

# League of Women Voters of Mason County

## 2018-2019 Planning Retreat

August 3, 2018

726 E. Promontory Rd, Shelton, WA

### MINUTES

Present: Cindy S, Amy D, Dee Ann K, Esther R, Cheryl W, Michelle B, Bobbie S, Joanne B, Pat C.

Absent: Lynn B, Lynda L, Nancy M, Norma B, Connie S.

Call to order: President Cindy S called the meeting to order at 9:44 am.

Cindy S reviewed the **agenda and goals** for the meeting: Plan program of work for 2018-2019, set calendar of meetings and activities, give feedback on Outreach activities, review and update job descriptions. Setting norms of how we will work together was tabled until the September board meeting.

#### **“Selfie” - What Do You Like About LWVMC? What Do You Want More/Less?**

Group 1: Like: Energy; Programs/speakers are educational.

More/less: + Need to interact/get involved with people who are new or by themselves. + Have more informal meetings, e.g., Thurston does coffee with the League. + What are actions after the guest speaker? + Room arrangement at Olympic College + After and before meeting action groups/committees + Letter writing corps.

Group 2: Like: Camaraderie .+ Inclusion. + Good orientations. + Activity level – we do a lot!. + Openesss to ideas.

More/Less: Feeling of “in group vs those not in the know’ – awkward to break in. + More new member engagement. + Take opportunity to explain things at meetings. + Expectations of participation and time commitment. + More education. + Explore other meeting places. + Less emails.

Group 3: Like: Introductions at meetings. + Excellent speakers (will we run out of topics?). + Proactive approach to issues. + Interaction with intelligent people. + Expanded areas (newsletter, newspaper). +Social aspect. + Amy as Lobby Team connection – thank you! + Outreach to high schools.

More/Less: More exchange of information. + Discussion of program topic – last 15 minutes? + Commission Watch. + Study groups (is LWVUS still doing preliminary work?). + Evening meetings to attract younger members. + More opportunities to be involved. + More/regular letters to editor. + Regular input on radio. + Continue to reinforce non-partisan stance. + Streamline emailing to limit the number.

Discussion:

- Meeting places: Joanne B will reach out to explore options (e.g., Memorial Hall, PUD, Senior Center, Catholic Church, Public Works).
- Pat C recommended we use Education Funds to purchase a projector to facilitate presentations in any space.

### **Programs and Calendar**

Amy D led discussion of potential program topics and calendar.

Calendar:

**September 7**, Board meeting, Shelton Library, 12:30-2:30

**September 18**, Membership meeting – Ballot initiatives:

1631 – Carbon emissions (Presenter? Cindy will contact Connie S or Francesca)

1639 – Increase age to purchase semi-automatic weapons to 21 (Cheryl W)

940 – De-Escalate – Officer training (Amy D)

LWVWA has endorsed all three; may be able to provide speakers.

Allow 10 minutes per initiative, pro and con and leave time for discussion.

Possible second topic: Public Disclosure (PDC) information on candidates (campaign contributions, amounts and sources).

**September 17**: Student voter registration, North Mason H.S Bobbie S.

**September 25**: National Voter Registration Day. Jenn D and Sandy P, maybe Shelly S (non-member). Bobbie will contact.

**September 29**: North Mason Candidates' Forum, high school, 2-4 pm.. Bobbie S and Cindy S. coordinating. Kathy Copp, teacher, is contact. Dedrick Allen will videotape the session. Will involve students as hosts to candidates. Kitsap LWV might be involved. Candidates will include 35<sup>th</sup> district legislative candidates, possibly Derek Killmer and opponent, 6<sup>th</sup> Congressional District.

**Early October**, date tbd: Student Voter registration, Shelton High School.

**October 4:** Candidates' Forum, PUD, 6-9. Candidates for Commissioner, Assessor, District court judge, Sheriff. Pat C will call candidates to remind them to put their information on Vote411. She will find out how to do that.

**October 5:** Board meeting, Shelton Library, 12:30-2:30.

**October 8:** Last day for voter online or mail-in registration.

**October 16:** Membership meeting. Program on Electoral College, using PowerPoint and discussion.

**October 20:** Thurston LWV Education Fund luncheon, Indian Summer Golf Course, 11:30.

**November 2:** Board meeting, Shelton Library, 11-1 **Note different time.**

**November 20:** Membership meeting. Program: speaker Karen Fraser on What the legislature can and cannot do.

**December 7:** Board meeting, Shelton Library, 12:30-2:30.

**December 18 (tentative):** Annual event and lunch. Cindy and Dee Ann will scout places (Sisters or Smoking Mo's?).

Amy handed out a list of suggestions made by members at the Annual Meeting at Harmony Hill, along with suggested guest speakers and resources, suggestions for involvement, and potential follow up actions by LWVMC.

**January 4:** Board meeting.

**January 15:** Membership meeting.

Program ideas for January and spring:

- Focus? Speakers? Readings? ACTION for each meeting.
- Topics: Youth, reconnect with Laura Porter.
- What's on the legislative agenda?
- Where are we on Affordable Care Act? Medicare/Medicaid?
- Where does money come from, where does it go?
- Homeless and housing.

Cindy S suggested we need to choose issues related to people around us, then look at various aspects, e.g., how does an issue affect various levels? Money- funding/ expenditures. What do we want to put our resources toward? What are allied organizations that we might partner with? Participate in Lobby Days – we could participate and include visits to legislators.

Amy D suggested a field trip, such as Commission Watch.

Cheryl W volunteered to re-energize/organize Commission Watch. It could include Commission Briefings and Public Hearings, or other councils or commissions.

Cindy S noted we need more ACTION, connecting members, and setting realistic goals.

Amy D suggested surprise visits to County commission or other councils. Joanne B suggested we could do a Watch on MLK Day of Service (Jan. 15)

Cindy suggested having members sign up to go to one meeting per month and to have a report back mechanism. Michelle B will look up old format from LWVUS on Observer Corps. Dee Ann K suggested the individual reports could be compiled into a larger report. Amy D suggested we use the Introductions at member meetings to report back what we have done that month, as ACTION OF THE MONTH.

Amy D suggested we could make this a YEAR OF ACTION in which everyone commits to one ACTION. Esther R noted this could help us deal with feeling overwhelmed with all that is going on in the political arena. Taking one action would help.

Cindy S. suggested we could have members identify possible actions in areas they are interested in, narrowing to 2-3 issues, and form interest groups. Include the ACTION idea in the Orientation.

Cindy S noted three new members and asked for volunteers to mentor them. New members are: Polly Hankin, Margaret Riordan and Michael Diamond (Margaret and Michael are a couple).

## **LUNCH BREAK**

**Outreach report:** Joanne . handed out: 1) a flow chart of outreach activities and tasks carried out to recruit and welcome new members; 2) a guide of activities for mentors of new members; 3) a new member information form; and a checklist of ways new members can get involved and make a difference.

Board members present requested copies of the new member packet. Cindy will ask Nancy to make up new member packets to be available at the Sept. board meeting. Cindy and Lynn will have updates or new notebooks for board members for the October board meeting. Mentors are requested to invite mentees to a board meeting. For activities, we should **actively recruit** members to participate as well as asking for volunteers.

Michelle B asked how we could provide for progression of new members into leadership roles.

Cindy S has outline on outreach for planning for new activities which she will use for the September 29 Candidates' Forum at North Mason. Cindy will hand it out to board at Sept. board meeting.

### **Job descriptions.**

Cindy S asked current incumbents to review job descriptions and report on what things don't fit with what they are doing, things they want help for, getting back-ups.

**Cindy S/President:** Needs guidance along the way; wants people to pick up Voter Services phone conferences and Facebook – need someone else to do (possibly Connie S?) and technical support. Pat C. will find the name of the person who does technical support.

**Bobbie S/Vice President:** Feel “floppy – sometimes I don't know what I'm doing.” Some things are already being done by others, e.g., meet and greet – need to delete the parts going to greeters. Are VP's naturally part of Voter Services?

**Esther R/Secretary:** Struggle to keep balance in life vs. LWV. Like sharing duties of Secretary with two others. Difficult to get accurate count of who attends, not everyone signs in as either member or guest, (11 members is a quorum.) Maybe pass around the list during the meeting. Speed and seeing who moved/seconded motions. Cindy S responded that she will announce these actions.

Esther requested that a group email address be used rather than having all addresses show.

Michelle B/Secretary: Job description is OK. Suggested process for distributing minutes: Within one week of meeting, Secretary sends minutes to President for review; President notifies Secretary of any changes needed; Secretary makes changes as needed and sends final document to Nancy for immediate distribution to board and members, and to Webmaster to post on website.

**Pat C/Treasurer:** Does registration with LWVUS; pays state and national dues; manages budget, keeps Education Fund separate; manages VOTE cards (fundraiser). Job is complicated by rolling membership; Sept-Oct is best time to collect dues.

Pat C wants back-up Treasurer.

Pat C is also Webmaster, and wants a back-up; can train.

Pat C also manages TRY brochure, and wants to hand this off.

**Amy D/Voter Services:** This is passing on to a committee. We will be recruiting a chair from within that group as it develops.

**Amy D/Programs Co-Chair:** This is working OK.

**Joanne B/Outreach: Reporting for Lynn B:** Lynn wants someone to keep the “meeting bag” – name tags, table tents, sign-in sheets, etc.

Joanne commented on the Nominating committee process, which changed midstream with no communication with Joanne.

Cheryl W responded that procedures are too casual and need more structure.

Cindy S added that we need a new job description for Past President on the board.

Cheryl said she would like to have a leadership project as Past President; She is interested in a project on civility.

Amy D (as a Past President) said she “never left”. Suggested PP should do as much or as little as they want.

Michelle B (PP): Fill in as needed.

**Evaluation:** Words to describe process today.

- Empowering, stimulating, respectful, structured, good leadership, good summarizing by leader, new member attended.
- What could have been better?
- All board members here to capture all voices, program – good detail for fall programs.
- Cindy S – structure agenda to take care of priorities first; put ACTION items on a list and maybe bring a list to each meeting –“Here’s what we’ve agreed to do.”
- List of ACTION items for today (see Cindy’s list)

### **ACTION ITEMS**

<b>What?</b>	<b>Who/ by when?</b>
+ Contact Connie/Francesca re: I-1631	Cindy
+ PDC	Joanne
+ Venue for meetings	Joanne
+I-1639	Cheryl
+I-940	Amy
+How do candidates put info on Vote411?	Pat
+Venue for Dec. 18 luncheon	Cindy /Dee Ann

+Organize Commission Watch Report each month – agenda	Cheryl
+Dec. Kickoff for Year of Action	Cindy
+New member packets for board members	Lynn/Nancy
+ Binders for board members: Esther R, Norma B, Connie S, Bobbie S	Cindy – Sept Board meeting
+ Updates/budget for all board members	Cindy/Lynn – October board meeting
+ Project -Civility in Gov't	Cheryl

Meeting adjourned at 2:30 pm.

Respectfully submitted,

Michelle Bell, Co-Secretary