

LEAGUE OF WOMEN VOTERS BOARD RETREAT MINUTES JUNE 28, 2014

Present: Deborah Turner, President; Phyllis Franklin-Devine, Vice President; Judy Dirks, Secretary; Gary Kaufman, Treasurer; Board Members: Teresa Bomhoff; Karla Brizzi; Jessie Hill; Max Knauer; Karen Person. Member: Christie Gerken.

Absent: Dorothy McGinnis, Vice President; Kathy Kahoun; Lena Robison.

The meeting was held at the United Way Building's Conference Room – from 10:00 to 2:30.

- I. **Introduction** – *Deb stated the goal of the day as two-fold: 1) to have a good time as a board, and 2) to plan for the upcoming year.*
 - A. **Review agenda and plan for the day.** – *Deb told of contest-winning videos produced by Massachusetts high school students – sponsored by the Massachusetts LWV. The top two were shown later in the day. The idea of promoting such a contest in Iowa was presented.*
 - B. **Review board notebook** – *Karen distributed three-ring notebooks to each member and went over the common references provided in each, including: a yearly calendar with contact information, along with League Bylaws, League Basics, and Guidelines for Facebook and Website postings. Members were encouraged to bring the notebook to all board meetings for further materials.*

- II. **State Board Report** – *Deb noted that state president, Bonnie Pitz, hopes to attend many Iowa League meetings over the year.*
 - A. **Program for the Year** – Legislative Priorities will be set Sept. 2 for guidelines.
 1. **Topics – Online Voter Registration – PEW INSTITUTE** – *they will now help organize this.*
 - a. **Felon Rights** – *Work will continue here.*
 - b. **Water Quality** – *Work will continue here.*
 - c. **Human Sexual Trafficking** – *This very likely will be a topic for states.*
 - B. **Officer Training – August 23, Marshalltown Library** – *an important event to attend*
 - C. **Issues briefing – September 20, Marshalltown Library** *an important event to attend*
 - D. **Mary Ann Nelson – MLD State Coach** – *She will be taking Tina Pace's position . We may get a new area coach; it is not definite at this time.*

- III. **Convention Report**
 - A. **Jessie** – *Jessie said attending the conference was a great experience. It gave her a chance to see the League operate as a whole. It also gave her a chance to interact more with the Iowa delegation. She enjoyed caucus sessions and the documentary on Geraldine Ferraro. One important session was on "How to build membership". She also enjoyed seeing how leagues functioned, especially when making decisions.*

- B. Deb** – Deb encouraged all to go to the LWVUS site for convention coverage. She said a *BIG FOCUS* will be on 1) Money & Politics (new, preferred phrasing), 2) Voting Rights (note: Iowa is well known for our fair redistricting plan, which the LWV helped establish years ago), and 3) Fundraising, new approaches and how best to use proceeds. Deb also noted an interesting mix in diversity and the motivation of many young members.
- IV. Treasurer's Report** – Gary plans to update records starting on the new fiscal year, July 1.
- V. Review membership list** – Karen went over pertinent information on our current membership list. Comments were made about areas which these members have contributed in the past and suggestions as to including them in future activities. New members were especially noted. Judy will send them an informal greeting to new members prior to the release of the 2014-15 program dates.
- VI. Review board policies** – Folder pages were pointed out. Members are encouraged to read these over individually.
- A. Nonpartisanship** – Members were reminded of our nonpartisan status as an organization. Members are free to vote for whomever they wish, but officers should limit donations to individual candidates rather than parties or purely partisan organizations.
- B. Conflict of interest policies** – Deb will provide further state guidelines in this area.
- C. Reference League Basics** – Once again, members should refresh their memories by re-reading these sections in the notebook.
- VII. Review board member duties – page 5 basics** – Members are encouraged to attend all board meetings or notify Deb ahead of time. Each board member should participate in the facilitation of an event and also contribute articles to *THE VOTER*.
- VIII. Job Positions/Descriptions**
- A. Vice President – Membership** – Phyllis and Dorothy will split duties. Membership will be headed by Phyllis (the Membership Committee will include Karen and Judy along with Phyllis and Dorothy.)
- B. Vice President – Board Activity** – Dorothy will oversee this area. Dorothy will send out large group emails; Judy can do this as a back up.
- C. Secretary – Corresponding / Recording** – Judy will take care of minutes, large group mailings, thank you's, cards to members, etc.
- D. Treasurer** – Gary will continue monitoring dues membership and payment of League expenses.
- E. Program Director** – There is no special individual filling this position, although the two Vice Presidents will oversee needs here. This will pertain to planning of events.

F. Voter Editor – *Voter composing and formatting will be done by Karen with Jessie as an assistant. Final copies will go to the website and also be emailed to all members. Karen can solicit the electronic copies of other state league's Voters as needed. The state volumes of The Voter are also emailed to all members.*

G. Other Positions –

1. **Advocacy** - *We still need a head for this. This oversees state involvement with the legislature. Once the state League legislative priorities are set in September, then a member can be assigned – maybe more than one member – related to special topics. Also, take note that the officers training on August 23 can be a way to learn to advocate.*
2. **Web Site / Facebook / Twitter** – *Dorothy will maintain the web site; Jessie and Karla can work on future Facebook and Twitter.*
3. **Voter Education Chair – Voter Registration** – *Lena, Christie, Judy, and Max will work on this. A plan to register voters at upcoming Naturalization ceremonies is being worked on. Also, focus should go on September 23, National Voter Registration Day. Deb suggested that the committee check with other groups to coordinate events when possible, such as NAACP.*
4. **Archivist/ Record Keeper** – *Judy will continue work here. Currently she keeps a notebook with LWVMDM minutes, communications & notices, program handouts, rosters, treasurer's reports, and issues of all Metro and Iowa VOTERS.*
5. **Candidate Forums** – *Karen & Teresa will continue to work on a committee to plan and coordinate upcoming forums. Teresa Bomhoff shared which offices are in contention for our metro area. She will email this list to all members.*

IX. Standing Committee

A. Publicity / Media Chair – *Jessie will chair with Max and Phyllis assisting. Board members should let Jessie know of publications that have datebooks and deadlines to meet. The board needs to decide on the amount of money approved on for publicity.*

1.Column for a local publication – *This could be a consideration*

2.List of all publications – *This should be developed*

3.Letters to the editor – *Deb suggested that members participate in LWV state and national requests to sign suggested letters.*

B. Nomination Committee – *to be determined later*

C. Membership Committee – *Karen, Phyllis, Dorothy, Judy*

X . Open Discussion – Goals for the Year – *These goals were set for the year.*

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 20% (*This year's number, based on membership, is 10*)

D. Increasing awareness / visibility

E. Participate in future LWVUS studies – *No study is up yet this year; there may be some for 2015-2016.*

F. Increase visibility in the legislature – attendance at committee hearings – *This can tie in with advocacy board members and interested members.*

G. Observer Corps – *This allows for visibility – Teresa suggested putting an article in an upcoming issue of The Voter – opening up participation to all members – appearances here will provide possible recruiting networking opportunities, also.*

H. Coordinate at least one event with another League – possibly Ames, Newton, Omaha

I. Define a program of voter education – *may relate further activities with voter registration events*

J. Legislative forums – *See plans above (VII – v)*

XI. Lunch – *Work continued during lunch, arranged by Phyllis.*

XII. Membership – MLD

A. Recruitment – *The groups listed below were all discussed as good targets*

B. Targeted – diverse membership

1. Younger professionals

2. Educators

3. Female legislators

4. Recent retirees

XIII. Program Discussion – Deb discussed the report containing membership input. The following focus points were established for 2014-2015 event planning.

A. Human Trafficking- (Karen spoke on speaker Tina F., Amy C. told annual meeting of modified state law on treatment of 18 and under girls)

B. Voting rights – Suppression –

C. Felon rights restoration (voting and other- awareness, debt, permanent underclass)

D. Money in Politics (formerly called Campaign Finance Reform)

E. Environmental Issues – Climate Change (possibly partner with other interested groups – League of Conservation Voters, etc.)

XIV. Board Schedule – All members are encouraged to attend meetings or contact Deb in advance.

A. A possible location will be Christie Gerken's office meeting room – 400 E Court Avenue – Disability Rights Iowa – 3rd floor

B. Every other month – first Tuesdays – Aug 5, Oct 7, Dec 2, Feb3, April 7

XV. Yearly Schedule – This was partially set at the retreat – Determined dates and topics are on the revised sheet provided by Karen – Hopefully all dates and topics can be finalized by the Aug 5 Bd Mtg.

September 9 – Membership Meet & Greet – Jessie Hill and Membership Committee

October 8 – Membership Kickoff – Membership Committee ?

November 11 – Meeting on Human Trafficking with panel; Karen Person to coordinate

December 6 – Holiday Luncheon with speaker on money & politics – Coordinators Deb & ?

January 7 – Meeting on “A Civil Death” (Felon Disenfranchisement) Coordinator – Teresa B.

February ? – Meeting on book study – Judy Dirks coordinator

March ? – International Women's Day Potluck – coordinator ?

April ? – Meeting on Environmental Issues – Coordinator Jessie Hill

April or May ? – Annual Meeting – Coordinator ?

XVI – XXII Points on the agenda were not covered – lack of time

XXIII . Other Issues – Pay Pal Account – This was discussed as an option several current and prospective members would like to see implemented. Gary, Dorothy, and others will look into details.

