

LEAGUE OF WOMEN VOTERS OF WINCHESTER
Steering Committee Meeting, February 9, 2021 - via Zoom
MEETING MINUTES

FACILITATOR: Amanda Littell-Clark

SECRETARY: Meredith Mason-Crowley

ATTENDEES

Steering Committee – Marilyn Mullane, Jeanette Kolodziej, Caroline Shamu, Michele Nathan, Lynne Brodsky, Kim Foley, Jean Herbert and Sonya Rao.

Amanda called the meeting to order at 7:06 PM.

A. MONTHLY ITEMS

1. **Review and approval of the minutes** The January 2021 minutes were reviewed and approved. Kim Foley will be posting minutes on the website moving forward.
2. **Treasurer's Report** Jean Herbert. The report was sent to the SC committee members, reviewed and accepted. All information is up to date.
3. **Membership** Kim Foley. We had a successful drive ending the year with 90 members! There were 89 paying dues plus 1 student who is gratis. Vicky and Kim reported surpassing last year's membership by 3. A total of 33% of members paid online.
4. **Voter Services** Lynne Brodsky. The upcoming annual town election is March 30, 2021. She sent out a list of candidates as of 2/5/21. Today is the drop date so the list may change. There are four boards with contested seats. Lynne could have the two forum sessions because there are so many candidates. Pam Cort will assist her in getting the list of final candidates and with the forum. Lynne is thinking of a webinar format. Caroline and Meredith will work on gathering information on Town Meeting Candidates to consider for posting on the website. Meredith will work with Lynne on the debates. Marilyn will check whether an upgrade is needed to the League purchased Zoom app. She will check for webinar capability and the number of possible attendees.
[https://www.winchester.us/DocumentCenter/View/5662/Candidates-for-Town-Offices-2021?bidId=.](https://www.winchester.us/DocumentCenter/View/5662/Candidates-for-Town-Offices-2021?bidId=)
5. **Communications and Media**
 - Communication/Social Media Plan- Amanda Little-Clark. Amanda reported that she, Sonya, and Michele are reviewing a draft and will get back to the SC at the March meeting.
 - Using Google/Shared Docs possibly Slack or Google Chat- Caroline Shamu. She is looking into effective ways for small groups to communicate efficiently rather than email chains. Amanda and Jeanette are working with her to explore possibilities. Caroline will report back at the next meeting.
6. **League Leaders Update** Marilyn Mullane. Marilyn reported See Agenda Item D. 1, 2 and 3

below.

[MA Leagues by Region – League of Women Voters of Massachusetts](#)

7. Legislative Liaison/Key Legislative Issues Marilyn Mullane

- HR 1 VOTING RIGHTS ACT- Marilyn is monitoring to status of this legislation
- Senate 2995- in flux at this point
- House Rule Making is pushed off until July - we will wait until we see what the LWVMA wants to proceed [February News for Members – League of Women Voters of Massachusetts](#)

B. REPORTS ON PAST AGENDA ITEMS

1. **Revision on By-laws and other documents.** Finish the January review and discussion of Policies of LWVW. Jean Herbert, Marilyn Mullane, Meredith Crowley, Lynne Brodsky.

Jean Herbert on 1/12/21 reviewed the proposed changes to the by-laws, including:

- Treasurer role is not required to be on the Steering Committee, to be more flexible;
- Responsibilities of Treasurer were refined;
- Agreed that term limits make sense for both SC members and Treasurer, as follows – after serving two successive two-year terms, a one-year absence is required; and
- The Annual Meeting and Summer Planning section was refined.
- Jean reviewed changes to Ground Rules. The SC reviewed the descriptions of the various Roles of the SC and members. A question was raised about whether the Legislative Liaison role is necessary.
- Jean tabled discussion of the Policies to be discussed at February SC.

2. **Policies 2/9** Jean Herbert. Jean sent an updated version to Steering Committee members to review for this meeting. There were no additional edits from the SC, therefore the Policies of the League of Women Voters of Winchester were accepted as submitted.

C. REPORTS ON CURRENT EVENTS

1. **LWVMA Phonathon** Jean Herbert. Jean is still waiting to hear from one more person before she tallies the results. She will provide an update at the next meeting.

D. NEW BUSINESS

1. **2021-2023 State Program planning from LWVMA** Marilyn Mullane.

Marilyn reported there's a recorded state webinar on programming for LWVMA that we can access. She proposed a subgroup that would make the first cut, present to the SC in March, and then submit to LWVMA. Jean agreed to work with Marilyn on this. The focus is to look at LWVMA state goals for 2021 - 2023 program planning as well as possible studies. Due March 25.

2. **Harvard Civics Project** Marilyn Mullane. This is an opportunity to nominate local educators to attend an April 3rd professional development opportunity with Prof. David Moss of Harvard Business School. Any number of teachers may participate. Recommendations are due by March 7th. Jeanette will call WHS to see if there are faculty in the Social Studies Department that may be interested. [Harvard Business School Case Method Project](#)

3. **Civic Leadership Award** Meredith Mason-Crowley. Discussion occurred on whether or not to hold the award this year. Due to the pandemic, no award was presented in June 2020. The SC decided to proceed with the award this year to be presented at the Annual Meeting. Merry will send out the criteria for the award, a timeline, and the nominee list from 2019-20 to the SC members to use in planning for the upcoming award. [Civic Leadership Award](#)
4. **LWVMA Strategic Planning Team, SWOT Survey Analysis** (Strengths, Weaknesses, Opportunities and Threats Marilyn Mullane. Marilyn read 9 key services provided by LWVMA in the survey to the SC. These were discussed and three were deemed our most important for the State League. These are Voter Registration, Legislative Advocacy, and League Studies on Public Policy Issues in response to their survey. The remainder of the survey will be completed by Marilyn, run by the SC and returned to the state by it February 15, 2021 due date. [a07ehkjkqqnksth3z7http://survey.constantcontact.com/survey//a01b2kkymtnxy/questions](http://survey.constantcontact.com/survey//a01b2kkymtnxy/questions)
5. **District wide meeting with Katherine Clark** Marilyn Mullane. After discussion, SC decided to table this event to consider at a future time, given the overall activities occurring at the federal level.

E. UPCOMING MEETINGS

Date	Facilitator	Secretary	Host
March 9	Meredith	Sonya	Marilyn
April 13	Sonya	Lynne	“
May 11	Lynne	Caroline	“
June 12	Caroline*	Jean	“

***possible facilitator**

Considerations for the March Open Meeting

- State program planning update
- Communications Plan briefing
- Update on debate and candidate profiles for the website.
- Status of Harvard Civics Project
- Phonathon
- Civic Leadership Award
- Annual Meeting

Please send agenda items to Meredith

Amanda ended the meeting at 8:26 PM.