



MINUTES

LWVSFC ANNUAL MEETING

Friday May 10, 2024 11:00 am-12:00 pm

SJUMC/HYBRID format

- **Call to Order:** The meeting was called to order by VP/Administration, Debbie Helper at 11:15 am. Members present were Gail Bass, Val Brooker, Hannah Burling, Anne Culp, Chris Furlanetto, Cathy Harvey, Danis Kelly, Jody Larson, Berit Leonard, Meredith Machen, Jane Mandel, Barbara MacPhee, Sally Sabo, Ellen Stelling, Judy Williams. Members present by Zoom were Rex Culp, Kelly Davis, Pat Dooley, Marcy Litzenberg, Carol Parker, Sarah Reeve, Elliot Stern, Harry Wright. VP/Administration Debbie Helper announced that we had met the required 20-member quorum.
- **Welcome and Orientation to the Leadership Team Structure:** VP/Administration Debbie Helper welcomed the attendees and began by explaining the LWVSFC's Leadership Team structure for the benefit of newer members who might not already be familiar with it.
- **Approval of the Agenda: (see attached):** Debbie presented the agenda for revision and/or approval. Hannah Burling moved for approval, Anne Culp seconded, the motion passed unanimously.
- **Approval of Minutes from Annual Meeting 2023: (see attached)** Debbie presented the Minutes of the 2023 Annual Meeting for revision and/or approval. Chris Furlanetto, moved for approval, Gail Bass seconded, the motion passed unanimously.
- **FY 23/24 Financial Report: (see attached)** Treasurer Ellen Stelling presented the Treasurer's report for FY 23/24.
 - Ellen submitted 3 financial statements with 1 week left in the fiscal year. She indicated there was \$45,568.13 in total cash, of which \$15,000 has been designated for Operating Reserve and Diversity Fund, leaving \$30,568.13 as undesignated. She projects we will end the fiscal year with a slight budget surplus.

- **Budget/Finance Committee Report: (see attached)** Debbie explained how the Proposed FY24/25 Budget was developed by the Finance and Budget Committee, with Board input and approval.
 - Debbie made note of Kelly Davis's request to increase the budget for voter services due to having both primary and election expenses this year.
 - Debbie indicated that changes to the collection of membership dues by National may impact our future dues and donations. The effect still needs to be determined.
 - Debbie informed the attendees of the SFCF Grant application and how the funds would be used to offset the expense of hiring a social media contract person per Stephanie Schlanger's request from PR/Comms.
 - Debbie advised the BOD had voted to move the website hosting to a local contractor and the down payment came from the FY 23/24 budget and the remainder will be expensed in FY 24/25.
 - Debbie opened the floor for questions. With no further discussion; Debbie made a motion to approve the Proposed Budget for FY 24/25. Jody Larson moved for approval and Meredith Machen seconded, the motion passed unanimously.

- **Leadership Team Annual Reports: (see attached)**

Administration – VP/Administration, Debbie Helper highlighted several items from the Administrative Annual Report.

- Debbie indicated our GL and D&O policies are up to date and we will be combining them with one agent at renewal time.
- We had 2 delegates to the 2024 State Council and will have 3 delegates to the US National Convention in June.
- Debbie indicated we are waiting to hear back from the SFCF about our grant application, as noted above.
- Debbie summarized the details of why the BOD voted to migrate our website hosting to a local contractor. The new website platform will be WordPress, which will be more flexible and portable.

Program – Marcy Litzenberg, VP of Program, referred us to her Program Annual Report in the Board Packet and highlighted a few activities that were included in the list.

- Marcy advised that at the Annual Program Planning Meeting they reviewed the National and Local League Positions. They declined to support the proposal from Vermont but did vote to support the Washington State proposal.
- Marcy indicated the Community Healthcare Study is in year 2, and still ongoing.

Membership - Debbie Helper, Membership Chair, highlighted a couple of items from the Membership Annual Report.

- Debbie explained that LWV National will be taking over management of membership dues beginning January, 2025 and many local leagues have serious concerns about how the platform will be administered. While there may be some benefits to having National coordinate the membership data, there are worries about losing local donations.
- Joann Volinski has agreed to accept the Director of Membership, Chair role and Debbie will continue to mentor her throughout the year.
- Judy Williams advised that the membership collection changes will be discussed at National's convention this year. It was noted that National will not take more than 1/3 of dues and they will cover any lost income local league income for 3 years.

Action & Advocacy Committee – Jody Larson, Co-Director, referred us to her A&A Annual Report in the Board Packet and indicated that City staff reported they are on track to release the latest audit next Tuesday.

- Debbie advised that we have membership of 130 plus and half of our membership is actively involved with League activities in several ways including Voter Services and A&A Observer Corp.

Development/Fundraising - Hannah Burling, Director, referred us to her Development/Fundraising Annual Report and emphasized the following:

- Hannah invited members to join the Development/Fundraising Committee.
- Hannah made note that they are continuing to explore grants options and the committee welcomes member's ideas and suggestions for grants.

Voter Services – Debbie Helper referred us to Kelly Davis/VP Voter Registration's Voter Services Annual Report and made note of a few highlights.

- Debbie recognized and thanked Kelly for all of her Voter Services work this past year.
- Spotlight on a few of the more than 60 volunteers (most league members) who helped in the League's get out the vote a success:
 - Many thanks to Stephanie Schlanger for all of her hard work on PR/Comms/Voter Guide/Vote 411 work.
 - Shout out to Sally Sabo for her work on the candidate forums and Voter Guide.
 - Much appreciation to Anne Culp for her continuing work with the HS Engagement Program - 450 students registered to vote.

- Many thanks to Andrea Slade for her help with the candidate forums.
- Special thanks to Susan Pfeifer for all of her hard work with Voter Registration Tabling serving 754 people over 25 events.
- Thank you to Rae Dominico for her help with distribution of election materials.
- Debbie pointed out that Santa Fe County had the highest turnout for our local election of 30.97% with a statewide average of 20.56%. Total number of people reached with our forums was 1,562. Our voter guides in the New Mexican reach 23,400 circulation. The total of election inserts and voter guides distributed was 46,800.

PR/Comms - Debbie referred us to Stephanie Schlanger, VP/PR/Communication's PR/Comms Annual Report and highlighted the following:

- Debbie pointed out our social media outreach has this number of followers: 800+ FaceBook, 400+ X, 200+ Instagram along with BOD members sharing on NextDoor. We are hoping to start a YouTube channel this year.
- Social Media continues to comprise a larger part of our PR/Get Out The Vote activities.
- Stephanie is mentoring our high school student intern Olivia Tanner.

Events - Debbie Helper directed us to the Events Annual Report in the Board Packet.

- Andrea Slade worked to organize Events this year including the Luncheon with a Leader series.
- Our Luncheon with the Legislators was very well-attended.
- Thank you and credit to Danis Kelly for her help with these events.
- We will continue to schedule events as Hybrid to allow those unable to attend in person the ability to participate.

- **Nominating Committee** - Debbie Helper referred us to Joann Volinski's Nominating Committee Annual Report and noted the following:

FY 24/25 Board Positions:

- The following Board Officers and Directors who were elected to two-year terms in 2023 have agreed to continue to serve:
 - VP Administration: Debbie Helper (two-year term)
 - VP Program: Marcy Litzenberg (two-year term)
 - Secretary: Catherine Harvey (two-year term)
 - Co-Director, Co-Chair Action & Advocacy: Judy Williams (two-year term)

Nominees for Board Officers and Directors at the Annual Meeting:

VP PR/Communications: Stephanie Schlanger (one-year term)

VP Voter Services: Kelly Davis (two-year term)

Director, Fundraising/Development/Chair: Hannah Burling (two-year term)

Co-Director, Co-Chair Action & Advocacy: Carol Parker (two-year term)

Director, Events: Gail Bass (two-year term)

Treasurer: Ellen Stelling (one-year term)

Executive Committee: TBD June Meeting

Finance/Budget Committee: Debra Helper/Chair, TBD June Meeting

FY 24/25 Off-Board Positions:

Arrangements/Chair: Danis Kelly

Director: Membership/Chair: Joann Volinski

Director: Outreach - Vacant

Director: Voter Guide/Vote 411 - Vacant

Director: LWVNM - Vacant

HS Registration Chair: Anne Culp

Community Healthcare Study: Jody Larson/Co-Chair, Judy Williams/Co-Chair,
Pat Dooley, Debra Helper, Marcy Litzenberg, Stephanie Schlanger

Nominating Committee: Joann Volinski (Chair), Donna Reynolds, Val Brooker,
Danis Kelly

Development/Fundraising Committee: Hannah Burling (Chair), Gail Bass,
Val Brooker

- **Nominations from the floor:** There were none.
- **Election of FY 24/25 Leadership Team.** There was no formal vote necessary, so Debbie asked for a motion to approve the Slate of Nominees. Barbara MacPhee moved to approve and Meredith Machen seconded the motion. The motion passed unanimously.
- **Other Business:** There was no other business.
- **Adjourn:** The meeting was adjourned at 12:09 pm.

Respectfully Submitted, Cathy Harvey, Secretary

Next Annual meeting: May 10, 2025