other than election of directors is greater than 50%.**
- 3. The time by which a ballot must be received by the corporation in order to be counted is June 2, 2022 for online ballots. Voting will take place during the meeting.**

# Appendix C

## Diversity, Equity and Inclusion (DEI) Policy

LWV is an organization fully committed to diversity, equity, and inclusion in principle and in practice. Diversity, equity, and inclusion are central to the organization's current and future success in engaging all individuals, households, communities, and policy makers in creating a more perfect democracy.

There shall be no barriers to full participation in this organization on the basis of gender, gender identity, ethnicity, race, native or indigenous origin, age, generation, sexual orientation, culture, religion, belief system, marital status, parental status, socioeconomic status, language, accent, ability status, mental health, educational level or background, geography, nationality, work style, work experience, job role function, thinking style, personality type, physical appearance, political perspective or affiliation and/or any other characteristic that can be identified as recognizing or illustrating diversity.