

League of Women Voters of Maine
Minutes
Board of Directors Meeting
Saturday, November 15, 2014
Maine State Library Studio, Augusta

Present: Lorraine Glowczak, Barbara Kaufman, Ann Luther, Barbara McDade, Jill Ward, Polly Ward, Cathie Whittenburg

Absent: Leslie Harlow, Kim McCollister, Michelle Small, Tammy Wing, Colleen Tucker

Call to order: 9:28 a.m.

Minutes of September Meeting: Ann Luther moved to accept minutes as presented, Jill Ward second. Unanimously approved.

Email votes for the record: None

Treasurer's Reports: State report, Brunswick and Downeast Chapters, filed for audit.

Board Operations & Governance:

Document Retention Policy – Jill Ward moves, Polly Ward second, motion to amend to retain documents for seven years. Unanimously approved. Jill Ward moves, Polly Ward seconds, motion to adopt policy as amended. Unanimously approved.

Conflict of Interest Policy – Ann Luther moves, Polly Ward seconds, motion to amend policy to be bi-annually at the start of trustee's term. Unanimously approved. Jill Ward moved, Polly Ward seconds, motion to adopt policy as amended. Unanimously approved.

Polly Ward moves, Jill Ward seconds, motion to authorize Ann Luther to get two new file cabinets for LWVME storage at Maine center for Economic Policy. Unanimously approved.

Note, Barbara McDade took the second key to P.O. Box 863 in Augusta. Ann Luther has the other key.

Quad States – scheduled for May 1-3, 2015 in Wells, topic is election laws and how to work effectively in the League. Still looking for a keynote speaker.

Nominating Committee – in the past it consisted of two board members and two or three off board people. Plan to convene in January and be done by April. Jill Ward moves, Polly Ward seconds, motion to establish Ann Luther as the convener, Colleen

Tucker as second board member and to approach Beth Edmands, Lauralee Raymond and Elizabeth Sutherland as off board members. Alternatives would be Jill Ward as second board member and Julia Carl, Sarah Robinson and Sue Hawes. Unanimously approved.

Paid Staff Plan – Ann Luther updated. Anticipate the budget to be \$5,000 a year, 5 hours a week, \$20 an hour, 50 weeks a year. League will pay for the first year, staff will apply for grant for the second year. Ann will write and circulate job description.

Committee reports given from Fundraising & Development; Membership; Events; Advocacy; and Communications.

Coalition Partners: Barbara Kaufman reported on Coalition for Maine Women

Local League Development – reports from Portland, Downeast and Bangor Leagues.

Adjourn - Lorraine Glowczak moves, Barbara Kaufman seconds, motion to adjourn. Meeting adjourned at 1:22 p.m.

Submitted by Cathie Whittenburg