



MINUTES

LWVSFC ANNUAL MEETING

Saturday May 13, 2023 11:00 am-1:00 pm

SJUMC/HYBRID format

- **Call to Order:** The meeting was called to order by VP/Administration Debbie Helper at 11:00 am. Members present were Danis Kelly, Marcy Litzenberg, Stephanie Greene, Hannah Burling, Judy Williams, Ellen Stelling, Gail Bass, Andrea Slade, Kelly Davis, Pat Pedersen, Meredith Machen, Val Brooker, Jody Larson, Cathy Harvey, Anne Culp, Irene Epp and Carol Parker. Members present by Zoom were Elliot Stern, Chris Furlanetto, Harry Wright, Pat Dooly, Susanne Ronneau and Adair Waldenberg. Secretary Marcy Litzenberg announced that we had met the required 20-member quorum.
- **Welcome and Orientation to the Leadership Team Structure:** VP/Administration Debbie Helper welcomed the attendees and began by explaining the LWVSFC's Leadership Team structure for the benefit of newer members who might not already be familiar with it.
- **Approval of the Agenda:** Debbie announced a few revisions to the agenda prior to asking for a vote to approve it. The Minutes to be Approved are from the 2022 Annual Meeting (not the 2021 Annual Meeting), and the Budget/Finance Committee Report was moved to immediately follow the Financial Report. Chris Furlanetto added one more revision, to change the Approval of the Program to FY23/24. The revised agenda was approved as corrected. (Motion by Val Brooker, Seconded by Meredith Machen)
- **Approval of Minutes from Annual Meeting 2022: (see attachment)** Before asking for approval of last year's Annual Meeting Minutes, Debbie asked for corrections, if any, and Jody Larson pointed out that the beginning time of the meeting should be 12:30 pm (not 12:30 am). The corrected 2022 Annual Meeting Minutes were unanimously approved. (Motion by Meredith Machen, Seconded by Sally Sabo)
- **FY 22/23 Financial Report: (see attachment)** Treasurer Ellen Stelling presented the Treasurer's report for FY 22/23. She explained that the last section of the report refers to the previously awarded Thornburg Grant and the expenses that were incurred during FY22/23. This was a State League grant for which we provided fiscal management.

Ellen summarized the report by pointing out that the LVWSFC FY 22/23 Net Operating Revenue was \$28,715,20, primarily from Dues (\$7,260) and Donations (\$16,950). The Net Operating Expense was \$26,317.12, mostly Organizational Expenses (\$6,240.17) and Voter Services (\$10,489.30). So we ended the Fiscal Year with Net Revenue of \$2,398.08. Our cash balance at the end of FY 22/23 was about \$48,000.

- **Budget/Finance Committee Report: (see attachment)** Debbie explained how the Proposed FY23/24 Budget was developed by the Finance and Budget Committee, with Board input and approval. She explained the decision not to propose a two-year budget this time. She made the point that our annual budget does not differ much from year to year now that the Local Elections and General Elections are in alternate years, so there's very little difference in the budget from year to year. That being said, she opened the floor for questions. Meredith Machen mentioned that she had heard the State League was going to pay for a Zoom subscription that could be shared with the Local Leagues, so there would be no need to budget for Zoom locally. Hannah Burling, LWVNM President, explained that she is exploring that possibility with the LWVNM Fundraising Committee, but has not yet researched it fully. One key question is whether the umbrella Zoom subscription could support multiple simultaneous meetings, which would be necessary. Local Leagues will need to budget for their own Zoom subscriptions until a decision is made. There being no further questions, Debbie asked for approval of the Proposed Budget for FY 23/24. Carol Parker moved for approval and Hannah Burling seconded. It was unanimously approved.
- **Approval of Proposed By-Laws Edits: (see attachment)** Secretary Marcy Litzenberg presented proposed Board-approved Bylaws revisions for final approval at the Annual Meeting. (They had already received Board approval.) Revisions were made as per the LWVUS requirement that Sections I- III of local Bylaws replicate the language in Sections I- III of their Bylaws. Other, more extensive changes were made to address our current Leadership Team structure and staggered terms for Board members. Debbie asked if there were any other proposed changes before she asked for a vote to adopt the revised Bylaws. Judy Williams explained that the LWVUS Bylaws do not have "the" in their official name, and proposed that it be deleted in the LWVSFC revised Bylaws. Jody Larson moved to approve the updated Bylaws, as amended, and Gail Bass seconded the motion, which was unanimously approved.
- **Approval of 2023/24 Program – (see attachments)** VP/Program Chris Furlanetto provided a summary of the Program Planning Meeting and outcomes:

Review of State and Local Positions: Chris explained that we are required to review our local positions on an annual basis, and either the State or National positions in staggered years. Chris presented several updates to our local positions that were discussed and

approved by the Committee, and subsequently by the Board. Some of them were substantive (Land Use Planning, Regional Planning, and Alternative Energy), and some were technical (Local Government, Transparency in Local Government and Local Economic Development). Chris asked for approval by the membership. Judy Williams moved for approval, Meredith Machen seconded, and the motion was unanimously approved.

Presentation of New Study: (see attachment) Chris explained that a new Study was proposed after the Program Planning Meeting to drop the local position on the Medically Indigent Fund and develop a new Position with a broader focus on public health issues in Santa Fe County. The Proposed Study was approved by the Board and recommended for approval at the Annual Meeting. Sally Sabo moved for approval, Anne Culp seconded, and it was unanimously approved.

Recommended Change to State Position on PRC: Chris explained that the Program Planning Committee recommended that the State League update their position on the PRC to reflect restructuring of that oversight Committee. Chris reported that it was referred to LWVNM, approved by their Board, and approved at the State Convention.

- **Leadership Team Annual Reports: (see attachments)**

Administration – VP/Administration Debbie Helper highlighted several things from the Administrative Report. She gave Kudos to Stephanie Schlanger, VP/PR/Communications (who could not attend the Annual Meeting) for her many contributions, including improving LWVSFC communications, especially the website. She also mentioned that we have methodically complied with the requirements of 501(c)(3) status, including asking Board Members to sign a Conflict of Interest form and maintaining both General Liability and D&O Insurance, so members can rest assured that the organization is in good hands.

Action & Advocacy – Jody Larson, Co-chair of A&A, referred us to their Annual Report in the Board Packet and highlighted a few activities that were included in the list. First, she emphasized that the A&A Committee has developed good lines of communication with both the City Manager and Mayor, and are tracking several of the City's major projects. She also mentioned the recent actions taken by the A&A Committee in regard to the Charter Review Commission, which has not received appropriate public attention, especially a Letter to the Editor that will soon be published in local papers.

Voter Services – Kelly Davis, VP/Voter Services, mentioned some of the highlights of Voter Services activities in FY 22/23. She is especially proud of our collaboration with other like-minded organizations to expand voter registration, election information and get-out-the-vote activities. She asked Anne Culp to describe the High School Civic Engagement Program which she is working to expand and gave special recognition to Stephanie

Schlanger, who piloted a “Why Vote” campaign in two high schools, which they hope to expand to more high schools next year.

Debbie gave special recognition to Kelly and Stephanie for the college student Internship Program they have developed - and have gotten commitments from Board Members to participate as mentors for next year’s Interns in Nonprofit Management.

- **Nominating Committee Report – (see attached)** Committee Chair Joann Volinski was unable to attend, so Debbie presented the Nominating Committee’s report on her behalf. Debbie thanked Joann for doing such an exemplary job. She then presented the Slate of Nominees and introduced the nominees who will be new to the Board in 2023. She also introduced the members who have agreed to serve in off-Board positions, specifically Andrea Slade, who will serve as Events Chair. The Nominees were:

FY 23/24 Board Positions:

VP Administration: Debbie Helper (two-year term)

VP Program: Marcy Litzenberg (two-year term)

Secretary: Catherine Harvey (two-year term)

Treasurer: Ellen Stelling (one-year term)

Director: Voter Guide: Sally Sabo (two-year term)

Director: Co-Chair A&A: Judy Williams (two-year term)

FY 23/24 Off-Board Positions:

Nominating Committee: Joann Volinski (chair), Donna Reynolds, Val Brooker

Arrangements Chair: Danis Kelly

Events Chair: Andrea Slade

Membership Chair: vacant

- **Nominations from the floor:** There were none.
- **Election of FY 23/24 Leadership Team.** There was no formal vote necessary, so Debbie asked for a motion to approve the Slate of Nominees. Meredith Machen moved to approve and Anne Culp seconded the motion. The motion passed unanimously.
- **Other Business:** There was no other business.
- **Adjourn:** The meeting was adjourned at 12:05 pm.

Next Annual meeting: May 11, 2024