

League of Women Voters of Thurston County

July 2, 2019 – Board Retreat

Carlyon Beach Clubhouse, 2719 Island Dr. NW

Present: Sandra Herndon, President, Carol Goss, Leslie Williamson, Sue Bredensteiner, Julie Frick, Mary Moore, Cathy Turk, Melissa Denton, Karen Tvedt, Laurie Craig, and Peggy Smith

Absent: Gail Wrede

Guests: Shelley Ferer, Volunteer Coordinator, and Paula Holroyde, Coordinator, Coffee with the League

The meeting was called to order at 9:35 am by President Sandra.

This Retreat began with Welcome and Introductions: Individuals gave a bit of history of their involvement in League, as well as reasons for wanting to serve on this board.

Being a League Board Member: Sandra reviewed some key aspects of League.

League Basics—national, state and local leagues are one layered entity, definitely nonpartisan, and mainly bottom-up policy making. As required by the bylaws, found in the *LWVTC Handbook & Membership Directory*, the LWVTC Nonpartisanship—Conflict of Interest Policy were reviewed.

Working with LWWA—Sandra noted that a key contact is the Office Administrator Amy Peloff. She is the person to contact if members are not yet receiving routine publications: This Week in League (TWIL), the monthly state Voter newsletter, or the Legislative Newsletter during Legislative Sessions.

Ed Fund—Sandra stressed the LWVTC is a non-profit, 501 C-4 organization. There is also an Education Fund, 501 C-3, aspect of LWVTC. The annual fundraising Luncheon is held to generate Education Fund money, which may subsequently be used to pay for education efforts. This is managed by the LWWA-Ed Fund Treasurer for Ed Fund. Peggy reviewed some of the what's, why's, and wherefores of the Education Fund. (See Ed Fund Handbook which was distributed to everyone.)

Lobby Team—Mary explained how the LWWA-managed Lobby Team works. This is the primary advocacy arm of League, which focuses on lobbying for bills being considered by the State Legislature. LWVUS and LWWA Principles and Positions are the foundation for actions taken by the Lobby Team. Paula serves as a local liaison to the Lobby Team

LWWA Program of Work Study —Sandra explained that there are two statewide projects/studies (referred to as the Program of Work) that delegates at the

LWVWA Convention voted to adopt during the next two years. There are opportunities for individual members of any League to work on these projects

Develop materials for Washington State Investment Trust (Public Bank)

Update on Protecting Washington State's Shoreline Policy—Phyllis Farrell, LWVTC

Diversity, Equity, Inclusion (DEI)—Shelley and Carol teamed up on telling and involving the board in the LWVUS initiated Diversity, Equity and Inclusion focus. Shelley began by explaining the Membership Engagement Leadership Development (MELD) program, which is LWVWA's adaptation of what had been the LWVUS MLD program. This evolution of MLD to concentrate on DEI is a reflection of the Leagues' need to maintain relevance in the twenty-first century

Shelley, as MELD liaison, and Carol as Membership Chair, receive monthly Guidance documents from LWVWA. They participate in a "pod" conference call where they discuss the guidance and engage in information sharing with the other local Leagues in the pod, and they will share this information with the board on a regular basis.

Carol led an exercise where pairs of members brainstormed about local organizations we might share interests with and might be receptive to hearing more about LWVTC. Carol will consolidate the outcome of this work and provide guidance as we move ahead to Establish Alliances. The discussion of ways we might approach other organizations made it clear that we will need to show up and talk with others.

LWV-TC—What We See for 2019-2020 Sandra went over the **Basic expectations for board members to communicate effectively** (as outlined in the meeting Agenda and found as Appendix 1).

She also reviewed our use of a consent agenda. Items on the consent agenda will be noted in the Draft Board Meeting Agenda, which will be sent out up to a week ahead of meeting so members may add items to agenda as needed.

Members were encouraged to become familiar with LWVTC Bylaws, LWVUS League Principles, LWVTC Nonpartisanship/Conflict of Interest Policy, and LWVTC Positions, all found in the *LWVTC Handbook & Membership Directory*. Particular attention was directed to the LWVTC Nonpartisanship/Conflict of Interest Policy, which must be reviewed and acknowledged by board members annually.

Sandra stressed the importance of maintaining our stature of nonpartisanship and credibility. We clarify when we're speaking for ourselves and when we're called on to speak for the League. Only the President can authorize speaking "for the League." The need to tie in endorsement or opposition to issues with League positions or principles was also noted.

Budget/Financials—Leslie, as treasurer, presented the budget that was approved at annual meeting. Leslie stressed the need for members to be familiar with the budget categories and to name the related category on the reimbursement form. That is how she

will know what money is being spent on. Mary, Sandra, and Leslie were thanked for the understandability of the 2019-2020 budget document.

Lunch Break – Yum! And a big thank-you to Julie for arranging for our lovely meeting venue.

2019-2020 Nominating Committee— Laurie agreed to serve with Karen as the two board appointed members. The off-board Nominating Committee members are Pat Dickason, Annie Cubberly, and Darlene Hein.

Ed Fund Luncheon—Julie, who is the chair of the committee reported:

Date and Place – October 26 at Indian Summer Golf Club

Keynote Speaker – Michelle Gonzalez, Director of the Washington Women’s Commission

Master of Ceremonies – Kelsey Crane.

Lifetime Achievement Award – Several individuals are being considered for this award

Silent Auction—Thanks to Sandra for donating the quilt she got in the LWVWA Convention raffle; are encouraging donation of other high-end items; Cathy is coordinating

Save the Date Cards – these were hand delivered to board members and will be mailed to others soon.

Volunteer Coordinator—Shelley, who is serving in this off-board position, talked about what she does in this role. She would like to establish methods and means for doing further outreach to new members and other interested individuals.

League Projects

Water Study, Coffee with the League, and Lobby Team Liaison —Paula reported about these three topics. The Water Study held 5 forums during 2018-2019 and will continue to collect information. They are proposing to do so by way of 2 forums in 2019-2020. Paula serves on all of the Water Resources Inventory Area (WRIA) groups. The study committee will be pulling together and analyzing information in preparation for the conclusion of the study.

Coffee with the League meets weekly and participants are informed of a wide range of issues. They are able to become involved in topics by way of discussion and advocacy. This project is the one for which our League received notable recognition by having just won a Local League Award at LWVWA Convention.

Being the Local League Liaison to the Lobby Team is a way Paula is trying to get more local member involvement in supporting state-level advocacy.

Archive—Carol talked about having visited the State Archives to check out what they are holding for LWVTC. She provided a report that noted that there are approximately 12 boxes of files which are numbered and correspond with box numbers reflected in 15 pages of transmittals. It appears that 2014 is the last year items were archived. The list Carol compiled will serve as a starting point for considering what we might archive going forward.

Roster—Sue serves as Roster Manager, an off-board position. Our membership information that is entered into the LWVUS Salesforce database software serves as the basis for our dues payments for both LWVUS and LWVWA. Sue uses the membership records she maintains to send the board a monthly roster.

Newsletter—Sue, *Voter* editor, let members know that the 10th of each month is the due date for *Voter* articles, with a publish date of the 15th. After the *Voter* is published it is posted in the website, under the About Us heading. *Voter* issues going back through 2017 are available there.

Voter Services—Gail, the chair, was not able to attend the Retreat, so Sandra reported on her behalf. The June 29 video forum tapes should be available soon. The public invited, live forum will be on July 12. Jen Minich who did a grand job of coordinating these Primary Election forums will not be available for work on the General Elections. We will be looking for someone to coordinate these forums.

Sandra also mentioned that September is National Registration Day. We will be doing registration on this day, as well as at several community events this summer.

The They Represent You (**TRY**) brochure needs several people to work with Voter Services to produce this after the general election. There was a brief discussion about providing a Spanish edition for 2020, as well as the possibility of including Tribal Officials. This discussion will be continued by the Voter Services Committee, with reports back to the board.

Collaboration/co-sponsorships—Sandra reviewed the list of organizations we worked with last year. These type of “opportunities” tend to present themselves during the year. The only events we are pretty sure will be asking for collaboration/co-sponsorship next year are: Women's March, Climate Conference, and Hispanic Roundtable. We also work with other members to keep LWVTC informed on local issues, many being presented to Coffee with the League.

Diversity/Confronting Racism—Peggy asked members to take a moment to “Talk about race.” Each person talked some about their exposure to persons of color, racism, or other diversity-related topics. This exercise demonstrated a wide range of experience and modes of learning about others, as well as pointing out that we have room for further exploration.

Programs/Events for 2019-2020 Sandra reviewed the program and events that are recurring. The members agreed on these, with associated dates.

Members/guests Annual Picnic—August 16 (Mason League invited), already scheduled

- **Member Engagement Workshop—Sept. 14** (planned, carried over from 2018-2019)
- **National Voter Registration Day—Sept. 24** (annual Voter Services activity)
- **General Election Candidate Forum** (televised at TCM, posted to YouTube/Comcast)—**Sept. 28** (annual Voter Services activity)
- **Members Meet the Candidates—Oct. 7?** (successful event last year)
- **Public Candidate Forum (port commissioner, 2 positions plus mayor--Olympia City Council?)—possibly on Oct. 14** (assuming Voter Services discussion, agreement, and coordination) .
- **Ed Fund Luncheon—Oct. 26** (annual fund-raiser)
- **Holiday Party—Dec. 2 or 9? (Mason League invited?)** (traditional annual event)
- **Annual Meeting—May** (annual required business meeting)
- **LWVWA Council—June** (LWVWA bi-annual event)

Discussion of Other Possible Programs/Events for 2019-2020there

LWVWA Action Workshop—Sandra has been approached by the LWVWA Advocacy Chair to see if we want to host an Action Workshop. After a brief discussion it was decided we would offer to have an Action Workshop in Olympia, with November 9 as our preferred date. Sue will serve as coordination. Laurie and Julie also volunteered to work on this, and they will recruit additional helpers.

Winter/Spring public programs/events (Jan., Feb., March, April) -- There was a lively discussion of program suggestions that were presented by members prior to the meeting, as well as idea that had been offered by persons during the Annual Meeting. In addition there were several ideas proposed by board members. Having a “Voting Day Gathering Place” was something members agreed should be referred to the Voter Services Committee.

The discussion focused on the following: **Water Forum--**(two forums requested by water study group), **Centennial event, Census and Redistricting Forum, Sanctuary and Immigration, Truth and “fake news” in Social Media/Journalism.** With the constraint of having only four months when we normally present public meeting, and the results of a “ranked voting straw poll,” a tentative schedule was set.

- **Jan** – Census and Redistricting
- **Feb** – Centennial
- **Mar** – Water Study, two forums
- **Apr** – Sanctuary and Immigration

Building a Climate of Collegiality, Inclusion, and Trust—Carol, due to the lateness of the hour and the energy already expended, agreed to present this agenda item as a first order of business at our September meeting.

Adjournment - 4:00 pm by President Sandra

Appendix 1

Basic expectations for LWV-TC board members to communicate effectively -- 2019-2020

- Check email on a regular basis (at least once every couple of days).
- When there's a request for response, please do so promptly.
- If a reply is required, state how soon a response is needed. Be judicious about using "reply all."
- Change the subject line in an email as topics change – that makes retrieving info easier.
- Recommended: set up electronic files for messages, topics and documents for retrieval.
- Let President Sandra know if you'll be away for an extended time, to keep everyone in the loop.
- Review all pages on lwvthurston.org, and check regularly for announcements and additions. Peggy Smith is our webmaster.
- If you use *Facebook*, review and "like" the *League of Women Voters of Thurston County* page–this is a LWVTC public profile. Annie Cubberly is our main administrator; Pat Dickason and Sandra Herndon are also administrators and post as well.

APPROVED September 4, 2019