

Democracy Maine Boards of Directors Meetings

Saturday, July 27, 2024 ♦ 9:00 -11:00 am

Via Zoom

League of Women Voters of Maine

- Call to Order at 9:04 am.
- In attendance: Alison Smith, Ann Luther, Maya Eichorn, Alex Newell Taylor, Alison Smith, Ben Gaines, Melissa Murphy, Rick Lyles, Susana Hancock, Tobin Williamson, Anna Kellar (staff), Jill Packard (staff), John Brautigam (attorney)
- Administration (Susana Hancock)
 - Email vote approved the minutes of the last meeting. Susana moved to approve the minutes of the April 27 meeting. Maya seconded. Nine board members voted in favor with one not voting.
 - Compliance Update
 - Nothing is outstanding at this time, Conflict of Interest reporting noted and disclosure forms are to be sent to Jill Packard. Several items are due in August.
 - Vote to add Ann Luther as a signatory to the accounts of LWVME and LWVPA at Bangor Savings Bank.
 - *Motion to authorize and empower Ann Luther to be a signatory on all accounts of LWVME and LWVPA with full authority. Motion by Jill Ward. Seconded by Melissa Murphy. Unanimous approval.*
 - Discussion: Ann needs signatory access to accounts so that she can look at the statements online to perform due diligence.
 - C4 Treasurer's Reports (Ann Luther)
 - *Overviews were provided of all financial reports.*
 - One line item to keep an eye on is the Thrive loan. We will be looking for forgiveness in the fall.
 - Our organization's balance sheet shows offsetting assets and liabilities of ~\$120,000.
 - We had ~\$107,000 cash across our various accounts. Discussion ensued related to what a good target amount would be for the organization and past amounts that will be discussed further in the presentation of the Development Committee.
 - Our FY 2024 budget is well aligned with our actuals.
 - Note that at the close of the year, monies are reconciled between organizations and the Final Year End Report will be presented in the fall.
 - Downeast has forgone PMP payments at this time and their balance is understated.
- Executive Director's Report (Anna Kellar)
 - *There have been many staffing changes in July.* Jill Packard has been hired as the Operations Director. Our Advocacy Director is leaving. We've offered an organizer position to Deb Paredes. They come from a background in environmental organizing and are excited about rural

community work. Al Cleveland has been engaged as a contractor on a part-time, interim basis as Acting Advocacy Director. Deb McDonough has been contracted to help with the Vote411 Administration. *This ensures capacity through the election season.*

- National League Convention

- We sent three of our Youth Council members and four others. All that attended were deeply involved with the convention and Maya Eichorn was elected to the LWVUS Nominating Committee. LWVUS has a new CEO with whom we have a good relationship. The LWVUS is working on a year-long study around the federal judiciary. A proposed by-laws change whereby LWVUS could not concur with state Leagues until the state has held a position for at least a year had been proposed but was not adopted. At the Convention, there was continued discussion about these issues that informed how Maine can support National through examples of best practices.

- The Maine Youth Council, in conjunction with other Leagues, is bringing together a group of young people to work with the National League.

- Governance (Jill Ward)

- Corporate Restructure

- *Motion to approve the Democracy Maine Reorganization Plan. Motion by Jill Ward. Seconded by Melissa Murphy. No discussion. Unanimously approved.*
- *Motion to authorize the LWVME to use the name MCCE Action when needed. Motion by Jill Ward, seconded by Melissa Murphy. No discussion. Unanimously approved.*
- *Motion to approve the dissolution of the League of Women Voters of Maine Education Fund, Inc., as required by the Ed Fund's bylaws. Motion by Jill Ward. Seconded by Melissa Murphy. No discussion. Unanimously approved.*

- Policies

- Voter Engagement Data

- *Motion to approve the Voter Engagement Data policy as revised. Motion by Jill Ward. Seconded by Tobin Williamson. Unanimously approved.*
 - Discussion: Minor edits were discussed. We wanted to find a way to get more clarity about this data. The draft was revised after more consideration. The question that came up at that meeting was, "What do we do with voter information that we gather when there is no indication that people want to get involved with us?"

- Scholarship Policy

- *Motion to approve the Scholarship Policy. Motion to approve by Jill Ward. Seconded by Susana Hancock. Unanimously approved.*
 - Discussion: We wanted to have the option to provide funds to people who were able to receive a scholarship but may not be able to be employed. An example provided was someone who is a refugee and student.

- Update Conflict of Interest Disclosure Forms

- Board members are asked to please fill out the COI Disclosure Form and send it to Jill Packard as soon as possible. Board members asked not to amend the document, but instead to download it, fill it out, and return it to Jill Packard.

- Development Committee Report (Anna)
 - Al Cleveland will help with some development planning concerning our advocacy agenda and where we can develop national relationships. Our staff will be working on various development pieces and there is more capacity. Short-term opportunities are coming up for the board to engage with.
 - There will be a house party and event in Southwest Harbor on September 12th or 13th. Board support is deeply appreciated!
 - Vote411 fundraising The board will be receiving a list of two to three businesses to approach. Please think creatively and add your suggestions. We would like this work to conclude by mid-September.
- Council of Local League Leaders Report (Anna)
 - Anna provided feedback to the local leaders at a recent meeting. *The CLL is looking to replace the CLL member on the BOD.* Managing the CLL role on the BOD has been a continued discussion. For the short term, we want to support the Local Leagues and support their program work. Post-election we will have a conversation about governance.
- Program Committee Report (Melissa)
 - The Committee is trying to establish how they should be approaching programs by explicitly asking important questions. Running up to the next program cycle, the program committee intends to be a big part of the program planning process for the next cycle. Longer-term youth programming is something that is desired. Please attend program committee meetings if you have the capacity as it is what is happening “on the ground”.
- DEI and Membership Committee Report (Ann)
 - Membership is lower than it was a year ago. *Tracking new members is still a focus of interest for us.* There has been a drift-off since the centennial.
 - There has been a drop off due to a deficit in staff entry in the Volunteer Report. That will be corrected by the next meeting.
 - The Membership Committee has begun to work more closely on DEI. Recently created a holiday calendar and a jargon tool. The big programming that is coming up is an intergenerational organizing program.
- There being no further business the meeting adjourned at 10:15

Maine Citizens for Clean Elections

- Called to Order at 10:15
- Administration (Susana Hancock)
 - Email vote approved the minutes of the last meeting. Susana moved to approve the minutes of the April 27 meeting. Maya seconded. Nine board members voted in favor with one not voting.
 - C3 Treasurer’s Report (Ann Luther)
 - Some of the movement between accounts happens so we can pay the expenses out of the MCCE. The reorganization that has been happening is to streamline these processes.
 - Vote to add Ann as a signer on all bank accounts of MCCE

- *Motion to authorize and empower Ann Luther to be a signatory on all banking accounts with full authority. Motion by Ann Luther. Seconded by Jill Ward. Unanimous approval*
- Governance - reorganization :
 - *Motion to approve the Democracy Maine Reorganization Plan. Motion by Jill Ward. Seconded by Melissa Murphy. No discussion. Unanimously approved.*
 - *Motion to approve the name change of MCCE to Democracy Maine. Motion by Jill Ward. Second by Susana Hancock. No discussion. Unanimously approved.*
 - *Motion to approve the MCCE Articles of Amendment changing the name of the organization to Democracy Maine. Motion by Jill Ward. Second by Ben Gaines. No discussion. Unanimously approved.*
 - *Motion to authorize MCCE/Democracy Maine to use the names Maine Students Vote, League of Women Voters of Maine Education Fund, and Maine Citizens for Clean Elections as needed. Motion by Jill Ward, Second by Alex Newell Taylor. No discussion. Unanimous approval.*
- Motion to approve the policies considered during the LWVME Board meeting en banc. Motion by Jill Ward, Second by Melissa Murphy. No discussion. Unanimous approval.
- There being no further business the meeting adjourned at 10:24.

LWVME Ed Fund

- Called to Order at 10:24
- Email vote approved the minutes of the last meeting. Susana moved to approve the minutes of the April 27 meeting. Maya seconded. Nine board members voted in favor with one not voting.
- Governance
 - *Motion to approve the Democracy Maine Reorganization Plan. Motion by Jill Ward. Second by Tobin Williamson. No discussion. Unanimous approval.*
 - *Motion to approve the dissolution of The League of Women Voters of Maine Education Fund, Inc. Motion by Jill Ward. Second by Ann Luther. No discussion. Unanimous approval.*
 - Administration of the transfer of funds will be managed by Anna Kellar, with Board support as necessary.
- There being no further business the meeting adjourned at 10:28.

MCCE Action

- Call to Order at 10:28 by Alison Smith
- In attendance: Ann Luther, Alison Smith, Ben Gaines, and Melissa Murphy.
- Email vote on minutes - Melissa moved to approve the minutes of the MCCE Action board meeting on April 27 and to ratify the minutes of any prior meeting that were previously approved by the Democracy Maine board. Alison seconded. All members voted to approve.

- Governance - reorganization
 - *Motion to approve the Reorganization Plan of Democracy Maine. Motion by Ann Luther. Second by Ben Gaines. No discussion. Unanimous approval.*
 - *Motion to dissolve MCCE Action. Motion by Ann Luther. Seconded by Ben Gaines. No discussion. Unanimous approval.*
- There being no further business the meeting adjourned at 10:33.

Melissa and John will facilitate the filings relating to the Democracy Maine Reorganization Plan on behalf of all organizations.

Respectfully submitted,
Jill Packard, Operations Director