

## League of Women Voters of Appleton Board of Directors (via Zoom)

October 6, 2021

### MINUTES

Feel free to come into the zoom meeting at 3:45 if you wish to have a few minutes to socialize before the meeting.

1. Welcome and call to order (4:00) Marti called the meeting to order at 4:03 pm. **Julie Evers, Linda Bjella, Jacqui Klimaszewski, Marti Hemwall, Cindy Fallona, Diane Putzer, Brian Post, Renee Gralewicz, Kathy Voigt, Jan Quinlan, Jeanne Roberts**
2. Consent Agenda (4:10-4:15) - Please read all reports on Board packet prior to the meeting. This information will not be discussed unless questions are raised prior to the meeting.
  - a. Minutes from August 4, 2021
  - b. Presidents' Report
  - c. Committee Reports (**please post in our Board meeting packet by Monday Oct. 4**)
    - i. Treasurer/Fundraising
    - ii. Voter Services
    - iii. Membership reports from June, August and October to be approved)
    - iv. Action/Advocacy
    - v. Program/Women's Equality Day
    - vi. DEI Initiative and DEI Study Committee updates
    - vii. Communication and technology

**Jan moved to accept consent agenda, Brian seconded, all in favor.**

3. Old Business 4
  - a. Policy and Guidelines for Working with Allied Groups – Linda; action requested (4:15-4:35) - review draft in packet which incorporate suggestions made at our retreat. Also **pleases complete your asset survey and send lists or notes to Julie who will compile the summary.**

**Cindy moved to accept the policy, Renee seconded. Discussion: Will approval by board be a formal process, is there a form that should be filed out? Brought to Board of Directors before event. Sign off on email? When we offer services (voter registration) at an organization, that is not considered collaboration. We will be the sole sponsor of any candidate forum. Should we have a "pre-approved" list detailing the type of interaction that is approved. Does board need to be apprised of each collaboration (on-going partnerships) or is there a blanket approval. What if a partisan org asked for a service? If partisan orgs ask for services, we could instead offer training. Anything that falls in gray areas should go to the board. All I favor, no opposed.**

4. New Business
  - a. Name change for our League -- discussion of application draft – Marti; (4:35-4:45) - review draft and think about whether the current region is described accurately and the pros and cons of the name proposal. This is a follow-up to our retreat discussion.

**Narrowed down to 2 options: LWV of Appleton & the Fox Cities or LWV of the Fox Cities. Discussion: We're only proposing name change, we don't have to define our boundaries yet. Keep Appleton in the name, pays homage to years of work from the Appleton League, yet is inclusive to other areas. Acknowledge the women who came before and built a robust organization, but welcoming those from other areas. Jan made motion to change name to LWV Appleton-Fox Cities. Kathy seconded. All in favor.**

- b. Communication – process and reason for keeping our public-facing messages consistent – Kathy; (4:45-5:00) - why it is important to have a clear public message and what we can do to help; how Kathy can help our committee and League work; the relationship between communication process and the Club express rollout.

Checks and balances are necessary to preserve integrity of League brand. Checklist for events and programs was created (planning tool). Tools to help us better schedule for the tech side. Form will be in google drive in the communications folder. Will funnel info to communication director to determine what forms of media are needed and scheduling for tech services. Keep an archive folder for future reference. Use our social media better to promote the League as a source of information. Elevate the League as a community resource and community leader.

5. Adjourn 5:00 Marti adjourned at 5:10

**CLUB Express Update: PLEASE RESERVE 5:00 – 5:30 for a possible CLub Express update by Dave Strange and Barb Kelly. Thank you!**

Kathy shared the Club Express website progress. <https://lwwappleton.clubexpress.com/> Dave wants the website approved no later than 10/30/21. Please review what is there so far and send any comments/suggestions to Kathy ASAP. We will set up a meeting for the week of the 18<sup>th</sup> to get more clarity from Dave on what he wants us to approve. Is he asking for approval of framework or the website itself? We are not ready to approve the website as a whole. Are we approving what is there right now? The process? Can we do a “soft launch”? Vote to approve 3-step process and basic template as presented so far. Alert the board to changes to the timeline. Renee moved to accept the 3-step process; Brian seconded. All in favor.

### **Announcements**

October 4 – Legislative Town Hall

October 8 – Articles due for LWV newsletter

October 30 – Issues Briefing in Madison

**November 3 – LWV Board of Directors meeting**

November 15 – LWV Issues Forum - Local Engagement