LWVLA Board Meeting, 12:00 pm -2:00 pm, Thursday September 24, 2026
Fellowship Hall, Unitarian Church of Los Alamos

Call to Order
Leslie Wallstrom called the meeting to order at 12:10 p.m. in the Unitarian Church.

Board Members Present
Leslie Wallstrom, Felicia Orth, Barbara Calef, Karyl Ann Armbuster, Cynthia Biddlecomb, Jody Benson, Wendy Swanson, Becky Shankland, Julie Williams-Hill, Susannah Rousculp
Guest: League Member Ellen Mills
Excused: Bob Williams, Lisa Hampton, Marianne Wilkerson, June Fabryka-Martín

August LWVLA Board minutes (Marianne Wilkerson)
Minutes were accepted with Cynthia's additions/corrections about the Voter Guide, which she will send to Marianne.

October 1 Candidate Forum Arrangements (Ellen, Wendy, Felicia, Barbara, etc.)
We have the UNMLA Lobo Lounge from 6:00 for set up. Refreshments begin at 6:30 with the Forum from 7:00 - 9:00. Ellen Mills and Alex Mills will be in charge of setup. Board members and League members volunteered to bring refreshments. Ellen and Barbara are confident that the new audio system works. Pac8 will film the event.

Cynthia will ensure each candidate knows about "the hot button" on the mics. Barbara and Wendy will work with De Bray Bailey, the UNMLA IT person, to ensure the speakers are working.

Barbara will bring the Sandwich Board. There will be tables for the County Clerk, League materials, and for candidate information. Karyl Ann will bring pitchers for water and Ellen will bring cups. Barbara will bring the bin with the LWV information; she has contacted Margo Batha for student volunteers. Becky brings our nametags and adhesive nametags for nonmembers. Leslie will begin the meeting; Felicia will be the moderator.

We discussed the new format of the *LA Daily Post*. Three possible new places for publicizing events are *Boomtown*, the Chamber of Commerce webpage and Allan Saenz' losalamos.com to publicize events; Cynthia will check with Saenz and Jody will check the Chamber.

Treasurer's Report (Susannah Rousculp & Julie Williams-Hill)
The Treasurer Team distributed the three-page financial report for August activity, with each page representing varying degrees of detail with examples of how the data could be presented: The team asked the Board for guidance on what it would prefer to receive each month.

- Of the three pages, Pg 1 is the fiscal-year summary (high level): Revenues and expenses by category for each month, with year-to-date totals and the remaining balance in each category from the approved fy27 budget;

- Pg 2 is the monthly summary (medium level): summarizes the Revenues and expenses by category for the current month only; and
- Pg 3 is all the monthly detail (granular level): An itemized list of the month's revenues and expenses, including the names of renewing members and each invoice paid.

The Board discussed the level of detail we would like in future presentations.

- The Board requested that the treasurers provide the high-level summary report (page 1) at the monthly meetings and the more detailed reports (all three pages) will be emailed only to Leslie.
- The procedure for the year-end financial reporting (separate from the budget presentation). Currently, the year-end financial report is presented to members by the treasurer at the annual meeting in mid-April. However, the fiscal year doesn't end until April 30, so the report given in April misses the final two weeks of revenue and expenses.
- It was suggested that the complete year-end financial report be presented to the board in May and to the full LWV membership in the June newsletter. Waiting would give the treasurer time to reconcile the accounts and compile a complete accounting for the entire fiscal year.
- The COROS filing.
    - Julie and Susannah completed the LWVLA's registration with New Mexico DOJ's Charitable Organization Registration Online System (COROS), entering financial reports from 2017 to present.
    - The NMDOJ approved the filing and the LWVLA is now in compliance with state law. Moving forward, this annual requirement is due October 31st (six months from the end of the fiscal year).
- That names of donors NOT be recorded in the minutes;
- Biennial audit of our financial records. Reminder that it is time for another review. Helen Carpenter conducted the review in 2024.
- The PayPal account is closed.
- Julie and Susannah will create a treasurer's calendar to record activities and deadlines that need to occur each year.

Fundraising (Felicia Orth, Leslie Wallstrom)

Delle Foundation, Day of Action funds. We discussed

- The generosity of the Foundation:
- That this donation will be their last because the Foundation is terminating.
- The contribution will serve for several more Voter Guides, and to those ends we will be discussing investing the donation.
- Maybe we should change our account from Enterprise to another bank such as Century.
- Envision having a meeting for short- and long-range plans in early October.
- We would like to do an appreciation party for Jeffrey Howell when she visits Los Alamos.

- Because of a generous contribution this year, the LWVLA gross receipts exceed $50,000. As a result, we will not be eligible to file the e-postcard version of the IRS Form 990-N (e-Postcard) and will need to file the longer annual information return instead.

Lunch with a Leader (Karyl Ann)

- October: Maggie Meier, Educator for the Interfaith Coalition on Homelessness.
- November: Lt. Gov. Howie Morales.
- January: Bette Korber, LANL computational biologist could present on the epidemiology of how the warming climate could affect public health (e.g., mosquitoes, lack of water, food scarcity).
- February: Possibly Tina Cordova zooming in to talk about the Downwinders.
- March: Sunshine Week, IPRA (Inspection of Public Records Act).
- April, Stephanie Garcia Richard

Membership Report (Barbara)

Barbara reported we have 113 members with three who haven't renewed. Ellen will host a membership meeting, preferably January 10 before the legislative session begins. We can talk about the legislative session.

Archive Protocols Committee (Bob, June, Cecile)

- June sent the report via email.
- The document listed the complexities of eArchiving.
- Bob Williams, Cecile Hemez, and June Fabryka-Martin met via Zoom on 9/23/26.
- Bob has made considerable progress at building the eArchives in Google Drive.
- Bob sent membership report. He needs a second-in-command person to help him.
- Cecile Jemez would be good as designated assistant archivist.
- June and Barbara will go to the County archives, November 6, 10-1.
- Bob requests a terabyte of backup.

MOTION: Felicia moved to authorize a good-quality external hard drive to belong to the LWV up to $300.
Leslie seconded. Unanimous.

ACTION ITEM: Board members are asked to inventory the types of e-documents that reside on their computers and that they think are candidates for inclusion in the eArchives. Please email your list to the three eArchives committee members: rawbits2@gmail.com, cecilhemez@gmail.com, and fabryka129@gmail.com,

Voter Guide for General Election – (Cynthia, Barbara, Jody)

- The team submitted the Voter Guide to the Daily Post who will send it to *The New Mexican* for publication.
- Vote 411 is on the main page along with the National Vote411 QR code.

- The pdf goes on our webpage and will be sent to Helena Whyte and Madhavi Garimella.
- Cynthia has created the final wording for charter amendments.
- Barbara asked her to send the text for the constitutional and charter amendments to be published in the *Daily Post* and the *Reporter* to inform the voters before October 6.
- Julie created a QR code for "Join LWVLA", along with a separate QR code for "Donate".
- Cynthia will bring a stack of 100 Voter Guides to candidate forum.
- For tabling at Farmers Market on October 1, we will have sample ballots.
- Jody submitted PR to both the Daily and the Reporter.

Publicity Activities (Jody)

- We hung the Vote411 overpass banner created by Aspen Copies.
- Jody submitted PR to both the Daily and the Reporter.

Next Board Meeting: October 22, 2026

Other business:

- Tabling at the Farmer's Market – Julie, Barbara
- "Sunshine Week" efforts – Akkana, Maire O'Neill, and J.J. Mortensen agreed to help Judy Gibbs Robinson with this.
- Statewide communications committee
    - Judy Gibbs Robinson with Blanca
    - LWVLA needs someone for Social Media.
    - Next meeting 10/27.
- League Field Trip to McCurdy was highly informative.
- September's Farmers Market tabling event was held on the 17th. Julie provided a tent. Mary Ann Stroud and Leslie also participated.
- Julie and Barbara will be at the next event, on October 1, with three other volunteers: JJ Mortensen, Elaine Deschamp. and Charlie Sartor.

Dates to remember: October 1, 2026 – Candidate Forum at UNM-LA

Newsletter Deadline: October 1

LWL (Karyl Ann)
County Council, P&Z Reports (June and Craig)
Welcome, New Members (Becky)
President's Report (Leslie)

Respectfully submitted by Jody Benson