

Democracy Maine Boards of Directors Meetings

Saturday, January 21st, 2023 ♦ 9:00 am - 11:00 am

Via Zoom

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

Absent: Jamie Kilbreth

Staff present: Anna Kellar, Executive Director and Nadya Mullen, Operations Director

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

Jill Ward welcomed Maya Eichorn as the board representative from the Youth Council. Maya was an intern in summer 2022 and a campus fellow in the fall. A board mentor will be assigned to Maya after the board meeting.

Administration (Jill Ward)

- Minutes approval - **VOTE:** Pamela Cox moved to approve the minutes of the October 29th 2022 board meeting. Chris Hafford seconded. **The motion passed without objection.**
- Ann Luther and Nadya Mullen presented the Compliance Checklist and noted the completed informal financial review.

Treasurers Reports (Ann Luther)

- Ann Luther presented the combined organizations' statement of cash flow, cash forecast, and budget v. actual reports, as well as the restricted funds accounts.
- The board discussed the recent use and rebuilding of our reserves.
- The Board received the financial reports from the Portland Area and Downeast chapters.
- All reports were received and filed for financial review.

Development Committee Update (Pamela Cox and Anna Kellar)

- Pamela Cox noted that rebuilding the reserves over time up to a 5-6 months buffer would be through individual donations as grants are tied to specific activities. The last couple of years have been challenging for interactions and fundraising with major donors.
- Anna Kellar reviewed the Development Progress worksheet and noted that we are in a good place with pledged grants for the remainder of the fiscal year, however we are behind in the projections for major donors. They are working on how to frame their asks to move away from fear-based action and toward Maine as a leader and ahead of the curve nationally.
- Grant research is progressing, and we know of one new funder to apply to in the next month. Board members who volunteered to assist with the research are being trained on Grant Station.
- The house party hosted by John Brautigam was very successful and we are looking to build on this with events in Bath and Downeast. Ideally, the parties would be connected to specific topics of interest, for example, the launch of the State of the Democracy Report.
- Chris has connected with Orono Brewing for an event in late spring.

Nominating Committee (Pamela Cox)

- The Committee has been assembled with both on and off-board members and is meeting regularly. Anna will be sending a poll to board members to help build the skills/experience/demographic areas we are trying to fill. Board members are also encouraged to add names to the outreach list shared in the Board papers. The Committee is working toward having a proposed slate for the March Board meeting.

Executive Director's Report (Anna Kellar)

- Convention
 - LWVME State Convention will be held on June 3rd, 2023. It will be a hybrid event and will have the in person sessions in Augusta. Kimberly Hamblin, Professor of History and Global and Intercultural Studies at Miami University in Ohio and our LWVUS board liaison will be speaking, and someone from the Center for Technology and Civic Life will also be a speaker.
 - Board members are invited to join the planning committee.
 - There are plans for a pre-Convention webinar to introduce members to the business and voting portions of Convention.
- Two annual report documents are going to be going out to select donors. One is from Maine Students Vote and the other is about our Voter Engagement work.
- Anna is going to an Open Secrets meeting in mid-May that should be a good networking opportunity. And later in June there is a LWVME Council meeting in Las Vegas. Anna will be attending and would like to bring a board member. We can send up to 3 people total.

Governance Committee Report (Susana Hancock)

- The Privacy Policy was presented. **VOTE:** Ann Luther moved to adopt the policy as presented. Pamela Cox seconded. **The motion passed without objection.**
- Bylaws changes - MCCE Action has proposed changes to their bylaws which will also require changes to the LWVME bylaws as they relate to the Nominating Committee structure. The Governance Committee will draft these changes.
- In response to a concern raised by a member about the timing of the board minutes being publicly available, the Executive Committee is making a change. Going forward meeting minutes will be approved via email within two weeks of the board meeting.

Council of Local Leaders (Lilli Martin)

- The CLL has discussed the challenges of building membership in the Covid/Zoom era. A subcommittee of the EIM Committee has been formed and is engaging with Lane Sturtevant to work on new strategies.
- The most recent minutes are included in the board papers.

Equity, Inclusion and Membership Committee Report (Ann Luther)

- The Membership Report was reviewed.
- Chapter development in Bangor and Lewiston was discussed and Board members are encouraged to help build the list of people to reach out to in this effort.

- The Volunteer Dashboard was reviewed. Ann Luther noted that this is the first time where our super volunteers are larger in number than regular volunteers.
- Updates to the Leadership Ladder are in process and will be reflected in the next board report. We are being more strict with the definition of volunteerism and will likely be reflected in lower volunteer numbers but we'll capture them in the overall engagement.
- The Committee, via Lane, is working on providing additional tools for the CLL to use in member retention and recruitment.

Program Committee Report (Ann Luther)

- A number of projects wrapped up after the election and therefore the Committee is working on debriefs and reporting out, both internally and to our external partners.
- Legislative session has a lot of potential with a positive movement, though the usual attempts to undermine good election practices are coming up again (eg. voter ID and defunding Clean Election).
- John Brautigam is working on a Cyber Democracy Project and he will be working toward funding opportunities. The League's name is associated with the project and should funding be secured, the Board will be asked to support setting up a fiscal sponsorship or similar agreement to allow the work to go forward.
- Anna invited all Board members to attend the League's Advocacy Day in Augusta on February 14th.

There being no further business, the meeting adjourned at 10:55 am.

MCCE

The meeting was called to order at 10:55 am.

Administration (Jill Ward)

- Minutes approval - **VOTE:** Chris Hafford moved to approve the minutes of the October 29th 2022 board meeting. Susan Hancock seconded. **The motion passed without objection.**

Treasurers Reports (Ann Luther)

- C3 reports were presented.
- Ann Luther noted that the Board's responsibility is to ensure only C3 activities are paid through this account and that this is a standing item on the Executive Committee's agenda. New reports to this board may be developed to help monitor.
- Alison Smith reported that the Emily Farley Fund of the Portland Area League has received close to \$1500 in the name of Anne Schink, a longtime board member who recently passed away. The Fund is inaugurating an ongoing internship in her name.
- All reports were received and filed for financial review.

Governance Committee Report (Susana Hancock)

- **VOTE:** Susana Hancock moved to appoint Maya Eichorn to the MCCE board and to adopt the Privacy Policy as presented. Pamela Cox seconded. **The motion passed without objection.**

There being no further business the meeting adjourned at 11:06 am.

LWVME Education Fund

The meeting was called to order at 11:06 am.

- **VOTE:** Melissa Murphy moved to appoint Maya Eichorn to the LWVME Education Fund board, and to approve the minutes of the October 29th 2022 board meeting and the Privacy Policy en bloc. Susana Hancock seconded. **The motion passed without objection.**

There being no further business the meeting adjourned at 11:07 am.

MCCE Action

Alison Smith called the meeting to order at 11:08 am.

- Minutes and Policy approval - **VOTE:** Ben Gaines moved to approve the minutes of the October 29th 2022 board meeting and the Privacy Policy en bloc. Ann Luther seconded. **The motion passed without objection.**

There being no further business the meeting adjourned at 11:09 am.

Respectfully submitted,
Nadya Mullen, Operations Director