

WILPF-US SECTION BOARD COMMITTEE MEETING

*Tuesday, January 23, 2018 (Meeting moved from Jan. 16)
Held via teleconference and was recorded.*

Board members present:

- President: Mary Hanson Harrison
- Retiring Secretary: Candace Perry
- New Secretary: Eileen Kurkoski
- Treasurer/Chair of Finance: Jan Corderman
- Chair of the Nominating Committee: Laura Dewey
- Chair of the Membership Development Committee: Shilpa Pandey
- Chair of the Development Committee: Marybeth Gardam
- New Chair of Program: Barbara Nielsen
- New Chair of Program: Teresa Castillo, who was an at-large board member
- At-large Board Member: Dixie Hairston
- US Section Member of the International Board, Melissa Torres

Board member not present:

Chair of the Program Committee: Maureen Ngozi Eke, whose term is ending

WILPF members, non-Board present: Ellen Schwartz

Ellen offered help to secretary. Call started at 8:36 EST and ended ?10:44EST

Facilitator: Laura Dewey **Dashboard facilitator:** Ellen Schwartz

Note taker: **Eileen:** All decisions are underlined and in bold print.

AGENDA:

1. Welcome to all and new board members: Transition meeting. To speak say your name and for stack. We are trying a new voting; until May there will be simple voting and not by consensus.

2. SECRETARY REPORT: Oct. 17, 2017 Steering meeting and Nov. 14, 2017 Board meeting minutes were approved by email to get them out on the website in a timely manner. Candace expressed her pleasure working with WILPF as secretary. There was appreciation for Candace's fine minutes during her tenure.

3. PRESIDENT'S REPORT: It's encouraging that we made it through 2017. The DesMoines' Women's March brought 6-7,000 people and was better than last year. The worst is still facing us, but, we have some hope in the midterm elections. We'll be working hard to get out the voters. Thanked the board for their enduring concern for our vision and mission. We've gone through some internal turbulent strife & soul searching, with more issues of diversity and accountability to be dealt with. She pledged to continue to work with those issues, to provide opportunities for all of us...considering the beliefs and feelings of all of us. It will take work for all of us and I know the exiting

board and new board will do that. We've had a good year. Highlights: with 200 new members, new solidarity events, governance work, a good 33rd Congress in Chicago where there is no branch. She is encouraged and knows we will rise to this coming year's challenges. New editor, Wendy McDowell, for P&F is well qualified. We got our end of year appeal out earlier this year. At the upcoming CSW we are presenting a diverse panel on women & agriculture, which is coming together. With Nancy Price and Barbara Nielson we wrote out a response to the IB plans for reconstruction. We need to inform the delegates and board more about the proposal prior to them going to Ghana, so they can vote. We moved our national headquarters from Boston to Des Moines and have gotten many good responses re this...particularly since IA is the first caucus state, which may help us in the next election. We are having many discussion re the practicum and Local 2 Global. And we have been carefully looking at finances with Jan to cover travel to Ghana; hopefully we can get a good attendance for the Congress. To set an agenda for 2018, Mary asked the board & committee chairs to share/submit to the Board 3 most important goals for your committees and 3 for the board = 6 responses. This will come up in the Steering Committee next month and is wanted preferably in 1 week (extended to 2/6/18 so committee members can help decide/Barbara). Consider: may want to improve on communication so committee decisions can be expedited.

4. TREASURER'S REPORT

2017 Report review:

Our total *Income* was \$344,058, much more than we projected, \$235,739. Bequests (\$111,093), Sanjines (\$92,786 & we paid off notes=12K), plus Craigs list made this happen.

Expenses: We projected \$314,525 but totaled \$292,235. We thought we would have a deficit (\$78,786). We don't know if we will get a large bequest and another grant from Craigs list through PDF again for 2018. Thus we don't have the numbers to do a good budget now but expect we will know more by the end of February and provide a report in March. Marybeth's Development committee campaign to obtain individual contributions also brought in a lot of money (Budget: \$73,750 Actual: \$107,600). So, for 2017, instead of a deficit of \$78,786 we got a surplus of \$51,823.

Planning for 2018:

One time expenses: We will not have a U.S. Congress, (We came in lower on expenses, but also income because we had fewer than expected registrants, thus leaving a \$12K+ deficit.) But we will have an International Congress in Ghana coming up this year, which will be more expensive. Another one time cost: we paid to catch up with our annual international dues assessment (\$46K).

Lower annual expenses: We went from 2 to one communication service saving \$12K. We went from 3 vendors to one, thanks to Chris Whilock, who knows donor perfect. Our office insurance is cheaper and our rent went from \$828/mo to \$245/mo in future. Laura questioned some figures re Congress and Jan will send the updated figures on the loss from the Congress.

Action Items:

Prior to voting there was a discussion of when new members could start voting. It was unclear from the by-laws and previous board member experience. All agreed that new members took on full responsibilities of the job at the first meeting after the election.

-Reimburse Dawn Nelson \$1050.08 for her 2016-17 expenses while attending special environmental conferences & U.N. in NYC (Two 8 day conferences) Vote: 8 board approved, Melissa, passed. Dawn worked on her own re sustainable development and submitted a report to the board re this, but she is now working with Nancy Price, chair of earth democracy, who approves of her getting reimbursed. It will take several years for Dawn to complete her research. She asked for this consideration earlier but it was not acted upon. Dawn chose not to stay at NYC friend's home. **Laura and others were concerned about setting a precedence of backdating for expenses so approval was based on a future plan that member requests for financial support go through a program committee chair prior to attending conferences.**

-Approve the budget for 2018 CSW of 10 New, 2 Alumni, 4 L2G Participants & 2 Faculty: We don't have the \$10K Robertson grant for CSW in the bank, yet. Mary will inquire about the grant. Melissa thanked all for support. Mb asked # for Local to Global - budgeted for 4 but accepted 2. Laura indicates we will need an extra \$18,972K to fill the deficit. But we budgeted for \$9,900 / Jan who explained that \$9,964 was listed on her more recent budget sheet (which was sent out after the meeting for those who didn't get it). **Vote: Eileen & Dixie passed, rest yes.** Dixie stood aside because her stipend is part of the budget.

-Editor of Peace and Freedom contract increase from \$9000 to \$11,500/yr and a reduction 12 to 10 eNews/yr. Because the new editor had concerns about the pay & the issue was timely about contract costs the finance committee approved and signed the contract. The number of eNews was reduced because the summer and December holidays made it difficult to get it out. Two issues of P&F will continue to go out. After discussion, Jan was advised to request board approval by email in the future prior to signing a contract. Jan agreed to email the board for a vote request for future timely financial issues. A formal vote: **Vote: All the board approved of the increase for P&F and the reduction in eNews.**

-Increase the pay rate for Interns from \$10/hr to \$12.50/hr (the Dean Reed grant covers only intern costs.) The finance committee thought \$10 was a little low.

-Increase the pay rate for a Graphic Artist from \$20/hr to \$22/hr The going rate is closer to \$40-50/hr. **Vote: the intern and graphic artist wage increases were approved by all board members.**

-Increase regular hours for Interim Administrator's hours from a minimum of 60 hours to-65 hrs/week. (\$50./hr rate) We paid this rate to Chris in 2017 and it is similar to paying the bookkeeper and membership coordinator in Boston. Chris is doing both jobs. **Vote: Yes, by all 9 board members**

- **For the International Congress (in Ghana):approve \$21,000 to cover \$3000 each for 5 delegates and 1 IB representative, plus \$3000. scholarship from the US Section** This amount will cover air fair, lodging, some food but does not cover expenses of 5 alternates, who will not be funded. For the centennial at The Hague in 2015 we spent \$25,000 but were flush with Yvonne and Robin's contributions. We will have a difficult time this year. This delegate money will be taken from the Miami fund. A scholarship less than \$3K was offered in 2015 and there is a fund younger people can apply for. **Vote: All board members voted yes.**

Discussion item:

Investment: set up a second PAX Account with \$50,000 from Savings Account #2

A percentage of Bequests, in accordance with the Bequest policy (attached) is deposited into Savings account #2 with the balance used for general operating expenses. In addition, 30% of the balance in Savings Account #2 can be used for general operating expenses. After transfers from bequests received in 2016 & 2017, the Balance of Savings Account #2 is \$81,994. We received \$9.91 in interest in 2017. While investing has risks, we certainly want to do better than \$9.91! The Finance Committee would like the full board to consider setting up a second account with PAX in their GLOBAL ENVIRONMENTAL MARKETS FUND PGINX (see attached) which gained 26% for investors in 2017. Investing \$50,000 would leave \$30,000 to be available for operating expense as allowed by the Bequest Policy. PAX processes requests for withdrawals within a few days. Possible next steps: draft an investment policy through the Finance or an ad-hoc committee.

Eileen supported setting up an investment policy but because it would take time to do this Jan proposed investing this money soon to take advantage of a good growth year and work on a policy while the money is growing. Barbara recalled that in the past money was to be in a FDIC insured account and asked if the PAX account (established before 2008) is an exception; she also thinks decisions re money have to go through the board, not only the Steering Committee. Ellen, who dealt with the treasury many years ago, sent a note commenting that money was to be insured. Eileen suggested there are funds with less risk, like bonds, that would provide a higher return than insured vehicles. It is also possible to get lower expenses entering a fund than what this fund requires. Bequest money definitely requires insurance. Perhaps Savings account #1 and a smaller account with \$20K+ could be considered for uninsured investment. Barbara & Laura suggested Eileen get involved to get different points of view. Jan agrees we need a month to gather more info for the steering committee. Board members thanked Jan for all her hard work.

Suggested Pax Fund: <https://paxworld.com/funds/pax-global-environmental-markets-fund/>

5. UPDATE ON UN LOCAL2GLOBAL AND PRACTICUM Mellissa. Have 10 new, 2 alumni, 2 L2G participants & 2 faculty, including Teresa. Most people have passes; there were registration changes that slowed the process. In Feb she will send out a doodle for a trial conference call in February as a pre event this year so all involved can ask question, learn expectations, trouble shoot re travel. From last night's development committee call Teresa and Melissa learned they are expected to create an 'annual like' report with more narratives, quotes and pictures to WILPF after the conference week. Hotel all set. Food will be arranged later. We are waiting for the list of parallel events comes out since this helps to guide their events, speakers, debriefing. On paper we seem to have a well rounded, diverse group. Melissa added they are setting up a parallel panel on Shared Leadership with More Diverse Groups and are helping alums on this.

6. DEVELOPMENT REPORT: At their recent meeting they discussed branch contributions and decided to leave things as they are. Requesting a fundraiser event in 2018. Requesting in new budget to include a part time fundraiser who would find and approach major funders. End of 2017 year appeal brought in \$9,620 and expect delayed amounts this month. The end of year appeal is usually the most successful. Trying to set up a networking event in NYC to help membership. We can't continue to expect the amount of money we got in 2017 so we have to do more fundraising. We need to strategize and devote more resources to attain our goals. Mary thanked Mb for all the work she puts into development and for the OneWILPF calls. And Mb thanked Jan and Chris for putting needed detail, clarity & transparency into many issues, especially financial. In the past Mb could not get a clear numbers for membership, expenses and earnings; to evaluate how to proceed successfully she needed these & amounts received in the Spring and Fall appeals. Mary recalled we crashed in 2007 and couldn't pay staff; this report is great news.

7. NOMINATING REPORT See report. Have 5 new positions to fill next year. Also have 2 Board positions to fill this year, at-large and personnel, but the IB position won't be needed if new rules come from international. Laura asked for recommendations for members who could fill these positions. She is most befuddled by Melissa's position in IB because it isn't clear when, if passed, the new ruling will take affect (Ex Will it take affect after the Congress or a year later?) She asked Mary to get info that may clear this up. The committee is recruiting for this year's position and for delegates to go to Ghana. An ad hoc committee will be formed to set criteria, & application form.

8. PROGRAM REPORT: Maureen is not here and a report was not submitted. Teresa and Barbara will be getting together soon to figure out their next meeting call date, which they expect to be within the next 3 weeks. They plan to work with Marybeth and the One Wilpf callers to bring branches together. Some solidarity events will probably cross over into the program committees. Marybeth is excited about working with the program committee. She said the OneWILPF call was approved by the board but was always run by members, and this has built bridges for branches which she wants to see

continue with the Program committee.

9. IB REPORT Mellisa financial update is in the finance committee report. They continue to work with Peace Women of Africa; there will not be a large group coming for CSW because IB is spending more money and time on the upcoming Congress in Ghana so Melissa and others are trying to get statements and reports from them to share at CSW. They will include their info on the panel they are presenting (Leaders Working with Diversity panel). Poverty and Human Rights: A scathing report about US treatment of impoverished people, especially in the south, came out in December and has helped their work. Laura asked Melissa to send a link to the report on the Poverty program, thinking it may help with the Poor Peoples' Campaign.

10. MEMBERSHIP DEVELOPMENT Sent out report. First meeting will be in Feb. We got 200 new members in 2018 and sent out a new welcome letters to them. A new member welcome packet will soon be ready, so new members will understand our new vision and goals. Also a renewal letter was sent out for the first time. In the future they are considering having renewal reminder postcards. In the development meeting they discussed how they can bring branches into more cohesive relationships. Also, talked of having a celebration for the branches that brought in the most new members each year. For 2017 it was Santa Cruz, CA and Madison, WI. With Chris in the office we now KNOW the new people.

AT LARGE MEMBERS: Dixie: see comments on CSW Teresa said she appreciated being on board at-large for what she learned and the valued the Board for all the hard work they put in.

Ellen said there were no non-members on the call. Laura said she thought every branch should have 1 person on the Board calls...and report back.

Remember: List your 3 priorities for the Board and 3 for your Committees and send them in to all the Board within 2 weeks, by Feb 6.

Feb 22, Wilpf US has a webinar from international. Shilpa will send this material to us after talking with Maureen. End of call: 10:44PM

NEXT BOARD MEETING: Tuesday, March 20, 2018

STEERING MEETNG: Tuesday, February 20

(Meeting dates for 2018 are posted at <http://wilpfus.org/about/current-national-board/board-directors>)