

**LEAGUE OF WOMEN VOTERS OF DANE COUNTY**

**2019-2020 BOARD MINUTES**

**March 12, 2020**

**Present:** Paul Lindquist, Brook Soltvedt, Mary Anglim, Helen Horn, Mary Ellen Schmit, Joan Provencher, Maria Spinozzi, Mary Anglim, Aileen Nettleton, Marilyn Stephen, Christine Clements, Marian Matthews

**Absent:** Sally Gleason, Donna Van Bogaert

**Guest:** Jean Jacobsen

Meeting called to order at 1:30 PM.

**Approval of the Minutes – Joan Provencher**

**Motion to approve the minutes:** Clements      **Second:** Helen      **Approved**

**Treasurer’s Report – Helen Horn**

Helen presented her monthly reports. Helen reported that income and expenses were as expected. There is a big increase in income this month due to the distribution of the Ogg Fund. *Some* of the tickets purchased for Gala are included, but not all.

**Focus Area for March - Action/Planning Team Marilyn Stephen**

Marilyn presented the Ad Hoc Governance Committee’s plan for conducting focus groups. The board is considering transitioning to a more distributed leadership model and possibly adding paid staff. Prior to making substantive organizational changes, the board will seek input from the membership by conducting a series of focus groups with members involved in various aspects of the organization.

*Project Timeframe:* March – May, 2020

- March: Pre focus group preparations
- April: Conduct focus groups
- May: Analyze data; prepare findings and recommendations

*Strategy:* Conduct 7-8 focus groups, with 6-8 members in each group, lasting approximately one hour to solicit members’ input about LWVDC’s organizational needs

and about possible changes to governance structure and staffing. Identify themes, prepare a summary, and present findings and recommendations to the oversight committee and board.

*Focus Group Stakeholder categories:*

- Board members
- Former board members
- Committee members (Program, Fundraising, Climate, Making Democracy Work, Membership, Publicity, and Finance)
- Discussion Unit Attendees
- New members
- Longer-term members
- Major donors

*Project Budget:* \$500 approved by board to contract transcription out if desired by team

### **Budget--Jean Jacobsen**

Jean presented the new budget numbers, having updated them after the February 26th budget meeting.

In summary, since the February 26 meeting (when expenses exceeded revenue by 33,000):

Voter Services--took out \$13,000 expenses, can be added later depending on financials. This resulted in the budget being about \$20,000 short. To get to a balanced budget, LWVDC will take \$5,000 from Flad contribution, \$5,000 Ogg fund, remainder (\$10,682) from memorial fund.

**Motion to approve the adjusted budget: Horn Second: Clements Approved**

### **Membership Mary Ellen Schmit**

February new members = 31

March new members as of 3/7 = 2

Total membership = 548

There was a plan to have a table at Canoeopia this weekend (table costs \$150). Due to the current health crisis, this will likely be cancelled.

Mary Ellen presented a proposal to do away with the half-year membership.

**Motion** to accept proposal to eliminate the half-year fee for new members, **seconded** by Anglim. Change would be for next year. **New Motion** to table discussion pending

more data on financial impact. Revisit the proposal in late spring/summer. **Motion Schmit, Second Clements Approved**, with one board member voting no.

## **Portfolio Reports**

### **Finance - Helen Horn**

The committee has been meeting regarding the overall financial operation of the treasurer and database improvements. We expect to have some decisions and implementation before the end of the fiscal year.

### **Financial Advisory Committee**

We are opening a Schwab account so that all investments will be followed in one report. All of our investment funds, including the Ogg distribution will be transferred to Schwab. We will increase the allocation of fixed assets by purchasing an ESG bond fund and two balanced funds, one ESG and one standard. This will involve initially half of the Ogg distribution. We will meet again to evaluate the results of those investments and the condition of the market in order to invest the other half, and also to rebalance our current investments.

### **Program- Mary Anglim**

1. The Program Committee met on February 8; Making Democracy Work sub-committee met on February 19. Both meetings discussed the Member survey on Program to be circulated in late February and early March. Georgiana and Mary drafted the survey, which was announced in two weekly emails. It is due today (March 11) and will be reviewed on Saturday March 14 at the Program Committee meeting to formulate recommendations to the Annual Meeting.
2. February 16: the third forum in the Climate Change series was held at McFarland public library. It was excellent as usual, and well attended considering the unfamiliar location. A bus from Oakwood East brought residents from that location, and the event was live-streamed. A group at Capitol Lakes viewed it in real time.
3. We have received the microphones and PA system that Georgiana ordered. I'm not sure if she has had the opportunity to look it over. Possibly it will be used at the April 5 forum at Holy Wisdom.
4. March 4: Dee Sweet and Anjali Bhasin of League of Conservation Voices appeared to discuss the Native Vote project. A short reading list was posted on our website but

most of the discussion at the unit meetings will focus on the Climate Change forum presented on February 16.

5. March 13-15: Table at Canoecopia (advertising our Climate Change Series and providing voter information).

6. \*\*April 5: Holy Wisdom Monastery. Revenge of the Marshes—Preserving the Wetlands that Protect Us. In addition to Ralph Petersen, two speakers have been selected and need Board approval: Greg Armstrong is director of land management and environmental education at Holy Wisdom, and will offer a tour of the grounds. Kenneth Potter is a water resource engineering and management expert and former professor of civil and environmental engineering at UW-Madison. He will discuss the flood risks in Wisconsin and potential strategies for mitigating these risks

7. April 22: Community Seminar on Women's Rights and the Fight for the ERA. We have reserved the Community Room at the American Family Dream Bank, 6 pm – 8 pm. We are still looking for a second speaker to comment on current prospects for the ERA. Main speaker will be David Olson, Social Studies Chair at Madison Memorial High School. Starting next week, people can register and I will send them a link (supplied by the Harvard contact) to the reading materials. Pre-registration is required. Recording of the session is not permitted, so this is a once-in-a-lifetime opportunity. Meg Gordon has prepared the first of two press releases about the event.

**Both gatherings in April will be postponed due to the coronavirus.**

**Motion** to approve April 5th speakers--(for the postponed date) Anglim  
**Second** Soltvedt **approved**

### **Bulletin and DEI – Maria Spinozzi**

Articles Due March 21st for April Bulletin

Publication date March 30th.

### **DEI Committee**

The CAC (Community Alliance Committee) released its final report on the DEI survey that it sent to local Leagues, including ours.

[https://drive.google.com/open?id=1kp5rs03aAILB\\_Q6JO9fQxucEq4Z26bvE](https://drive.google.com/open?id=1kp5rs03aAILB_Q6JO9fQxucEq4Z26bvE)

## **Voter Service – Marian Mathews Paul Lindquist**

1. Voting (IPAV) on the UW-Madison campus, February 10-13. There were four voting sites: Memorial Union, Union South, the Student Activity Center and new for this year, the Health Sciences Learning Center. A total of 42 LWVDC voter service volunteers worked across these locations, assisting 578 early voters, including completing 200 voter registrations.
2. Our volunteers have been/will be very active on campus conducting voter outreach February and March:
  - o 2/20 - 3/9 College Library, School of Education, DeJope Dining, Gordon Dining, Natatorium - Number of volunteers 8
  - o 3/6 ASM Voterpalooza at Library Mall, East Campus Mall and Union South - Number of volunteers 15
  - o 3/9 - 3/12 STEM (Educational Sciences, Ingraham Hall, Sewell Social Sciences) Number of volunteers 24
3. Marian met with a group from Wisconsin Faith Voices for Justice on March 2. Marian and Paul will be conducting voter registration training for members of this organization.
4. We recruited a volunteer, Pat Sammataro, to manage our voter service materials and office space.

## **Fundraising – Chris Clements**

The committee began building out its work plan for FY20-21 at the March meeting and is in the process of identifying and evaluating relationship management systems.

Two appeal letters were sent out in late January/early February: the annual Valentine's Day birthday appeal, this year honoring our 100th birthday, and a non-member general appeal.

A "Why I give" article about Helen Horn and written by Linda Dietrich was included in the March bulletin. An additional "Why I give" is planned for the April Bulletin.

Total donations for the month of February are \$16,995. This includes a \$10,000 Centennial matching gift. An additional \$3005 is needed to meet the match.

## **Publicity - Donna Van Bogaert**

Donna reported that the following initiatives have been completed or are due for completion in the next week:

Press Releases: Centennial Celebration, Vote 411, April 5th forum, March book signing event

Media Calendar Postings submitted: Centennial Celebration, March book signing, April 5th forum

Posters/Flyers: Centennial Celebration, March book signing, April 5th forum

Additionally, press invitations are being sent out for the Centennial Celebration. Press kits are being prepared and an interview room is planned for the Centennial Celebration.

**Note: The Centennial will be postponed, Aileen to contact the hotel and the committee after the board meeting.**

**Motion:** Soltvedt--postpone the centennial, delay announcement until we talk to hotel and speaker. Pending that, we then postpone the April 5th and 22nd forums and cancel unit meetings. **Second:** Clements **Approved**

#### **Website – Brook Soltvedt**

Brook reported that *Candidates' Answers* (and Vote411.org) is up. This was a huge project. Thanks to Kathy Fullin, especially, and also Philip Heckman and Lauren Surovi. Brook is proofing the Isthmus insert Friday for March 19 publication.

#### **Vice-President's Report – Brook Soltvedt**

Nothing unique to report here.

#### **President's Report – Aileen Nettleton**

##### **Executive Committee/Communications**

-Approved second speaker for the March 4 Forum.

-Approved expenditure of \$500 by the Strategic Planning Team for cost of transcribing Focus Groups exploring with groups of members planning and responses to expansion of staff, changes for Board and committee structures.

-Agreed to proceed with initial plans for the Centennial including rental of Top of the Park and related costs for a full celebration, with encouragement of Board/Centennial Committee to continue to make membership contacts, donor contacts.

-Consulted with Voter Service and Executive Committee about a letter from “2020 Vote Forum” requesting LWVDC participate in “presidential discussions”; responded that such participation would not fit our guidelines for pre-authorizing speakers or our non-partisanship.

-Mary Ellen and I completed the survey responding to how we used our \$250 Joyce Foundation Pass Through Grant for the UW Student Info-social and Volunteer Non-profit Fair on campus to expand outreach to younger members to increase inclusivity for our league.

-Mary Ellen and I completed the US League Day of Action survey.

-Listened to the LWV US Web call on information about several League’s Day of Action reports.

-Received Congratulations on the 100 LWV Birthday from the Wisconsin Women’s Council.

-Signed letter for LWV DC support, with Voter Services, for a grant for Civic Education/Engagement training proposal for the Literacy Network.

### **Annual Meeting Planning**

-March 25 Deadline – Reports due to Cindy for the Annual Meeting.

-Nominating Committee is close to completing nominee recruitment for open Board positions.

-Program section of the Annual Meeting will be the showing of the State Centennial video.

**Centennial Celebration Planning -as noted above, the event will be postponed.**

### **Calendar**

#### **March**

Final Planning for April General Meeting

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

Board selects Carrie Chapman Catt award winner

Due date for Annual Report, Annual Meeting materials (agenda, proposed budget, nominating committee slates of candidates, candidate bios

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 (March 25, 2020)**

Annual Meeting Agenda must be mailed 1 month before Annual Meeting

**April**

Annual Meeting preparation

Annual Meeting materials must be provided to members 30 days in advance of meeting

Deadline for new 50-year-member survey answers

Deadline for Carrie Chapman Catt Award

Spring Election-nonpartisan

Deadline for Mary Bulletin, if any

Formulate questions for fall CA in even years

Develop, print, and mail May Member Challenge letter, if one is planned

Old Business

none

**New Business--**

Paul raised a question about ceasing all Voter Service activity. Paul and Marian will make decisions as needed. For students who registered to vote in Madison and have now been sent home, they hope to send a campus wide email about absentee voting.

The board Voted on Carrie Chapman award--to be announced at the Annual Meeting

**The meeting was adjourned at 3:34pm:**

Respectfully submitted,

Joan Provencher, Secretary