

Minutes of the Meetings of the Open and Executive Sessions, WILPF US Board of Directors

September 15, 2015  
Held via teleconferencing

**Board members present:**

President: Mary Hanson Harrison

Chair of the Membership Development Committee: LaShawndra Vernon

Chair of the Nominating Committee: Barbara Nielsen

Chair of the Personnel Committee: Nicole Scott

Chair of the Program Committee: Odile Hugonot Haber

Chair of the Program Committee: Maureen Ngozi Eke

At-large Board Member: Ann Fleischli

At-Large Board Member: Marybeth Gardam

US Section Member of the International Board, Melissa Torres

**Board members absent:** Millee Livingston, Treasurer; Candace Perry, Secretary

**WILPF members, non-Board present:** Regina Birchem, Eva Havlichek, Deb Garretson, Robin Lloyd, Regina Sneed, Marge Van Cleef, Linda Belle, Eileen Kurkoski, Rene Prespare

**Also present:**

Ellen Schwartz, Dashboard facilitator

Paula Herrington, Consultant

Lamia Sadek, Managing Director

**Facilitator:** LaShawndra Vernon

The Board convened in Open session, via teleconference call, at 8:35 pm (ET).

Reports were sent and read in advance from Personnel, the IB Rep and the Interim Director. The Nominating Committee report was received shortly before the commencement of the meeting.

Ann objected to LaShawndra acting as the Facilitator of the meeting.

Mary reviewed the guiding principle of zero tolerance prohibiting vitriol and disrespect in e-mail and in discourse. It was decided that an ad hoc Committee to work with the Communications Committee on this. Their recommendations will be brought to the Board.

Nicole welcomed Lamia Sadek, the new Managing Director, on behalf of the Board and gave a brief introduction of her. Lamia spoke a little about her background and her enthusiasm about joining WILPF.

The minutes from 5/19 were not approved as there continues to be an outstanding issue raised by Barbara that has carried over from the past meeting. The minutes from 7/21 were approved without correction. Ann protested the practice of not giving access to the recorded Board sessions to members other than to the Board Secretary.

Lamia gave the Interim Director's report. She has been on a learning curve for the past two weeks, working closely with Paula. The focus has been on finance and fundraising. She is going to the California cluster meeting, Program retreat and the Donor Perfect training.

In the Treasurer's absence, Paula gave a Financial Report. It was stated that Board members received a copy of the draft 2014 audit about a month ago. To date, there have been no questions or concerns expressed. Millee has proposed that Board members have until September 25<sup>th</sup> to send any questions they have. If there are none, a vote to approve the draft audit will be taken shortly thereafter. Once the draft audit is approved, the auditor will prepare the 2014 tax return.

Odile gave a report on the Program retreat which is coming up in October. The agenda has been changed somewhat including more time for communications. Maureen has been working on the planning or strategy template. She will be sending it to participants as "homework" to prepare for the retreat. Marybeth will be sending the information that she has been compiling on the branches. Mary has been working on the logistics including 9 or 10 hosts. Des Moines WILPF is providing continental breakfast and dinner on Friday night as well as airport transportation.

LaShawndra gave the Membership Development report. There has been a lot of connecting that has happened as a result of the survey of the branches. Some of the discussion has been around the relationship of branches to National. LaShawndra has previously sent out her work using the logic model which is then used for the work plan. She has offered to share this work with members for both input and for their use in their own work. There are four locations that are in the process of forming branches: Houston, Worcester, Iowa City and Gainesville.

Paula updated the Board on the Growing WILPF campaign. She stated that contributions were low in August (\$1,667). Mary and Robin Lloyd have been

working on major donor cultivation. Mary obtained a pledge for \$2,500 which is expected to be received in September. A fundraising letter to anyone who has been a member in the past three years is going out this week.

Barbara gave the report of the Nominating Committee. Six positions that are member-elected that will be on the ballot. Four of them have three-year terms: President, Development Chair, Nominating Chair, and At-Large Board Member. One-year position which is a partial term for Treasurer. Two-year term for a Program Chair. The schedule of the election which Barbara will e-mail out shortly, will provide for the election of new members at the beginning of 2016. Barbara noted the high rate of voluntary turnover which has led to interim appointments and then election of partial terms. Mary stressed the importance of outreach to branches and recruiting for the National Board. LaShawndra suggested looking at participants at the Program retreat.

Nicole gave the report for Personnel Committee. The Committee has not met since July but has continued to communicate around the hiring of the Managing Director. The next Personnel Committee meeting will be on October 14<sup>th</sup>. They are going to be working on the work plan for the Managing Director. And, the Committee will be working on an employee manual. There are two new committee members. Nicole will be requesting an increased budget for training for the Personnel Committee. There was a discussion around what is the budget for Personnel and whether other Committees have or should have a budget.

Ann asked for an update on JAPA. Mary spoke about her communications with International sharing with them our rationale for dropping WILPF's support of the AG complaint. Officially, the two individuals, Nancy Ramsden and Eva Havlichek are the complainants. Nancy has indicated unofficially that she would like to continue legal action against JAPA. But WILPF is no longer supporting this litigation and has informed the AG's office of this fact. We are asking that JAPA send us the \$100,000 that is due us from the Sanjines Bequest as they had indicated that they would do once we dropped litigation. Linda Belle got on the call and disputed that JAPA has ever agreed to remit what was owed to WILPF once WILPF had dropped all claims against it. Barbara asked that Mary inform the Board regarding the status of JAPA in Executive Session and not in open forums.

Eileen asked a question about nominating. She is requesting a job description of each position that is open. Barbara directed her to the website while agreeing that we need to develop better job descriptions.

Renee asked about the branch survey. Her branch has declined to participate in the survey. They have questions about the motives behind some of the

questions. LaShawndra and Marybeth talked about the evolution of the surveys. One member suggested that what is needed is not surveys but up to date materials that the branches can use. Maureen noted the mistrust that is part of this and many other conversations and e-mails and encouraged members to let go of the past and find a way to move forward understanding that everyone has the same goals. Marybeth was thanked by some members for the large amount of work she has done doing outreach to branches.

The next Board meeting is scheduled for November 17, 2015.

The meeting was adjourned at 10:45 pm (EST).

Respectfully submitted,

Paula Herrington note-taker for  
Candace Perry, Secretary