

Board Meeting Agenda  
**League of Women Voters Dane County**  
**Jan. 12, 2022 Board Meeting**

1. Call to Order
2. Approval of Minutes
3. Treasurer's Report
4. Consent Agenda
  - a. Executive Director
  - b. Governance
  - c. Programs
  - d. Fund Development
  - e. Communications
  - f. Membership
  - g. Voter Service
  - h. Bulletin
5. Discussion Agenda
  - a. Finance
    - i. Investment Manager - (Jean) 5 -10 minutes
  - b. Advocacy
    - i. Braver Angels Workshop - (Joan) 5-10 minutes
  - c. DEI
    - i. Co-host event with LWV Milwaukee (Chris) 5-10 minutes
  - d. President's Report - (Chris) 3-5 minutes
    - i. Discussion/ratification of action items
6. Old Business
  - a. Update on Mellon Fellowship - (Chris) - 3 minutes
  - b. Update on Office Manager Search (Wendy) 5 minutes
7. New Business
  - Group Norms and Values (Chris) - 10-15 minutes
  - Board Departures/Replacements (Chris) 10 minutes
    - Lisa Janairo
    - Pat Patterson
  - 2022-2021 Slate of Nominees (Chris) - 10 minutes
    - Changes in positions
    - Recruitment
  - of Resources on the Domain Webpage (Wendy) - 10 minutes
  - Grant Consultant RFP (Chris and Wendy) - 10 minutes
8. Adjourn

**League of Women Voters Dane County**  
**January 12, 2022 Board Meeting Minutes**  
Conducted remotely using Zoom

**Present:** Chris Clements, Jean Jacobson, Joan Schwarz, Barb Feeney, Amber Rottier, Joan Provencher, Bonnie Chang, Laura Grueneberg

**Absent:** Pat Patterson, Lisa Janairo (both resigned from the board)

**Meeting called to order by President Chris Clements at 5:38pm**

**Group Norms and Values—Chris Clements**

Chris started the meeting by presenting a document that she obtained from another organization on group norms regarding meetings/discussions. The document will be edited and customized for LWVDC based on our discussion and feedback entered into the google doc.

**Minutes**

**Motion to approve December minutes by Provencher, Second Jacobson, approved**

**Treasurer's report**

**Income Statement:** Revenue was very strong for the month, \$22k, reflecting the Fall Appeal/Giving Tuesday/End of Year campaigns. Year to date we now stand at \$94k versus a budget of \$215k and last year of \$108k (discounting the Dane County Contract impact of \$86k). Membership revenue will in all likelihood fall short of budget; as there has been a loss of approximately 100 members as compared to the budget.

Expenses for the month totalled \$16k of which \$12k was related to payroll expenses. December included 3 payrolls versus the normal two. The TASC health insurance plan was officially terminated at the end of December. The plan contract was for 3 years necessitating a termination payoff of \$800.

Investment gains/losses/dividends are now being recorded on a monthly basis and the prior months have been restated to reflect this change. As noted, significant cash dividends and capital gains were recorded in December.

**Balance Sheet:** Two items to note in the Balance Sheet this month are (1) the separation of the Memorial Trust Fund into two components, Cash on Hand (\$4.8k) and Long Term Investments (\$770k) and (2) the amount of Undeposited Funds, \$7.3k. The latter represents donations received in December but not deposited until January due to the closure of the office.

## **Finance**

The 990 tax return was completed and filed. Many thanks to Helen Horn and Julie Allen for their thorough review and suggestions. The completed return does reside in a shared drive which is accessible by all Board members

We received notice from our insurance carrier that they will no longer service our market when our policy expires in early March. Our insurance agent, Ansay & Associates will continue to be our representative and will be working to find new carriers for our business. Linda Syth, a member of the Finance Committee with experience in the insurance world, is the lead person on our annual insurance coverage renewals.

The upcoming budget process was discussed and the Finance Committee again will provide liaisons to each of the Domains as they prepare their 2022-2023 budget plan. The liaisons should be invited to the Domain Budget Committee meetings. The liaisons are as follows:

- Board - Helen Horn
- Program - Susan Dietzel
- Membership - Linda Syth
- Voter Service - Paul Lindquist and Joan Provencher
- Fund Development - Jean Jacobson
- Operations - Julie Allen
- DEI - [Linda Syth](#)
- Communications - Jean Jacobson

## **Consent agenda--Chris Clements**

**Motion to approve the Consent Agenda by Feeney, seconded by Rottier, approved**

## **Discussion Agenda**

### Finance

-Investment Manager–Jean Jacobson

The Finance Committee discussed their project to determine and select an Investment Advisory Firm to manage the Memorial Trust Fund, a quasi endowment fund intended to provide for the long term financial sustainability of LWVDC chapter. Both the Financial Advisory Committee and the Finance Committee agree that the value of the MTF has reached a level(>\$750k) which warrants a change in the model of fund management from one led by member volunteers to a professional investment firm. After careful consideration and due diligence in vetting possible contenders, both Committees recommend the hiring of eCIO, a local investment firm focused on managing the assets of non profits.

The annual cost of outside management is .05% of the value of the funds managed. In our case, the fee would amount to \$3,500-\$4,000 per year. The fees would be charged quarterly and would be withdrawn from the Memorial Trust Fund. These fees have been included in the recently prepared revised budget.

**Motion by Jacobson: That** the LWVDC Board approve the hiring of eCIO, an investment advisory firm focused on management of investment funds for non profit organizations, to manage the Memorial Trust Fund assets. **Approval of the motion authorizes the Treasurer to hire said firm in fiscal year 2021-2022 and to pay the management fees as billed. Second Schwarz approved**

## **Advocacy–Joan Schwarz**

### Braver Angels Workshop

Joan presented the Making Democracy Work subcommittee’s recommendation to extend an invitation to Braver Angels to present their workshop “Depolarizing Within,” which is designed to foster skills to help lessen the effects of polarization when one encounters them in political conversations. This workshop is part of the subcommittee’s focus on civil discourse and is tentatively scheduled for March 16, 2022 from 6:00-9:00 PM by Zoom, pending approval by the Board. The Braver Angels rule is as follows: “At every level of organizational guidance, red and blue leaders are equally represented. Regarding race, ethnicity, and social and economic class, our constant striving is to be an organization that reflects the country we seek to serve.”

**Motion by Schwarz to approve engaging Braver Angels for March 16, 2022, seconded Jacobson**

After much discussion about the founder of this group and whether it aligned with our mission and values, the motion was tabled with the agreement that a google doc will be created for board members to post further research and discussion and state their vote by email.

**The email vote on January 19th was 7 yes, 2 no**

## **DEI**

LWV Milwaukee approached LWVDC and other Leagues to ask whether there is interest in co-sponsoring a DEI-related session (Nurturing Diversity Partners) in 2022. The featured speaker would be Reggie Jackson from Milwaukee, who would speak broadly for a state-wide audience. There would be a cost to the presentation, with the total amount dependent on the number of Leagues sharing the cost. The DEI committee has asked that the presentation be targeted for May so we can include it as part of our May campaign.

**Motion by Feeney to approve the DEI committee's request to explore the opportunity to co-host an event with LWV Milwaukee** featuring a broad DEI-related presentation by Reggie Jackson, with cost sharing by LWVDC not to exceed \$500 and the Program budget being the source of funding for the expense. **Second Grueneberg, approved**

The DEI committee is asked to provide the board with follow-up information as the discussion progresses.

## **President's Report Chris Clements**

-Discussion/ratification of action items

**Motion to ratify the Police Civilian Advisory Board letter by Chang, second Rottier, approved**

## **Old Business**

-Update on Mellon Fellowship - Chris Clements

Chris reported that there is a meeting on January 13th to review the fellowship applications.

### **-Update on Office Manager Search–Wendy Hathaway**

We received 17 applications, 6 have been chosen for interviews this week.

### **New Business**

#### **-Board Departures/Replacements–Chris Clements**

Lisa Janairo and Pat Patterson have resigned from the board. The DEI committee has been asked to appoint a member to fill out Lisa's term. Sue Jennik has been recommended to fill the Programs position, but the steering committee needs to meet first to approve the appointment. **After the steering committee meeting, the board voted by email 7 yes, 1 abstain, 1 no**

#### **2022-2021 Slate of Nominees–Chris Clements**

[2022-23 Current and Proposed Positions.pdf](#)

**Motion by Provencher to approve the recruitment of positions as presented to the board, Second Jacobson, approved with one abstained**

Wendy Hathaway will plan the onboarding of new board members.

#### **Review of Resources on the Domain Webpage–Wendy Hathaway**

This item was tabled for a future meeting

**Grant Consultant RFP–Chris and Wendy**

Further discussion and a vote will be scheduled for the February board meeting.

**Meeting adjourned at 7:30pm**

**Respectfully submitted**

**Joan Provencher  
LWVDC Secretary**

## Appendix

### Consent Agenda

#### Executive Director

##### *Onboarding/training*

- I've been training with Cindy to learn more about her role both to train her replacement and make sure more people throughout the organization know our processes and procedures. So far, this has included: Little Green Light, processing donations, processing new memberships/membership renewals, member survey, Zoom administration, Google Workspace, password protection, directory, and purchasing.
- Working with the nominating committee to better understand the process and have offered assistance with communications/messaging. Finalized new nominations policy and updated website.
- Attending a two-part learning series with a few other members on Effective Communication with Plain Language.
- Have also been learning more about the Candidates' Answers process. I appreciate this Voter Service team for including me so I can learn how it works!  
**Please reach out if you are working on something that would be helpful for me to understand - I don't always know what I don't know!**

##### *Currently working on*

- Office Administrator search: 17 candidates applied. Search committee met January 8 to decide who to interview. Interviews will begin the week of January 10. We are still hopeful there may be some overlap before Cindy leaves.
  - Reminder: join us for a COVID-safe open house to say farewell to Cindy. Details in ENews and on the [calendar](#).
- Strategic Planning mini-retreats are happening throughout January.
- Communications Domain: drafting a position description for the new domain chair and gathering feedback from key stakeholders on this plus structure, workflow, and a SWOT analysis.
- Fund Development (see committee report below). Fall campaign finished, now starting on Valentine's Day appeal to members. Have also drafted an RFP to hire



a grants consultant to help us diversify our revenue stream and secure the funding to grow our organization.

- Voter ID Coalition: recruiting to fill two communications roles (my former volunteer duties) and working with a committee to update flyers for food pantries and more.

### *What's ahead*

- Will be kicking off the Operations Budget with the help of Jean, Julie Allen, and Cindy.
- In January, will be kicking off the Annual Meeting planning process with Chris, Cindy, and the new office administrator.
- Working with a small team to evaluate the Club Express membership/communications platform.

## **Governance**

All policies approved to date in the 2021-2022 Program and Fiscal Year have been added to the Policy & Procedures manual; most recently, the Nominations Policy was added. Elizabeth Kanne will step into the governance role for the remainder of the year. Per bylaws, she is not able to step into the VP role because she has not previously served on the board, but Elizabeth will support governance as part of her board responsibilities.

## **Program**

Pat Patterson has resigned from her Board position effective January 1, 2022. The Program/Advocacy Steering Committee is meeting to determine how this position will be filled and how the Board functions can be filled. Forums will continue. All subcommittees continue to focus on future forums, campaigns, or advocacy/action development.

## **Program:**

**Lively Issues Forum, "Saving Democracy," by Matt Rothschild**, was presented on January 8, 2021. There were 180 registrants with 106 attendees (59% attendance) with 38 questions asked of the speaker. Book Club discussions are scheduled as a follow-up to the Lively Issues event.

The **Steering committee** is adding extra meetings to determine how scheduled Board activities, forums and other activities will proceed.

**Climate Subcommittee** Transportation Challenge is in its second month, encouragement and trip documentation emails have been sent out. A blog has been written and will be published when it completes the editing process.

**The Social Equity Subcommittee** is in the final stages of planning the February Forum entitled **Moving from Eviction to Housing Stability**. Look for the save the date announcement this week. The committee will determine if the April forum will occur as planned.

### **Fund Development**

The final total for the Fall 2021 Appeal is \$27,162.75 from 97 contributors, including one \$5000 match gift. For comparison, last year's Making Democracy Work fall campaign brought in \$32,667.78 from 112 contributors; one gift was a \$12,000 matching gift.

We are soon getting ready to kick off this year's Valentine's Appeal. Wendy Hathaway has done great work drafting the follow up messaging for the initial appeal and is currently drafting the Valentine's message. She has fully stepped into her co-chair role for Fund Development.

In addition to appeals and at the recommendation of Lisa Janairo, Wendy has drafted an RFP to hire a grant consultant to help the League identify and apply for relevant grant funds. LWVDC has been interested in substantive development of a grant funding initiative for several years, but has not made any progress until now.

### **Communications**

Social media postings from the last 4 weeks focused on promoting DEI, lifting up community events, and sharing voter education information focusing on reminding folks to sign up for their 2022 calendar year absentees, the passing of Prof. Lani Guinier (NAACP LDF's voting rights litigator, instrumental in the 1982 Voting Rights Act), and Kwanza . A diverse following continues to grow with the Publicity co-chairs' continued social media presence and active in-person events with the partners and the public.

### **Instagram statistics**



# Posts

Any ▾

Reach ▾

Last 30 Da

Fight For Our Vote

132

Your vote is your voice!  
Request your absentee ballot elections in 2022 today.

104

<https://myvote.wa.gov/vote-request-by-mail>

DID YOU MOVE?  
DON'T FORGET TO REGISTER TO VOTE!

78

65

60

**UW Madison  
Morgridge Center  
is hiring!**

Position: Voter Engagement & Civic Learning Coordinator

59

JAN 6  
DAY OF REMEMBRANCE AND ACTION

54

WHAT IS KWANZAA?

53

ST AN ABSENTEE BALLOT

an absentee ballot for:  
for the calendar year ending 12/31/2022

upcoming elections:

- 2022 Spring Election
- 2022 Partisan Primary
- 2022 General Election

47

Wisconsin felony disenfranchisement laws deny voting rights long after individuals have prison

43

Sort by Newest

Women need to know that they can reject the powerful's definition of their reality --- that they can do so even if they are poor, exploited, or trapped in oppressive circumstances. They need to know that the exercise of this basic personal power is an act of resistance and strength.

37



Twitter statistics

TWEET HIGHLIGHTS

**Top Tweet** earned 2,117 impressions

"It's a little mind-boggling, that Democrats have this power but for whatever reason are unable to actually wield it and to use it for something effective. And it's probably sooner rather than later. It's going to come back to bite them." - @Angela\_Lang #VotingRightsNow twitter.com/jaisalnoor/sta...

7 10

View Tweet activity

View all Tweet activity

**Top Follower** followed by 28.1K 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 45 engagements

**Wisconsin Examiner** @WIExaminer · Dec 23

League of Women Voters lawsuit seeks to reactivate over 31,000 purged voters

@LWV\_WI @LWV @LWVMilwaukee @LWVDaneCounty @LWVJanesville @lawfwd #Voters

wisconsinexaminer.com/brief/league-o... via @rconniff

1 3 16

View Tweet

**Top media Tweet** earned 712 impressions

Habari Gani? Umoja!  
Today, Dec. 26, is the 1st day of Kwanzaa when the Black candle at the center of the kinara is lit in celebration of Umoja or Unity.

Virtual celebration:  
nmaahc.si.edu/kwanzaa

Learn more:  
nmaahc.si.edu/explore/storie...  
twitter.com/NMAAHC/status/...  
pic.twitter.com/BJEQOtSobS



1 2 2

View Tweet activity

View all Tweet activity

DEC 2021 SUMMARY

Tweets 39 Tweet impressions 8,666

Profile visits 1,682 Mentions 11

New followers 27

## 28 day summary with change over previous period

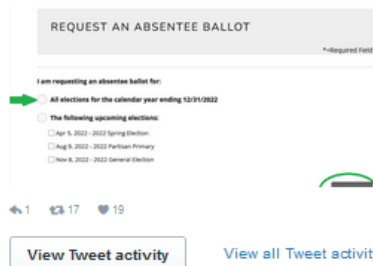


Jan 2022 • 10 days so far...

### TWEET HIGHLIGHTS

#### Top Tweet earned 3,083 impressions

Happy New Year! Make a resolution to vote safely in all elections in 2022 by requesting your absentee ballot today on the [@WI\\_Elections's](#) website: [myvote.wi.gov/Vote-Absentee-...](#) [#VoteReady](#) [pic.twitter.com/9dCjKJuGKj](#)



1 retweet 17 replies 19 likes

[View Tweet activity](#) [View all Tweet activity](#)

#### Top media Tweet earned 601 impressions

[@MadisonWIClerk](#) will not have a Feb Primary. Columbus, New Glarus, and Lodi School Districts have a primary.

Be [#VoteReady](#) for April 5th & make sure your voter registration is current & request your 2022 absentee ballots on the [@WI\\_Elections's](#) website! [myvote.wi.gov](#) [pic.twitter.com/SFKgVdZPQS](#)



4 retweets 7 likes

[View Tweet activity](#) [View all Tweet activity](#)

### ADVERTISE ON TWITTER

#### Get your Tweets in front of more people

Promoted Tweets and content open up your reach on Twitter to more people.

[Get started](#)

### JAN 2022 SUMMARY

Tweets	8	Tweet Impressions	4,826
Profile visits	163	Mentions	2
New followers	5		

#### Top Follower followed by 12.1K people



**Global @16andVote**  
[@16andVOTE](#) FOLLOWS YOU

Global Youth Justice [@16andVote](#) Campaign champions Lowering Voting Ages to 16 in 25+ Countries on 5 Continents by 2030. STATUS: 12 Countries w/16 Voting Age.

[View profile](#)

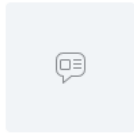
## Facebook statistics

### Facebook Page Reach

1,593 ↑ 3.9%



**Top performers: Reach**



No Facebook post in this date range.



Posted @withr...  
Reach **132**  
Instagram p...



No ad in this date range.



Recent content	Type	Reach	Likes	Comment	Shares	Results	Cost per result	Link clicks
Wear your ... Dec 20, 2021	Post	374	11	0	0	--	--	10
Happy New ... Mon Jan 3, 6:0...	Post	372	8	3	4	--	--	12
"There are a... Dec 18, 2021	Post	331	12	0	1	--	--	19
The Morgri... Dec 13, 2021	Post	263	2	0	2	--	--	8
Prof. Lani G... Sat Jan 8, 9:37...	Post	220	6	1	0	--	--	1

Reminder - Events are posted on the LWV Dane County's Facebook page for all major League events. Reminders are posted an hour before the event. 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 long standing policy) to [publicity@lwvdanecounty.org](mailto: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]	406
Secondary [L3V]	53
Life [L4V]	27
Student [S1V]	19
Flex Fee [L1V]	9

Total Members: 514

New Members in December: 1

The membership team is planning a few member engagement events for Q1. The first is occurring on January 18 and is an informal “member hangout” that we are piloting. Based on the success of this, we will determine the frequency of these moving forward (monthly, etc.) We would love for you to join and to share the information with your committees. Here is the sign up link.

We are also working with voter service and program/advocacy to set up a volunteer recruitment/info session in February. This will be open to all members and will be a chance for us to share what volunteer opportunities are available to members as we head into a new (election) year.

The membership committee is also beginning the process of recognizing our two new 50-year members. We look forward to honoring these members at the annual meeting and sharing their stories with the League.

### Voter Service

Voter Service has received a grant for \$1,500 to reach out to groups that connect with new citizens, and potential new citizens. A task group will be set up to work on this effort.

Voter registration will not be happening during bus pass distribution days on the UW campus in January due to the COVID situation.



A new volunteer (Shel Gross) has been recruited to replace Louise Robinson as the coordinator for Know Your Candidate interviews.

VS will be ordering voter outreach materials from LWVWI.

Both of the Apartment Outreach Coordinators will be leaving their positions. We will be looking at a team model to carry out the work.

**Bulletin**

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

October Bulletin Deadlines				
Sunday	16-Jan	8pm	Article Commitments Due	Please confirm by this date what you plan to submit for the Bulletin. Email commitment to <a href="mailto:bulletin@lwvdanecounty.org">bulletin@lwvdanecounty.org</a>
Sunday	23-Jan	8pm	Articles & Data Due	Please email articles to <a href="mailto:bulletin@lwvdanecounty.org">bulletin@lwvdanecounty.org</a>
Monday	24-Jan	8am	Editing & Layout Begin	Layout & Editing
Thursday	27-Jan	8pm	Editing & Layout End	
Friday	28-Jan	8am	Copy Editing & Board Review	Copy Editor Edits (Simultaneous Board Review for Content)
Monday	31-Jan	8pm	Copy Editing & Board Review End	
Tuesday	1-Feb	8pm	Final Updates	Final Updates to be made to Bulletin
Wednesday	2-Feb	5pm	Pre-publication	Editor will send Webmaster an email confirming the Bulletin is finalized and ready for publication.
Thursday	3-Feb		Publication Date	Webmaster to publish

## **Advocacy**

The **Making Democracy Work Subcommittee** is continuing its work to clarify its action/advocacy plans that will form the template for future forums and advocacy. A preliminary proposal regarding advocacy strategies of how to “make democracy work” has been submitted to the Executive Director and when finalized by the subcommittee, will be submitted to the Board. The proposed areas of advocacy are election integrity, judicial integrity, campaign finance reform and civil discourse.

## **DEI Report**

Lisa Janairo had to resign from the board in December due to her decision to run for District 6 Alder in Middleton in the Spring 2022 election. Under the LWVDC By-Laws, members of the Board cannot run for public office, even if the position is nonpartisan.

The DEI Committee will meet on January 10 to hear reports from liaisons and make plans for activities in the first half of 2022. One of the key activities will be the May campaign to unveil the new name of the Carrie Chapman Catt Award and own the League’s history. Lisa Janairo will end her term as DEI Committee Chair at the end of June, so the members will also discuss next steps for the committee and its leadership.

A new session of [Black History for a New Day](#) will begin on February 8. Board members are asked to enroll in the course, if possible, and also to reach out to their committee members to encourage their participation. The weekly course will take place from 7-9 pm on Monday nights from February 8 through April 11. Register to attend and, if needed, request a full or partial scholarship.

The Community Alliances Committee subgroup on reporting and resolving incidents of bias is making progress on its task. The four-person subgroup has met three times and has developed a rough framework for addressing incidents of bias and other instances of unproductive or uncivil interactions. The subgroup will have something to present to the full CAC in the spring.

## **President**

### **Report from the Executive Committee Meetings**

#### **December 15**

- Discussion of December Board Meeting

- Revisited Strategic Planning and Budget Process discussion from the board meeting; two placeholder meetings scheduled for March 23 and 30 for budget meetings
- Received an Office Manager Search Update and discussed budget implications [Revised Budget](#)
- Nominations Policy has been sent to Nominating Committee Chair Jan Van Vleck.
- Discussion of communication incident; where are we with State process
- Discussed soliciting survey feedback on the Civics Seminar to determine participant satisfaction and ongoing interest; does this happen with all of our forums? It has been done in the past; if not now, it should probably resume
- Revisiting “Paperless” - more difficult than expected to go to paperless appeals and may also affect the success of our appeals; suspended for now
- Discussion about Club Express: Testing is still underway to learn what we would get and what we would lose if we switched. Lisa Janairo will review, as she has some experience with systems and issues.
- Discussed feedback from LWVWI; LWVDC Social media is getting a lot of positive attention and is appreciated by LWVWI.

## January 5

- Discussed the agenda for the January Board Meeting including items referred at the December board meeting; i.e., group norms
- Lisa Janairo resigned from the Board to run for City of Middleton Alder; otherwise, this would be an uncontested election. She will continue to serve as DEI Committee chair and seek a board replacement for board consideration.
- Discussed Pat Patterson’ resignation from the board, follow-up discussion with Aileen Nettleton (past president and committee member); request made for another member to step into Board Director role and for Programs to consider reducing program commitments to their spring agenda.
- The Nominations Committee is meeting in late January. Committee chair Jan Van Vleck met with ED and President, with extensive discussion of the current slate and positions relative to needs going forward; we are no longer in a transition structure; changes will be proposed at the January Board Meeting.
- Update on the search for an Office Manager
- Discussed fundraising expectations for the ED. At Lisa Janairo’s suggestion, Wendy has drafted an RFP to hire a grant consultant. It was very effective in Lisa’s past organization; regarding ED Fundraising Expectations, the EC will create a proposal to take to the board to clarify fund raising expectations related to salary and workload
- Interdomain relationships

- Club Express will likely be put on hold until we have a better understanding of tech support needs, probably next fall. It continues to be a future consideration. Feedback continues to be sought and considered.

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## Other

- Meeting weekly with ED, Wendy Hathaway, include her co-director roles on Fund Development and Communications
- Continue to serve as director (now co-director) of Fund Development
- Scheduling and facilitating the editorial guidelines discussions, which will wrap up in January
- Resolution of incidents
- 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 - Complete
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 - on hold, but with plans to move forward with this project.
  - d. Complete planning process for 22-23 - Sessions will take place in January, with February board discussion and March budget discussion and decision

## Thank You's

- Lively Issues subcommittee for their work on a very successful Lively Issues Forum
- To Pat Patterson for her leadership of the Program Committee over the fall and her service on the Board of Directors
- Lisa Janairo for service on the Board of Directors, especially implementing DEI recommendations, Exec Committee

- Barb Feeney and Voter Service for their success in obtaining grant funding for their project to engage with marginalized communities
- 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
- Bonnie Chang and Laura Grueneberg for their social media supporting the local, state and national League positions, and congratulations for the accolades their work has received
- Carol Barford and Joy Cardin for their outstanding facilitation of this year's forums
- To Cindy for continuing efforts to create support documentation preparation for her exit in early February
- To Maria Spinozzi for continued support of the Mellon Fellowship opportunity for 2022-2023

## Calendar

### 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 - *none at this time*

## **March**

Final Planning for May General Meeting

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

Board selects Defending Democracy award winner

Due date for Annual Report, Annual Meeting materials

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

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

Deadline for Annual Meeting documents

Annual Meeting Agenda must be mailed 1 month before Annual Meeting

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