

LWVB/N BOARD MEETING MINUTES May 8, 2017  
1272 Delaware Avenue, Buffalo, NY 14209

At 4:04 P.M., Co-President Terri Parks convened the regular monthly board meeting with a quorum present.

Present: Marian Deutschman, Terri Parks, Nancy DeTine, Shirley Joy, Dorothy Tao, Margaret Brunson, Pat Costanzo, Judith Clarke, Lori Robinson, Sue Stievater, Mary Herbst and Office Manager - Mary Ann Turkla

Excused: Kathie Macaluso, Judy Metzger

Absent: Nora Mikes

Leave of Absence: Joan LoCurto

Additions to the Agenda – T. Parks

Update from Nominating Committee

Request for publication in the *Buffalo News* from the Education Committee

Announcement – J. Clarke

The Board of Elections has offered to bring a box of pens for every naturalization ceremony.

Consent Agenda – T. Parks

Board meeting minutes, April, 2017

Motion made by S. Stievater and seconded to approve the item of the consent agenda.

Motion approved.

Treasurer's Report – L. Robinson

Ending balance as of March 31, 2017	\$ 102,945.29
Total income for April, 2017	4,012.11
Total expenses for April, 2017	7,229.35
Net change in Equity	(1,284.81)
Total balance as of April 30, 2017	98,443.24
Monthly Surplus/Deficit	(3,217.24)

The treasurer's report was received for filing.

Planning for league Operations beginning June 3 if there is no candidate for President – T. Parks

Board members reviewed the Job Description of the LWVB/N President to determine how the Leadership Team will proceed for the following year by allocating the responsibilities:

1. T. Parks will write agenda and collate reports. Board members will preside at the monthly meetings on a rotating basis.
2. Not determined. (Entire Board until it is determined.)
3. M. Deutschman

4. Work with the board to set policies Governance Chair and adhoc committees with T.Parks assistance  
Set Goals for the Board- entire board
5. Entire Board
6. Entire Board
7. Leadership Team
8. Communication Chair is designee, N. DeTine
9. Committee Chairs
10. L. Robinson will convene the Executive Committee and report responses.

Additional Presidential Duties:

1. After approval by the board or Executive Committee, letters and articles for publication will be signed by the primary author on behalf of the League. The primary authors will send letters and articles to the news. Letters will continue to be submitted to the Issues Committee through Marian Deutschman or Executive Committee through Lori Robinson.
  1. L. Robinson will sign bank accounts, credit card, checks and contracts or agreements on behalf of the League. T. Parks will continue to be the second person designated on credit cards and checks and may also sign contracts and agreements on behalf of the League.
  1. L. Robinson will sign thank you letters for donations to the League and the EF.
  2. T. Parks will support the Elections Services Coordinator for BMHA.
  3. T. Parks will continue to serve as a member of the Finance Committee.
  4. T. Parks will receive communication from LWVNYS and LWVUS and share it with Board and membership as appropriate.
- M. Deutschman will decide the appropriate person to contact to respond to questions about the League received by the Office Manager and follow through.

The Executive Committee shall consist of Judith Clarke, Marian Deutschman, Terri Parks, Nancy DeTine, Mary Herbst and Lori Robinson.

The Leadership Team shall consist of Judith Clarke, Marian Deutschman, Terri Parks and Nancy DeTine.

T. Parks thanked Dorothy Tao and Sue Stievater for their LWVB/N Board service.

Update from the Nominating Committee – T. Parks

The Nominating Committee has added Sara Vernon for a one year term to fill the position vacated by Nicole Matteson and Janet Massaro as an at-large Board member, with membership chair as her only responsibility, to the slate of nominees to be considered at the annual meeting.

Request for publication in the *Buffalo News* from the Education Committee – T. Parks

Motion by L. Robinson and seconded that we approve the Letter to the Editor written by Lenore Tetkowski, Co-chair, Education Committee. Motion approved.

Report and discussion of an additional Bylaws amendment – S. Joy  
Bylaws Article V Board of Directors Sec. 9 (New Section)

In the event that the nominating committee is unable to recruit two (2) members to fill the president and either the co-president or first vice-president offices, the nominating committee shall recruit two additional members for the board of directors. Motion by N. DeTine and seconded that the changes to the bylaws proposed by the governance chair be sent to the membership for approval. Motion approved.

Issues Committee Summary – M. Deutschman

Considerations for October programs include education, tax reform or health care.

Adjournment: There being no further business to come before the board, the meeting was adjourned at 6:25 P.M.

Next board meeting is Monday, July 10, 2017 at 4:00 p.m. Lori Robinson will preside.

*Mary Herbst*

Submitted by Mary Herbst  
Recording Secretary

Filed with the minutes: Monthly Board Reports, Treasurer's Report, Job Description of the President, Summary of Issues Meeting and the Request for publication in the Buffalo News from the Education Committee