

## League of Women Voters Metro Des Moines - Board Meeting - May 14, 2014

The meeting was held from 6:00 to 7:30 at 3662 Ingersoll Avenue.

Board Members Present: Pres. Deborah Turner, Vice-Pres. Phyllis Franklin-Devine, Vice-Pres. Dorothy McGinnis, Sec. Judy Dirks, Treas. Gary Kaufman, Karla Brizzi, Teresa Bomhoff, Jessie Hill, Kathy Kahoun, Max Knauer, Karen Person, Lena Robison.

Members Attending: Christie Gerken and Sherrie Taha.

- I. Approval of Minutes – March 5, 2014. *Phyllis moved and Dorothy seconded. The minutes were approved.*
- II. Vote to approve current board appointments. *Board members, beyond elected officers, now consist of Karla Brizzi, Teresa Bomhoff, Jessie Hill, Kathy Kahoun, Max Knauer, and Lena Robison. – All were approved by the board.*
- III. Treasurer’s Report – *Gary shared a Treasurer’s Report current through May 14. Expenses for the annual meeting were included and have been met. He also shared a LWVUS customer account form showing that our PMP’s (Per Member Payments) have been met. This will entitle voting privileges for our representatives attending the National Convention.*
- IV. Vice President’s Report
  - a. Terms – *The co-vice-presidents will rotate their office terms, with Dorothy serving a one year term and Phyllis serving for two years.*
  - b. Membership – *This will be a major focus for the two vice-presidents. They will work in conjunction with our MLD (Membership Leadership) Coach, Sue Richardson.*
- V. President’s Report
  - a. Board Commitment – direction, leadership, fiscal – *Deb stressed all three of these points as her hopes for the board’s focus this year.*
    1. Attendance – *Members were encouraged to attend all board meetings or to email Deb at [LWVDMetro@hotmail.com](mailto:LWVDMetro@hotmail.com) if unable to attend.*
    2. Program Planning – *This will be a major goal of the Planning Retreat. Hopefully all member input from the annual meeting questionnaire will be available for consideration at this time. Judy and Dorothy will send this out via email to membership yet this month. Board members are encouraged to bring ideas to the retreat, as well.*
    3. Voter Articles – *Karen will solicit articles. A 2014 goal will be for each board member to write at least one article for the year. It was suggested that we could establish a few on-going columns on such topics as membership, books of interest, and current legislative news. Members who have organized-headed events throughout the year will be encouraged to provide pre and/or post coverage for The Voter.*

B. Review

1. Ag Meeting – *All present who attended the March Ag Study Consensus meeting felt it was a great success. Karen Person and Carol Hibbs helped organize the event, and Karen facilitated it – providing League issued question forms and compiling group input to send on to the LWVUS offices. It is hoped that final data from nation-wide consensus meetings will be available at the National Convention in June.*

2. Annual Meeting – *All present felt that this meeting was well done. Amy Campbell’s remarks were very timely and detailed. All business matters were finalized as a quorum was present for voting. Membership input was requested in two ways: 1) through pledge envelopes – where members were asked to state their own goals for ongoing participation in the League – also used was 2) a general survey asking for ideas to consider when planning next year’s programs.*

### C. State Issues

1. Council – May 17 – Iowa City \$25.00 – *Sherrie and Deb will attend and represent our League.*

2. National Convention – Dallas – June – *Deb will attend as a local League president and also a state officer. Her expenses will be covered by the LWVIA. Jessie Hill will attend as a voting member and Lena Robison will attend as an alternate member. The board suggested reimbursements for major expenses. One room will be paid by the state, this will be shared by Jessie and Lena. Registration will be paid for Jessie with our League covering Lena’s registration (with likely reimbursement from the state – using unused provided registration funds from other local Leagues.) Air fare will be provided for by our League, again hoping for reimbursement from the state for both and not just one member. Jessie, Lena, and treasurer, Gary Kaufman, planned to meet after the board session to finalize payment forms.*

3. Insurance – *will be covered by the state – This year the state is providing local Leagues insurance – so this will not have to come from our budget.*

### VI. Voter – *See earlier remarks in section V-A-3.*

#### VII. Job Positions/Descriptions

a. Vice-President – *membership – communications – Phyllis and Dorothy – Phyllis will head membership activities. ( Karen Person and Judy Dirks have offered to work on this, also. They have attended the State MLD sessions.) Dorothy will continue to maintain the League post office box – (Karen and Deb also have keys.) Dorothy will continue posting on the website and do the majority of mass mailings. (Judy can help with mass mailings.)*

b. Secretary – *Judy Dirks – Minutes and correspondence, such as thank you’s, sympathy cards, and membership letters will be covered by Judy.*

c. Treasurer – *Gary Kaufman – Gary will continue to keep financial records and pay for local expenses along with state and national expenses.*

d. Program Director – *In the past few years there has not been a program director overseeing details of monthly programs. Each member-facilitator or team was in charge of arrangements. Many board members expressed a wish to have one person available as a*

- mentor or liaison next year. Deb suggested that members consider volunteering for such a position, and discussion/decisions could be finalized at the June retreat.*
- e. Voter Editor – Karen Person & Jessie Hill – *Both members have agreed to continue producing the newsletter. Plans will be for quarterly issues.*
  - f. Other positions
    - 1. Advocacy – Teresa, liaison - *Teresa will serve in this capacity, meeting and corresponding especially with the League lobbyist and State League.*
    - 2. Web Site – Dorothy – *Dorothy will continue to maintain the Web Site. She will post minutes and other updates.*
    - 3. Voter Education – Lena – *Lena will continue in her work here, especially regarding providing voter registration opportunities throughout the year. She hopes to incorporate more members in these sessions.*
    - 4. Publicity/Media – Jessie – *The board realizes there is a need to expand our use of publicity outlets to promote events. One area of intent is to use Facebook. Jessie has worked on initial plans for Facebook presentation. She has also offered to spend time instructing interested board members prior to start-up of a LWVMDM Facebook site.*
    - 5. Archivist/Record Keeper – Judy – *Judy has been keeping a LWVMDM records notebook for two years. She will start a new one this year, with the plan of keeping yearly books in the future.*

#### VIII. Up Coming Programs

- a. Naturalization Citizenship Ceremony – *Lena has contacted officials to arrange for a League presence at future swearing in ceremonies. League will assist voter registration, for those interested, and will also have information about the League available at their station. It is encouraged that all board members try to participate in several of these ceremonies. Lena will share a schedule of future dates and make arrangements for participation. – This is a great opportunity for service relating to our mission along with visibility within the community!*
  - b. Board Retreat
    - i. When – *Board designated Saturday, June 28, for the upcoming retreat. Time will be 10:00-2:00.*
    - ii. Where – *Two possibilities were suggested – 1) Noah’s Ark private dining area or 2) a meeting room located in the offices of the D.A.R. T. – Phyllis will check into details at Noah’s and Kathy will check into the D.A.R.T. facilities.*
    - iii. Notebook – *Karen asked board members if they wanted to continue using a League Information Notebook – as in previous years. Many members said they find this to be a useful reference and requested having one made again for this year. Dorothy offered to help Karen compile materials for this.*
- #### IX. Convention Committee – Report- *The committee has made many arrangements already.*
- a. Site Selection – *The State Convention of 2015 will be held at Des Moines University (Medical School).*

- b. Hotel Selection – Room block – *Arrangements for this have been made at the Holiday Inn Mercy Campus.*
  - c. Preconvention Activity – *Tentative plans include a hospitality-educational event the evening prior to the Saturday convention. Plans are to invite members of several young women’s organizations to attend this event. Several downtown sites are being considered at this time, including: Des Moines Social Club, Dos Rios restaurant, West End Salvage.*
  - d. Theme – *A theme of “How Far We’ve Come” has been tentatively selected.*
  - e. Registration and Entertainment – *Have not been arranged at this time.*
- X. Future Board Meetings – *Both site/s and dates will be established at the June retreat.*
- XI. Old Business – *Nominating Committees and Budget Committees will need to be established again for use prior to next year’s annual meeting.*
- XII. New Business –
- a. Naturalization Citizenship Ceremony – *Board interest and approval for participating in such ceremonies was addressed earlier in Section VII – A.*
  - b. Board Social/Community Activity – *The board approved sponsorship of Jessie Hill in her New Leaders Council fundraising event. All members will be invited to attend the final ceremony for her training section, which will be held May 22 at the Polk Co. Heritage Building. Time will be 5:30-7:30. Cost will be \$25. Proceeds from this event go toward sponsorships of future participants.*
- XIII. Goals for the Year – *Set next year’s goals at the Retreat. – Possible goals will reflect those of 2013 listed below.*
- a. Develop Educational Programming that supports the positions of the League.
  - b. Plan all educational meetings in collaboration with other organizations.
  - c. Increase membership by 10%.
  - d. Increase awareness/visibility.
  - e. Participate in the LWVUS studies. (This year’s was on Agriculture Policy.)
  - f. Increase visibility in the legislature – attendance at committee hearings.
  - g. Observer Corps – Broadlawn’s Board Meetings.
  - h. Coordinate at least one event with another League.
  - i. Define a program of voter education.

Submitted by Judy Dirks, Secretary LWVMDM