

Board Meeting Agenda

League of Women Voters Dane County

Dec. 8, 2021 Board Meeting

1. Call to Order
2. Approval of Minutes
3. Treasurer's Report
4. Consent Agenda
 - a. Financial Report
 - b. Executive Director
 - c. Governance
 - d. Programs/Advocacy
 - e. Fund Development
 - f. Communications
 - g. Membership
 - h. Voter Service
 - i. DEI
 - j. Bulletin
5. Discussion Agenda
 - a. Programs - Forum Speaker Approval (Pat) - 15 minutes
 - b. President's Report (Chris) - 5 minutes
 - i. Discussion/ratification of action items
6. Old Business
 - a. DEI Recommendations (Lisa) - 15 minutes
 - i. Renaming Carrie Chapman Catt Award
 - ii. Land acknowledgement
 - iii. Black History Course
 - b. Nominations Policy - 10 minutes
7. New Business
 - Resignation and Replacement of Maria (Chris, Barb) - 10-15 minutes
 - Approval of New EC member, Lisa Janairo
 - Appointment of Elizabeth Kanne to VP-Governance
 - 2021-2022 Winter Board Planning and Budget Process (Chris & Wendy) - 15 minutes
 - Office Manager Search (Wendy) - 5 minutes

E-news Schedule over the Holidays (Chris) - 3 minutes

8. Adjourn

League of Women Voters Dane County
December 8, 2021 Board Meeting Minutes
Conducted remotely using Zoom

Present: Chris Clements, Jean Jacobson, Joan Schwarz, Barb Feeney, Lisa Janairo, Amber Rottier, Pat Patterson, Joan Provencher, Bonnie Chang, Laura Grueneberg

Meeting called to order by President Chris Clements at 5:34pm

Minutes

Motion to approve November minutes by Provencher, Second Rottier, approved

Treasurer's report

[Final Draft 990 Tax Return](#) The return has now been filed with the IRS.

Balance Sheet Activity: November cash increased \$4k over October due to the Fall Fundraising campaign. Liabilities rose by \$3.6k over October. Invoices to be paid include December rent, the December 5th payroll, the purchase of a laptop for the Executive Director and door hangers purchased for the Fair Maps project. These invoices are partially offset by an expected refund of payments (\$1.5k) made Apr-June to TASC for the health reimbursement plan for the previous ED.

Income Statement Activity: November net operating income equals \$335 vs a loss of \$1.9k in October. Revenue totalled \$10.9k with over \$8k attributed to the Fall fundraising appeal. Major expenses included a laptop and accessories for the ED, ED payroll expense, and door hangers for the Fair Maps project. The latter is an invoice from the prior year which was not sent to the League until this fiscal year. Partially offsetting these expenses was the expected refund of the TASC funding payments.

Year to date we have a net operating loss of \$5.8k. The budget for the entire fiscal year projected a loss of \$119k. A review of budget expenditures for the balance of the year will be undertaken at the end of December to determine the reasonableness of the original budget.

Finance

The Finance committee did not meet in November. Work continues in the three areas identified as goals and objectives for the year.

The Finance Advisory Committee invited eCIO a local investment firm focused on nonprofits to make a presentation on their investment management services. Members of the committee were favorably impressed and have conducted reference checks. The Committee will present a recommendation to the Finance Committee on December 15 on moving forward. Assuming approval by the Finance Committee, the plan is to present a recommendation to the Board for action in January.

The hiring of a new Executive Director necessitates an update to signing authority on our bank accounts with Old National Bank.

Motion to approve the following persons as signatories on the Old National Bank account: Christine Clements, President, Jean Jacobson, Treasurer, and Wendy Hathaway, Executive Director by Jacobson, Second Provencher, approved.

Consent agenda--Chris Clements

Motion to approve the Consent Agenda by Feeney, seconded by Schwarz, approved

Program

Proposed Potential Speakers: Social/Racial Equity Reducing Evictions Forum, February 8, 2021

Social/Racial Equity Program Subcommittee, Aileen Nettleton, chair

The committee hopes to begin contacting our top 3 speakers for the Reducing Eviction forum after receipt of approval.

Revel Sims is Professor of Planning and Landscape Architecture and Chicano and Latino Studies Program, UW Madison, whose interests include urban planning, displacement, housing, gentrification and affordable housing. He led the research project Multiple Eviction: An Investigation of Chain Displacement in Dane County, Wisconsin, 2019. He was well-received at a local presentation on housing. He can address Dane County eviction issues and background on Wisconsin law regarding evictions.

Robin Sereno is Executive Director of Tenant Resource Center and has a deep understanding of the impact of eviction on the lives of individuals and families, the legal rights of renters facing eviction, and how Madison and Dane County are addressing rental assistance through the federal pandemic funds.

Erica Lopez heads the UW Madison Eviction Defense Clinic, which provides legal assistance for those going to Eviction Court. She is a strong speaker and can address legal issues of eviction and how the Eviction Court works

Ellen Carlson or Ebonie Brooks, Middleton Outreach Ministry, which is currently working to prevent evictions among “doubled-up” families who face eviction on that basis. Ellen Carlson is the Executive Director and Ebonie Brooks is the Connections Housing Program Care Manager.

Vanessa McDowell is the Chief Executive Officer of the Madison YWCA. She is “deeply committed to offering programs and services that support women and social justice, help families and strengthen communities.” She is a strong advocate and speaker for the YWCA services that address the “need of everyone for a home and help women and their families find their place in the world.” She is in a position to share personal stories of families who have successfully faced eviction and moved ahead and perspectives on preventing evictions.

Olivia Perry, Dane County Planning and Development/Housing staff has led county-wide workshops on affordable housing. She has expertise on the needs of Dane County low-income residents and the funding for rental assistance to prevent evictions.

Angela Jones, United Way Director of Community Impact, assisted in producing a local video, Doubled-Up Families, who are “on the edge of being literally homeless.” She is part of the Delegation on Housing in Dane County exploring gaps in services. She could share local needs and potential solutions to address needs of those facing eviction.

Brandi Grayson is Executive Director of Urban Triage, which is responsible for distribution of the federal pandemic rental assistance program, CORE, for Dane County residents. She is an activist for the rights of Black members of our community. She could relate personal stories of those who have faced eviction.

Ashley Ballweg, Dane County Housing Program Specialist, oversees the DaneCore 2.0 program for Dane County. She can provide information about the goals, guidelines and ways the federal pandemic rent assistance program is providing rent assistance to low income families affected by the pandemic.

Motion to approve proposed Speakers for Social/Racial Equity Reducing Evictions Forum, February 1, 2021 by Patterson, Second Schwarz, approved

The Climate Change Subcommittee launched its Transportation Challenge Campaign this week. All participants have received bags with instructions, bus passes, a bike route map, and a diary. They will continue to receive updates and motivational information during the campaign period which runs until spring. The subcommittee is planning its first motivational meeting in mid January.

Old Business

DEI Recommendations

The DEO Committee met on November 19 to hear reports from liaisons about the DEI-related activities of the various domains. The committee developed three recommendations for the Board:

1. Following up on our recommendation to **rename the Carrie Chapman Catt Award**, the DEI Committee is recommending a new name:

The Defender of Democracy Award, recognizing outstanding service as a champion of the League's mission of empowering voters and defending democracy.

We also recommend that the name be announced as part of a **larger campaign related to our DEI goals** — i.e., acknowledging our past transgressions and committing to a more diverse, equitable, and inclusive present and future. We propose the month of May for this campaign to commemorate our 101st anniversary. Activities could include but not be limited to:

- A letter from Chris and Wendy to the *Cap Times*
- A planned series of social media posts
- Dedicating the entire May issue of the *Bulletin* to articles about the LWVDC's DEI-related actions and commitments (with contributions from each domain)

- A program featuring a speaker or panel of speakers on a topic related to our DEI goals (ideally with discussion unit sessions to follow) (Dr. Alex Gee would be an excellent speaker.)
- A book discussion on a DEI topic we haven't yet covered (e.g., [Demystifying Disability: What to Know, What to Say, and How to be an Ally](#), or LWV Milwaukee member Eloisa Gomez's [Somos Latinas: Voices of Wisconsin Latina Activists](#))
- A DEI Café to give members a chance to react to the May campaign

We also recommend that members who have received the Carrie Chapman Catt Award be given the opportunity to receive a **certificate that lists the new award name**.

2. Following up on our recommendation that the League **begin major events with an appropriate, dynamic land acknowledgement**, the DEI Committee recommends that the Board adopt the [Land Acknowledgement Guidance Document](#) prepared by the Community Alliances Committee and approved by the LWVWI Board and direct domains to follow the guidance.
3. Continuing our efforts to **offer training opportunities to LWVDC members at least annually, at little or no cost**, the DEI Committee recommends that the Board approve our request to organize and offer scholarships to a second cohort of up to 10 members to attend the Nehemiah Center's virtual [Black History for a New Day course in February-April 2022](#). The estimated cost of the scholarships is \$1,500.

Motion by Janairo That the Board accept three recommendations from the DEI Committee: 1) to rename the Carrie Chapman Catt Award and conduct a campaign to acknowledge LWVDC former actions and ongoing commitments; 2) to adopt and follow the guidance in the approved Land Acknowledgement Guidance Document for major League events; and 3) to offer scholarships for up to 10 members to attend the Black History for a New Day course starting in February 2022. Second Rottier, approved

Nominations Policy

The nominations policy was presented at the November meeting and board members reviewed the document and made some edits.

📎 [LWVDC Board Leadership Nominating Process Policy.docx.pdf](#)

Motion to approve the policy by Feeney, Second Janairo, approved

New Business

Resignation and Replacement of Maria

Chris Clements reported that Maria Spinozzi has resigned due to personal/workload reasons.

Motion to approve new EC member, Lisa Janairo by Feeney, Second Rottier, approved

Appointment of Elizabeth Kanne to VP-Governance

A motion was made and later withdrawn to approve the appointment. Per the bylaws, a person can only be appointed to a Vice President position if they are a current board member.

A new motion by Feeney, second by Rottier to appoint Elizabeth Kanne to the board as a director to fill out Maria's term. Approved

2021-2022 Winter Board Planning and Budget Process

A discussion was held about planning for the 2022-2023 year. The board reached the conclusion that due to the departure of Kate Vickery and the subsequent recruitment of a new ED Wendy Hathaway that the original plan to pursue a grant for a facilitator to assist with strategic planning was no longer possible. Therefore for the upcoming year, Chris, Wendy and Jean will meet with each domain to discuss goals and thoughts on budget. A summary of these discussions will be brought to the full board for final approval before the March budget meetings.

Office Manager Search

Chris presented the sad news that Cindy Lindquist has resigned effective January 31st. Wendy presented plans for revising the job description and beginning a search for a new Office Administrator.

E-news Schedule over the Holidays

There will be no e-news on December 20th and 27th.

Meeting adjourned at 7:44pm

Respectfully submitted

Joan Provencher
LWVDC Secretary

Appendix

Consent Agenda

Executive Director

Onboarding/training

- I'm learning more about each domain by meeting with many different leaders and joining steering committee meetings. Also met with Debra Cronmiller (LWVWI) and Barb F. & I met with the Morgridge Center to discuss BadgerVoters/internships.
- Currently training/learning on processes like budget and all that goes into our annual meeting planning.
- Continuing to work with a small group on our Editorial Guidelines.
- Also learning more about LGL, MailChimp, and our current website, along with user testing of a potential new CRM/communications platform.
- Diving right into fund development with the support of Chris, the committee, and Cindy. As of this writing, preparing to email the second fall giving appeal on 12/8, with a third and final email going out in a few weeks. Also getting started on a draft project plan for next year's fundraising efforts.
- **Please reach out if you want to schedule a video chat, phone call, or office visit!**

What's ahead

- Working with Chris/EC/Board to structure the strategic planning process for the coming year (see 12/8 agenda)
- Also kicking off the search process for our new office manager (see 12/8 agenda)
- I'm also working on backfilling some of my volunteer duties, including calendaring and Voter ID Coalition communications.
- Cindy & I are working on a more comprehensive new leader onboarding training plan/process with input from Barb F. We envision this being useful for both subcommittee leaders and also new Board members. Includes things like setting up LWVDC email address; policy and procedure review; and tip sheets and/or videos on how to use things like Google Groups or the Community Partners database, how to submit content to ENews, etc.
- Next up: also starting work on developing ideas for what our new Communications domain might look like

Program/ Advocacy Committee Board Report – December 8, 2021

The Program / Advocacy Committee continues to meet to develop their program and advocacy programs. We have completed three forums this fall and produced weekly

advocacy updates on the newly developed advocacy webpage. All subcommittees continue to focus on future forums, campaigns, or advocacy/action development.

Program

- **The Steering Committee** is finalizing the Lively Issues Meeting entitled “Defending Democracy: What’s Next for Wisconsin,” for Saturday January 8 at 1:00 -2:15 PM. Matt Rothschild will discuss what we need to do to defend democracy in Wisconsin. The committee is working actively with Matt to personalize the program for LWVDC.
- **The Social Equity Subcommittee** February’s forum will be Reducing Evictions. Topics to be discussed include data/needs in Dane Co; personal stories; eviction laws and eviction court; funds and programs to reduce evictions. A speaker proposal list is attached for approval. The April forum will be on Increasing Low Income Housing.
- **The Climate Change Subcommittee** launched its Transportation Challenge Campaign this week. All participants have received bags with instructions, bus passes, a bike route map, and a diary. They will continue to receive updates and motivational information during the campaign period which runs until spring. The subcommittee is planning its first motivational meeting in mid January.
- **The Making Democracy Work Subcommittee** continues to focus on the development of advocacy and action items to “make democracy work” (voting issues, campaign finance, elections, and redistricting) so members can be engaged in these efforts in a timely manner.
- All **Discussion Units** met in November. There was a total of 29 people attending the unit meetings and four of the five units had resource people. One unit, the Prairie Ridge unit, plans to meet in January to discuss the Lively Issues meeting. They requested and received a short list of resource materials related to the discussion.
- The **Book Discussion Group** does not meet in December. The January book is **How the Word is Passed** by Clint Smith.

Advocacy

Advocacy continues to work on development of the Advocacy web page and has assumed a more active role in the Making Democracy Work Subcommittee’s efforts to develop advocacy and action items to increase members involvement in local issues.

Fund Development

The fall appeal letter was sent out on November 16 via mail to members and email to members and non-members. The appeal letter included mention of a \$5000 match (transfer from internships) if an additional \$5000 was earned by the end of Giving Tuesday on Nov. 30, with \$8000 received by end of day. Giving to the fall appeal as of Dec. 5 including the \$5000 transfer match is \$18,392.25 (71 gifts). A follow up email was sent on Tuesday, Dec.7, shifting the appeal from Giving Tuesday to a Season of Giving and end-of-year giving.

Wendy will be joining the Fund Development Committee as co-director (with Chris) beginning with the December meeting on Tuesday, the 14th. The agenda will focus on developing a plan for the rest of FY 2021-22.

Communications

LWVDC social media postings from the last 4 weeks focused on promoting DEI, lifting up community events, and sharing voter education information focusing on Disability Vote's campaign, Bloc by Bloc's work, LWV and other State LWV campaigns (pro-choice, pro-gun control, press releases on the Rittenhouse verdict, LWVCO & LWVMN joint press releases supporting Rep. Ilham Omar and condoning Rep. Boebert's racism, and creating & dispersing the graphics for LWV and LWVGA's joint statement on the murder convictions in Arbery verdict), voting access, and redistricting.

A diverse following continues to grow with Publicity co-chairs's continued lively and engaging social media presence and active at in-person events with the partners and the public.

Instagram statistics



Posts

Any ▾

Reach ▾

Last 30 Days

Relatives who think voting is pointless

488

trying to enjoy some turkey & stuffing

DISABILITY RIGHTS ARE CIVIL RIGHTS

137

Where were you last summer? Did you do a program blackout? Did you take a break from posts to post on Facebook? Did you buy popular books everyone was talking about those books collecting dust? Did you read just to say you read them and people think you are an ally? Trainings and bookshelves without actual implementation or intervention are just a pat on the back. It's great you can pat off the deficit of the college yet when an organization stands with the people and an excuse to do more work to

133

34 Senate seats and all 435 House seats are up for election on November 8, 2022.

103

95

82

Kyle Rittenhouse Acquitted on All Counts: Live Updates

The jury deliberated three and a half days in the trial of Kyle Rittenhouse, who shot three men, two of them fatally, during demonstrations in Kenosha, Wis.

70

"You don't spread democracy with a barrel"

65

MINN

61

My Top 2021 Accomplishments

- #1 No More Excuses
- #2 People Powered Day of Action
- #3 Launching Women Power Initiative
- #4 Healing Women Power Resilience Project
- #5

56

“Redistricting is underway with full protection of the Voting and midterm elections are in the corner. We are here today.”

50

Redistricting and Gerrymandering 2022: Taking Stock and Looking Ahead

Friday, November 18, 2:00-3:00CT

50

Sort by Newest

Last 30 Days ▾

Nov 6 - Dec 5

Insights Overview

You reached **+133%** more accounts
compared to Oct 7 - Nov 5

Accounts reached	1,079 +133%	>
Accounts engaged	89 +45.9%	>
Total followers	552 +5.9%	>

Twitter statistics

TWEET HIGHLIGHTS

Top Tweet earned 403 impressions

Today **#SCOTUS** will hear arguments on the most important abortion case in a generation, a challenge to a Mississippi law that bans most abortions after 15 weeks of pregnancy.

@LWV stands for every person's right to an abortion. Protect our bodily autonomy. **#AbortionIsHealthcare** twitter.com/LWV/status/146...

♥ 3

[View Tweet activity](#)

[View all Tweet activity](#)

Top Follower followed by 26.1K people



maygin mcewen
 @mayginmcewen [FOLLOWS YOU](#)

My Integrity does not depend on the Integrity of others. **#INTP #resist #proudpagan #booklover #prisonreform #LGBTQally #Resistance**

[View profile](#)

Top mention earned 14 engagements



Thurman One

@Tretsmi · Dec 5

#MA #PoliticsLive #DemocratsDeliver miscare-181k #families=F
treatmentadvocacycenter.org/grading-the-st... pic.twitter.com/OUYVi7LkHW
@AScottmcall @LWVDaneCounty @hannahallam @seanspicer @JohnBurtNH @BillReineke @Kent4SD @deelink @MiaCostelloAK @MayorBowser @bobpetersonfarm @DougLaMalfa @jelliottsc

Prevalence of SMI Among Adults							
State	Pop. Millions	Unreated School & severe		State	Pop. Millions	Unreated School & severe	
		Adult SMI	EP: 2002			Adult SMI	EP: 2002
AL	3.8	124.7	59.2	MT	0.8	27.1	12.9
AK	0.6	18.3	8.7	NE	1.4	47.6	22.6
AZ	5.4	177.6	84.3	NV	2.3	76.3	36.2
AR	2.3	75.9	36.0	NH	1.1	35.8	17.0
CA	10.5	1005.7	477.4	NJ	7.1	231.9	110.1
CO	4.3	143.4	68.1	NM	1.6	52.8	25.1
CT	2.8	93.9	44.6	NY	15.7	517.9	245.8
DE	0.8	25.0	11.9	NC	8.0	263.0	129.9
D.C.	0.6	18.8	8.9	ND	0.6	19.1	9.1
FL	16.8	553.8	262.9	OH	9.1	298.8	141.8
GA	7.9	261.2	123.9	OK	3.0	98.1	46.9
...

[View Tweet](#)

Top media Tweet earned 327 impressions

.@LWV_WI is hiring!

Email questions directly to lwwisconsin@lwwwi.org.

1) DEI Sr. Specialist (FTE), Dec. 17 deadline, \$45-50k
my.lww.org/wisconsin/arti...

2) Administrative Assistant (PT) open until filled, \$18-20/hr
my.lww.org/wisconsin/arti...
pic.twitter.com/qFT7T5qxrp



Nov 2021 - 30 days

TWEET HIGHLIGHTS

Top Tweet earned 3,126 impressions

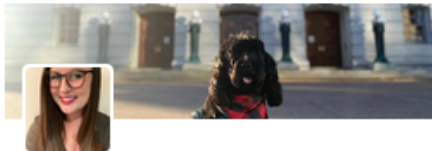
WI doesn't have an ADA compliant screen reader accessible absentee ballot. Voters with blindness, vision impairment, or other disabilities who cannot see, read, or physically mark the ballot do not have equitable access to absentee voting. [@drwisconsin](#) [#CripTheVote](#) [twitter.com/DisabilityVote...](#)

👁️ 12 ❤️ 20

View Tweet activity

View all Tweet activity

Top Follower followed by 20.9K people



Jessie Opoien ✓

[@jessieopie](#) FOLLOWS YOU

Capitol Bureau Chief [@CapTimes](#). WI-grown, [@IowaStateU](#) and [@JHUGovStudies](#) alum, banjo player, dog person. Newsletter: <https://t.co/AfLhyWgeaf>

View profile

Top mention earned 15 engagements



Barrett Donald

[@SMIRrepr](#) · Nov 4

Hear our prayer youtu.be/HCpl1hXdTtA
[@JAABPhoto](#) [@NAMIEDOK](#)
[@aamerlsmad](#) [@LWVDaneCounty](#)
[@API_Penna](#) [@NAMITexas](#) [#NY14](#)
[@realmelina](#) [@RepAllenFarley](#)
[@Repsteveclouse](#)
[@MarkAmodeiNV2](#) [#nv2](#) [@jilltolles](#)
[@SenShelby](#) [@repgallagher](#) [#Austin](#)
[#Milwaukee](#) [#tx](#) [@misenate](#) [#bigtech](#)
[@FredDeutsch](#)

View Tweet

Top media Tweet earned 2,735 impressions

Every PWI/org needs to read [@Angela_Lang](#)'s piece in today's [@WIExaminer](#). Trainings and words aren't going to dismantle the white supremacy culture embed in America. [#BlackLivesMatter](#) [wisconsinexaminer.com/2021/11/15/how...](https://www.wisconsinexaminer.com/2021/11/15/how...) [twitter.com/WIExaminer/sta...](#) pic.twitter.com/loF1ryAF0d

...going to dismantle the white supremacy culture embed in America. Did you buy all the popular books everyone was talking about? Are those books collecting dust? Did you read them just to say you read them and people assume you are an ally? Trainings and books without actual implementation or interventions are just a pat on the back. It's great you can rattle off the definition of privilege yet when Black organizations ask you to stand with them

👁️ 3 ❤️ 15

View Tweet activity

View all Tweet activity

NOV 2021 SUMMARY

Tweets

54

Tweet Impressions

22.6K

Profile visits

2,050

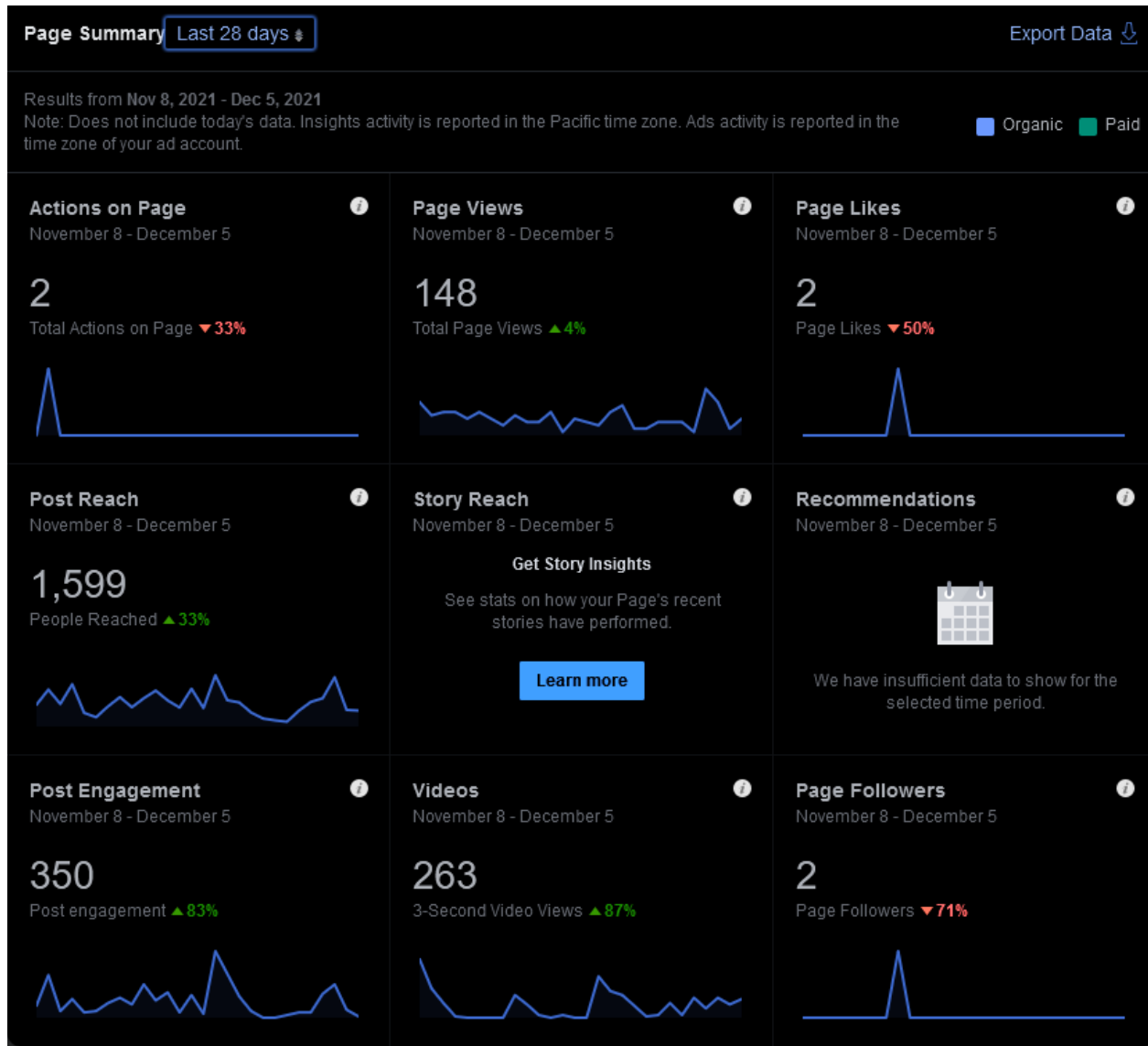
Mentions

18

New followers

26

Facebook statistics



Publicity continues to gain followers on all LWVDC socials from a more diverse demographic including- BIPOC, BIYOC, disability advocates, those who have experienced homelessness, those who have been incarcerated, LGBTQIA+ orgs and leaders, and government officials of color.

Publicity continues to outpace DEI growth and efforts of all other LWVDC domains. We continue uplifting youth, BIYOC, disability, BIPOC, those who have experienced homeless, those who have been incarcerated, and LGBTQIA+ voices. Publicity grows LWVDC's social media following with local and international BIPOC leaders and strengthens relationships with community orgs as we continue to show up in-person and

listen. We continue to make use of Alt text functions when possible as well as highlight Spanish language resources.

Reminder - Events are posted on the LWV Dane County's Facebook page for all major League events. Instagram and Twitter reminders are posted the day of the event to remind folx. Press releases are sent for Candidates's Answers and all major League forums.

Publicity continues to request any and all press releases be sent in a timely fashion (per a long-time policy) to publicity@lwvdanecounty.org at least 4 weeks ahead of the event, following all Editorial Guidelines.

Membership

Member Type	Active Member Count ▾
Primary [L1V] or [L2V]	402
Secondary [L3V]	52
Life [L4V]	27
Student [S1V]	17
Flex Fee [L1V]	9

Total members: 507

New members in November: 6

Planning is underway for a membership/volunteer recruitment event in late January/early February. The event will be a way to share volunteer opportunities with all members for upcoming voter service, program/advocacy and other domains as needed. We want to highlight ways our members can make an impact in another important election year.

Voter Service

Barb Feeney and Wendy Hathaway met online with Lisa Chamberlain, Administrative Director for the Morgridge Center. UW has decided to fill Zachery Holder's position. (The LWVDC and City of Madison Clerk's office contacted the UW to emphasize the importance of making sure the UW provides strong support for the Badgers Vote program. Lisa and new Associate Director Jose Ramirz will provide support for BadgersVote Interns until the position is filled. LWVDC Intern Tabitha Houghton has been hired to serve as the Lead Intern for the BadgersVote intern

team. Tabitha is making contacts to find out if voter registration can occur indoors in conjunction with the bus pass distribution in January.

VSSC will be looking for new coordinators for the Apartment Outreach program for 2022. A subcommittee that will include the current co-chairs will consider if the program should be re-tooled.

VSSC has applied for a grant from LWVUS to reach out to immigrant communities. The Evjue grant for \$5,000 has been approved. The funds will help pay for the *Candidates' Answers* publication.

VSSC will be working on strengthening training for voter registration volunteers, including DEI components.

Several LWVDC leaders and Wendy Hathway attended a webinar on helping jail inmates vote. We hope to collaborate with the Voter ID Coalition to help strengthen the jail outreach.

VSSC has a new onboarding process for volunteers in leadership positions. Gail Krc recently agreed to serve on the VSSC, as lead for the local government collaboration area.

VSSC leaders are continuing to use the volunteers' hours tracking system developed by Paul Lindquist.

President

Report from the Executive Committee Meetings

November 17

- Shared Maria's resignation as VP Governance, and discussed best way to share this information, including replacing Maria on the Exec Committee and Board of Directors; this will be discussed at the next Board Meeting
- Discussion of November Board Meeting and items carrying over to December agenda, including Nominations Process and DEI Recommendations
- Report of incident and discussion of need for improved communications
- Discussion of Lively Issues process and outcomes
- There has been a change in LWVDC involvement in Madison voter registration events; need to better ascertain the role of the League now and in the future in supporting voter registration

- It will soon be time for annual board winter-spring planning meetings; how will we do this? Need to integrate planning with the budget process and timeline, as well as fund development goal setting and planning

December 1

- Tentatively welcomed Lisa Janairo to the EC contingent on board approval
 - Discussed the agenda for the December Board Meeting including
 - Review of nominations process and suggested edits and comments; recommendation to consider it as a policy with a review of it success over the summer
 - Winter 2021-2022 Board planning process to be proposed as a concept at the board meeting; how does it fit with the early spring budget development process of the next fiscal year
 - DEI Recommendations; Lisa asked to add 3 additional short-timeline recommendations and defer more extensive DEI discussion to January meeting
 - Need to kick off the search for the Office Admin sooner than expected, as Cindy will be leaving about 4 weeks earlier; desire to have some overlap for training purposes
 - The Mellon Fellowship proposed for a Leadership Development project has been awarded to LWVDC, but final project details won't be available until later.
 - Chris shared a conversation with Debra Cronmiller about communications in the Dane County League
 - One behavioral *incident* has occurred since the last board meeting and was reported to Chris; she has set up meetings with the involved parties to address the concerns
 - The EC discussed either bringing in a facilitator to help the board identify its values and implications for communications; depending on facilitator availability and cost, a suggestion to do a board discussion of collaborative values was offered as an alternative Discussion of DEI and microaggression incident(s)
 - The EC discussed privacy rules regarding the Membership Directory and under what circumstances mailing addresses might be available to League members for League purposes; a request has been made to the League office
-

EC Approved Official Communications Since the Last Board Meeting

None

Other

- Meeting weekly with new ED, Wendy Hathaway, as she moves into her co-director role on Fund Development and Communications and as we resolve current communication issues

- Continue to serve as director (now co-director) of Fund Development, although I am still seeking an appointee for this position
- Scheduling and facilitating the editorial guidelines discussions, which we hope to wrap up in December or early January
- Facilitating revisions in Nominations process
- Facilitating discussion of communication issues
- Meeting with the EC twice each month

Goals for 21-22

1. Assure that the Planning Goals approved by the Board from the Winter 21 planning meeting are met. (#3,4,5 below)
2. Hire a new executive director - Complete
3. Provide recommendations to improve the nominations process; increase awareness of and opportunity to participate as a board member and/or officer - On Dec. 8 Agenda
4. Review and revise if necessary, partnership policy - Complete
5. Build Communications infrastructure to reduce conflicts and enhance effectiveness:
 - a. Develop a Communications Domain and Committee - In process
 - b. Develop editorial guidelines around communication tools - In process
 - c. Redesign web pages for greater effectiveness - work in this area includes the Club Express discussion
6. Complete planning process for 22-23 - To take place in late winter/early spring; discussion in process, December board meeting

Thank You's

- Barb Feeney and Voter Service for their grant writing for project opportunities to engage with marginalized communities
- Jean Jacobson, Cindy Lindquist, Paul Lindquist Amber Rottier and Brook Soltvedt for their efforts to evaluate Club Express compared to current office tech systems
- To the communications team that has put in many hours and continues to work on editorial guidelines, including Bonnie Chang, Barb Feeney, Meg Gordon, Laura Grueneberg, Cindy Lindquist, Pat Patterson, Joan Schwarz, Brook Soltvedt, Lauren Surovi
- To Cindy for beginning to create document support for her position in preparation for her exit in February
- To Maria for leadership and development of the Mellon Fellowship opportunity for 2022-2023

Calendar

December

Formulate CA questions for candidates

Mail Lively Issues reservation form
Nominating and Budget Committees begin deliberations
Spring CA preparations
(Planning for February General Meeting, if any)

January

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

February

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

Bulletin

The word limit per article for the December Bulletin is 500 words.

Winter Bulletin Deadlines				
Sunday	21-Nov	8pm	Article Commitments Due	Please confirm by this date what you plan to submit for the Bulletin. Email commitment to bulletin@lwvdanecounty.org
Monday	29-Nov	8pm	Articles & Data Due	Please email articles to bulletin@lwvdanecounty.org
Tuesday	30-Nov	8am	Editing & Layout Begin	Layout & Editing
Thursday	2-Dec	8pm	Editing & Layout End	
Friday	3-Dec	8am	Copy Editing & Board Review	Copy Editor Edits (Simultaneous Board Review for Content)
Monday	6-Dec	8pm	Copy Editing & Board Review End	
Tuesday	7-Dec	8pm	Final Updates	Final Updates to be made to Bulletin
Wednesday	8-Dec	5pm	Pre-publication	Editor will send Webmaster an email confirming the Bulletin is finalized and ready for publication.
Thursday	9-Dec		Publication Date	Webmaster to publish