**League of Women Voters of St. Croix Valley**

## Minutes of Board and Committee Chair Meeting December 19, 2023, 4pm, via Zoom

**Board Members Present:**  Irene Bugge, Beth Wood, Evanne Hunt, Barb Katt, Kate Manecke, Rita Kearns, Patty Van Nevel, Edna Early

**Board Members Absent:**  Kris Surbaugh

**Others Present:** Vicki Harmon, Kathy Streitz (Committee Chairs), Tami Halcomb (Tech)

Welcome Kathy Streitz new Chair of Member Services Committee.

# 4:05 – 4:30 Board/Committee Planning Discussion

* **Winter Gathering**. Discussed and built upon brainstorm from November planning meeting about Winter Gathering, January 14, 2:00-5:00, Riverwood Nature Center, Star Prairie. Snow day is January 21. No facility’s fee. Facility has two levels and six theme rooms. We will be cognizant of accessibility issues when we set up display tables. We have access one hour prior to set up. Beth Wood will email a summary including organizing food after the holidays. Several email blasts after January 1 will also be sent.
* **104th Birthday Plans.** Briefly discussed planning for the February 14 LWV Birthday celebration. Consensus on 3 colleges like last year. Still to be determined if we will we expand to other venues including High Schools. Project leads to be determined.
* **Candidate Forums.** Briefly discussedhosting forums for local Elections in March. Project Lead: Carolyn Saunders

# 4:33 Business Meeting is called to Order

Co-President Irene welcomed participants and called the meeting to order at 4:33 pm.

**Approve Agenda**

Unanimous approval of the agenda.

**Approve Minutes**

* October 17, 2023, meeting
* December 9, 2023, meeting. (Addendum to October 17 minutes).

Unanimous approval of both meeting minutes.

Board members voted via email to approve Kathy Streitz as Chair of Member Services; it was unanimous.

**Financial Report by Kate**

Attached to the minutes you will find the documents for the treasurer’s report. Kate included the LWVSCV Proposed 2023 - 2024 Budget, a current Profit & Loss Report and the most recent Bremer Bank Statement showing our cash on deposit as of November 30, 2023.

Looking at the Net Revenue, Kate noted that we have not yet paid our national dues of $2,112.00 to LWV of US and that payment will take our revenue to a negative. That is something the Budget Committee was expecting and there was talk of alternative income from Grants, donations, or fundraising (refer to the $1,650.00 line item added to income).

On the Income side see that Donations are down by $1,200.00 and Membership Dues are down $848.00.

After paying LWV of US our Bremer Bank balance will be $7,776.52, so we obviously have money to work with for the upcoming election year.

Board unanimously approved the financial report.

**Membership Renewals and Updates**

An updated membership list is on the documents page. Tami reported that renewal letters will be sent to lapsed members using MailChimp personalized email.

# Old Business

Tami reported the email address: [contact@lwvstcroixvalley.org](mailto:contact@lwvstcroixvalley.org) is up and running. Temporarily lost messages were retrieved and appropriately handled.

# New Business

**Data privacy concerns and the Membership Roster.**

How much personal data about our members is appropriate to share with all members? How do we balance data privacy with making the League a welcoming and friendly place?

The membership roster database with name, address, county, phone number, and other information is available to Board members and Committee Chairs by accessing the private documents page. In the past names, addresses, county, phone number were compiled on a spreadsheet and distributed to all members. This spreadsheet has not been distributed since June 23, 2023.

Proposal: Name, city, county, and email addresses only are shared with general membership.

Board unanimously approved the proposal.

**TABLED: Establishing a better system for Documents and Resources storage**

* The Vault “It would be wonderful to organize all kinds of resources in a vault to be used by any committee. Along with lists of HS, colleges, printed materials, contacts, and other information. Think how easy a change in leadership, hosting an event, or information gathering could be with documents and resources at the ready.” Rita and Patty
* Meeting/Committee Minutes. Could these be on our documents page?
* Are there capacity limits for our Business Documents page?

# Next Meeting Dates

Tuesday, January 16, 2024, 4:00-5:00 Board/Committee Chairs Meeting over zoom. Focus: Debrief Winter Gathering and planning.

# Adjournment

Irene closed the meeting at 5:03pm.