

WILPF-US Board Meeting
May 17, 2017
Minutes

Present: Teresa Castillo, Jan Corderman, Laura Dewey, Mary Hanson-Harrison, Marybeth Gardam, Shilpa Pandey

Absent: Maureen Eke, Dixie Hairston, Melissa Torres, Candace Perry

Dashboard: Ellen Schwartz, replaced by Darien De Lu when Ellen had to leave the meeting

Mary reported that Candace is in Ireland where her award-winning play is being produced. We agreed to send her a congratulatory card and flowers when she returns. Jan will send the flowers and pay for them with the WILPF debit card.

Minutes

Approved minutes with two changes: MB requested a change clarifying how we received the PDF \$25,000 grant, and Jan requested the inclusion of the decision by the sub-committee on the compromise for Lamia's reimbursement. Minutes approved by consensus.

President's Report

Chris Wilbeck hired as Interim Coordinator to manage the membership list, bookkeeping, and other tasks. Office will be closed at the end of March. Thanked Jan and Eileen Kurkowski and Joan Ecklein (Boston Branch) for packing up and cleaning out office.

Continuing to secure additional funding for Congress from donors.

Sanjine's bequest to WILPF still not resolved (see below)

Congress webpage up, and board members are urged to encourage members to attend.

Mary is working on her response to the November complaint about her addressed to Madeleine Rees. As discussed in the Executive Session about the complaint, individual board members may send their own letters to Madeleine.

Attended April 29 climate march and Food Sovereignty Alliance meeting in DC. Her travel and lodging were sponsored by the Alliance. There was a WILPF contingent at the march.

Will re-start the President's Corner and post it on a more regular basis.

Is forming ad hoc committee to recommend whether we need a brick-and-mortar office and to study possible locations.

Treasurer's Report

1. Boston office will close May 31. Candace and Eileen will return to the office to deal with remaining financial records. Moving cost is \$341.18; shipping cost, \$381.17. Storage is \$77/ month.

2. Overpayment of Lamia. Lamia received a second payroll payment and an extra vacation payout payment, for a total of \$7,155 she was overpaid by Paychex. Jan tried to contact Lamia about returning the money with no results. Dixie will try to reach out to Lamia. Jan had notified Paychex that Lamia's last payment would be on March 31.

Motion: If Paychex does not return the overpayment to WILPF, we will ask Mike Hanson if he will provide legal consultation for free and if not, consult with attorney who we've worked with in the past. Motion made by Jan and seconded by Mary. Passed via consensus.

3. Sarah Cooley, a member in Cedar City, Utah, will work on starting a new branch there.

4. Budget. We've attained 40% projection of income and 30% projection of spending. The savings in expenses are largely due to Managing Director's departure. Chris Wilbeck's salary is slightly less than Arianne's (membership list) and Patty's (bookkeeper) combined salaries.

Office: Urged ad hoc committee on office to consider not opening office until next year; will save \$5,000 by not having office for remainder of 2017. Office not needed since Chris works out of home.

5. Sanjine's bequest. Jan sent board members the e-mails between UNO and Tura-Campanella Cook, WILPF International treasurer. At their last meeting, the UNO did not withdraw support of the two individuals who are challenging the disbursement of the bequest as was hoped. Tura Campanella asked for more information of WILPF-US on grants that are unrelated to the bequest. JAPA asked for a letter from WILPF stating that we will ask the New York attorney-general to drop the case, but we had already done this. Jan drafted a letter, which was approved by the Finance Committee, to be sent to Tura (see addendum, below).

Darien reminded us that we do not have a constitution separate from WILPF International's but that we do have separate by-laws.

Motion: Marybeth moved that we send the letter, including a change from the word *constitution* to *by-laws*. Teresa seconded. Motion passed by consensus with voice vote.

6. Finance Committee Report. \$9,000 was moved from the fund-raising line item to the congress budget to lower the cost of congress.

Nominating Committee Report

1. Laura reported on progress of Leadership Institute. We want newer members and experienced members to attend, ideally, 10-15. NCC (National Congress Committee) members are calling branches to find people who would be good candidates. Laura urged board members to help find participants for the Institute.

2. Ad-hoc committee on board governance. The first meeting was held and the committee members discussed how to create a positive culture, the need for training on the board book, diversity training, and accountability of board members. The committee made two immediate proposals to the board: (a) the board hold a training on the board handbook ASAP and before the congress and (b) the board hold a separate training at the congress on diversity and anti-racism.

Motion: Laura moved the board hold a training through Maestro on the handbook. Shilpa seconded. Motion passed by consensus with Marybeth's amendment that the Doodle poll be set up shortly and the training done in first half of June. Laura will send out Doodle poll by May 20.

Board diversity and anti-racism training at the Congress. After discussion of logistics (whether we can stay through Sunday afternoon), length of training (whether to hold a board meeting and conduct a short, introductory training at the Congress followed by a longer in-person training later in the year or attempt a longer training at the Congress), and balancing importance of the training and holding an in-person board meeting, we decided to hold an initial training on Sunday afternoon following the Congress.

Motion: Marybeth moved that the in-person board meeting scheduled for Sunday afternoon be replaced with a three- to four-hour diversity training. Board members' travel will be paid for, contingent on attendance at training. The paid travel will replace the paid travel for the one in-person board meeting. If it becomes clear that most board members can't attend the training, we will hold the board meeting instead. Laura seconded the motion. There was consensus on the motion.

Congress

Mary reported on progress of Congress Committee. Emphasized the transparent process in developing the program, including the member survey asking for input on issue and skills workshops. 113 members responded to the survey. Urged board members to promote the congress in their branches.

Jan asked for two board members to volunteer to serve on committee to allocate scholarships for the congress. There may be \$6,000 in scholarships available.

Development Report

Marybeth is gathering reports on the April 22 solidarity activities.

Development goal is \$73,000. The formal ask for donations is the spring appeal, to be mailed on May 22. There is a lack of alignment between Quickbooks and Donor Perfect categories; with Chris's help, we should fix this problem this year.

The second year of the Peace & Development Fund (PDF) training will be on finances, conducted by Kathy Sharkey of PDF on July 27 in Des Moines with Mary, Jan, Marybeth, and Chris.

Reminded board members of \$500 commitment to WILPF.

Hired two interns (one paid, the other unpaid) for development work, although they have been pulled from development work in the interim to work on the congress and social media.

Cuppa Coffee campaign: PDF is now using PayPal exclusively; PayPal allows only a set fee for monthly donations, and we need a range of options (e.g., \$5, \$10, \$15), so this is a problem for the campaign.

Foundation grants: These are not included in development goals. (1) Marybeth is applying to PDF for its community organizing grant, \$10K, to focus on environmental work in communities of color. (2) Robin Lloyd and Marybeth approached the Plowshares Foundation about funding for the June 17 Ban the Bomb march. Marybeth is working on a two-page summary for Plowshares. (3) Through the efforts of PDF, WILPF received a \$25K grant from Craigslist.

Donor surveys are needed to communicate with donors without asking them for funding. This is an important part of fund-raising.

Next Steering Committee: June 13 or 20. A Doodle poll will be sent out.

Reimbursement Policy on Mileage

Jan proposed changing the 52 cents per mile reimbursement rate to the charitable rate of 16 cents per mile. After some discussion, Mary asked the Finance Committee to discuss and bring a proposal to the board.

Reimbursement for Congress

Jan proposed that WILPF pay the \$395 congress fee for board members plus travel expenses. Past practice varied. Travel is paid because it is budgeted for one in-person board meeting per year.

Motion: Mary moved that we provide a \$200 stipend for board members, to pay for two nights and the registration fee. The stipend is contingent on board members' attendance for two nights.

Respectfully submitted,

Laura Dewey
Chair, Nominating Committee

ADDENDUM: Draft letter

Tura Campanella Cook, President
Jane Adams Peace Association Board of Directors

Dear Tura,

We are writing to advise you that after careful consideration the WILPF US Board has concluded that we must again assert our right to the distribution of our share of the Sanjines bequest. In summary, we do not believe that JAPA's decision as to whether we are entitled to our share of the bequest should be tied to what WILPF INTERNATIONAL/UNO does. Also, please also be advised that we expect our share of the earnings that JAPA received on the Sanjines monies over the last five or six years to be included in the remittance to us.

First and foremost we point out that the claim on file at the New York Attorney General's Office was not filed by either of our organizations but by individual members. While WILPF US actively supported the claim of these individuals initially that is no longer the case. In fact, we gave JAPA formal notice of our withdrawal of any support of the claim almost two years ago.

Also, we do not believe that WILPF US can be directly affected by a decision of another entity, in this case, the UNO Board of Directors. We have our own Board of Directors and are governed by our own Constitution. We are a separate entity and do not participate in their decisions in any way, nor do they participate in our governance.

Therefore, please remit our share of the Sanjines Bequest, including earnings on the monies that has accrued over the last five or six years. Along with the remittance, please furnish us with a copy of all correspondence you have received regarding the Sanjines Bequest, including a copy of the bequest itself, and an accounting of what JAPA did with all of the funds you received and an accounting of any and all earnings from the all of the funds. On this point, Kerry McGovern, Treasurer, WILPF International, shared with us your comment that their share of the bequest was placed in a low interest savings account. We want to be clear that we consider all of the monies including the earnings, must be considered together before any Organization's share is determined. After the total has been arrived at, then our 30% can be determined and remitted to us.

Finally, if you are considering a decision against us in this matter, we would appreciate knowing your legal basis for denying our request. Likewise, if you also deny our request for copies of all the materials related to the Bequest and a full accounting of how JAPA handled the bequest monies and the earnings accrued, please also furnish that legal rationale.

As we were preparing to send this letter to you and ask you to share it with the JAPA Board of Directors, we received the email exchange of early April between you and Kerry McGovern and will address it as well. We note that in the email the UNO has asked your Board to respond to certain questions. While we don't see the connection to the Sanjines bequest we agree with you that it not necessary for our organizations to discuss those questions in a joint call.

Tura, we sincerely hope you and your Board will agree that it is time for JAPA to provide us with our share of the bequest as apparently Ms Sanjines intended.

5

As always, please feel free to contact me with any questions regarding our position in this important matter.

Sincerely,

Mary Hanson Harrison, President
WILPF US Board

C: WILPF US Board of Directors
Kerry McGovern, Treasurer, WILPF International