

LEAGUE OF WOMEN VOTERS OF DANE COUNTY

2019-2020 BOARD MEETING

July 10, 2019

Present: Aileen Nettleton, Brook Soltvedt, Donna Van Bogaert, Maria Spinozzi, Helen Horn, Paul Lindquist, Chris Clements, Marian Matthews, Mary Ellen Schmit, Marilyn Stephens, Mary Anglim

Absent: Joan Provencher, Sally Gleason

1. The meeting was called to order at 1:30 p.m. by President Aileen Nettleton
2. Marilyn Stephen, new board member and Action Director who was unable to attend the last meeting, briefly introduced herself.
3. Board members had been asked to read the Bylaws and Policies and Procedures at the last board meeting, and were now asked to sign off on a form indicating they had done so. It was circulated around the table.
4. President Nettleton introduced the new pilot for meeting agendas, where a chosen area is discussed more extensively. "Programs" was selected for the July meeting, and "Publicity" will be on the August agenda. Board members were reminded that they should submit reports in a timely manner, read board reports prior to the meeting, and not repeat their reports during meetings but focus on other points needing discussion. These discussion points should be indicated in advance on the reports.
5. The June Board minutes were approved as amended on the Google drive on a motion by Soltvedt/Stephen.

6. Treasurer's Report/Finance

Treasurer Helen Horn reviewed the Condensed Income & Expense, Profit & Loss and Balance Sheet reports. A few minor changes for 2018-2019 numbers may still occur. The large change in the I&E report income was due to the county contract. Board members were asked to consider before the next Board meeting what you would like to see from Treasurer's reports at meetings; what is of most interest to you, what you think is most relevant.

Board members were asked to review committee budgets prior to the meeting and several minutes were spent discussing them and answering questions. Program budgets were based on proposals provided from the areas. Funds can be moved among categories (within the program areas) as the FY transpires and actions and initiatives change. Board directors may want to use account numbers from program budgets to indicate in which category expenses are occurring. Proposals for additional funds or major changes within budgets should be brought to the board. Board members were asked to utilize the committee expense authorization form as expenses are incurred. The link is found on the committee budget spreadsheet.

7. Program

The Program area was designated in June for more extensive discussion at the July meeting. Director Mary Anglim submitted materials in advance for board members to review (Forum Work plan) and to lay out the context for the discussion. In addition to those provided in the board materials, supplementary notes were sent via e-mail on the day of the meeting and have been added to the July 2019 Board meeting file folder ([go to this folder](#)).

The national League provides the platform upon which we build our programs. Anglim discussed the more recently considered broader definition of “programs.” In the past, “programs” was more narrowly understood as monthly forums. She then discussed the topic for the first Democracy Works subcommittee forum in October, the Census, and possible speakers. Approval was requested from the board, which was approved on a motion by Soltvedt/Schmit.

The first forum from the Climate Change subcommittee is to be presented in September. It will be submitted for approval in August once it is better defined. Generally, the intention is that the forum will be positive and focused on opportunities for change.

The Program Committee is considering different venues for forums throughout the year, but Capitol Lakes is also unavailable through October. The Democracy subcommittee has decided on the library for the October meeting, and the September Climate forum will be held at the Dream Bank.

In regard to speakers and orientation, the board talked about the desire to incorporate a variety of approaches from academic perspectives to applied, action-oriented forums.

The board discussed the proposal to partner with the Four Lakes Sierra Club on Climate forums. Board members expressed concern because of the partisan nature of the Sierra Club. While we are clear about not partnering events with partisan groups, we may want to establish specific criteria to consider in regard to future partnerships. Soltvedt will work with a group to develop criteria for partnerships in the future. For now, the Executive Committee or, in extreme cases, the State League should be consulted on this issue. Soltvedt mentioned the Madison Civics Club as a good potential partner.

8. Bulletin

Director Maria Spinozzi reminded board members that bulletin articles are due on Friday, July 19.

9. DEI Committee

The DEI Committee met for the first time the week of July 7. In addition to agenda-based meetings for the committee, the group will hold other get-together meetings without an agenda (the DEI Café) to hold discussions around different topic areas. Board members are asked to watch for them. Board members were reminded that DEI committee members represent a number of areas including voter services, membership and programs.

10. Fundraising

Director Chris Clements asked for feedback and ideas about implementation of a donor gift for a student membership. The donor also made a commitment to fund an additional five student members. The gift is meant to attract new members to the League with the expectation that they would pick up their own memberships beyond the first year. We have three new student

members this year (beginning in May) and the Board agreed that we should reimburse these memberships, as well as fund additional new student members. It was suggested that the UW Student Organization Fair might be a good place to begin promoting the funded memberships. Clements will work with directors Mary Schmit, Sally Gleason and Maria Spinozzi to set up a process. It was also suggested that we offer this to as many students who are interested with an expectation that funds might readily be raised to cover this initiative. Soltvedt reminded the Board that the national and state Leagues are offering free student memberships for a 2-year period that started last year.

A discussion also took place about the same donor's offer to provide an additional \$4000 in the fall of 2019, tentatively for a voter services intern. It was asked that voter services draft a proposal that might be shared with the donor in the next month. Board members/committees were also asked to share a wish list of initiatives they would like to pursue if they had funds that might also be attractive. This list would be useful in fundraising activities throughout the year and into the future.

11. Membership

Director Mary Ellen Schmit reported that renewal letters were sent out and the member survey is included with the letters, in the online renewal area of the League website and in the weekly newsletters.

Webmaster Brook Soltvedt reported that a new link, "Forward to a Friend," has been added to Newsletters so they can be forwarded without allowing access to the sender's personal interests form.

12. Action

Action Director Marilyn Stephen discussed the position description for the action chair, a new position meant to facilitate advocacy and action for the League. She defined advocacy as "speaking to government." In our case, counties and cities.

She stated that the Observer Corp, League members, and the State and National League all identify areas needing action. She said that manuals on how government works at different levels would be helpful and are part of future plans. The Action Chair can support program and other areas as requested.

Board members were asked to approve the proposed Action Chair Role and Action Committee Chair role for the 2019-2020 year, Marilyn Stephen. The approval took place on a motion by Clements/Horn.

The next observer corps training will be held on Sept. 9.

13. Voter Service

Voter Services Directors Marian Matthews and Paul Lindquist confirmed that they will have a voter registration table for the Disability Pride event and the Outreach Magic Festival at Warner Park.

Kathy Fullin and Matthews are scheduled to meet with one of the Mayor's staff members (who was previously an overworked employee in the City Clerk's office) on July 16 to advocate for the city clerk's budget request for two new staff members.

Voter Services will recruit a coordinator for the new apartment building-based registration project in the next Newsletter. The new UW sub-committee was scheduled to meet the week of July 14.

14. Vice President

All information included in board report.

15. Publicity

Publicity Director Donna Van Bogaert is in the process of compiling feedback from new League members on the website to facilitate possible changes and improvements and enhance communication. Feedback to date indicates some confusion among the Dane County, state and national websites. She plans to get back to new members in the fall to determine most used social media.

Publicity will be the featured area of the August board meeting. As part of the presentation, Van Bogaert plans to present a chair position description for the board approval as well as proposals for a mentor program, deputy chair position, and a communication plan.

16. Website

Director Brook Soltvedt asked board members if they would like a button added to the website that links to an archive of the weekly newsletters. The button would link to:

<https://us16.campaign-archive.com/home/?u=cb417261bef9b75109cf6168b&id=082872ad7c>

After discussion, board members offered their resounding approval.

Board members also discussed a website calendar that includes all scheduled meetings and events that would be posted to by board members. All board members agreed that this would be a useful addition.

17. President

President Aileen Nettleton submitted the following appointments for approval:

- a. Executive Committee members President Aileen Nettleton, Brook Soltvedt, Mary Anglim, Chris Clements. Approved on a motion by Van Bogaert/Matthews.
- b. Program/Advocacy Committee: Mary Anglim, Chair, Georgiana Hernandez, Christine Clements, Mary Ellen Schmit, Janine Edwards, Joy Cardin, Laura Grueneberg, Bonnie Chang, Brook Soltvedt, Marilyn Stephen, Aileen Nettleton (ex officio). Approved on a motion by Horn/Stephen.
- c. Finance/Development Committee: Jean Jacobson, Chair, Helen Horn, Christine Clements, Paul Lindquist, Aileen Nettleton (ex officio), one additional appointee to be made later. Approved on a motion by Stephen/Van Bogaert.
- d. Nominating Committee member from Board (Marilyn Stephen already approved): Jan Van Vleck, Kathy Krusiec. Approved on a motion by Clements/Horn.

The Executive Committee has appointed Jean Jacobson as Finance/Development Committee chair, a non-board position. Pat Kippert was appointed as the new Unit Discussion group coordinator.

18. New Business.

The door was locked on Friday evening, July 5, but found popped open on Saturday morning. If any board members are the last to leave and don't have a key, please call Aileen Nettleton or Brook Soltvedt so they can come over and lock it.

Respectfully submitted

Chris Clements