

Minutes of the Meeting of WILPF US Board of Directors  
September 20, 2016  
Held via teleconferencing

**Board members present:**

President: Mary Hanson Harrison  
Interim Treasurer/Chair of Finance: LaShawndra Vernon  
Secretary: Candace Perry  
Chair of the Development Committee: Marybeth Gardam  
Chair of the Nominating Committee: Laura Dewey  
Chair of the Program Committee: Odile Hugonot Haber  
US Section Member of the International Board, Melissa Torres

**Board members not present:**

Chair of the Personnel Committee: Nicole Scott  
Chair of the Program Committee: Maureen Ngozi Eke  
At-large Board Member: Dixie Hairston

**WILPF members, non-Board present:** Ellen Schwartz, Robin Lloyd, Barbara Nielsen, Darien De Lu

**Also present:** Lamia Sadek, Managing Director

The meeting began at 8:41 pm (EST). Mary HH facilitated initially; LaShawndra took over as facilitator when she joined the call.

Check in was in response to participants' experiences with the recent One WILPF call. Marybeth reported that 45 people took part in the call. Overall it was a positive experience, although there were some technical difficulties. International president, Kozue Akibayashi, was an invited guest on the call.

Minutes from the July, 2016 meeting were sent late and not everyone had a chance to review them. Board members are asked to read and notify Candace if any additions or changes are needed by Sept. 27. If there are none, the minutes will be considered approved. (*Note: No changes or additions were received; minutes have been posted on wilpfus.org.*)

President's Report: The Vermont gathering was great, a good coming together of East Coast branches. Meetings are continuing on the JAPA/WILPF resolution and look promising. Although there is no WILPF US branch in Chicago, it is being proposed that Congress 2017 be held in Chicago the last week in July. There were no blocks to exploring holding Congress in Chicago at Hull House. More details will follow.

Managing Director's Report: Financial details are included in attached Managing Director's report. Lamia reported that although there were some technical difficulties on the One WILPF call, it was very worthwhile. A new branch is possibly forming in New York. She stressed the need for diversifying our fundraising and not relying on a few members.

Treasurer's Report: LaShawndra did not have time to complete her report but will do it soon.

Development Report: Marybeth and Robin took part in a Donor Perfect training which was useful.

Nominating Report: We have 3 applications for 3 open positions (Treasurer, Membership, and At-Large) while Personnel and Program remain vacant. Ballots will be sent for the 3 positions for which we have applicants. Ballots must be postmarked by Nov. 19.

By-Laws: Darien would welcome written suggestions for improvements/changes to the by-laws. The committee would like to know of any ways the by-laws impact our work and if there are any areas of functioning which experience problems due to the by-laws.

Program committee report: Maureen and Odile continue to work on the Rapid Response Team. They're disappointed not to have more feedback on the Program report which appears on the WILPF US website and is open to comment.

International Board and Practicum: Melissa reported that applications for the Practicum for the UN CSW would be coming soon. There was discussion that perhaps the chairs of Program should be involved in the Practicum and Local2Global.

Meeting adjourned at 10:47 pm (EST).

Respectfully submitted,

Candace Perry, Secretary

ATTACHMENT: MANAGING DIRECTOR'S REPORT

**MANAGING DIRECTOR REPORT**

September, 2016

WILPF International:

- President Kozue Akibayashi will be visiting the US from September 16<sup>th</sup> to September 28<sup>th</sup>
- Below is the trip dates and stops:
  - Arrival in the US (NY): Sept 16-19
  - Detroit: Sept 19-22 (Highlights: Member meeting + Wayne State University talk + possible talk at Marygrove College of Social Justice Program)
  - DC: Sept 22-26 (Speaker at the World Beyond War) - Conference full agenda on <http://worldbeyonddwar.org/nowar2016agenda/>
  - NY: Sept 26-27
  - CA: Sept 27-28 (SC & SJ Member meetings + talk at the San Jose Peace and Justice Center)

Membership:

- Potential new branch in New York. More details forthcoming upon confirmation

Fundraising:

- Worked with the Development committee on the Cup of Coffee appeal

Personnel:

- A new member joined our team this last month: Dianna Carlson joined as Program Intern (for three months with possibility of renewal. The intern will report to the MD as well as the program chairs.

Communication:

- A new brochure is forthcoming; it will reflect the change in membership dues as well as various improvements and updates to the old brochure.
- Announcements to ALL MEMBERS are now limited to two per week. In order to avoid clogging member inboxes and unsubscribe requests.
- Please send requests for eAlerts a week beforehand.
- An interactive map was developed and added to the WILPF US website.
- Positive feedback from members around the country regarding the map, including updates to their branch information.

Finance & Administration:

- Income:
  - **\$3,745** from 85 membership renewals
  - **\$500** from 1 PDF Training Appeal donation
  - **\$125** from 2 Growing WILPF donations
  - **\$350** for branch P&F pre-orders
  - **\$2169** from 35 donations
  - **Board Members Donations (July-Sept.):**
    - Marybeth Gardam: in kind donation      \$108.10 (return flight from PDF retreat)
    - Dixie Hairston: in kind donation      \$357.97 (airfare to PDF retreat)
    - Additional in-kind donations by board members are currently taking place and amounts have not been disclosed yet, they will appear at the next period report.
- Total Income:
  - **\$ 7,355.07 is total income** for the period of July 10<sup>th</sup> to Sept 10<sup>th</sup> (since the last board meeting)
- As of beginning of July, the bank account's balance is:
  - Business Advantage (Checking): **\$55,169.78**
  - The Select Bus Interest Maximizer (Saving): **\$82,642.03**
- PAX
  - As of the end of Quarter 2, the ending balance is **\$97,707.30**
  - Beginning balance in January 2016 was **\$95,575.78 and \$97,656.67** at the end of Quarter 1 with an increase in market value of **\$1,058.76**