

**League of Women Voters of Winchester**  
**Steering Committee Annual Planning Meeting**  
**FINAL MINUTES**  
**Sunday, June 24, 2018**  
**At the home of Lynne Brodsky, 15 Dix Street, Winchester**  
**Facilitator, Patty Shepard, Secretary, Robin Wolf, Host, Lynne Brodsky**

**The meeting convened at 2:15 pm.**

**Attending:** Judy Blaine, Lynne Brodsky, Vicky Coccoluto, Meredith Crowley, Jan Dolan, Denise Goluboff, Patty Shepard, Robin Wolf, Susan Woodward. **Absent:** Gail O'Reilly, Jeanette Kolodziej.

**BINDER REVIEW**

New members of the Steering Committee were provided with new binders; continuing members were provided with updated pages as appropriate. The following items were reviewed:

- Steering Committee Contact Information
- Overview of Events and Programs, including Farmers' Market, candidate forums, upcoming elections, and the Moveable Feast. Dates were set for some events; others are pending.
- Steering Committee meeting dates and roles were set, with some roles unassigned pending input from absent Steering Committee members. See attached draft list for details.
- Planning Documents, including an Event Planning Guide and info on how to run a Candidate Forum.
- Programs, including a report of the member input from the Annual meeting. Civic education in schools and inequality and political participation were the members' top priorities, followed by environmental issues, immigration reform, criminal justice reform, equitable access to health care, and policy approaches to climate change. It was noted that 2020 is the 100<sup>th</sup> anniversary of the national League and also of women's suffrage, so programs celebrating those events will be on the calendar for 2020. Names of members who expressed interest in working on specific events were distributed.
  - The approved 2018-2019 Budget was distributed.
  - The current membership list was distributed.
  - The Civic Leadership Award criteria was provided.
  - The Steering Committee Ground Rules and Guidelines were distributed, read aloud and unanimously approved.

After a brief break the meeting resumed.

**Minutes**—Minutes of the May 8, 2018 meeting were approved as submitted.

**Treasurer's Report** was submitted and reviewed.

**Membership Report** –There have been no membership changes since the last report.

**Communications Report** – The District Attorney candidate forum which we are co-sponsoring with the Arlington League on July 24 will be publicized on Facebook.

## **Program Follow-Ups**

1. Kitchen Tour-- Robin reports a balance of \$13,388.35 and gross receipts of \$7,040 from the Kitchen Tour--\$6,200 after expenses. All outstanding amounts payable/receivable have been paid/received.
2. Town Day Booth—a large number of people provided their email addresses and expressed interest in receiving our communications. The “Future Voter” stickers were very popular.
3. Annual Meeting and Civic Award event—Attendance was 33 people, which is about what was expected. Ellen Knight’s talk was very well-received.
4. Metro-West Meeting June 16—A number of items of interest were raised at this meeting, which Patty and Jan attended. 1. Some local leagues, including Needham, have adopted a new model for candidate events—instead of a forum or a debate. Candidates for office are invited to the event at which tables are set up. Candidates rotate from table to table and take questions from the public. Questions are not solicited in advance and, perhaps most significantly, it is permitted to hold such an event even if some candidates choose not to attend. Karen Price: we “do not have to worry about the empty chair.” It was agreed that we would try out this approach with the upcoming State Senate Democratic primary race. 2. Some local leagues are sponsoring meet-ups with town officials and elected boards on a regular basis. 3. Civic bees (as opposed to trivia bees or spelling bees are being held either as a fundraiser or just as a community event. 4. Some local leagues are holding doing studies on local town issues similar to the consensus studies sponsored by the State League. 5. White Dog Press was recommended as a supplier of banners such as our “Vote” banner. 6. Some larger local Leagues sponsor public meetings in the Fall for new members and send weekly email blasts to members. 7. Two policies (sustainability and collaboration with other organizations) have been adopted by the Needham local league. 8. T-shirts may be designed to celebrate women’s’ suffrage and the anniversary of the LWV in 2020.

## **Upcoming Events**

1. Candidate event for State Senator Jason Lewis (D) and Samantha Hammar (D) before the Primaries – Lynne Brodsky will lead with Meredith and will solicit assistance as needed from other members. Date and location TBD.
2. July 24th at 7 pm. - Candidates Night in Arlington with LWV Arlington, ACMI (cable access), ACLU and UU Mass Incarceration Working Group. Patti Muldoon will be moderator along with James Milan of ACMI. Debate between the 2 DA candidates in Middlesex County, DA Marian Ryan and Donna Patalano, and between the 2 Governor’s Council Candidates Marilyn Petitto Devaney and Nick Carter. It will be live on cable, recorded for later viewing, and distributed to other CATV stations in the district. - We are co-sponsors.
3. Sat., Sept. 1, 2018, 9:30 -1:30 LWVW will be at the Winchester Farmer's Market – Patty will chair with assistance from Meredith and others. Volunteers from the general membership will be solicited to staff table.
4. Community Org Fair at the Farmer's Market in the middle of September – date TBD. Patty and Meredith will chair.

5. Possible Additional Candidate Forum(s) after the Primaries (Exact dates to be decided and forums may be combined.) Races may include State Representatives, Governor's Council, and State Senate. It was recommended to choose a date and reserve a location (probably the Jenks Center) as soon as possible.
6. Thursday, Dec 7, 18 Moveable Feast – Jan Dolan will chair. Location TBD—it alternates among the DPW, Fire Station, Library and Town Hall.
7. Consensus Study on the Ballot Question Process in MA with Arlington LWV on Sunday, Jan. 6, 2019, from 1-3 pm at the Sanborn house. Snow date 1/13/19. Patty will lead with Denise and Robin. Material will be available in December.

### **Old Business**

1. 53<sup>rd</sup> National Convention – June 28 to July 1 in Chicago and LWVMA Council Spring 2019 –A discussion was held concerning the appropriate number of people to send and the amount of their expenses which would be reimbursed by the League. In the past we have voted to cover partial costs for 2 people which is consistent with other local league practice. We will re-examine the issue in February in preparation for the 2019-2020 budget process, as the next National convention is in 2020.
2. Plastic bag issue – Vicky—no additional information yet but we are available to assist if needed.
3. Review “Organization of Tasks for LWVW 6/24/18.” Steering Committee members volunteered to lead of participate in sub-committees to plan specific events, as follows:
  - Facebook Page—Susan Woodward
  - Publicity/Mass Media—Lauren Costello
  - Spokesperson—Lauren Costello
  - Home-based Projects—Elinor Quill
  - Consensus Studies—Patty, with assistance from Denise and Robin
  - Treasurer—Robin
  - Assistant Treasurer—TBD
  - Voter Services—TBD
  - Banner Hanging—Judy
  - Membership—Denise, with assistance TBD
  - Website—Email Blasts--Denise, with assistance from Robin
  - Town Day/Farmers’ Market/Community Organizations Fair—Parry, with assistance from Meredith
  - Moveable Feast—Jan
  - Annual Meeting—Jan and Patty
  - Candidate Events—Lynn
  - LWVW Legislative Envoy—Eve Coffey
  - LWVMA Environmental Group--Ruth Trimarchi

Patty will be meeting with the members who were absent from this meeting and will circulate a revised list after that meeting.

### **New Business** –

1. LWVMA Online Voter Guide is coming July 2018

2. Reminder that new Steering Committee Members have been added to the League Leaders email list. We must individually sign up with the National League for their newsletters and updates using the link provided by Patty on June 22.
3. Opportunities are available to help **incarcerated voters in Massachusetts** exercise their right to vote by calling and visiting jails in MA, including the Billerica House of Corrections.
4. Patty recommended that we all review the following materials from the LWVMA, which she circulated via email on June 22. [Local League Basics](#), [Treasurer's Handbook](#), [New Member: Welcoming, Engagement and Retention](#) and the general [League management page](#), all on the state website : <https://lwwma.org/member-resources/league-basics-manage-your-league/>
5. Comments/questions/discussion re developments with LWVUS in advance of the convention. The Transformation Roadmap proposed by National was briefly discussed.
6. Feedback was solicited on meeting processes and plans for the next meeting. None was noted.

## Calendar

Thursday, June 28 to Sunday, July 1, 2018 – National Convention in Chicago

Wednesday, August 15, 2018 – Last day to register to vote in State Primary

Saturday, September 1, 2018 – Farmer's Market Booth – 9:30-1:30 PM

Tuesday, September 4, 2018 – State Primary

Tuesday, September 25 – National Voter Registration Day

Wednesday, October 17, 2018 – Possible last day to register to vote in the State Election

Tuesday, November 6, 2018 – State Election

Thursday, November 8, 2018 – Winchester Fall Town Meeting

Thursday, December 7, 2018 – Moveable Feast at the Library

Sunday, January 6, 2019 – Consensus Study, 1-3 PM

Sunday, January 13, 2019 – Consensus Study Snow Date

Thursday, February 15, 2019 – Ballot Question Process consensus results due.

**Next Meeting**— August 14 at 7:00 pm at the home of Lynne Brodsky. Robin will facilitate and Jan will be secretary.

**Adjourned** at 5:10 pm.