**The League of Women Voters/Los Alamos**

**Board Meeting Minutes**

**Thursday April 25, 2024**

**UU Fellowship Hall**

**1738 North Sage Street**

**Los Alamos**

**Call to Order**

Felicia Orth called the meeting to order at 12:06 p.m.

**Board Members Present**

Felicia Orth, President

Barbara Calef, Past President

Rebecca Chaiken, Secretary

Karyl Ann Armbruster, Lunch with a Leader

Akkana Peck, Director at Large

Becky Shankland, Director at Large

Bob Williams, Newsletter

Wendy Swanson, Reservations and Refreshments

Lisa Hampton, Community Health and Wellbeing

**Annual Meeting Review**

Barbara reported that the Annual Meeting went very well. She was surprised that there were no comments on the League positions. Ellen drafted the minutes, and Barbara, Becky, and Maire O’Neill each made some edits. That draft of the minutes was sent to the board, and any changes made where requested.

Felicia moved that we accept the final draft of the Annual Meeting minutes, and Becky seconded this motion. All voted in favor.

**Minutes**

The March minutes were accepted as presented.

**Treasurer's Report**

The Treasurer's Report dated April 15, 2024, showed a checking account checkbook balance of $9,174.44, which includes total receipts of $1,851.30 and disbursements of $467.97. Receipts included transfers from PayPal, donations, dues, and interest. Disbursements were to Fuller Lodge and Lisa Hampton. The savings account ending bank balance was $25,624.05, which includes $1.74 interest. [note – this report has not been reconciled and these numbers are subject to change].

Lisa noted that it is challenging to keep an accounting of donations. Her records (2024 non-member contributions of $1,475 and member contributions of $1,450) differ from Addie’s report. Felicia does not believe the report is for the entire year.

During Addie’s absence, Felicia will check the Post Office box and inquire with Jean about deposits. Bob questioned the planned LWVUS dues structure change and Felicia explained the plan, which is to take effect in 2025. Dues will be submitted through ChapterSpot, and will be split between LWVUS, state Leagues, and local Leagues. We have been promised that we will not suffer any financial harm for the first three years, and this could streamline our bookkeeping.

The Treasurer’s Report was accepted as unreconciled.

**Lunch with a Leader**

Karyl Ann said that the speaker for the May event will be our outgoing County Clerk, Naomi Maestas. Karyl Ann will ask Abby Hayward for the Lunch with a Leader event in July.

Karyl Ann will be absent for preparing for the June event, and she recommended that it be cancelled. The board agreed. Furthermore, we agreed to move the date of our May board meeting from May 23 to May 30, and no board meeting will be held in June. Felicia will send out a reminder of this change. A photograph of the new board will be taken at the next meeting.

**Membership**

Jean’s report indicated that we have 130 individual members. New members since our last meeting include Mary Sanders, Marla Brooks, Catherine D’Anna, Michael Grimler, Bill Priedhorsky, and Melissa Bartlett. Members who have renewed since our last meeting include Helen Carpenter, Joyce Nickols, Jean Dewart, Judy Prono, Hedy Dunn, Rebecca Chaiken, and Cameron Counters.

Bob’s new database still requires additional work. He has updated the database with the member information provided by Jean. He hopes to be ready next month.

**Fundraising**

Lisa said that the fundraising report was sent to Barbara for inclusion in the *Update*. The Fundraising Committee recently met and continues to move forward. Since February, approximately 150 letters have been sent to small local businesses and LANL contractors. Larger businesses and contractors, along with local Realtors, will be next. Enterprise Bank promised Ellen $3,000. Felicia sent a letter to the Delle Foundation requesting $35,000 to cover a three-year period.

Two ads for the Voter Guide have been paid for, one half-page ad and one quarter-page ad. Lisa wanted to offer the other quarter-page to a non-profit, but the board did not agree.

**Nonpartisan and Conflict-of Interest Policies**

Felicia reviewed these policies as required. The Conflict of Interest Form needs to be signed and provided to Felicia.

**Candidate Forum**

As previously agreed, a candidate forum will be held at Fuller Lodge on May 9. Barbara invited all ten candidates for the primary election, and nine have accepted. She has yet to hear from Philip Mach, one of the Libertarian candidates. Lisa will check with him. Wendy has reserved the Pajarito Room at Fuller Lodge and has requested our preferred set-up and need for microphones. We can arrive for set up at 6:00 and stay through 9:30 for any necessary clean up. Wendy noted that a security deposit is now required. It will be refunded following the event.

Wendy will send out a request for volunteers to provide sweet or savory finger-foods. Since Wendy will not be able to attend this event, Lisa, Karyl Ann, and Felicia agreed to assume the set-up responsibility. Pac-8 will film the event.

Barbara will send a list of the candidates to Lynn for name tags. Barbara will also ask Margo Batha for timekeepers.

**LWVUS Convention**

As previously agreed, Felicia, Lisa, and Leslie Wallstrom will attend as our delegates to the LWVUS Convention in Washington D.C. in late June. At our recent Annual Meeting, the budget was approved which included a total of $8,000 to cover expenses. It was subsequently learned that the registration alone is $600 per person. This does not include League events such as the gala, or other expenses including transportation, hotels, and food. Our delegates suggest just splitting the $8,000 three ways ($2,667 each), and everyone agreed this makes the most sense. Felicia moved that the $8,000 budgeted for this expense be split three ways amongst the delegates. Barbara seconded this motion, and all voted in favor.

**Ratification of Email Votes on Update v. Extract for Annual Meeting, clarification on Voter Guide quote, and LARSO Health Fair gift**

Our bylaws require any electronic vote to be ratified. On April 1, 2024, Barbara asked the board to approve sending our members an Extract from the *Update* for the Annual Meeting, rather than the entire *Update* (30 pages). Via email, it was agreed that we would send the *Update* via email as usual, and an Extract via U.S. mail. Felicia moved to approve this electronic vote and Barbara seconded the motion. All voted in favor.

Lynn asked that we ratify for clarification our approval of the quote prepared by Carol Clark for printing the Voter Guide. We previously agreed to pay for printing the Voter Guide but did not specify the exact amount shown in the quote that Lynn provided to the board last month. Felicia moved to approve this electronic vote and Becky seconded the motion. All voted in favor.

Lisa purchased materials to prepare a gift basket to be provided to LARSO during their Health Fair and made this purchase after discussing it with Felicia after the last board meeting. Lisa is seeking reimbursement for her expenditure of $67.97. Felicia moved to approve this expenditure and Karyl Ann seconded the motion. All voted in favor.

**Miscellaneous**

Barbara realized that minor changes made to our Water Sustainability position were inadvertently not brought to our members’ attention at the Annual Meeting. The board agreed that this was not an issue as the changes approved by the board were minor and Barbara brought the issue to the board’s attention.

**Important Dates**

The deadline for the next newsletter is May 1, 2024.

The Candidate Forum will be held at Fuller Lodge on May 9, 2024.

The next board meeting will be May 30, 2024, from 12:00 to 2:00 p.m., at the Unitarian Church.

The meeting was adjourned at 1:24 p.m.

*Minutes submitted by Rebecca Chaiken*