



Queen Anne's Lace *Daucus carota*



League of Women Voters of Queen Anne's County
Board Meeting Minutes
November 8, 2021
Centreville Library

Attending: Patricia Jamison, Mary Campbell, Jinny Guy, Pat Sommers, Barbara Sharkey, Julie Ranelli, Liz Hammond, Lorie Andersen-Petrie

Patricia Jamison called the meeting to order at 6:30 p.m.

Prior Minutes: Pat Sommers distributed the final version of the October 11, 2021 minutes before the meeting. Liz Hammond moved to approve them and Barbara Sharkey seconded. The minutes were approved unanimously.

Treasurer's Report: Barbara Sharkey presented the Treasurer's Report. The Education Fund has a balance of \$9,652.93, and the Operating fund has a balance of \$4,785.95 for a total of \$14,438.88. That compares to the balance of \$13,646.09 on November 11, 2020.

We received \$200 of Education Fund donations along with several membership renewals. Expenditures from the Operating Fund were related to printing costs, the purchase of stamps, the purchase of three table runners with the League's logo, and the Centreville Day fee for having a table.

Barbara reported that we now have 40 paid members.

Liz Hammond moved to approve the Treasurer's Report and Jinny Guy seconded. The Report was approved unanimously.

Patricia Jamison reported that LWVMD Liaison Kathy Larrabee was not able to attend our meeting. But, Kathy did send us a summary of the State Board Letter (SBL). Below is the summary included in the SBL.

- Online Services Committee members provided assistance and instruction on NationBuilder to three local Leagues last month and a training session on Google apps for the LWVMD Advocacy Team. If your League could use help in either of these areas, contact Richard Willson, secretary@lwvmd.org, or Niecy Chambers, nchambers@lwvmd.org.

- Though the deadline to submit VOTE411 questions is January 5, 2022, any submissions received before the holidays would be greatly appreciated for it means Voter Services committee members can begin working on the questions before the holiday crunch. Send your suggestions to Barbara Crain at bcrain@lwvmd.org.
- The Program Committee held its first Equity in Education Study meeting last month, which included members of the LWVMD and five local Leagues. If you'd like to work on this study, attend one of the meetings held the first Monday of each month at 7 p.m. Also, if your League has an existing position on this topic, please forward it to Program Chair, Linda Kohn at lkohn@lwvmd.org.
- LWVMD's Youth Engagement compiled a list of redistricting resources intended for high school teachers. The list was forwarded to local League presidents. If you would like a copy of these resources, click [here](#).

OLD BUSINESS:

- **Database and Calendar:** Pat Sommers reported that the database of members has been reviewed and is updated as of earlier today to reflect renewals received by the Treasurer. She will send an updated version of the database to the board in January.
Pat Sommers also reported that she was working on developing a calendar.
- **Social Media: Facebook and Webpage:** Barbara Sharkey said there is nothing significant to report.
- **Draft Procedures for the Annual Appeal Process:** Patricia Jamison noted the importance of the Board documenting its processes so that if people leave the Board there won't be a significant knowledge gap. She noted the already drafted Secretary's SOP. Jinny Guy distributed the draft she has made of the Annual Appeal Process. She will send it out electronically for comment and will finalize it in mid-November.
During the meeting, Jinny read off the names of the people the Annual Appeal Letter will be sent to. Board members added a personal note to the letters of people they knew and returned the envelopes to Jinny who would mail them out shortly.
- **Additions to SOP for Secretaries:** Pat Sommers reported that the Standard Operating Procedure (SOP) for Secretaries has been updated to include language that is in the By-Laws regarding the functions of the Secretary. A question was raised about language concerning the Secretary's function relating to Board elections. Pat will update the SOP to reflect the discussion. The Board decided that the By-Laws should remain general, and the details should be included in the SOP.

- **Voter Registration/Education Table Materials:** Liz Hammond showed the table runners with the LWVQAC logo that she ordered. Patricia Jamison reported that she used one at the recent event at Sudlersville and showed a photo of the table from the event. Everyone agreed that the table looked very good.
- **Printing Updated By-Laws and Guide to Government Officials:** Liz Hammond reported that she updated the Guide to reflect the outcome of the Centerville Town Council election, had 50 copies printed, used them at the Centerville Day event, and gave them to Patricia Jamison for the Sudlersville event. The Board revisited the policy about formally updating and reprinting the Guide only in January and July. Instead, the Board decided to update the Guide on an ongoing basis, and make sure we have copies for every Voter Registration/Education event we hold.
Barbara Sharkey reported that Marion Grier took the newly revised By-Laws to the UPS store for printing. The print came out very small and hard to read. They redid it, but that version was not much better. Patricia Jamison and Barbara Sharkey will review the pamphlet version of the By-Laws, and after final approval will take it somewhere else for printing, after we use the current copies.
- **Recent Voter Education/Registration Events:** Patricia Jamison reported that the Make a Difference Day event in Sudlersville was successful – a number of people stopped by, although most were already registered to vote. At Centerville Day, Liz Hammond reported that at least 50 people stopped by the table. She also said that Joyce Woodford was fabulous, making sure that they talked to anyone who came near the table.
- **Redistricting Meeting:** Liz Hammond reported that she attended the Legislative Redistricting Advisory Committee Redistricting meeting held at Chesapeake College on October 18. About 12 people testified. It was very interesting and informative.
- **Time/Food for the Holiday Meeting/Dinner:** The Board discussed options for the Holiday Dinner that will be held as part of the December Board meeting.

NEW BUSINESS:

- **Next Steps Records:** Patricia Jamison reported that we have finished organizing the LWVQAC paper records. There was a discussion about what to do next – does the Board want to copy all the records onto flash drives? If so, what do we do with the electronic files? The website is not an appropriate place to store the files. Patricia will do some research to determine which League worked with their county library to scan and store

their records, and get more details on what they actually did. We will discuss this further at future meetings.

- **Vote 411 Questions:** Liz Hammond reported that the State League is requesting submissions of Vote411 questions by January 5. She distributed the questions from prior years, as well as some guidance for ensuring that questions are not biased. The Board discussed what questions we might want to ask, such as about transportation priorities in light of the recently enacted infrastructure bill. Board members should submit their ideas before the next Board meeting.
- **Police Accountability Act:** Every county in Maryland must implement a Police Accountability Board (PAB) to oversee police misconduct investigations before July 2022. The county governments are responsible for defining the composition of the PABs, as well as funding and staffing. The State League believes success of these boards to hold police accountable for misconduct depends on how the PABs are implemented in each county. Patricia Jamison, as LWVQAC President, was asked to find out what was happening in Queen Anne's County. She eventually received an email from the County Sheriff that indicated that the County was waiting for further guidance from the state about implementing the new law. The LWVQAC will continue to follow up and potentially get involved in the implementation, or help with community input forums.
- **Annual Dinner:** Planning for the Annual Dinner, usually held in April or May, should begin in January suggested Patricia Jamison. We need to have someone to be responsible for the planning, although after some discussion the Board agreed that maybe a committee would be the best way to handle it. Patricia also wants to have an SOP developed for the Dinner.
- **2022 Candidate Forums:** Mary Campbell distributed a paper that lays out what League is responsible for what forums for the 2022 election cycle. It also included key dates for the primary and general election. Mary also said that things could be different this time because of the experience we have all had in the last year with streaming.

Patricia Jamison said that it would not be a problem to have QACTV involved with forums even if LWVQAC was not the lead League.

LWVQAC is still responsible for holding forums for local elections. Mary reported that in past years we have run forums for the County Commission. Sometimes we have done meet and greets for other positions, or done Sheriff forums if it was hotly contested. We also have done Board of Education forums. LWVQAC will decide what forums we will do after the deadline for candidate filings on February 22.

- **Future Voter Registration Events:** Patricia Jamison asked that we decide on some future voter registration events. This is not a comprehensive list, but events we definitely want to have.
 - Kent Island Farmers Market – 4 Thursdays in May 2022 – coordinator to be decided
 - Kent Island Day – May 2022 – Julie Ranelli
 - Juneteenth at Kennard Cultural Center – June 2022 – Gina Crook
 - Corsica River Day – September 2022 – coordinator to be decided
 - Kent Island Farmers Market – 4 Thursdays in September and October 2022 – coordinator to be decided

Adjournment: Liz Hammond made a motion to adjourn the meeting, Jinny Guy seconded the motion, and the meeting adjourned at 8:30.

Next Meeting: The next meeting will be held at 6:00 pm on December 13 for the Holiday Dinner meeting at Liz Hammond's house.