

**League of Women Voters of Winchester**  
**Steering Committee Minutes**  
**Via Zoom May 12, 2020**  
**Recording Minutes: Meredith Mason-Crowley**  
**Facilitator: Robin Wolf**

**In Attendance:** Lynne Brodsky, Robin Wolf, Meredith Mason-Crowley, Jean Herbert, Kim Foley, and Amanda Littell-Clark

**The meeting was called to order** at 7:05 pm, via Zoom due to the current public health crisis.

**Member Check-in:** A brief discussion on how we are all adjusting to life with the pandemic.

**Minutes:** of the April 14, 2020 meeting were reviewed and approved after a brief discussion.

**Treasurer's Report:** Assets are \$16,600.00. One check for Jimmy Tingle and one membership payment were deposited.

**Membership Update:** We will begin the process of recruiting new Steering Committee members for next year. Amanda Littell, a new member, who has been working on our webpage design and functionality, agreed to join the Steering Committee. She was subsequently elected to Steering Committee this evening by unanimous vote. Discussion continued on the projected Steering Committee for next year. We decided to announce on our webpage the 2020-21 slate for Steering Committee and call for prospective candidates from the membership. Two additional volunteers are needed. Lynne will ask Susan Woodward to place the announcement.

**Communications update:** Amanda Littell, Lynne Brodsky, and Vicky Coccoluto have had discussions over the past several weeks regarding the functionality of our website. Amanda has conducted a broad study of prospective webpage management software for our league. She reported at the March meeting on MyLo, LWV of California, which offered a wide range of features and looked promising. Since that time, she compared our current LWVW webpage software features from Wild Apricot and the MyLo website. In addition, Amanda attended a training on the features of Wild Apricot. She determined after comparing the two webpages there are marginal differences in the software features. She explained that our current webpage has benefits because it is established and contains a depth of content such as contacts, and links to other sites including social media etc. Discussion occurred on the additional costs for increasing contacts and adding a payment feature for credit card charges. Robin pointed out Wild Apricot has a payment feature. Some discussion occurred on the merits of Pay Pal versus the Wild Apricot payment service. Amanda will look into costs for the payment feature and cost for contacts based on our classification as an association and report back at the next meeting.

**Fundraiser:** The Jimmy Tingle fundraiser rescheduled for September 25 was discussed regarding the timing of the event. Jean will be meeting with the committee she will discuss the Steering Committee's concerns. She will report back to us at the next meeting.

**Voter Services:** Robin posed a question from Jeanette regarding hanging the banner for the June 20th election. Lynne pointed out the banner was hung in March and challenges to rehang. The town requires advanced notice to hang the banner and a new date patch has to be made. Given the closeness to the June election, a decision was made not to hang the banner. We will advertise the election on our website. In addition, local Parent Associations will announce the election in their newsletters. The Town Clerk plans to request a voting day reminder using the reverse 911. The election will be held at the regular polling places and absentee ballots are available per request by any voter.

**Voter Registration:** Nothing new.

**Annual Meeting:** The meeting will be held on Saturday, June 13 as previously determined. Jeanette, Jean, and Meredith were established as the committee to organize the meeting. Due to social distancing requirements and the lead time required for planning, we agreed to not give a Citizenship Award this year. Annual Meeting will be held virtually, likely on Zoom. Robin will look into a platform to conduct the meeting remotely. We will send an email announcement to our members requesting RSVPs in order to establish a quorum of 15%, an estimate of at least 14 members. Business will be limited to requirements such as electing new Steering Committee members, a Treasurer, member input on programming, reviewing the budget for the upcoming year, and transactions on any other appropriate business.

**Town candidates' debate and election:** Lynne said she may resubmit questions to the candidates so they may update their responses.

**New Business:** Robin established a budget subcommittee for the June Annual Meeting. The purpose is to plan the budget for the coming year to present at Annual Meeting and familiarize Steering Committee members with finances. Amanda and Kim will serve on this committee. Robin will continue as Treasurer but will not be a Steering Committee member next year.

**Future Meeting:** LWVW Annual Meeting is scheduled for Saturday June 13, 2020

#### **Upcoming LWV of MA League Events**

- How Leagues are handling the pandemic and the challenges for elections, Monday, May 18, at 2 p.m.
- Raising Civic Engagement Among Younger People: Nancy Thomas, Director, Institute for Democracy & Higher Education, Tufts University, Thursday, May 21, 4 p.m.
- 100th Anniversary Series: Barbara Berenson, After Suffrage: The Campaign for the Equal Rights Amendment, 1920 – 2020, Tuesday, June 2, 7 p.m.

The meeting was adjourned at 8:24 pm.

Respectfully submitted,

Meredith Mason-Crowley