Present: Brook Soltvedt, Paul Lindquist, Helen Horn, Ingrid Rothe, Gail Bliss, Mary Anglim, and Kim Langley.
Guest: Aileen Nettleton
Absent: Mike Casey, Dorothy Wheeler, Cathy Berndt, and Susan Fulks.

The meeting was called to order at 2:34 pm.

Rothe moved and Langley seconded a motion to approve the April 2018 minutes. Unanimous.

Treasurer’s Report: Langley explained changes to QuickBooks. No questions.

Program: Annual Meeting. Anglim will complete the 50 year member book by Monday. Fullin will write up Carrie Chapman Catt Award. Soltvedt has updated the reports originally written in March. Please review promptly.

We need volunteers to staff tables about LWV activities and programs. Tables will be most appealing with visual aids for tables, such as pictures and sign-up sheets. We want individuals with expertise and connections to create study materials for forums. Decisions on food:
- Pizza will be provided. Rothe in charge
- Other food by potluck, many board members agreed to bring salad
- Drinks will be determined later.
Bliss will provide speakers Soltvedt’s contact information, and confirm whether then need AV equipment.

Bulletin: We will create a summer edition after the State Meeting in June, with updates on the need for voter service volunteers and training opportunities. There will also be a September bulletin put out in mid-August.

Fundraising: We have submitted a grant application to Evjue to fund publications, but haven’t heard yet.

Membership: Sally Gleason and Mary Ellen Schmit met with Anglim and Soltvedt. They have created a new membership information card. We will order 1000 for now, and create a ½ year form later. Recommendation to add revision dates to our publications. Board concurred on continuing our $20/ student rate, with $10 for half year. MailChimp will be the primary way to keep track of member interests. The system was demonstrated. Additions or revisions to the form were requested. Discussion of the frequency, location and content of new member open houses.

Voter Service: Marion Mathews is completing the video training modules to follow Madison’s Voter Education Ambassador training. The live version will be offered at Goodman Library Thursday May 24. Signup is open; limited to 40 for the first time.

Beth Alleman is working on getting a site at Union South for voter registration during bus pass distribution. So far it is not going well. InspireUS is coordinating with us on messaging for UW Freshmen related to absentee ballots or registering at their new address. These new voters will also be encouraged to volunteer at bus pass distribution. Schedules are being set up so that training can occur just before the start of many of the shifts.

Office Tech: – Lindquist explained the changes taking place. He and Langley stated that the 2018-19 year should see the transition from Access to MailChimp and QuickBooks.
Vice President: Rothe reported on activities of the Voter ID Coalition. The ACLU is funding publicity for voter ID and urging ex-felons to register once off paper. A cake was delivered to the Madison City Clerk’s office to celebrate Municipal Clerk Appreciation Week.

LWVUS really wants us to meet with Sen Johnson about the citizenship question on the 2020 census. Sen. Johnson is chair of the committee that deals with the census. Langley wants to attend.

High School Voter Registration: Inspire sent a nice spreadsheet of all the registrations we’ve done at high schools to date.

President’s Report: The personnel committee suggested additional revisions to the Policy and Procedure Manual.

Staff employed by the LWVDC:

- Shall not state or demonstrate their opinions of candidates or political parties to members of the public or volunteers while working for the League
- Shall not post their opinions of candidates or political parties on any social media platform page on which their employment by the league is also posted
- Shall not identify themselves as a League employee to any news media to which they have stated their opinions of candidates, political parties or referenda questions
- Shall not identify the League as an employer when contributing to a federal candidate. Identification of employer is voluntary for donations under $200 in one calendar year to any one federal candidate committee. Thus, donations to one federal candidate committee must be kept below $200 in one calendar year.

Next month we will look at other revisions to the Policy and Procedure Manual. Horn, Anglim and Rothe agreed to review the document and make recommendations for changes. Others are welcome to make suggestions too. Potential changes should be submitted in advance.

Our initial Open House at the new office will be Wednesday May 30, 2018 from 4:30 – 6:30 pm.

State League Meeting: Bliss volunteered to present LWVDC highlights at the Parade of Leagues Saturday morning.

Our Highlights: Registering young people – High School and UW Bus Pass projects. Our in person and YouTube training on the new voter registration system. Last year was our Library Liaison project.

Our Top Priorities: Increase participation by effectively engaging our members, and increase voter turnout in Dane County by 5%.

The host league is donating the proceeds of the silent auction to the centennial fund. They have asked each league to donate something. How do we want to handle this? Need to know by May 23. We will also ask for membership suggestions at our annual meeting.

Personnel: Brief discussion about possibly hiring a Volunteer Coordinator/student member recruiter for a limited period. Conclusion – need to consider finances and job description.

Paul Lindquist and Aileen Nettleton left. The board went into executive session.

Rothe reported on the status of the personnel process. The Board agreed to the Interview Committee’s recommendations regarding making a job offer, salary and benefits.

Motion to adjourn by Rothe, seconded by Anglim. Meeting adjourned at 4:33 pm.

Respectfully submitted,
Gail Bliss, Secretary
The next meeting will be June 13, 2018, with lunch at the Great Dane followed by a meeting of the old and new boards at the office, 4513 Vernon Blvd.