

MINUTES WILPF US Steering meeting  
June 20, 2017  
Held via teleconferencing

**Steering members present:**

President: Mary Hanson Harrison  
Secretary: Candace Perry  
Chair of the Development Committee: Marybeth Gardam  
Chair of the Nominating Committee: Laura Dewey

**Steering members not present:**

Treasurer/Chair of Finance: Jan Corderman  
Chair of the Membership Development Committee: Shilpa Pandey  
Chair of the Program Committee: Maureen Ngozi Eke

Following is the agenda for the meeting:

1. Treasurer update
2. Approval of April 7 Steering minutes
3. Update on Congress; #registrations and budget update
4. Report on donor asks from P&F and Spring Appeal
5. Status of JAPA and International
6. Request to join Food Alliance (Mary)

TREASURER'S REPORT: The Treasurer was not able to attend, but she sent a report of activity. Per diem payments were made to Managing Director. We will have some savings from office closing. Follow-up on Paychex overpayment to Lamia: Paychex and Jan have agreed to the final amount due to us - \$5100. They have already reimbursed us for withholdings, fees and one paycheck that they were able to pull from Lamia's personal checking account because they were within the legal time limit to able to do so.

With the help of Eileen Kurkowski from the Boston Branch, Candace Perry and her husband, we were able to move out of the office in May, saving office rent expense of \$827/mo. Even with expenses including Jan's travel to Boston, paying for the movers, the cost of shipping items needed for Congress and to have on hand, and storage rental (\$77/mo) we're still able to see considerable savings which will help reduce our deficit for this year. We'll realize additional savings from switching to a cell phone and canceling wi-fi.

We are very fortunate that with PDF's help we have received a grant of \$2500 from an anonymous donor that learned of our climate work from PDF. It's so wonderful to have that acknowledgement and unplanned income!

Our Interim administrator is entering the numbers and Jan expects to have a report showing where we are for the July Board Meeting.

SECRETARY'S REPORT: The minutes from April 7 were accepted. They will be sent to all the board, but will not be posted on the website.

FOLLOW UP REPORTING ON AD HOC COMMITTEES:

Laura reported on Ad Hoc committee on Board governance. They will meet again in August. A power point will also be available afterwards.

Marybeth reminded about the board orientation/handbook meeting, June 26.

RESPONSE TO INTERNATIONAL: Laura proposed that if one or two wanted to write a letter then others could sign on. Mary has written her response but has not sent it. International has not asked for anything. We'll continue this discussion after the Congress. Suggested Candace send a letter to International notifying them that the Steering committee voted on April 7 to retain the president. The letter could also note what we're planning to do, cite ad hoc committee, board training at Congress, looking at revising our communications, board training, board mentoring, all in the hopes of creating a safe space for everyone. Marybeth will draft the letter and send to board members. Mary's personal response and Mary's time line should also be sent to International.

CONGRESS: Voices of the board, each board member will speak briefly. Congress will include a three hour training meeting for the board to deal with our concerns regarding inclusion and micro aggressions. No board meeting will be held during Congress, rather, we will hold a board meeting at the publicized, regular time, July 18. Candace will send reminder of the training to the board. She'll also send info on orientation meeting June 26.

EXTENSION OF *PEACE & FREEDOM* CONTRACT. Agreed to extend contract with Kathryn Dodgson for *Peace & Freedom* only and will extend for July for e-news. Mary proposing Michele for e-news. Laura wondered if anyone with Congress would do the e-news. Need to inform branches that looking for someone to do the e-news, what does the job pay and how many hours? No personnel committee, so Marybeth will work with Jan on getting out the word.

CONGRESS UPDATE: 32 have registered so far. For board members to receive the \$200 reimbursement, they have to be at Congress for 2 nights. Laura sent May 16 minutes with details for the training and will re-send. Mary will send information on policy for board member reimbursement.

JAPA: Mary still in negotiation with JAPA, heard back from JAPA but no resolution. Some discussion of outstanding loan from Nancy Munger. Discussion needs to go to finance committee.

AFFILIATION WITH FOOD SOVEREIGNTY ALLIANCE: Mary proposed, some discussion of what this means. Marybeth suggested we look at the policy for reciprocity of support. Consensus to affiliate. In future should ask Program to develop a policy for affiliation.

Meeting adjourned 10:15 pm

Respectfully submitted,

Candace Perry, Secretary