

LWVB/N BOARD MEETING MINUTES, August 8, 2016
1272 Delaware Avenue, Buffalo NY 14209

At 4:10 P.M., Co-President Terri Parks convened the regular monthly Board meeting with a quorum present. Two additional items were added to the agenda:

LWVB/N records to be archived

Appointment of Nora Mikes to LWVB/N board for the remainder of the 2016-2017 board year.

Present: Marian Deutschman, Terri Parks, Judith Clarke, Dorothy Tao, Nancy De Tine, Patricia Costanzo, Margaret Brunson, Lori Robinson, Sue Stievater, Shirley Joy, Nicole Matteson, Nora Mikes, Mary Herbst and Office Manager Mary Ann Turkla.

Excused: Kathleen Macaluso

Leave of absence: Joan LoCurto and Judy Metzger

Guest: Amelia Palka

Motion made by P. Costanzo and seconded to appoint Nora Mikes to the board for the remainder of the 2016-2017 board year. Motion approved.

Approval of the Consent Agenda Items – T. Parks

Motion made by P. Costanzo and seconded to approve the following items of the consent agenda as presented at the August 8, 2016 board meeting. Motion approved.

A. Minutes of the board meeting July 11, 2016

B. Job Descriptions for Board Governance and Board Events Chair

C. Appoint Amy Witryol as Budget Chair

Treasurer's Report - L. Robinson

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|------------------------------------|--------------|
| Ending balance as of June 30, 2016 | \$103,591.43 |
| Total income for July, 2016 | 9,085.27 |
| Total expenses for July, 2016 | 2,577.04 |
| Total balance as of July 31, 2016 | \$103,494.66 |

Q&A about Board Monthly Reports – T. Parks

N. Matteson asked about changing our corporate status to a 501(c)(3).

Discussion ensued about the process of changing to a 501 (c)(3) with the finance committee or a tax attorney and why it would be advantageous. The finance committee will begin work on the process to make the change and report back to the board on a regular basis.

Charge to the Nominating Committee – T. Parks

The board discussed the draft to the nominating committee and the need to ensure an incoming president was ready for the job. Board members discussed a need for succession planning and possible term limits. They directed T. Parks to change the Charge to remove the "Suggestion"

paragraphs and replace them with this statement: The board is seriously addressing the need for succession planning and term limits for the board.

S. Joy as Governance Chair agreed to form a committee to investigate a plan of succession for the position of president or co-presidents and term limits along with other changes needed for the bylaws. Contact her if you are willing to serve.

League of Women Voters of Buffalo/Niagara Candidate Forum Procedures and Practices: The Practices and Procedures were reviewed and changes noted. Motion by J. Clarke and seconded that we adopt the revised Candidate Forum Procedures and Practices. Motion approved.

Motions to show appreciation to Flora Summe and Al Dozoretz – P. Costanzo
Motion by P. Costanzo and seconded that we give gifts to Flora Summe of \$45.00/month and a holiday gift of \$50.00. Motion approved.

J. Clarke left the room for the discussion about thanking Al Dozoretz and returned to the meeting after it concluded.

Motion by P. Costanzo and seconded that we send Al Dozoretz a gift card of \$200.00
Motion approved.

Selecting the holiday party location, December 3, 2016 - T. Parks

K. Macaluso, Events Chair provided information about locations for the holiday party.

Motion made by J. Clarke and seconded that the holiday party be held at Rizotto on Maple Road.
Motion approved.

MLD (Membership and Leadership Development) Report – S. Stievater
Website Maintenance:

During a conference call with our MLD coach, Lisa Scott, she mentioned that the LWVB/N website is not up to date and it would be good to spruce it up to draw people to it such as highlighting what we have done with photos of events. Other ideas for the website included paying for membership on it, registering and paying for programs as well as donating.. N. Mikes agreed to work to keep the website up to date. It fits well with her role with the Voter.

Engaging guests from co-sponsors and other guests at our upcoming programs: Ideas were shared about mingling, approaching and engaging guests and providing name tags with information regarding the guest's affiliations with other organizations. The board agreed that board members and members of the Local Government Committee at the September Luncheon will be assigned to tables to act as hostesses for the event. M.A. Turkla will work on the name tags to include the co-sponsoring organizations,

Archives tabled until next meeting.

Next board meeting: Monday, September 12, 2016

Adjournment: There being no further business to come before the board, the meeting was adjourned at 6:17 p.m.

Mary Herbst

Submitted by Mary Herbst

Recording Secretary

Filed with the Minutes: Monthly Board Reports, Treasurer's Report, Summary of Local Government Committee Meeting, Summary of Issues Meeting, Finance Committee Report, Charge to the Nominating Committee, League of Women Voters of Buffalo/Niagara Candidates Forums Procedures and Practices and League of Women Voters of Buffalo/Niagara Board of Directors job descriptions for Board Events Chair and Board Governance Chair