

# Democracy Maine Boards of Directors Meetings

Saturday, October 29th, 2022 ♦ 9:00 am - 11:00 am

Via Zoom

---

**Board Present:** Jill Ward, Pamela Cox, Ben Gaines, Laura Genese, Susana Hancock, Ann Luther, Lilli Martin, Melissa Murphy, and Alison Smith

**Absent:** Jamie Kilbreth and Chris Hafford

**Staff present:** John Brautigam, Legal Counsel, Anna Kellar, Executive Director, and Nadya Mullen, Operations Director

The LWVME Board was called to order at 9:03 am.

Jill Ward announced that Polly Ward has stepped down from the board. She acknowledged Polly's service through her tenure and the great work she did with both the Portland Area chapter, many state level programs, and through the board committees.

## Administration (Jill Ward)

- Minutes approval - **VOTE:** Susana Hancock moved to approve the minutes of the July 30th 2022 board meeting. Pamela Cox seconded. **The motion passed without objection.**
- **Email Vote:** Motion to approve use of one additional month's reserves (two total) as needed before the end of November and application for a Maine Thrive loan.  
**Unanimously approved (Alison absent) 9/30/2022**
- Ann Luther and Nadya Mullen presented the Compliance Checklist. Ann Luther noted we will need to find a new tax preparer for next year. The Executive Committee will take the RFP process forward.

## Treasurers Reports (Ann Luther)

- The Board received the financial reports from the Portland Area and Downeast chapters.
- Ann Luther presented the combined organizations' statement of cash flow, cash forecast, and budget v. actual reports, as well as the restricted funds accounts.
- Ann noted that the revenue is low and we are continuing to use the reserves. The situation is becoming grave and even with the anticipated Thrive Maine loan we may need to review the structure of the organizations going forward.
- All reports were received and filed for financial review.

## Development Committee Update (Pamela Cox and Anna Kellar)

- Pamela Cox noted that the cashflow status is very sobering. We need to increase our grant income. We can fill this hole by finding, applying for, and getting more grants. Anna and the staff have been busy on this. And we can increase donations from individuals. Anna has been reaching out with larger donors. And having fundraising types of events. We have one coming up in November, but perhaps others like house parties could be planned.
- Board members need to step up to support the Development Committee and staff in fundraising. Anna shared a list of ways in which board members can support this work and highlighted a number of immediate actions board members can take.

### **Nominating Committee (Jill Ward)**

- Andy Bossie has declined to chair the Nominating Committee. We are moving forward with in-house leadership to get the recruitment going as soon as possible - Pamela Cox and Melissa Murphy have agreed to co-chair. Anna is reaching out to potential off-board members who know us well. Members are encouraged to suggest additional options. The CLL and MCCE Action should be nominating members as well.

### **Executive Director's Report (Anna Kellar)**

- LWVUS has submitted a strong amicus brief on the League Moore v Harper case. All 50 states and the DC league have signed on. LWVUS is also organizing a big demonstration in front of the Supreme Court on the date of oral arguments and encouraging members to travel to DC to participate.
- We are participating in a joint press release with Clean Elections organizations across the country repudiating the activities of the organization named Clean Elections USA that is engaging in voter intimidation activities in Arizona.
- As part of the continuous improvement processes there will be a number of post election debriefs on our various election related activities in November and December.

### **Governance Committee Report (Susana Hancock)**

- The Policy on Building Relationships with Other Entities and the Policy on Diversity, Equity, and Inclusion were presented. **VOTE:** Ann Luther moved to adopt the policies as presented. Alison Smith seconded. **The motion passed without objection.**

### **Program Committee Report (Ann Luther)**

- The Program Committee has suspended meeting until after the election. The next steps will be the evaluation of this year's activities and the committee will resume meeting at the end of November.
- We anticipate pressure on the Secretary of State's office with potential for recounts, RVC tabulations and citizen initiative petitions.

### **Equity, Inclusion and Membership Committee Report (Ann Luther)**

- The Membership Report was reviewed. Nadya reported that the recent lapsed member appeal is definitely drawing members back to the fold. Full analysis will be reviewed at the next EIM committee meeting and presented to the Board in January.
- The Volunteer Dashboard was reviewed. Ann and Anna confirmed that the volunteer levels are continuously refined and that they are calculated over the previous year.

### **Council of Local Leaders (Lilli Martin)**

- The local leagues have been very active with 23 candidate forums and meet & greets, Vote411 solicitations and promotion, and Voter Guide distribution. There were No Time to Fail screenings in Portland and Rockland as well.

There being no further business, the meeting adjourned at 10:52 am.

---

*MCCE*

---

The meeting was called to order at 10:52 am.

**Administration (Jill Ward)**

- Minutes approval - **VOTE:** Ann Luther moved to approve the minutes of the July 30th 2022 board meeting. Lilli Martin seconded. **The motion passed without objection.**
- **Email Vote:** Motion to approve use of one additional month's reserves (two total) as needed before the end of November and application for a Maine Thrive loan.  
**Unanimously approved (Alison absent) 9/30/2022**

**Treasurers Reports (Ann Luther)**

- C3 reports were presented.
- All reports were received and filed for financial review.

**Governance Committee Report (Susana Hancock)**

- **VOTE:** Melissa Murphy moved to adopt the Policy on Building Relationships with Other Entities and the Policy on Diversity, Equity, and Inclusion en bloc. Ben Gaines seconded. **The motion passed without objection.**

There being no further business the meeting adjourned at 10:59 am.

---

*LWVME Education Fund*

---

The meeting was called to order at 10:59 am.

- Minutes and Policy approval - **VOTE:** Ann Luther moved to approve the minutes of the July 30th 2022 board meeting and the policies on Building Relationships with Other Entities and Diversity, Equity, and Inclusion en bloc. Melissa Murphy seconded. **The motion passed without objection.**
- **Email Vote:** Motion to approve use of one additional month's reserves (two total) as needed before the end of November and application for a Maine Thrive loan.  
**Unanimously approved (Alison absent) 9/30/2022**

There being no further business the meeting adjourned at 11:00 am.

---

*MCCE Action*

---

Alison Smith called the meeting to order at 11:01 am.

- Minutes and Policy approval - **VOTE:** Ann Luther moved to approve the minutes of the July 30th 2022 board meeting and the policies on Building Relationships with Other Entities and Diversity, Equity, and Inclusion en bloc. Alison Smith seconded. **The motion passed without objection.**
- **VOTE:** Ann Luther moved to appoint Ben Gaines to the board. Alison Smith seconded. **The motion passed without objection.**
- **Email Vote:** Motion to approve use of one additional month's reserves (two total) as needed before the end of November and application for a Maine Thrive loan.  
**Unanimously approved (Alison absent) 9/30/2022**

There being no further business the meeting adjourned at 11:03 am.

Respectfully submitted,  
Nadya Mullen, Operations Director