

Minutes
Board of Directors Meeting
League of Women Voters Dane County
July 12 , 2023
5:30 - 7:30 PM
LWV Office

Attendees: Barb Feeney, Julie Allen, Jill Jokela, Lili Crane, Beth Fultz, Amber Rottier, Sue Jennik

- A. Call to Order 5:34 pm Feeney
- B. Approval of Agenda
 - a. **Motion** to approve the agenda Jokela, Fultz second. All in favor.
- C. Review of Group Norms: group reviewed norms.
 - a. [w Group Norms Agreement.docx](#)
- D. Approval of Minutes
 - a. [2023-05 \(May\) Board Meeting](#)
 - b. **Motion** to approve the minutes, striking the guest of Sharon as an amendment. Jennik moves, Crane seconds, all in favor, one abstained. Motion carries.
- E. Treasurer's Report
 - a. Reviewed balance sheet totals, P&L.
 - b. Ended year with loss but not nearly as much as budgeted.
- F. New Business
 - a. Closed Session
 - i. **Motion to go into closed session.** Fultz motions, Jokela seconds. All in favor, none opposed. **Motion carries.**
 - ii. **Motion to end the closed session. Jokela moves, Rottier seconded.** All in favor, none opposed. **Motion carries.**
 - b. Appointment of Executive Committee members
 - i. President (Feeney) & Vice President (Crane) are always members. Feeney proposes Jennik and Jokela to join.

- ii. **Motion to appoint Jennik and Jokela to join the Executive Committee.** Crane moves, Fultz seconds. All in favor, none opposed. **Motion carries.**
- c. Appointment of Nominating Committee members
 - i. 2 people need to be appointed from the board to the nominating committee. Chris is leading the nominating committee. Rottier and Fultz volunteered.
 - ii. **Motion to appoint Rottier and Fultz to the Nominating Committee.** Jennik moves, Jokela seconds. All in favor, none opposed. **Motion carries.**
- d. Appointment to Finance Committee
 - i. Allen & Feeney are willing to join the committee.
 - ii. **Motion to appoint Allen & Feeney to the Finance Committee.** Crane moves, Rottier seconds. All in favor, none opposed. **Motion carries.**
- e. Possible change to “domain” term
 - o Idea is to move to the word “team” and the group agrees.
 - o Will require a bylaws term change, Crane notes it for her list.
 - o **Motion to change domain term to team.** Jennik moves, Jokela seconds. All in favor, none opposed. **Motion carries.**
- f. Discussion of Board meeting schedule
 - o Generally would like the board to be functioning at a higher, strategic level. Would like team leaders to be spending more of their on direct impacts.
 - o Bylaws require that we have 9 meetings a year.
 - o Onboarding sessions + budget session in March will be counting as board meetings this year.
 - o Board onboarding meeting will replace standard board meeting in August.
 - o Looking at forums in October and November. If there is a need to approve forum speakers we will have a quick online meeting.
 - o Determined NEW MEETING DATE of Third Thursday of every month
- g. Strategic Communications brainstorm
 - o Feeney would like to hold a special session for this.
 - Fultz will assist, Jokela, Crane and Jennik would also attend, would also like some communications volunteers to attend.
 - o New Board weekly communication
 - Feeney will be sending a weekly communication that is consolidating all of the information the board needs.
- h. In-person events
 - o Feeney is asking every team to plan something for the summer/fall to give members opportunities to get together.
- i. Efficiencies for Office Administrator
 - o Request for advance notice as much as possible so she can utilize volunteers to help.
- j. Bios for website, domain descriptions

- Request for paragraph bio and photo for the website.
 - Website needs a description of the teams. Need something concise from each of us. 1 paragraph please - what the team does, what the responsibility is.
 - May need to consider adding some financial information to the website.
 - Request for guidelines for the website.
- k. Fultz and Jennik will be supervising the LWVDC intern, met today to discuss how she will work with Program and Voter Services.
- l. Payroll conversation - could save time and money by having just one payroll a month. Would need to give advance notice to staff about this. Potentially start in January if we agree. This is under consideration.
- G. **Motion to adjourn at the meeting at 7:40 pm.** Jokela moves, Crane seconds. All in favor, none opposed. **Motion carries.**

Future topics for 2023:

Technology policy -

Format for domain descriptions (AKA "charter") - Lili

Approval of Fall program topics and speakers - Sue J.

Approval of Code of Conduct - Lili

Approve complaint procedure - Lili

Strategic Communications - Barb

