League of Women Voters Prince William-Fauquier Area

Executive Board Meeting July 20, 2021, via Zoom

President Janet Gorn called the meeting to order at 7:02 p.m.

Calling in: Judy Hingle, Carol Noggle, Trish Freed, Barbara Greiling, Catherine Ring, Cheryl Saggers, Donna Antee, Miriam Anver, Laura Feld-Mushaw, Ruthann Litchford, Connie Gilman, Carol Proven and Sheila Arrington.

Each One Bring One Discussion: The meeting opened with a discussion on attracting prospective members and welcoming new members. Membership Outreach Director Cathy Ring reported that several meetings were held last December about ways to get new members involved. Among the measures proposed were providing new members with a summary of how to access League materials online as well as printed information. It was also decided to prepare a letter for prospective members and to invite them to our general meetings. Janet is preparing a League handbook that Cathy will help review.

Volunteer Director Judy Hingle is preparing a guide on how to use SignUp Genius, including screenshots from League events to make it easier for members to sign up for activities and indicate their areas of interest.

Meeting Co-Chair Miriam Anver suggested inviting prospective members to Sips and Civility events to introduce them to members.

Secretary Barbara Greiling suggested that when in-person events are possible, we return to information sessions at area libraries, where board members explain what the League does. Such sessions informed prospective members about the League, allowed them to meet members and to sign up for membership on the spot.

Meeting Co-Chair Laura Feld-Mushaw suggested we continue our partnership with the library system for general meeting programs. This gives the League as a wider audience and offers the opportunity to follow up with attendees to encourage them to join the League.

Cathy Ring suggested we regularly place posters promoting upcoming events on bulletin boards in area libraries.

Donna Antee reported she joined our League after Carol Noggle provided help with absentee ballots at her retirement community.

Vice President Connie Gilman suggested we consult the state or national League about members-at-large and reach out to those members.

Communications Director Carol Proven pointed out what really drew people to League events were topics such as the opioid crisis and the school-to-prison pipeline. When the League holds meetings and events on topics of interest to the community, it attracts new members. Treasurer Trish Freed agreed, saying that she joined after attending the program on the opioid crisis the League sponsored along with the Lifelong Learning Institute.

Janet reported Carol Proven is working on improvements to the League website aimed at bringing members up-to-date about activities and programs, and providing potential members with information about the League.

Fauquier Unit Director Ruthann Litchford pointed out the importance of making it easy for prospective members to join and pay their dues online and for current members to renew and pay dues online.

Sheila Arrington stressed the importance of partnerships with other organizations such as Delta Sigma Theta in attracting members.

The topic for discussion at the August board meeting will be the Education Fund and grants.

Board Positions and Vacancies: Janet reported she had made several appointments to the board: Cynthia Chambliss, action and advocacy director; Ruthann Litchford, Fauquier Unit director; and Carol Proven, communications director. She also appointed Miggy Strano as co-chair for a local affordable housing study.

Janet reminded the board that there are vacancies for secretary and membership director. Barbara Greiling and Cathy Ring are currently filling those positions in an acting capacity. We also need a Prince William co-chair for the affordable housing study.

Minutes: Minutes of the June board meeting were approved.

Treasurer’s Report: Trish Freed reported the General Fund balance is $15,661.61 and the Education Fund balance is $2,378.46. About 30 members have sent in renewals for 2021-2022. Trish added the membership form has not been updated because there was a question about how donation checks to the Education Fund should be made out. There has been a problem in getting information from the national League. Judy Hingle said the membership form will be available in an electronic format. She also pointed out that a database has been set up on SignUp Genius to record member interests and that should not be duplicated on a paper membership form.

Volunteer Report: Judy Hingle reported that League will have information tables and voter registration at the Manassas Fall Jubilee on Oct. 2, the Manassas Latino Festival on Oct. 9 and Haymarket Day on Oct. 16. Voter registration also will be held at the event for new Prince William County School employees on Aug. 7. Carol Noggle is talking to the Election Office about high school voter registration. Carol Proven asked that someone in Fauquier approach that county’s Bar Association about instituting the So You Are 18 program that is presented along with voter registration in Prince William schools. The League was able to conduct registration in Fauquier schools in 2019, but the county bar does not participate in the statewide program.

Membership: Cathy Ring reported that she is working on materials to be provided to new members as will as a letter for prospective members.

Meetings and Events: Meeting Co Chairs Laura Feld-Mushaw and Miriam Anver asked for clarification on event planning. Janet said they are responsible for the general meetings and annual meeting. Cynthia Chambliss has volunteered to plan Sips and Civility events and Connie Gilman will continue to plan book discussions. Janet asked that Laura and Miriam set dates for the general and annual meetings and report back at the August board meeting.

Voter Services: Janet asked if the League should have another voter registration training event. Board members pointed out that training is available online and that a recording of the June 26 training is also available. Carol Proven will send out information about online voter registration training as well as a link to the state website on Constant Contact. Laura Feld-Mushaw commended Taylor Melton of the state Election Office for an excellent training session. Judy Hingle pointed out that SignUp Genius requires that volunteers for voter registration indicate whether they have completed training. Volunteers without training can participate. There needs to be a trained volunteer in charge of events.

Voter Services Director Carol Noggle reported that VOTE411 is set up and candidates for state delegate will be invited to participate. She requested that advertising be authorized to encourage voters to use the website. Trish Freed said the budget allocated $300 for advertising. Janet asked Carol to bring a plan for purchasing ads to the August board meeting.

Carol Noggle requested that 100 They Represent You brochures be printed in time for the Aug. 7 PWCS new employee event.

She also reported debates are being planned for the 51st and 52nd District delegate races in conjunction with the Committee of 100. The Committee of 100 will hold debates only for those districts entirely within Prince William County. Carol proposed the League sponsor debates for the 2nd and 31st Districts. The measure passed.

Meeting Co-Chairs: Laura reported the Sept. 19 general meeting will be held in partnership with the Prince William Library System. Authors Mari Julienne and Barbara Batson will discuss the book *Campaign for Woman Suffrage in Virginia*. The meeting will be held from 2 to 4 p.m. via Web Ex. The library will handle promoting the meeting.

League Marketplace: Janet asked board members to consider if the board should invest in merchandise and, if so, what.

Action Items:

* Authorize the printing of 100 copies of They Represent You. **Passed**
* Authorize $300 for the purchase of 1,000 Vote Like a Girl buttons requested by Ruthann Litchford. **Passed**
* Authorize the purchase of new LWV-PWFA logo table covers and banners requested by President Janet Gorn. Janet tabled the item pending further research on present inventory, printing options and costs.

The next Board of Directors meeting will be Aug. 17 at 7 p.m. via Zoom.

The meeting was adjourned at 8:53 p.m.

Submitted by Barbara Greiling