

**League of Women Voters of Winchester
Steering Committee Meeting April 9, 2019, 7pm
Lynne Brodsky's home, 15 Dix Street**

Host: Lynne Brodsky, **Facilitator:** Jan Dolan, **Secretary:** Jeanette Kolodziej

In attendance: Jan Dolan, Patty Shepard, Judy Blaine, Robin Wolf, Lynne Brodsky, Jeanette Kolodziej, and Meredith Crowley.

Guest: Denise Gobuloff

Communications update:

The first 45 minutes of the meeting was given over to Denise who explained what our options are for switching from Wild Apricot to another web host and managing our internal documents and communications. Whatever we choose, the website would be the outward-facing mechanism for sharing with the public. She recommended using Word Press for designing a new website and Google Drive for internally communicating and archiving our documents. She thinks it would cost approximately \$15/mo but will confirm. Right now, Wild Apricot costs \$50/month. Denise offered to help find a high school or college student to migrate data and to mentor in setting up the new website. She advocated this because it would both help us and be resume-building for the student. She offered to make a project plan and review the student's work. She suggested using Constant Contact for communicating with membership, and mentioned that EventBrite can also be used for advertising events as long as they are free.

Details discussed:

-Constant Contact was recommended because it has nicer email capability, there's a discount for non-profits, it's confined to 500 or fewer contacts, has pretty templates, their tech support is good and it works well on different platforms, ie. computers and cell phones. We have 280 contacts.

-Word Press is easy to set up. You can upload PDFs easily.

-Currently we are communicating with membership through email. There is no way to RSVP and track on the website. All RSVP's are done using individual members' email addresses.

-Our present website requires a secure password for each member to log in. That's what driving the cost up. Denise advises using one login password such as info@. Robin wants her own treasurer@ address.

-PayPal had been problematic and was taken off our website. The account is associated with a former steering committee member no longer involved. The account can be closed and a new one opened up and linked to Facebook.

-For storing League and Steering Committee documents, Denise recommends using Google Drive. Revision history is there for viewing. It would be internal, just for SC members. Emails in Constant Contact could be made into PDFs and stored in Google Drive if we felt the need to archive these. There's an app for that: "Fireshot" in Google Chrome.

-Patty wants the member list not to be visible to the public; viewable to members only.

Questions asked:

-Which page on the website is most frequently visited? Answer: Don't know.

-How many renew online? 10-15 max. The same number for applies to those donating.

-Meredith asked how long the switch over would take. Denise: one month to set up Word Press site, a few days to import contacts to Constant Contact and style the emails.

-Robin suggested taking all the content on Wild Apricot and moving it into Google Drive then sorting through and deleting unnecessary items. She agreed to take this on.

The March minutes were approved.

Membership

85 active members

We all went down the list and identified three people we were willing to call to invite onto the SC.

Treasurer's Report

Robin wrote two checks: one renewing membership w/Chamber of Commerce and the other for renting the Sanborn House.

There's \$7200 in income.

Treasurer's report was submitted and approved.

Voter Services

Jeanette had nothing new to report.

She retrieved the LWV VOTE banner from the DPW. Judy commented that the old banner was thrown out.

Jan had some questions:

-What is the percentage of registered voters that vote PER PRECINCT?

-What can we do to target lower voter turnout precincts to promote voting?

Town Clerk, MaryEllen Lannon, would have that info.

Jan will investigate and report back.

House party? -Lynne

Look at demographics (old - hard to get to voting place, young - not engaged yet?) - Meredith

Create spreadsheet - Robin

Spring Book Read

April 24, 3:30pm at WHS: "All the Real Indians Died Off" and 20 Other Myths About Native Americans

Jeanette asked that a paragraph be inserted to acknowledge the WHS student, Elizabeth Rozmanith founder of the social justice club called SoJust with whom she has been collaborating. That has been added and the new publicity went out to LWV membership on April 12. Chris Kurhajetz, chair of the Social Studies dept is facilitating along with, hopefully, Elizabeth. The publicity is on the Winchester Multicultural Network's website and in their newsletter. A flyer is in the window of BookEnds which also has the books for sale. Lauren

Costello has sent the publicity to the newspapers and Susan Woodward has updated Facebook.

Update on 100 Year LWV and Suffrage Anniversary in relation to the LWV Diversity, Equity, and Inclusion priority:

Patty, Lynne, and Jeanette have had several conference calls with members from MAWOCC, MA Women of Color Coalition. We are partnering with them to promote dialogue about the historical betrayal of women of color within the League and the Women's Suffrage Movement in an effort toward reconciliation. (See NYT Opinion, "How the Suffrage Movement Betrayed Black Women" on our Facebook page, posted February 3, 2019.) The first of several bi-monthly Live Facebook conversations in the vein of kitchen table talk will be in June. More details to come.

Civic Award, part of the Annual Meeting

Merry, Jan, Patty, and Robin have been working on this. They presented a timeline/action outline that included the top three choices: Sandy Thompson (founder of WMCN), Susan McPhee (Energy Conservation Coordinator for the town), and Sally Quinn (Wright-Locke Farm.)

Chamber will announce the winner of the person of the year award. Since our meeting, we now know that Sally won, clearing the way for us to contact Sandy.

Merry will ask Sandy what gift she would like and will purchase it.

Annual Meeting, June 15

Lynne and Jeanette are heading up hospitality.

Lynne has been communicating with Rita at the Sanborn House and with Laura Fuller, of the Fuller Cup, to do the catering. She went over the menu items with the committee and we made a few adjustments. We will use our red, white, and blue paper goods as per Patty's suggestion. The cost will be lowered from previous years to include more people.

Jeanette will check the floor plan and oversee set-up regarding decorations, tablecloths, etc. and contact Elinor Quill about flowers. Flower arrangements are needed for 3 long dining tables inside and 4 small dining tables on the patio.

Jan and Patty are meeting to organize the business part of the meeting.

11 to 12 mingle and nosh

12 to 1 award presentation

1 to 2 business meeting

An email in late April/early May will go out to membership.

Robin created a useful color-coded timeline spreadsheet showing tasks by committee.

Town Day, June 1

Booth in usual spot in front of Dunkin' Donuts.

Jan and Merry will organize.

So far, Jan, Merry, Judy, and Jeanette have volunteered to take a shift.

MA League Convention in Westford, June 7-8

Jan, Lynne, and Jeanette are registered to go on Saturday. Ruth Trimarchi wants to go. The Saturday afternoon speaker is Professor Evelyn Brooks Higginbotham, Chair of the Department of History at Harvard and professor of African and African American Studies. \$700 is budgeted.

New Member Orientation

Lynne will lead in July.

Miscellaneous

Legislation to be discussed at convention is on the website.

Webinars are also on the website and are useful.

Time to nominate an outstanding Social Studies teacher. Jeanette will contact Chris Kurhajetz to see if he'd be ok with being nominated and, if not, who he would recommend.

Next meeting:

May 14th: Jan's house. Lynne will facilitate.

9:15 pm meeting was adjourned.

Respectfully submitted by Jeanette Kolodziej