

**League of Women Voters of Thurston County (LWVTC)
Board Meeting Minutes**

August 21, 2010

1:00-2:00 p.m.

4203 Amber Ct SE, Olympia, WA 98501

1. Call to Order and Roll Call:

The meeting was called to order by the president, Clydia Cuykendall.

Board members in attendance included Clydia Cuykendall, Valerie Hammett, Kathleen Downey, Dawn Brooks-Gibbs, Pat Dickason, Cynthia Stewart, Karen Tvedt, Barbara Theiss, and Allyson Brooks.

2. Co-Sponsorship Request:

The LWVTC has been asked by The Evergreen State College to co-sponsor an October 13, 2010 forum involving Thurston, Lewis and Mason County legislative and judicial candidates. The forum will focus on funding and policy issues facing the region, with an eye toward higher education. The League would be a sponsor along with Evergreen's Office of Governmental Relations, Friends of the Evergreen Library, and perhaps other sponsors. The Board unanimously voted to support this request. Clydia will communicate the decision to Evergreen.

The Board was also asked to ratify the LWVTC's email decision to support the Intercity Transit Measure. By voice vote, the Board unanimously ratified this decision.

3. Treasurer's Reports for June and July and State Combined Fund Drive Listing:

The treasurer's reports for June and July were sent via email to Board members.

The treasurer, Kathleen Downey, discussed the possibility of the LWVTC incorporating as a 501c(3) organization which would require us to have local bylaws and cost approximately \$200. Status as a 501c(3) would allow us to receive donations through the Combined Fund Drive. Clydia offered to provide legal support to this effort on a pro bono basis.

Pat Dickason indicated that the state League has 501c(3) status for the education fund, has discussed becoming a single 501c(3), and is investigating the pros and cons of doing so. Kathleen will investigate the issue further and make a recommendation at a future Board meeting.

4. Request to Increase Budget:

Clydia indicated that questions have been raised about the funding available for the newsletter, membership, and public relations. Closure of the LWVTC office makes it possible to shift funds

among items within the budget. Board members agreed to the following modifications to the budget:

- Voter (newsletter): \$200 added to the budget for postage. Approved.
- Public Relations/Publicity (includes ink and paper): \$100 added to this item. Approved.
- Membership (new member packets, etc.): \$70 added to this item. Approved.

Question was raised about how long people should be kept on the LWVTC list without paying dues. The Board approved the following motion: if a member doesn't renew for 2010-2011, we will send a letter, and if we don't hear back from that member, that individual will be dropped from membership.

Clydia will work with Kathleen to update the budget to reflect the changes made by the Board (see attached General Fund Adopted Budget 2010-11 (Revised 8-21-10). Dawn should keep track of her expenditures and is free to come back to the board if additional funds are needed. It was also agreed that dollars in the budget should be moved from rent to the unallocated category.

6. Update on Office Closure:

The office keys will be collected and given to the building manager by Allyson Brooks. The office is now pretty much cleaned out.

Dawn will proceed with obtaining a Post Office Box and will do paperwork to get our mail forwarded. Dawn will also check the Post Office Box regularly and unless something is pressing, she will bring accumulated mail to our board meetings.

Our phone number is 360-352-8220. Dawn checks for messages once a week.

5. Next Meeting Date:

By agreement of board members, our next regular board meeting will be September 30 at 6:00 pm at Apollo's Pizza & Pasta, 2010 Harrison Avenue NW, Olympia, WA 98502.

Clydia thanked Dawn for all her work on behalf of the League. Dawn requested topics for the next edition of the Voter.

6. Adjourn:

The meeting was adjourned at 1:56 p.m.

General Fund Adopted Budget 2010-11 (Revised 8-21-10)

Fiscal Year begins July 1st

League of Women Voters of Thurston County

Cash on Hand July 1, 2009
Checking Account \$880
Savings \$3000 plus interest
Savings Account \$1,295
Gladys Burns Fund 4,707

Cash on Hand June 1, 2010
Checking: \$3640 after transfer from savings
Outstanding expenses yet to pay \$1740

Gladys Burns Fund \$4,816

INCOME	2010-11	2009-2010	Actual 5-1-10	Projected Yr End
Gross Dues 95 members @ \$60	5,400	5490.00	5490.00	5490.00
Unrestricted Donations	0	0	0	65.00
Interest	8.00	10.00	10.00	10.00
Fundraising				
Lobby Day	200.00	0	0	0
Treasure Sale	1,000	2100.00	2100.00	0 *
Administrative expenses from Ed Fund	500.00	0**	0	500.00
Transfer funds from Savings	309.00	2,000.00	2,000.0	-0-
TOTAL	7417.00	9,600.00	9,600.00	6065.00
Expenses				
50%Per Member to LWVUS 95 members @ \$28.50	1298.00	1298.00	1298.00	1298.00
Per Member to LWVWA 95 members @ \$19 **	1710.00	1738.00	1738.00	1738.00
Rent	200.00	1164.00	1164.00	1164.00
Telephone	840.00	660.00	792.00	470.00
Office Supplies	30.00	387.00	387.00	
Affiliations	100.00	0	0	0
Committee & Presidents Expenses:	0	0	0	0
Membership				
Directory Printing and postage	150.00	203.00	203.00	150.00
New Member packets	120.00	100.00	100.00	25.00
Dues Renewal letters and postage	10.00	69.00	69.00	50.00
Annual Meeting expense (printing and postage)	56.00	56.00	238.00	50.00
Room rent	0	60.00	60.00	0
Delegate travel	1,000.00		1,000.00	300.00
VOTER Printing	380.00	345.00	405.00	350.00
Postage	200.00	170.00	210.00	170.00
Candidate Forum***	0	267.00	267.00	0
TCTV—Candidate forums****	0	125.00	125.00	0
Secretary of State	10.00	10.00	10.00	10.00
Holiday Party	50.00	0	0	0
Website				
Start up and dominion name	235.00	395.00	395.00	0
Yearly fee payable in July	169.00			150.00
Publicity	150.00	544.00	544.00	140.00
Community Relationship				
Unallocated	594.00			
	7417.00	7622.00	9,051.00	6065.00

***It was expected that \$1000 of the Treasure Sale would be saved for the upcoming year but it was spent.**

**** PMP based on 88 members full pay 7 members half pay (National dues \$29.20 & \$14.60 State dues \$19 & \$9.50)**

***** No administrative expenses were added to requests made to the Education Fund**

******Could have been paid by our Education Fund—No application was made**

*******Could have been paid by our Education Fund-no application was made. Was in the Ed Fund Budget**