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. 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
   ○ Idea is to move to the word “team” and the group agrees.
   ○ Will require a bylaws term change, Crane notes it for her list.
   ○ **Motion to change domain term to team.** Jennik moves, Jokela seconds. All in favor, none opposed. **Motion carries.**

f. Discussion of Board meeting schedule
   ○ 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.
   ○ Bylaws require that we have 9 meetings a year.
   ○ Onboarding sessions + budget session in March will be counting as board meetings this year.
   ○ Board onboarding meeting will replace standard board meeting in August.
   ○ Looking at forums in October and November. If there is a need to approve forum speakers we will have a quick online meeting.
   ○ Determined NEW MEETING DATE of Third Thursday of every month

g. Strategic Communications brainstorm
   ○ 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.
   ○ 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
   ○ Feeney is asking every team to plan something for the summer/fall to give members opportunities to get together.

i. Efficiencies for Office Administrator
   ○ 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