



LWVPDX Annual Convention Report, 2019-2020

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LWV[®]




LEAGUE OF WOMEN VOTERS[®] OF PORTLAND

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FOR THE PUBLIC GOOD

PROMOTING
CIVIC ENGAGEMENT



Empowering Voters. Defending Democracy.

Introduction



It was our Centennial year! We celebrated the centennials of both the League and passage of the 19th Amendment with a festive gala brunch on February 15, 2020. Pictured above are Chair of the Centennial Committee, Linda Mantel, and LWVPDX President Debbie Kaye. For more information on the 100-Year Centennial Celebration, please refer to “Centennial Celebration” under the Annual Reports section.

Welcome by Debbie Kaye, LWVPDX President

We are pleased to present our annual convention report on our 2019-2020 LWVPDX accomplishments. The report contains a wealth of information about our League’s many activities. It begins with acknowledging our leaders and members, detailing our online Annual Membership Business Meeting, and reporting on activities by board members and volunteers.

During the first half of the year we held many successful meetings and social events, including six Action Committee and four Civic Education meetings, a Winter Planning Program to set goals for the upcoming year and a gala Centennial Celebration. One of the civic education programs introduced our new LWVPDX city government study, *The City that Works: Preparing Portland for the Future*.

Then in mid-March due to challenges of the COVID-19 pandemic, our in-person gatherings were put on hold, yet we pivoted and continued our operations with creativity and dedication. We used a virtual platform to host many stimulating online unit meetings,

board and executive committee meetings, and an Annual Membership and Business Meeting, which replaced our traditional in-person local convention, with sixty members in attendance.

Also in lieu of in-person Voter Forums we broke new ground by expanding our video *Voters' Guide* and inviting all candidates to engage with voters via eight-minute recorded interviews. Sixty-seven candidates in two dozen races participated, and all video interviews were made available on our website.

We sponsored a Harvard Case Method Study participant from a local high school and received a grant from the Herbert A. Templeton Foundation for him to attend Harvard's program and present a program in 2020.

We significantly enhanced communications through our website, the *eVoter* newsletter and by greater use of social media. We are attracting a growing membership with 288 members as of June 2020. Outreach to new donors and foundations has brought additional, much valued support for our work. We deeply appreciate our Board of Directors, volunteers, members, donors, and partners who have helped us achieve our goals. Their support and contributions have enabled us to further our mission of *Empowering Voters. Defending Democracy* in serving our community.

Debbie Kaye, President
The League of Women Voters of Portland
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**2019-2020 Annual Convention Report
July 2020**

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SECTION I. ACKNOWLEDGEMENTS AND RECOGNITION

Board of Directors, Off-Board Leaders 2019-2020



Officers

Debbie Kaye, President

Marion McNamara, 1st Vice President, Administration

Eileen Chase, 2nd Vice President, Voter Service

Nancy Donovan, 3rd Vice President, Civic Education

Peter Englander, Treasurer

Anne Davidson, Secretary

Directors

Debbie Aiona, Action Chair

Chris Cobey, Forums Chair

Carol Cushman, At-Large, Action Support

Judy Froemke, Units Chair

Linda Mantel, At-Large, Development, Special Events

Kim Mason, Volunteer Coordinator

Amber Nobe, Newsletter Chair

Margaret Noel, Communications Chair

Off-Board Leaders

Adrienne Aiona, Budget Chair

Doreen Binder, Nominating Committee Chair

Mary McWilliams, Membership Chair

Betsy Pratt, City Government Study Chair

Phil Thor, Endowment Fund Committee Chair

Members

We value our 288 members for their engagement, support and volunteerism.

Bios of Elected New Board Member Profiles and Alternate Member

Bios for 2020-21 Nominees to the LWVPDX Board and Nominating Committee

Don Brenneis, nominee for Treasurer



I moved to Portland last summer after retiring as a professor of Anthropology at the University of California, Santa Cruz. My wife and I were drawn here by our daughter and her family and by our strong sense of Portland as a lively and engaged community in a very beautiful part of the world.

We were League members throughout our time in Claremont and Palo Alto, but my personal organizational energies were focused primarily on university and professional communities. I am a social and linguistic anthropologist, trained at Stanford and Harvard, with field research experience ranging from Fiji to federal science bureaucracies in Washington, DC. At the heart of my research has been an interest in the relationship between language and politics and a core concern with the question of how talk and other forms of communication make a difference in shaping and transforming communities. I've written on topics from children's arguments and men's gossip to the style and dynamics of research funding panel meetings. I taught for forty-five years, first at Pitzer College in Claremont, CA, and then at UCSC, where I was active in shared governance and served as Chair of the Academic Senate. I have been very involved in academic organizations, serving as President of the American Anthropological Association and editing several scholarly journals.

All the organizational participation has led to my becoming familiar with the work of budget, finance, and audit committees. I'm looking forward to learning more about and contributing more actively to the work of the League here in Portland.

Audrey Zunkel-deCoursey, nominee for the 2020-21 year to fill unexpired 2019-21 term of retiring board member, Kim Mason

Audrey Zunkel-deCoursey is a student, mother, and writer. She has previously worked as a pastor, hospital chaplain, and non-profit program manager. She has been active in advocating for criminal justice reform, environmental sustainability, and women's rights.

The daughter of a long-time LWV member in Illinois, Audrey joined LWVPDX last year and is excited to join the board to help advance the League's work of strengthening democracy.



Janet Youel, nominee for Nominating Committee, Alternate Member



I have been a League member for 28 years and was president for several years of the White Bear Lake, Minnesota League of Women Voters. My husband Doug and I moved to Oregon from Minnesota 8 years ago. Two of our three children live in Portland, and two grandchildren were the draw for us to move.

My past involvement in the Portland League was as unit leader, and I was on the LWVPDX Board as Units Chair from 2014 to 2016. The two-year government study was my most recent involvement and a great experience. I really got into it, with all of the interviews and compilation of data, and I learned a lot about Portland. I also met great people who were on the committee. I believe we will make a difference in our Portland form of government soon.

I am a retired nurse, RN, with undergrad and graduate level education. My special focus on maternal and child health education served me well for raising our three children and teaching nursing, staff nursing and limited expert witness work. A highlight for me was living and working at Ganado, Arizona, on the Navajo Indian reservation.

All of the other nominees for 2020-22 positions are current LWVPDX leaders. They include board nominees, **Debbie Aiona, Chris Cobey, Nancy Donovan, Judy Froemke, Linda Mantel and Marion McNamara**, and off-board nominees, **Carol Cushman, Anne Davidson, and Mary McWilliams**. Their bios are all on the [Meet the Board page here](#).

LIFE Members, 2019-2020

(LWV Members for 50 years)

As of May 26, 2020

Dorothy Baker
Elaine Cogan
Susan Gilbert
Jewel Lansing
Wanda Silverman
Carol Cushman

Jane Cease
Betty Cornelison
Ann Hyde
Connie Morgan
Jeanne Steed
Nancy Zavitz

Thelma Lester Clark
Mary Fulton
Betty Kendall
Corinne Paulson
Mildred Taxer

Congratulations to Kris Hudson, Frances Moore, Betsy Pratt and Barbara Stalions on joining the list of LIFE members this year!

Remembrance of League Members

Ruth Johnson, a LIFE member, passed away on April 10, 2019. She was very active in the Portland and Clark County League of Women Voters. In Portland, she helped produce excellent civic education events and was also a member of the Economic Development Study Committee.

Ann Mulroney, a former LWVPDX member and board member, passed away on Aug. 21, 2019. Ann helped produce excellent civic education events and was also a member of the Economic Development Study Committee.

Maxine Selling, a League LIFE member, passed away in Portland on Oct. 6, 2019. She was 96. LWVPDX appreciates her many years of membership and support.

Sunny Fromm, a former League member, passed away on Feb. 26, 2020. She was a member of our East Multnomah County League who helped us with voters' guides and with the Multnomah County Library study.

Marguerite Metcalf, a LIFE member, passed away on May 17, 2020. She lived at Terwillger Plaza since 1997. We appreciated her dedication to our LWV of Portland.

SECTION II. ANNUAL MEMBERSHIP BUSINESS MEETING AGENDA

1. Delegate Count
2. Budget for Fiscal Year 2020-21 and Notes to Proposed Budget
3. Bylaws, Your Rights as a Member
4. Meeting Rules
5. Minutes 2019
6. Nominating Committee Report for 2020-21
7. Program Recommendations for 2020-21 (includes civic education, interest groups, or action program recommendations): <ul style="list-style-type: none">• Retaining all current LWVPDX positions, including the new City Government Position• New Study on Police Accountability, Portland Police Bureau
8. Current LWVPDX positions, including the new City Government Position

The Agenda was approved by members at the Business and Membership Meeting.

1. Delegate Count

With 60 members attending the Business Meeting we exceeded our quorum requirements.

2. Budget for Fiscal Year 2020-21 and Budget Notes, *Adrienne Aiona, Budget Chair*



Adrienne Aiona presented the proposed new budget for fiscal year 2020-21. The budget was completed in January prior to the onset of the COVID-19 pandemic. The budget is a plan that can be adjusted by the Board as needed.

	2020-21 Proposed Budget			2019-20 Adopted Budget			Actuals through 12/19 (both funds)	Percent of Total Budget	2018-2019 Actuals			
	Regular Fund	Education Fund	Budget Total	Regular Fund	Education Fund	Budget Total			Regular Fund Actual	Education Fund Actual	Total Actual	
REVENUE												
1 Member Dues	\$8,910	\$8,910	\$17,820	\$7,562	\$7,562	\$15,124	\$15,289	101.1%	\$7,945	\$7,945	\$15,890	
2 Development:												
a. Cash Contributions -Members	\$9,000	\$9,000	\$18,000	\$3,929	\$13,000	\$16,929	\$11,156	65.9%	\$8,754	\$8,612	\$17,365	
b. Cash Contributions -Non - members	\$2,000	\$2,000	\$4,000	\$2,000	\$4,000	\$6,000	\$100	1.7%		\$2,375	\$2,375	
c. Corporate Contributions		\$6,000	\$6,000		\$6,000	\$6,000	\$78	1.3%	\$133	\$2,837	\$2,970	
d. Foundations/Grants		\$20,000	\$20,000		\$10,000	\$10,000		0.0%		\$28,000	\$28,000	
e. Other Fundraisers	\$2,000	\$2,000	\$4,000	\$2,000	\$3,000	\$5,000	\$528	10.6%	\$42	\$35	\$77	
3 Interest	\$5	\$5	\$10	\$5	\$5	\$10	\$11	113.2%	\$5	\$11	\$15	
4 Events	\$4,000		\$4,000	\$1,750	\$525	\$2,275	\$0	0.0%	\$3,583	\$200	\$3,783	
Total Budgeted Revenue	\$25,915	\$47,915	\$73,830	\$17,246	\$44,092	\$61,338	\$27,162	44.3%	\$20,461	\$50,014	\$70,476	
Reserves and Other Funds												
1 Endowment Fund Distribution	\$9,200		\$9,200	\$8,760		\$8,760	\$4,380	50.0%	\$8,600		\$8,600	
2 Funds Carried Forward	\$6,700	\$20,000	\$26,700	\$5,000	\$15,000	\$20,000	\$0					
3 Sara Frewing Distribution		\$13,000	\$13,000		\$7,000	\$7,000	\$0					
4 Education Fund Reserves/ Repay Reg Fund loan	\$661	-\$661		\$12,333	-\$12,333	\$0	\$0					
Total Reserve, Etc. Funds	\$16,561	\$32,339	\$48,900	\$26,093	\$9,667	\$35,760	\$4,380	12.2%	\$8,600		\$8,600	
TOTAL REVENUE	\$42,476	\$80,254	\$122,730	\$43,339	\$53,759	\$97,098	\$31,542	32.5%	\$29,061	\$50,014	\$79,076	
TOTAL EXPENSE	\$42,476	\$65,917	\$108,393	\$43,289	\$53,759	\$97,048	\$27,782	28.6%	\$30,296	\$52,742	\$83,037	
NET GAIN (LOSS)	\$0	\$14,337	\$14,337	\$50	\$0	\$50	\$3,760		(\$1,234)	(\$2,728)	(\$3,962)	

League of Women Voters of Portland **PROPOSED LWV BUDGET WORKSHEET 2020-21**

EXPENSES (p. 1 of 2)	2020-21 Proposed Budget			2019-20 Adopted Budget			Actuals through 12/19 (both funds)	Percent of Total Budget	2018-19 Actuals		
	Regular Fund	Education Fund	Budget Total	Regular Fund	Education Fund	Budget Total			Regular Fund Actual	Education Fund Actual	Total Actual
A. General Office Expenditures											
1 Rent & Utilities	\$6,822	\$5,582	\$12,404	\$6,497	\$5,316	\$11,813	\$5,006	42%	\$6,635	\$5,429	\$12,064
2 Office Expense/Supplies	\$660	\$540	\$1,200	\$495	\$405	\$900	\$744	83%	\$590	\$610	\$1,200
3 Software licenses, Communications (Phone), Website	\$1,095	\$896	\$1,990	\$286	\$234	\$320	\$702	219%	\$184	\$150	\$334
4 Postage and PO Box	\$550	\$450	\$1,000	\$550	\$450	\$1,000	\$354	35%	\$457	\$474	\$931
5 Salaries (Gross)	\$12,672	\$10,368	\$23,040	\$11,440	\$9,360	\$20,800	\$9,542	46%	\$9,470	\$7,748	\$17,218
6 Payroll Burden	\$1,081	\$885	\$1,966	\$1,030	\$842	\$1,872	\$763	41%	\$877	\$717	\$1,594
7 Bookkeeper Services	\$1,100	\$900	\$2,000	\$1,100	\$900	\$2,000	\$306	15%			\$0
8 Discretionary Fund/ Other Expenditures	\$3,000	\$175	\$3,175	\$3,000	\$175	\$3,175	\$0	0%	\$789	\$517	\$1,306
9 Government Fees and Taxes	\$175	\$140	\$315	\$175	\$100	\$275	\$215	78%	\$175	\$140	\$315
10 Audit/Review of Books (½T)	\$500	\$500	\$1,000	\$250	\$250	\$500	\$0	0%			\$0
11 Insurance	\$550	\$450	\$1,000	\$495	\$405	\$900	\$500	56%	\$483	\$396	\$879
12 Bank/ Payment fees/ Credit Card Fees	\$220	\$180	\$400	\$220	\$100	\$320	\$198	62%	\$330	\$68	\$398
13 Equipment and computer support, maintenance and repair	\$116	\$95	\$210	\$110	\$100	\$210	\$0	0%			\$0
14 Equipment Purchase	\$206	\$169	\$375	\$275	\$100	\$375	\$0	0%	\$56	\$44	\$100
SUBTOTAL General Office	\$28,746	\$21,328	\$50,074	\$25,923	\$18,737	\$44,460	\$18,331	41.2%	\$20,045	\$16,294	\$36,339
B. Administration											
1 President's Fund	\$165	\$135	\$300	\$165	\$135	\$300	\$0	0%			\$0
2 Board Expense	\$165	\$135	\$300	\$165	\$135	\$300	\$0	0%			\$0
3 Development Comm. Expenses											
a. Direct Mail/ solicitation expenses	\$138	\$113	\$250	\$650	\$650	\$1,300	\$0	0%	\$106	\$87	\$193
b. Merchandise Purchases, Special Event Costs	\$100		\$100	\$100		\$100	\$0	0%			\$0
SUBTOTAL Administration	\$568	\$383	\$950	\$1,080	\$920	\$2,000	\$0	0.0%	\$106	\$87	\$193

PROPOSED LWV BUDGET WORKSHEET 2020-21											
EXPENSES (p. 2 of 2)	Regular Fund	Education Fund	Budget Total	Regular Fund	Education Fund	Budget Total	Actuals as of 12/19	Percent	Regular Fund Actual	Education Fund Actual	Total Actual
C. Membership/ units											
1 PMP LWVUS	\$3,512	\$3,512	\$7,024	\$2,736	\$2,736	\$5,472	\$3,552	64.9%	\$3,728	\$3,728	\$7,456
2 PMP LWVOR		\$6,695	\$6,695	\$2,800	\$5,216	\$5,216	\$1,708	32.7%		\$8,784	\$8,784
3 Membership Committee	\$1,100		\$1,100	\$2,800		\$2,800	\$115	4.1%	\$536		\$536
4 Voter	\$300		\$300	\$700		\$700	\$60	8.6%	\$366	\$300	\$666
5 Member Education/ Units	\$400		\$400	\$400		\$400	\$148	36.9%			\$0
6 Events: Local Convention, annual luncheon, etc.	\$4,000		\$4,000	\$4,000		\$4,000	\$550	13.8%	\$3,333		\$3,333
SUBTOTAL membership/units	\$9,312	\$10,207	\$19,519	\$10,636	\$7,952	\$18,588	\$6,133	33.0%	\$7,963	\$12,812	\$20,774
D. Voters Service/Citizen Education											
1 Voters' Guide Exp. and Promotions		\$20,000	\$20,000		\$13,000	\$13,000	\$1,042	8.0%		\$13,943	\$13,943
2 Voters Service		\$3,250	\$3,250		\$3,000	\$3,000		0.0%		\$3,810	\$3,810
3 Study/Publication		\$500	\$500		\$500	\$500	\$1,225	244.9%			\$0
4 Educational Events		\$500	\$500		\$500	\$500	\$0	0.0%			\$0
5 Outreach/Publicity	\$500	\$7,800	\$8,300	\$3,000	\$7,000	\$10,000	\$0	0%		\$4,934	\$4,934
6 Civic Ed. Meeting Expenses		\$1,800	\$1,800		\$2,000	\$2,000	\$1,051	52.6%		\$863	\$863
SUBTOTAL Voters Service/Citizen Education	\$500	\$33,850	\$34,350	\$3,000	\$26,000	\$29,000	\$3,318	11.4%	\$0	\$23,550	\$23,550
E. Delegate Travel and Expenses											
1 National Convention	\$1,500		\$1,500	\$1,500		\$1,500	\$0		\$981		\$981
2 State Council/Convention	\$900		\$900	\$200		\$200	\$0		\$790		\$790
3 Workshops (registration & expenses)		\$150	\$150		\$150	\$150	\$0				\$0
SUBTOTAL Delegate Travel & Exp.	\$2,400	\$150	\$2,550	\$1,700	\$150	\$1,850	\$0	0.0%	\$1,771	\$0	\$1,771
F. Position Support											
1 Action Committee	\$950		\$950	\$950		\$950	\$0	0.0%	\$410		\$410
SUBTOTAL Position Support	\$950		\$950	\$950		\$950	\$0	0.0%	\$410	\$0	\$410
TOTAL EXPENSES	\$42,476	\$65,917	\$108,393	\$43,289	\$53,759	\$97,048	\$27,782	28.6%	\$30,296	\$52,742	\$83,037

Notes to Proposed Budget, 2020-2021, Adrienne Aiona, Budget Chair

Job Description

The Budget Committee is appointed by the Board and meets typically between January and March to formulate a proposed budget for the next program year.

Budget Committee

Adrienne Aiona, Chair; Eileen Chase; Anne Davidson; Peter Englander; Margaret Noel.

Notes and References to the Proposed FY 2020-2021 Budget

The Budget Committee presents to the League of Women Voters of Portland the proposed budgets for Fiscal Year 2020-21. Members may discuss, debate, and amend the budget for the Regular Fund at the annual meeting. The Education Fund budget is provided for review and comment only because it is related to the Regular Fund budget. The Education Fund budget will be adopted by the trustees at their next meeting.

The worksheets include information on three separate budgets for comparison purposes:

- The 2020-21 Proposed Budget for the Regular and Education Funds;
- The 2019-20 budgets as adopted, plus actual expenses and revenues through December 2019; and
- Actual expenses and revenues for the 2018-19 budget cycle.

The overall budget is about \$11,000 higher than the previous year primarily due to increases in general office expenditures and voter service activities. The budget increase for office expenditure covers increases in rent, salary, and to support an office move. Additional planned voter service work for the 2020 General Election will be supported by grant funding.

In 2016, the League voted to increase dues yearly by \$1, plus any increase in per-member payments (PMP) approved by the LWVUS or the LWVOR (none identified at this point). This is the fifth and final year for which this \$1/year increase applies. Proposed dues will be \$80 (or \$120 for household memberships). We currently send \$32 to LWVUS and \$30.50 to LWVOR for each member, to support League activities at the national and state level. Only \$17.50 of the annual dues remains to support Portland activities.

Revenue

- *Line 1. Member Dues.* Membership dues are based on projected membership levels for the year. The budget estimates 10 new members for a total of 267. As noted above, basic dues will be \$80 (or \$120 for household memberships).
- *Line 2. Development.* Revenue goals for member and non-member contributions, as well as donations from corporations and foundations.
- *Line 4. Events.* Pass-through payments from local convention or other events, such as the media lunch, needed to cover any related expenses.

Reserves and Other Funds

- *Line 1. Endowment Fund Distribution.* The Endowment Fund trustees have committed to providing \$9,200 to the Regular Fund in 2020-21.
- *Line 2. Funds Carried Forward.* Cash projected to remain from the previous year, this includes \$20,000 we may receive from the Sailing Foundation in the spring for the November election.
- *Line 3. Sara Frewing Distribution.* Contributions from the Sara Frewing Fund in support of voter education.
- *Line 4. Education Fund Reserves/Repay Regular Fund Loan.* Projected income from Education Fund Reserves (including the Ethel Noble and Darleane Lemley Funds) to repay operating expenses incurred by the Regular Fund on behalf of Education Fund activities.

Expenses

A. General Office Expenses

- *Lines 1 through 14.* Expenses to cover the cost of maintaining an office and part-time staff, plus administrative services. Monthly or annual technology services charges including website support, communications, and software subscriptions were combined into *Line 3*; several of these items were previously broken out separately. This budget year, there is money included for an office move (*Line 8*) and a financial review of the books (*Line 10*).

B. Administration

- *Line 1. President's Fund.* Expenses such as gifts to the board or other members, parking fees, travel, or meeting expenses.
- *Line 2. Board Expense.* Expenses such as printing and assembling materials for new board members, parking fees, or travel.
- *Line 3. Development Committee Expenses.* Costs for fund-raising activities, such as, direct mail solicitations, merchandise, or special events.

C. Membership/Units

- *Line 1. PMP LWVUS.* The cost of quarterly PMP (per member payments) to LWVUS to support national League activities. The PMP estimates are based on actual membership data as of January 31, 2019 (PMP of \$32 for 204 members, plus \$16 for 31 household members). Portland also has 19 lifetime members and three student members for whom no PMP is required.
- *Line 2. PMP LWVOR.* The cost of quarterly PMP to LWVOR to support state League activities. The PMP estimates are based on actual membership data as of January 31,

2019 (PMP of \$30.50 for 204 members plus \$15.50 for 31 household members). Portland also has 19 lifetime members and three students for whom no PMP is required.

- *Line 3. Membership Committee.* Costs related to the membership handbook and directory, renewals, member recruitment, and new member events.
- *Line 4. Voter.* Costs to publish the *eVoter* newsletter.
- *Line 5. Member Education/Units.* Materials for unit meetings or to support interest groups.
- *Line 6. Events.* Local Convention, annual luncheon, etc. Pass-through costs from local convention or other events, such as the media lunch, needed to cover any related expenses (see Line 4 in Revenue).

D. Voter Service/Citizen Education

- *Line 1. Voters' Guide Expenses and Promotions.* Publishing and promoting the *Voters' Guide* for the November 2020 General Election and Spring 2021 Primary Election. Includes producing the *Video Voters' Guide*.
- *Line 2. Voter Service.* Forums, voter registration fees and materials, Speakers' Bureau, and Directory of Elected Officials.
- *Line 3. Study/Publication.* Publication of League studies, funds to publish additional copies of the City Government Study for distribution.
- *Line 4. Educational Events.* Special educational events and website posts.
- *Line 5. Outreach/Publicity.* Voter service and civic education outreach and publicity including bookmarks, radio PSAs, and paid publicity.
- *Line 6. Civic Education Meeting Expenses.* Program recording/taping for public broadcasting and speakers' gifts.

E. Delegate Travel and Expenses

- *Line 1. National Convention.* Partial defrayment of costs of delegates to attend LWVUS convention.
- *Line 2. State Council/Convention.* Partial defrayment of costs of delegates to attend LWVOR councils and conventions.
- *Line 3. Workshops (registration & expense).* Partial defrayment of costs to attend LWVOR workshops.

F. Position Support

- *Line 1. Action Committee.* Committee costs \$50, ballot measure statements \$800, Welcome Home Coalition dues \$100.

After discussion, a motion was passed by the members attending the Business and Membership meeting to approve the FY 2020-21 budget.

3. Bylaws and Your Rights as a Member

Bylaws

There were no proposed amendments to the bylaws in 2019-2020.

Your Rights as a Member

- To demand an orderly procedure
- To appeal the decision of the Chair
- To be informed on the question of the procedure
- To make, second, debate or amend motions, of debatable or amendable
- To vote and be assured of an accurate count

4. Current LWVPDX Positions

Every year, the League of Women Voters of Portland members review and affirm our local positions. Members at the Business meeting voted to retain all the LWVPDX positions, including the new City Government position. In addition to the local positions included in the link below, the Portland League also uses LWV of Oregon positions and LWV of the United States positions <https://lwvpx.org/advocate/league-positions>.

5. Meeting Rules

Membership Business Meeting Rules

1. **ADMISSION:** Admission to the 2020 membership business meeting shall be limited to persons who preregister and who are voting members of the League in good standing or specified guests (the parliamentarian and LWVOR president).
2. **QUORUM:** According to the LWVPDX Bylaws, Article VI, Section 3, "Fifteen percent (15%) of the membership as of January 1 of that year shall constitute a quorum at all business meetings of the Portland League." On January 1, 2020, the Portland League had 250 members; therefore 38 members in attendance shall constitute a quorum. Only members of the Portland League may vote.
3. **DEBATE:** Only League members shall have the privilege of the floor. A member who wishes to speak shall raise their hand to be recognized. The speaker shall address the chair, and after gaining recognition, state her/his name. Discussion shall be limited to two (2) minutes per speaker. During debate on a motion, a speaker for the motion shall alternate with a speaker AGAINST the motion. No member may speak more than once on that question until all others who wish to speak have done so.

4. **RESOLUTIONS:** Only courtesy resolutions are in order.
5. **MOTIONS:** When a member makes a motion, it shall be written in the Zoom chat box.
6. **VOTING:** A majority of those present and voting shall be required for the adoption of any motion, except when the Bylaws, Robert’s Rules of Order or Oregon law specifies otherwise. A majority vote is more than half of the votes cast, ignoring abstentions, when a quorum is present. Members will vote by clicking on “Raise Hand” in the participants’ side bar. Members participating by phone will push *9 (star 9) to “raise hand.”
7. **MINUTES:** The minutes of this Business Meeting will be recorded by the Secretary, reviewed by an appointed Minutes Review Committee and approved by the membership attending the 2021 Membership Business Meeting or Local Convention.

The proposed Membership Business Meeting Rules were adopted by members in attendance.

6. Minutes of the 2019 League of Women Voters of Portland

Anne Davidson, Secretary



The 2019 Convention of the League of Women Voters of Portland was held at TaborSpace on Monday, May 13, 2019. Debbie Kaye, 1st VP and Development Chair, welcomed everyone and explained that Doreen Binder, current LWVPDX President was out of the country and unable to attend the Convention. Debbie and Ted Kaye also explained the fundraising activities for the evening.

Debbie called the meeting to order at 6:45 pm and began with the following tribute: “Let us take a moment to recognize the many indigenous people whose traditional and ancestral homelands we stand on: the Multnomah, Kathlamet, Clackamas, Tumwater, Watala bands of the Chinook, the Tualatin Kalapula. We are here because of the sacrifices forced upon them. In remembering these communities, we honor their lives, their legacy and their descendants.”

Debbie also took a moment to call for a cheer for Leeanne MacColl, a very active former League leader who brought Debbie into the League. Leeanne would have been 92 years old.

Debbie called the members attention to the agenda on page 2 of the Convention Workbook for reference throughout the meeting.

She began the meeting with a moment of silence to remember the Portland League members who passed away this year: Darlene Allen, Karen Labinger, Darleane Lemley, Linda Roholt and Maxine Selling.

Debbie introduced Aelora Roush, the League's Office Manager and thanked her for all the work she did in getting ready for the Convention and the other activities of the League throughout the year. Aelora will provide the official count of members present tonight and will serve as timekeeper for discussion.

Debbie also recognized the two 50-year Lifetime members Betty Cornelison and Susan Gilbert who join the 17 other Lifetime members listed on Page 3 of the Workbook.

Debbie welcomed new Portland League members who were present and noted that a list of new members was on page 4 of the Workbook.

Volunteer of the Year Awards: Debbie presented one of the two awards to Betsy Pratt. Betsy is a third-generation League member, following in the footsteps of her grandmother and her mother, who gave her a membership in 1970 when 18-year-olds were first allowed to vote in Massachusetts. In 1981, she and her husband Philip Thor moved to Portland to work for the Bonneville Power Administration. She had a series of diverse jobs there, including internal management consultant, library manager and facilities manager. Throughout her career, Betsy was an active League member, serving on study committees and on the Portland Board as secretary, treasurer, director and vice president. After retiring from BPA in 2008. Betsy was elected president of the Portland League for 2008-2011 and then chair of the State League's Education Fund for 2011-13. Betsy has also moderated forums and managed the Speakers' Bureau. She was Budget Committee Chair for 2017-19, chairs the ongoing City Government Study and participates in Unit 4.

Mary Hepokoski, the other Volunteer of the Year was traveling and was not present. Mary joined the League in Golden Valley, Minnesota in 1979 where she served in various board capacities for most of 23 years and lobbied at the state legislature on many issues, particularly environmental protection. In addition to raising their two sons, she and her husband Peter were foster parents for newborn babies. Mary and Peter moved to Portland in 2005 and Mary joined the Portland League in 2007. She has served in many roles including chairing Member Education (now Civic Education) 2008-10, treasurer 2011-16, assistant treasurer and now bookkeeper. She was also the local treasurer when Portland hosted the

national convention in 2008. She has been an Action observer, served on the Budget Committee and attends Unit 6.

Introductions: Debbie introduced Alice Bartelt, Action Chair of the LWVOR as Parliamentarian, Election Committee members Julie Chapman and Geoff Gilbert who will count votes as needed and Aelora Roush, Office Manager, as Timekeeper. Secretary Anne Davidson was also introduced along with the 2019 Convention Minutes Committee members Carol Cushman and Susan Gilbert.

Delegate Count: Aelora Roush announced that 48 Portland League members were present and that 41 were needed for a quorum. She further determined that 25 votes would constitute a simple majority and a two-thirds majority would be 32 members.

Debbie Kaye noted that there were 3x5 cards on each table for writing motions and amendments. The cards could also be used for writing guidance to the Board, to suggest improvements to the meeting or suggesting a focus for the Board in the year ahead. All cards should be signed and turned into the Secretary at the end of the meeting.

Adoption of Convention Rules: Debbie Kaye asked for a motion to adopt the Convention Rules as found on page 5 of the Convention Workbook. Frances Moore made the motion which was seconded by Peggy Bengry. Debbie called for a vote on the motion and the Convention Rules were adopted with no discussion.

Adoption of the Convention Agenda: Debbie Kaye asked for a motion to adopt the Convention Agenda as found on page 2 of the Convention Workbook. Kris Hudson made the motion which was seconded by Norman Turrill. Debbie called for a vote on the motion and the Convention Agenda was adopted with no discussion.

Recognition and Introductions: Debbie Kaye recognized the 2018-2019 Board of Directors and Off-Board leaders including Doreen Binder who is traveling. She asked them to stand and remain standing.

Debbie then recognized the members who have served as presidents of the League in the past. The full list of past presidents is found on the last page of the Convention Workbook. She asked past presidents who were present to stand and remain standing.

Debbie also recognized members listed on page 7 of the Convention Workbook who have served the League on State and National Boards. She asked those members present to stand and remain standing.

Finally, Debbie asked all volunteers in the room to stand. She then thanked everyone for putting their skills to work for the League.

Acceptance of the Minutes: The minutes of the 2018 Convention were printed on pages 8 through 13 of the Convention Workbook. The minutes were reviewed by last year's Minutes Review Committee, Carol Cushman and Tom Dyke. Debbie asked for any corrections to the minutes and hearing none, asked for a motion to approve the minutes as written. Maud Naroll made the motion and Linda Mantel was the second. Debbie called for the vote and the minutes were approved as written.

Treasurer's Report: Peter Englander began his report with adding his appreciation of the work of Mary Hepokoski, League Bookkeeper.

He referred members to his report on pages 13-15 in the Convention Workbook. He pointed to the number of changes including a change in the database system and the turnover in office managers. He emphasized that there will continue to be change as improvements are made in the financial operations of the Portland League. He reviewed the fund organizational chart on page 15 and reiterated the importance of the Portland Leagues reserve funds.

Endowment Fund: Anne Davidson presented the Endowment Fund report as Chair. Corinne Paulson was unable to attend the Convention. Anne referred members to the Endowment Fund report on pages 16-18 in the Convention Workbook. She explained the history of the fund and the goals for the upcoming year. She described the distribution formula used by the Endowment Fund Committee and emphasized the importance of the support the Fund provided to the Portland League. Anne also identified and thanked the other members of the Endowment Fund Committee: Phil Thor, Elizabeth Joseph, Carol Wilson and ex-officio member, Peter Englander.

Committee and Board Recommendations: For this portion of the Convention process, Debbie Kaye reminded members that after each presentation, the presenter will move adoption of the recommendation. No second is required because the motions are recommendations of a Committee of the Board. There will be time for questions and discussions and Debbie asked members to use the cards on the table for amendments to the motions.

Proposed Bylaw Amendments: Margaret reviewed the proposed changes as detailed on pages 19-21 in the Convention Workbook. She explained that the changes in Articles I, II and III were required to bring the LWVPDX Bylaws in conformance with those of the LWVUS. She then described the proposed changes in Article IV, Section 4, 4a and 4b. These changes outline who can and cannot commit the Portland League to an action, project or financial obligation and the makeup and obligations of the Executive Committee. The major change is a new proposed section, Article IV, Section 4, 4c which deals with the interface between the Board and its Committees and decision-making abilities and responsibilities. Jane Gigler questioned the need for the wording "the entire board" in the last sentence of the Section. Margaret agreed that the word "entire" could be removed. This will be taken up in the voting process along with any other possible changes to the proposed wording in these Articles.

Margaret continued with a description of the changes in Article V. Section 4 dealt with the Board Secretary and Section 5 with the Treasurer. There was a discussion about adding the Treasurer's responsibility to serve on the Budget Committee as well.

There was also a discussion about wording changes in Article VIII concerning programs.

After her presentation and the discussions, Margaret Noel moved the adoption of the recommended amendments to the League of Women Voters of Portland Bylaws as printed in the 2019 Convention Workbook.

2019-2020 Program: Marion McNamara, Civic Education Chair rose to present the proposed program as recommended by the Board and printed on pages 22-23 of the Convention Workbook. She explained that her motion reflects the results of the January Unit meetings.

Marion moved the retention of all current positions. She further moved to extend the Restudy of the Portland City Government to November 2019 to allow its completion.

Betsy Pratt, City Government Study Chair rose to provide a progress report on the study which is near completion and to thank the members of the Study Committee: Doreen Binder, Linda Mantel, Marion McNamara, Frances Moore, James Ofsink, Nadyne Rosin, and Janet Youel.

Debbie Kaye thanked Marion and Betsy and asked if any member had a motion to consider one of the non-recommended items for study in 2019-2020. There were none.

Proposed Budget: Debbie Kaye introduced Betsy Pratt in her other role as Budget Chair to explain the proposed budget for FY 2019-2020. The proposed budget information starts on page 24 of the Convention Workbook and includes the handout with the graphs and spreadsheets. Betsy explained that the budget included both the Regular Fund and the Education Fund. The Education Fund budget is provided for review and comment only, because it is related to the Regular Fund budget. The Education Fund budget will be adopted by the Trustees at their next meeting. After highlighting the difference between this year and last year and hearing no questions, Betsy moved to adopt the budget as presented in the Convention Workbook and accompanying inserts. Betsy also thanked the members of the Budget Committee: Peter Englander, Anne Davidson, Geoff Gilbert and Maud Naroll.

Nominating Committee Report: Debbie Kaye introduced Peggy Bengry, Nominating Committee Chair to present the report of the Nominating Committee which can be found on pages 27-28 in the Convention Workbook. Peggy presented the slate which she pointed out capitalized on current leadership strengths and increased participation of new volunteer

leaders. She asked all members to look at service to the League as both fulfilling and exciting.

Peggy also outlined the positions the Nominating Committee is recommending that will be appointed by the Board. The Board itself is limited to seven elected directors and not more than seven appointed directors. Peggy also listed the positions for which the Committee was unable to find candidates and she encouraged all League members to consider serving in these positions.

Peggy then moved to approve the recommendations of the Nominating Committee.

Debbie Kaye asked for any nominations from the floor. Mary McWilliams rose to nominate Doreen Binder as Nominating Chair.

Discussion and Voting: Debbie Kaye announced that now was the time for discussion and voting on the motions given. The first motion was for the adoption of the recommended changes to the Bylaws as presented by Margaret Noel and shown on pages 19 through 21 of the Convention Workbook.

Jane Gigler proposed an amendment to the last sentence in Article IV, Section 4c. Her amendment would delete the word “entire” proceeding the word “Board” in the last sentence. Kris Hudson seconded the amendment.

Kris Hudson proposed an amendment to Article 5, Section 5 adding, in the last sentence, that the Treasurer will serve as a member of the Budget Committee and as a member, ex officio, of the Endowment Fund Committee. Peggy Bengry seconded the amendment.

Betsy Pratt proposed an amendment to Article VIII, Section 2 that the words local public policy issues be substituted for the words local government issues and local governmental measures in the first and second sentences in the Section. Nora Terwilliger rose to second the amendment while proposing a friendly amendment that the wording change apply only to the first sentence of the Section due to the additional wording in the second sentence. Betsy accepted the friendly amendment to her amendment.

Hearing no objections to the amendments and no further discussion, Debbie called for the vote on the proposed Bylaw changes as amended. The motion, as made by Margaret Noel on behalf of the Bylaws Committee and as amended above, passed.

The next two motions were on the Board recommended program items. The first motion was that the League of Women Voters of Portland retain all current positions in their portfolio of positions. There were no questions or further discussion. Debbie called for the vote and the motion passed. The second motion was that the restudy of the League position on City

Government be extended to November to allow its completion. Hearing no further discussion, Debbie called for a vote and the motion passed.

Debbie Kaye called for questions or further discussion on the motion for adoption of the recommended 2019-2020 budget as made by Betsy Pratt, Budget Chair. There were none and Debbie called for the vote on the motion. The motion passed.

Finally, Debbie Kaye called for a vote on the slate of nominees as presented and as shown on page 27 of the Convention Workbook, adding Doreen Binder as Nominating Committee Chair. Debbie asked that all unopposed nominees be elected by a voice vote. The slate was elected unanimously.

Acknowledgements: Debbie and Ted Kaye announced that League members and Convention attendees contributed \$9740.00 in the 99 year +one to grow on birthday celebration for the League of Women Voters. This amount included the \$3000.00 match donation.

Debbie thanked everyone for their generosity and emphasized the importance of member support. Margaret Noel rose to also thank members for their donations and to reiterate that members' support is really vital when applying for other funding. As further proof of the importance of member support in grant applications, Margaret announced that the Portland League had just received a generous \$18,000.00 grant from the Carol and Velma Saling Foundation in support of the Education Fund.

Debbie thanked Margaret for all the work she has done in securing funding from our wonderful donors to help in our work. She also thanked all the volunteers who had helped produce the Convention. She gave special thanks to Carol Cushman who had spearheaded the planning for the Convention and the Winter Party, in addition to all the other contributions she makes to the League.

Presentation of the 2019-2020 League of Women Voters of Portland Board of Directors: Debbie Kaye presented the Board members and asked those present to come forward: President Debbie Kaye, 1st VP for Administration Marion McNamara, 2nd VP for Voter Service Eileen Chase, 3rd VP for Civic Education Nancy Donovan, Secretary Anne Davidson, Treasurer Peter Englander, Action Chair Debbie Aiona, Communications Chair Margaret Noel, Units Chair Judy Froemke, Volunteer Chair Kim Mason, Voter Service Forums Chair Maud Naroll, At Large for Action Carol Cushman and At Large for Communication Amber Nobe.

Guidance to the Board: Debbie Kaye announced that the final business on the agenda is to ask for guidance in the year ahead. She asked that members address the Board but to also write their suggestions on the 3x5 cards on the tables so there is a record of the guidance.

Guidance to the Board included three requests that the League of Women Voters of Portland begin the process of consolidating the Regular Fund and Education Fund. These requests came from Linda Mantel, Kris Hudson and Norman Turrill. Kris Hudson also requested that the Endowment Fund Committee invest and manage the Ethel Noble Fund and report the performance to the Convention. Debbie Aiona presented suggestions for improvement to the Convention Handbook: to make sure the printed Treasurer's report is in the Workbook next year and the Budget Report have clearer print, making it easier to read. Peter Englander acknowledged that the end of year financial statements did not get into the Handbook and would be sent out separately. Debbie Kaye thanked everyone for attending and adjourned the 2019 Business Meeting at 8:45 pm.

The proposed minutes were adopted by members in attendance at the meeting.

7. Nominating Committee Report, Election of 2020-2021 Board, May 2020

Doreen Binder, Nominating Committee Chair and Carol Cushman



Nominating Committee Members: Doreen Binder, Chair; Carol Cushman; Judy Froemke and Mary McWilliams

Continuing on the Board to complete their 2019-21 terms:

President	Debbie Kaye	2019-2021
2nd V.P.	Eileen Chase	2019-2021
Secretary	Anne Davidson	2019-2021
Communications Chair	Margaret Noel	2019-2021
At-Large Communications	Amber Nobe	2019-2021

Nominated for 2020-22 terms or to complete an unfilled 2019-21 term:

<i>1st V.P.</i>	<i>Marion McNamara</i>	<i>2020-2022</i>
<i>3rd V.P.</i>	<i>Nancy Donovan</i>	<i>2020-2022</i>
<i>Treasurer</i>	<i>Don Brenneis</i>	<i>2020-2022</i>
<i>Action Chair</i>	<i>Debbie Aiona</i>	<i>2020-2022</i>
<i>Development Chair</i>	<i>Linda Mantel</i>	<i>2020-2022</i>
<i>Units Chair</i>	<i>Judy Froemke</i>	<i>2020-2022</i>

<i>Voter Service/Forums</i>	<i>Chris Cobey</i>	2020-2022
<i>At-Large *</i>	<i>Audrey Zunkel-deCoursey</i>	2020-2021

Continuing in Off-Board Positions to complete their 2019-21 terms:

Endowment Committee	Phil Thor	2019-2021
Nominating Committee	Doreen Binder	2019-2021
Budget Committee	Adrienne Aiona	2019-2021

Nominated for 2020-2022 Off-Board Positions:

Endowment/Treas./Sec.	Anne Davidson	2020-2022
Nominating Member	Carol Cushman	2020-2022
Nominating Member	Mary McWilliams	2020-2022
Alt-member	Janet Youel	2020-2022

The nominating committee report was approved by members in attendance at the meeting.

8. Program Recommendations for 2020-21 (for Civic Education, Interest Group and/or Action), Nancy Donovan, Civic Education Chair

On January 11, 2020, nearly 50 LWVPDX members attended the Winter Program Planning Party to discuss 10 LWVUS positions and 15 LWVPDX positions that seemed especially relevant to issues the League is addressing this year. Later in January 54 LWVPDX members at five Unit meetings reviewed the full list of LWVUS and LWVPDX positions.

The Units considered whether to *retain, drop, update, restudy* or recommend *action* on these positions. The Units also discussed recommendations developed at the Winter Party. The results of the Units' deliberations, along with recommendations from the Winter Party, were reviewed by the LWVPDX Board at their February 3 and March 2 meetings. The Board recommends the following Program for the consideration of members at the 2020 Annual Membership Business Meeting.

NOTE: The only items that require a vote for adoption are retention of or changes to current positions, restudy of current positions, or studies of a new topic. When voting to adopt an update, study, or restudy, members should have confidence that there will be volunteers to carry out the necessary work.

Board Recommended Program

1. Retain all current LWVPDX positions. (The LWVPDX positions now include our new position on City Government.) Please see the recommended programs below.
2. Approve a new study of police accountability. This year, the only study proposal submitted to the Board is this recommended study on police accountability. The proposal for the study is included below.

Recommendations from Units and the Winter Party

Suggestions for civic education programs, interest groups, or action may be approved by the Board if they conform with League Principles and there is sufficient member interest in the topics. The following recommendations do not need approval at the annual membership business meeting.

Recommendations for Action Committee Meetings & Civic Education Programs

1. *Planning/Civic Engagement (2009), Neighborhood Associations (2007)*. These could be topics for both action and civic education.
2. *Climate Change (2019) and Energy*. Winter Party attendees specifically addressed adding “Climate” to the LWVUS focus for *Making Democracy Work*. Suggestions included a civic education program, perhaps jointly with Portland City Club, on both climate change and energy, and specifically include information on liquid energy infrastructure.

Recommendations for Interest Groups & Civic Education Programs

1. *Economic Development (2015) and Port of Portland (1994)*. Consider forming an interest group and consolidating positions on Economic Development and the Port of Portland.
2. *Housing (2001), Affordable Housing Financing and Administration (1981) and Community Residential Facilities (2007)*. Determine if position updates are needed, which may lead to forming a study or interest group. Also, plan a civic education program.
3. *Juvenile Justice (2006)*. The Justice Interest Group will: (1) monitor the implementation of bills during the legislative session, (2) take action on the expungement of juvenile criminal records, and (3) monitor the overrepresentation of minorities in juvenile justice implementation of Senate Bill 108.
4. *Teenage Girls at Risk (1995)*. Members supported the formation of an interest group to develop a strategy for issues to study or restudy, and for possible updates to our position.

A vote was taken to retain all current LWVPDX positions, including a new position on City Government.

New Study on Police Accountability, Portland Police Bureau, Barbara Ross, Justice Interest Group

Introduction: Why Is This Important?

Our 1982 position on the Portland Police Bureau is good, but it does not explicitly refer to accountability or civilian oversight of the investigation of citizen complaints. This proposed study is timely because of increased public attention to many of the elements in the city's contract with the Portland Police Association, the police officers' union/collective bargaining unit. In addition to the general accountability and civilian oversight issues, the community has expressed deep concern about the perceived lack of accountability in police use of deadly force resulting in the injury or death of citizens.

Officer Accountability in the Portland Police Bureau

Scope: The study would focus on the disciplinary process, accountability, investigation of complaints about officer conduct, the use of the discipline matrix, conduct of the Citizen Review Committee, the Police Review Board, and policies around use of force. We would build on the work that the Justice Interest Group has done this year in joining with other groups to urge community involvement in setting priorities for the upcoming renegotiation of the police contract with the city council.

Outlook for Work

- We would begin by reviewing historical documents: how the present disciplinary and investigation system was formed; how has it been modified over the years; and which recommendations have been adopted, which have not, and why.
- We would interview stakeholders inside and outside the bureau, carefully recording their suggestions for improvement.
- We would write a report covering the improvements made over the last few years that seem to be working, as well as a detailed description of the structural barriers to fair and consistent discipline of staff who take action that is not in line with bureau policy.
- We estimate that doing the study and writing the report would take about nine months. We hope to be ready to take consensus questions to Units in the spring of 2021.

Who Could Help?

- Debbie Aiona, LWVPDX Action Chair, has followed the Portland Police Bureau and the Citizen Review Committee for years. While she will not be a part of our study team, she is willing to be a resource and help us select historical documents to study, identify the persons who are most important to interview, and recommend which problems we should study in depth.
- Portland Copwatch is an organization that has been reviewing police misconduct and the use of deadly force for more than 20 years. Their founding member, Dan Handelman, is a rich source of historical information on progress and missteps in handling officer conduct that did not conform to bureau policy.
- The Oregon Justice Resource Center and the Albina Ministerial Alliance would have important input. Elected officials and community advocates have valuable perspectives to share.
- To prepare for the study, the Justice Interest Group is currently reviewing background documents. The tentative plan is for the study committee to start interviews in June, by phone if necessary.

Study Committee Members

The following Portland League members have volunteered to serve on the study committee: Doreen Binder, Amy Jo Butler, Civic Education Chair Nancy Donovan, Fran Dyke, Jocelyn Furbush, Ruth Kratochvil, Carol Landsman, Kim Mason, Sylvia McGill, James Ofsink and Barbara Ross. Marion McNamara and Debbie Runciman are willing to help with editing, proofreading, and putting the final report together.

This year, the only study proposal submitted to the Board is this recommended study of police accountability. There were no study/update proposals that the Board has not recommended.

The new LWVPDX Study on Police Accountability was approved by members in attendance at the meeting.

Also approved were these two items: 1) to retain all current LWVPDX positions, including the position on City Government; and 2) approve a new LWVPDX study on Police Accountability, as amended.

SECTION III. REPORTS FROM BOARD OF DIRECTORS 2019-2020

Action Report

Debbie Aiona, Chair

Description: The Action Committee supports the policies defined in the League’s Position Statements so that the League is not only a League of knowledge but also of action. The Action Committee meetings provide a monthly forum for the most current information related to an issue and allow members the opportunity to explore in depth issues of importance to the League and the community and to develop recommendations to the board. These meetings also provide an opportunity to discuss issues with local experts in an informal setting.

Action Committee Volunteers:

Affordable Housing:	Mary McWilliams, Debbie Aiona
Air Quality:	Mary McWilliams
Campaign Finance:	Carol Cushman, James Ofsink
Civic Engagement:	Carol Cushman, Libby Deal, Peter Englander, Brian Harvey, Don MacGillivray, Debbie Aiona
Neighborhood Associations:	Julie Chapman, Tom Dyke, Wynne Furth, Mary McWilliams, Kathy Moyd, Jan Wolf
Fossil Fuel Infrastructure/ Climate Change:	Debbie Aiona
Joint Terrorism Task Force:	Carol Cushman, Kim Mason, Debbie Aiona, Carol Landsman, James Ofsink, Barbara Ross
Portland Police Bureau: Police Oversight	Marion McNamara, Debbie Aiona
Portland Harbor Superfund Site:	Carol Cushman
Portland Utility Board:	Fran Dyke, Tom Dyke, Debbie Aiona
Universal Pre-Kindergarten Action Committee Oversight	Debbie Kaye, Margaret Noel, Nancy Donovan, Marion McNamara

Portland League members serving on the LWVOR Action Committee:

Julie Chapman, Anne Nesse, Nancy Donovan, Debbie Aiona, Barbara Ross, Debbie Runciman, Stephanie Feeney, Philip Thor, Norman Turrill, Robin Tokmakian

Review of Year's Activities

Action Committee Meetings



Structural engineer Trent Nagele (left), a member of the Oregon Seismic Safety Public Advocacy Commission, and Mike Myers (center), director of the Portland Bureau of Emergency Management, spoke about seismic resilience at the February Action Committee meeting (see below), organized by LWVPDX member Tom Dyke (right) and Debbie Aiona (not pictured)

September 2019: Topic: Universal Pre-Kindergarten for Multnomah County

Guest: PSU Economics Professor Emerita Mary King

Topic: Friends of the Library presentation – Bond measure for facilities expansion

Guest: Kirsten Leonard, Friends of the Library representative

October 2019: Topic: Civic Engagement in Portland

Guest: Winta Yohannes, Policy Advisor to City Commissioner Chloe Eudaly

November 2019: Topic: Oregon Center for Public Policy

Guest: Alejandro Queral, Executive Director

January 2020: Topic: STAR Voting (Score Then Automatic Runoff)

Guests: Sara Wolk, Executive Director, Equal Vote Coalition

Annie Kallan, Portland Chapter of the Equal Vote Coalition

February 2020: Topic: Portland's Critical Energy Infrastructure Hub and Seismic Resiliency

Guests: Trent Nagele, PE, SE, Principal, VMLK Engineering + Design and Oregon Seismic Safety Policy Advisory Committee member

Mike Myers, director, Portland Bureau of Emergency Management

March and April 2020: Cancelled due to the coronavirus and safety concerns

Action Taken 2019 – 2020

April 2019

- Sign on to Portland Joint Terrorism Task Force (JTTF) coalition letter urging City Council action on a resolution to carry out the planned withdrawal from the FBI's JTTF.
- Offer comments on the appropriate staffing level and configuration for personnel serving the Portland Utility Board.

May 2019

- Testify at City Council on behalf of Open and Accountable Elections coalition confirming that the coalition members, including the League, had been consulted about the code amendments being presented to Council for approval.
- Submit a letter to City Council encouraging public participation in contracting decisions, both when the terms of the contract are being approved and when the contractor is selected.

June 2019

- Submit written comments to U.S. Circuit Court Judge Michael Simon regarding the U.S. Department of Justice Settlement Agreement with the City of Portland/Portland Police Bureau regarding community engagement, adequacy of misconduct investigations, and Police Review Board concerns. Testify at Status Conference on the same issues.

July 2019

- Sign on to amicus brief submitted to the Oregon Supreme Court supporting the Multnomah County Charter Amendment (Measure 26-184) imposing campaign contribution limits and other reforms.
- Submit letter to the Code 3.96 Committee regarding proposed changes to the Civic Life (formerly Office of Neighborhood Involvement) code. The letter requested additional time for public participation, expressed concerns about maintaining the public's role in land use decisions, and urged requirements for transparency and accountability for organizations recognized by the city.
- Submit a letter to City Council asking for information on how the public would be involved in the contract negotiations between the city and the Portland Police Association (bargaining unit).

August 2019

- Meet with Winta Yohannes, Commissioner Chloe Eudaly's policy advisor, to discuss proposed changes included in the Code 3.96 revisions.
- Email to Assistant U.S. Attorney Jared Hager expressing concern about the lack of notice for the Portland Police Bureau precinct meetings on its annual report. Further objected to the minimal time set aside on the City Council agenda for public testimony on the report.
- Follow up email to Assistant U.S. Attorney Jared Hager sharing serious misgivings about the Portland Police Bureau's willingness to communicate effectively with the public.

September 2019

- Submit comments to Portland Committee on Community Engaged Policing Settlement Agreement/Policy Subcommittee expressing concerns about the Police

Bureau's communications and engagement with the public. At the time, the Police Bureau was in the process of presenting to the public and City Council its annual report and its draft Community Engagement Plan as required by the Settlement Agreement.

- Endorse several Neighborhood Association letters advocating for specific actions to reduce air pollution associated with industries located within neighborhood boundaries.
- Sign on to an open letter to City Council and Chief Outlaw calling for public participation in the police union contract negotiations and calling for improvements to accountability and discipline. Participate in press conference at which the letter was released.

October 2019

- Submit letter to City Council and testify on the Portland Police Bureau's Community Engagement Plan. The letter pointed to the many shortcomings in the PPB's outreach techniques and offered suggestions for improvement.
- Endorse Metro Measure 26-203: Bonds to protect water quality, fish, wildlife habitat, and natural areas.
- Endorse Portland Measure 26-204: Amends charter; increases protections for Bull Run Watershed.
- Endorse Portland Public Schools Measure 26-207: Levy renewal to maintain teaching positions and classroom support.

November 2019

- Submit letter to City Council and testify at a public hearing on changes to Portland's Code 3.96, Portland Neighborhood Association/Civic Engagement programs. The League urged Council to postpone any decisions until a suitable alternative was available for public discussion and consideration.
- Meet with the National Police Foundation to discuss community concerns related to Portland Police Bureau actions at protest events.
- Submit thank you letter to City Council for responding to community requests for involvement in Portland Police Association contract negotiations by scheduling two listening sessions and giving the public the opportunity to share priority issues. Justice Interest Group and Action Committee members participated in the sessions.

December 2019

- Submit letter to IRS at the request of LWVUS. The letter expressed opposition to a proposed rule that would have eliminated one of the few regulations related to dark money in political campaigns.
- Submit follow up letter to City Council emphasizing the importance of public participation in the Portland Police Association contract negotiations and highlighting

some of the League's priorities such as a more effective oversight system and discipline process.

January 2020

- Email to Cynthia Mackey, director, USEPA Office of Site Remediation Enforcement, reminding her of her commitment to the Portland Harbor Superfund Site Community Leaders Group for an update on signed agreements for remedial design.
- Submit letter to Mayor Wheeler reminding him of the requirement for a Joint Terrorism Task Force annual report and raising objections to his prohibition on public testimony on reports presented to City Council.
- Submit a letter to the editor to The Oregonian that was subsequently published, highlighting the importance of Portland's withdrawal from the FBI's Joint Terrorism Task Force.
- Participate in a mock City Council hearing on the Joint Terrorism Task Force annual report. (The mayor does not allow oral testimony on reports presented to City Council, so advocates organized their own hearing).



LWVPDX President Debbie Kaye read a statement from the League, as "testimony" in support of Portland's withdrawal from the Joint Terrorism Task Forces.

February 2020

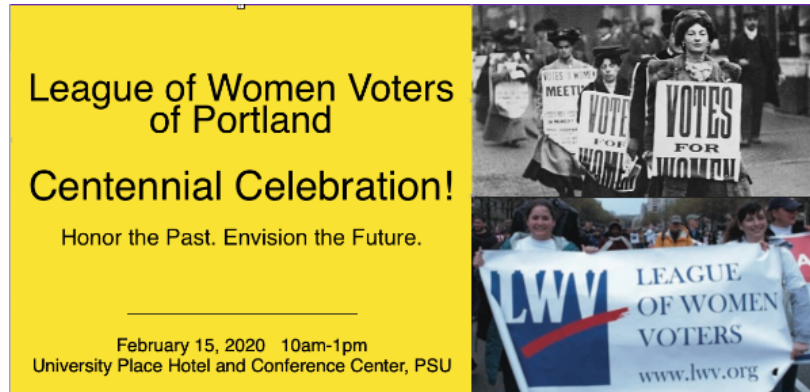
- Met with consultant working with County Commissioner Jessica Vega Pederson to discuss the commissioner's proposal for a county Pre-K program.
- Submit written comments to U.S. District Judge Michael Simon and testify and status conference on League's concerns about the outlook for Portland Police Bureau performance once the Settlement Agreement with the U.S. DOJ ends.

April 2020

- Submit letter to City Council in support of using the federal Water Infrastructure Finance and Innovation Act program to help finance revenue bonds for the construction of the planned water filtration system.
- Join LWV Clackamas County in endorsing Metro Measure 26-210: funds for homeless services.

LWVPDX Centennial Celebration

Linda H. Mantel, Chair



Commemorating the centennials of both the passage of the 19th Amendment to the Constitution allowing women to vote, and the founding of the League of Women Voters itself, Leagues around the country planned celebrations for 2020. The LWVOR planned a March luncheon and encouraged local leagues to plan events closer to February 14, the actual League birthday. LWVPDX initiated discussion of an event at a meeting of the Development Committee in January 2019. The idea percolated for a while, until Debbie Kaye asked Linda Mantel if she would be interested in spearheading the event. Linda and Debbie met for lunch in August, and exactly six months later, we had our celebration!

The *eVoter* for September carried the first announcement of our planned event, a brunch to be held on February 15, with the tentative themes of Reflection, Recognition, and Celebration, and it requested members interested in planning to let Linda know. By the end of September, the committee was in place: Doreen Binder, Debbie Kaye, Marnie Lonsdale, Marion McNamara, Mary Nolan, Dorthea Petersen, Judy Schroeter, and Linda Mantel as Chair.

The planning committee met on October 22 and biweekly after that until December. We agreed that our target audience would include League members, younger potential members, elected officials, donors, and members we wished to honor. Ticket price would be \$50, with a sponsorship of a potential member available for \$100. Subcommittees worked on venue and menu (Dorthea, Judy, Linda), speakers (Nolan, Debbie), invitations, honorees, sponsorships, memorabilia, etc. We envisioned a panel of speakers, with a moderator from our League, discussing the history and current state of voting rights in Oregon. This information appeared in the November *eVoter*.

The venue committee visited or spoke with six potential sites and narrowed down the choices to the Melody Ballroom or the University Place Hotel and Conference Center. Both provide in-house catering. On November 5, the Committee chose the University Place Hotel. The Board approved the proposal from University Place in December, and agreed to a budget of

\$1,500 for incidentals, assuming that the ticket sales would cover the cost of the brunch and rental. Debbie also submitted a proposal to LWVOR for a pull-up banner and League buttons, as party favors to be provided to everyone at the event. The December *eVoter* provided details on the venue, information about the panel, and ticket prices.

Invitations designed by Anne Pechovnik were mailed and emailed in January. Theme and speakers appeared in the January *eVoter*, as follows: “The theme of our celebration is “Honor the Past, Envision the Future”, and our speakers will focus on our history and our path forward. They are Dr. Jacqueline Dirks, Professor of History at Reed College; Samantha Gladu, Executive Director of Next Up Oregon (the successor to the Bus Project); and Cristina Marquez, Advocacy and Civic Engagement Director of Causa. Our moderator will be Hon. Mary Nolan. We will also have a display of memorabilia, historic League photos, and examples of the League achievements we are celebrating.”

Debbie and Linda outlined the program and provided it to Anne for design. Margaret Noel, after heroic efforts, designed a wonderful pull-up banner. Doreen arranged for a proclamation from the Multnomah County Commission. She and Debbie addressed the Board, professional photos were taken, and Chair Deborah Kafoury posted a huge message on Facebook honoring the League. Mayor Ted Wheeler issued a City of Portland proclamation that appeared in the program. Both proclamations were displayed.

Carol Cushman designed displays of memorabilia; Judy and Debbie designed the table décor, using the traditional suffrage colors of yellow, white, and purple; and Linda purchased little cactus plants to celebrate our honorees: Debbie Aiona, Kris Hudson, Margaret Noel, Corinne Paulson, Bill and Barbara Stalions, and Norman Turrill. The proclamation from Multnomah County was displayed with our memorabilia. The February *eVoter* headline said it all:



Carol Cushman (center) discussing memorabilia with members, and a photo of the table decorations designed by Judy Schroeter and Debbie Kaye.

100th Anniversary Brunch This Week
We will celebrate the 100th Anniversary of the League &
passage of the 19th Amendment with LWVPDX on Saturday, February 15, 2020

We were fortunate to have available for the brunch a brief video prepared by Margaret, Jane Gigler, and Debbie Runciman, which was also shown at the LWVOR event in March. In addition, a historical slide presentation, featuring LWVOR since its early days, was prepared by Marnie and David Lonsdale and circulated continuously in our memorabilia room. And the rest is history—the March *eVoter* proclaimed:

100th Anniversary Brunch a Great Success
120 League members and guests celebrated the 100th Anniversary of the League &
Passage of the 19th Amendment with LWVPDX on Saturday, February 15, 2020.

For those interested in the nitty-gritty, attendees paid a total of \$6,500, including 13 sponsorships and payment by no-shows. Our total expenses were \$7,294.40, taking into account expected reimbursement by LWVOR. The amount charged to the LWVPDX budget was \$794.40, considerably less than the \$1500 approved by the Board. The only part of the event that did not work out as planned was the sponsorships. We had hoped to attract young members from Causa and Next Up, but we were not able to. However, there were a number of younger people and non-members who attended and appreciated the opportunity.

Thanks again to the fabulous committee, and we owe ourselves a celebratory lunch, when we are able to assemble again.



Event Chair Linda Mantel introducing the 100th Anniversary panel.

Civic Education and Programs

Nancy Donovan, Civic Education Chair

Position Description

The Civic Education Chair organizes and meets with the Civic Education Planning Committee and Board of Directors to recommend and develop a calendar for the year's civic education activities. The chair arranges venues, set-ups, video recordings, invites speakers, and writes thank you notes. Other responsibilities include writing and recruiting others to write *eVoter* article and assisting communication leaders with publicizing education events.

The chair works closely with the unit coordinator to assist with resources and background materials to foster unit discussions. She/he coordinates with the unit chair in planning the winter program planning event in alternate years for the LWVOR and LWVUS and every year for LWVPDX positions. The chair serves as a resource in the review of local positions and in compiling responses from units and the biennial reviews of state and national positions.

The chair also monitors and is liaison to the board for any local study committees and interest groups. When a local study is completed, the civic education chair collaborates with the study chair and a consensus committee to oversee the member consensus process and to formulate a new advocacy position based on the study's results.

Civic Education Committee

The Civic Education Planning Committee participated in and supported our League programs and events throughout the year. The chair convened a meeting on August 8, 2019 to select activities for the winter program planning party and unit meeting discussions. Committee members are Nancy Donovan, Chair, Carol Cushman, Judy Froemke, Debbie Kaye, Marion McNamara, Margaret Noel, and Nadyne Rosin.

Civic Education Programs and Events

The League sponsored the Civic Education activities summarized below. Our public programs were held at the Multnomah County Board Room at 501 SE Hawthorne Boulevard. MetroEast Community Media recorded the programs for rebroadcast and online streaming at www.lwvpdx.org. The winter planning party was held at the Mirabella Portland at 3550 SW Bond Avenue. Due to the coronavirus emergency and social distancing, our primary election forums scheduled for April 23 and April 28 were replaced by a *Video Voters' Guide* in which 67 candidate interviews were posted on the League's website. Instead of an in-person annual convention, an annual Membership and Business Meeting was held by videoconferencing on May 12, 2020.

Innovations in Public Education, September 16, 2019



From left: Matthew Utterback, Guadalupe Guerrero, moderator Fran Dyke, Lisa Collins, and Kevin Bacon.

Experienced educators shared innovative ways to foster learning and equity for students in our public schools. The LWVPDX Education Interest Group contributed to the planning and organizing of this event.

Panelists

- Superintendent Guadalupe Guerrero, of Portland Public Schools oversees the largest and most diverse school district in Oregon. Guerrero was a leader in large urban school systems in San Francisco and Boston.
- Superintendent Matthew Utterback, of North Clackamas School District was recognized nationally as Superintendent of the Year in 2017.
- Director Kevin Bacon, of “3 to PhD,” led an innovative collaboration between Concordia University (now closed) and Faubion Public School.
- Consultant Lisa Collins, at Education Through Engagement, LLC, is an expert on equitable practices for students and educators.

Portland League volunteers: President Debbie Kaye; Moderator Fran Dyke; Education Interest Group members, Nancy Donovan, Fran Dyke, Tom Dyke, Marion McNamara, Judy Schroeter; Greeters, Marlene Byrne, Judy Froemke, Debbie Runciman; Photographer Nadyne Rosin; Publicity, Eileen Chase, Amber Nobe, Margaret Noel, Ruth Kratochvil; Projectionist, Peggy Bengry; Question Sorter, Linda Mantel; and Timekeeper Linda Fields.

Informational Ballot Measures Program, October 21, 2019

This program helped voters understand four measures that were on Portland’s November 5, 2019 election ballots.

Panelists

- Metro’s ballot measure would allow the issuance of bonds to purchase land, restore fish and wildlife habitat and complete trails through Metro’s parks and nature system. Metro speakers were Parks and Nature Communications Manager, Laura Oppenheimer; and Conservation Program Director, Dan Moeller, for Metro’s Parks and Nature Department.
- City of Portland Charter changes to protect the Bull Run watershed and City Charter changes authorizing city participation in emergency mutual aid agreement. City of Portland speakers were Portland Water Bureau Deputy Director, Gabriel Solmer, and Water Bureau Director, Michael Stuhr.
- Continuing current tax levy for Portland Public Schools. PPS speakers were Board of Education Director Scott Bailey, and Deputy Superintendent of Business and Operations, Claire Hertz.

Portland League volunteers: President Debbie Kaye; Moderator, Carol Cushman; Program Committee, Carol Cushman, Nancy Donovan, Maud Naroll, Julie Palmer; Greeters Christine Moore, Mary McWilliams and Debbie Runciman; Photographer Elizabeth Davis; Publicity, Margaret Noel, Eileen Chase, Ruth Kratochvil, and Amber Nobe; Projectionist, Peggy Bengry; Question Sorter, Julie Palmer; and Timekeeper, Robin Tokmakian.

The City that Works: Preparing Portland For the Future, November 12, 2019

In September 2019, the LWV of Portland completed its city government study, *The City that Works: Preparing Portland for the Future*. The presenters discussed the results of this thorough analysis of Portland’s city government.

Panelists

- Mike Gleason spoke on “Why Do Cities Matter? What Does It Mean To Be A Successful City?” Gleason was a city manager in multiple communities in Washington, California, and Oregon, including 18 years as Eugene’s city manager.
- Chris Tobkin addressed the strengths of Portland’s commission form of government and why it has been a success. Tobkin served as the Portland City Club executive director for seven years, then worked for Bud Clark during his two terms as Portland’s mayor (1985-1992).
- Julia DeGraw looked at the weaknesses of the commission form, why it needs to change, and what should be changed. DeGraw has been an environmental activist and community organizer and is now part of Portland Forward, which has the goal of “engaging the next generation, pairing them with the specific experience they need, and giving them the tools to affect Portland’s future”. In 2018, she was a candidate for Portland City Commissioner.

- Betsy Pratt, chair of the LWV of Portland city government study committee provided insights on Portland’s government structure and the Charter review process. She previously served as LWVPDX president and as LWVOR Education Fund chair.



From Left to Right: James Ofsink, Julia DeGraw, Mike Gleason, Chris Tobkin, and Betsy Pratt. Photo by Elizabeth Davis.

Portland League volunteers: President Debbie Kaye; Moderator, James Ofsink; Greeters, Beth Burczak, Kathy Casto, Erica Rubin; Photographer, Elizabeth Davis; Publicity, Eileen Chase, Amber Nobe, Margaret Noel, Ruth Kratochvil; Projectionist, Peggy Bengry; Question Sorter, Julie Palmer; Timekeeper, Linda Fields.

City Government Study Committee, Chair Betsy Pratt, Doreen Binder, Nancy Donovan Linda Mantel, Marion McNamara, Frances Moore, James Ofsink, Nadyne Rosin, Janel Youel.

Winter Program Planning Brunch, January 11, 2020

Fifty members and guests attended the winter planning party along with five new members who experienced our League’s grassroots activism. The meeting and light brunch was held at the Mirabella Portland and hosted by League members and residents Gwen Luhta and Sylvia McGill. Attendees engaged in lively conversations to begin the planning process for the League’s new year. This annual event gives members an opportunity to tell leaders what they would like to emphasize through study, education and action in the following year.

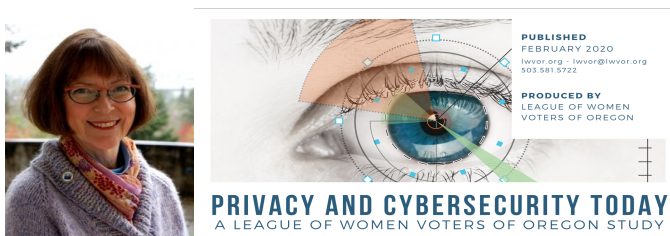
Attendees were asked to review both national and local positions before considering which issues facing our community should be selected for study, action, or civic education. Members also determined if they should be restudied or updated, and how we could use them to influence public policies on current issues. Margaret Noel’s messages to members and website postings served to stimulate attendance and informed member suggestions.

Six table topics were chosen that best reflected current issues in the news. Twelve of our members volunteered to be subject matter experts to lead table discussions. Attendees selected one of the six table topics below.

- Public Involvement in Government Decisions (Carol Cushman and Chris Cobey)
- International Trade and Our Economy (Nadyne Rosin)
- Climate Change and Protecting Our Environment (Julie Chapman and Anne Davidson)
- Equity in Education, Affordable Housing and Combatting Homelessness (Doreen Binder and Nancy Donovan)
- Immigrant Rights and Justice (Barbara Ross and Carol Landsman)
- Rights and Protection for Girls (Debbie Aiona and Joanna Cain)

Winter party committee members were Chair Nancy Donovan, Judy Froemke, Debbie Kaye, Marion McNamara, Margaret Noel. After the winter planning meeting, recommendations from the tables were distributed to unit leaders for continued discussion during January’s unit meetings. Units reviewed and commented on the LWVUS and LWVPDX positions and recommendations. Suggestions for the 2021 winter planning event are to schedule it in December 2020 or on Saturday, January 16, 2021. The same format will be used next year with state (instead of national) and local positions.

LWVOR Study on Privacy and Cybersecurity Today, March 10, 2020



Becky Gladstone, LWVOR President served as program moderator and panelist for the Privacy and Cybersecurity Today study,

This timely program on “Privacy and Cybersecurity Today” focused on how persons and businesses can protect their data; the importance of updating protections to meet current challenges; and how Multnomah County Elections Division protects election security. The LWV of Oregon conducted this study beginning in May 2019 and completed it in February 2020 to inform members and to develop a policy position.

Panelists

- President of the LWV of Oregon Becky Gladstone, and member of the privacy and cybersecurity study

- Lane Powell attorney Emily Maass, with expertise on privacy and data protection
- Director of Multnomah County Elections Division Tim Scott, who addressed election security

LWVPDX and LWVOR volunteers were President Debbie Kaye; Moderator, Marnie Lonsdale; Greeters, Kathy Casto, Dorothy Slater, Lorraine Griffey; Photographer, Nancy Donovan; Publicity, Eileen Chase, Amber Nobe, Margaret Noel, Ruth Kratochvil; Projectionist, Peggy Bengry; Question Sorter, Linda Mantel; Timekeepers: Carol Cushman, and Margaret Noel.

Study Committee members, Carol Cushman, Jane Gigler, Rebecca Gladstone, Karan Kuntz, Marnie Lonsdale, Sheila McGinnis, Mary Sinclair; Editors, Marge Easley and Norman Turrill.

Primary Election Forums, April 23 and April 28, 2020

Due to the onset of the COVID-19 pandemic and social distancing our scheduled in-person Primary Election forums on April 23 and 28 were cancelled. However, we broke new ground by producing a Voters' Guide, and a Video Voters' Guide in which 67 candidates posted interviews on our website. Please see the Voter Service report for additional information.

2020 Annual Membership Business Meeting, May 12, 2020

Also due to the pandemic we could not hold an in-person Local Convention at the Regents Center as planned. Instead the board conducted the League's essential business as required by our League Bylaws via Zoom video conferencing. In early April, all Portland League members received an invitation to meet virtually on May 12 along with a letter, Nominating Committee Report, Program Recommendations, 2020-21 Budget notes and 2020-21 Budget Sheets and Notes. On May 9, members who registered for the meeting received an email with the following additional items to assist them in preparing for the meeting.

- Proposed Meeting Rules
- Proposed Meeting Agenda
- 2019 Convention Minutes
- Current LWVPDX Positions (including new city government position)
- Proposed 2020-21 Study on Police Accountability
- 2020-21 Budget Sheets
- Notes to the Proposed 2019-20 Budget
- Regular Fund Financial Report, 2019-20
- Education Fund Financial Report, 2019-20
- Endowment Fund Balances and Education Fund Accounts
- Updated Nominating Committee Report
- Bios of New Nominees to the Board and Off-Board Committees

The primary business items were: 1) to approve a League Program for the coming year; 2) pass a budget; and 3) elect new LWVPDX Board members.

1. Approve a League Program for 2020-21

The League Program for the new program year began with discussions of LWVUS and LWVPDX positions by 50 members who attended the January winter program planning party, and 54 members who attended five Unit meetings. The board reviewed the results at its February 3 and March 2 meetings. Votes were passed on two items: 1) to retain all current LWVPDX positions; and 2) to approve a new study on Police Accountability.

2. Proposed Budget for Fiscal Year 2020-21

The Budget Committee chair presented the proposed budget for fiscal year 2020-21 and noted the budget was completed in January prior to the onset of the coronavirus. The budget is a plan that can be adjusted by the board (as needed). After discussion, a motion passed to approve the budget for FY 2020-21.

3. Nominating Committee Report

Board members leaving the current board were recognized for their many contributions, Peter Englander, treasurer; Carol Cushman, at-large and assisting with Action; and Kim Mason, volunteer coordinator and Justice Interest Group member.

The Nominating Committee chair presented a revised Nominating Committee Report with the addition of Audrey Zunkel-deCoursey to be elected as a board member at-large to complete Kim Mason's term. After discussion, the nominating slate was approved, as amended. This concluded the official business of the meeting

Communications (Communication, *eVoter* Newsletter, Facebook, lwvpdx.org Website, Publicity and Twitter)

Communications

Margaret Noel, Website Editor and Communications Chair



Team Members

The Communications Team works together to provide information from the Portland League to our members and to the public. We do this through various media, including our newsletter (the *eVoter*), print or emailed mailings to members, press releases, paid publicity, social media ([Facebook](#) and [Twitter](#)), our website ([lwvpdx.org](#)) and [YouTube videos](#). The Communications Chair coordinates the team's work and reviews all communications to members and the public. The key to our success is the support of the leaders who help with each aspect of communications.

- Chair Margaret Noel reports to the Board on the work of the team. She also has served as the primary editor of the website and has worked as the co-editor of the *eVoter* newsletter during months when Amber Nobe was on maternity leave. In addition, she planned publicity for our voter service and assisted Elizabeth Davis and Norman Turrill in creating Highlights videos from the MetroEast YouTube videos of LWVPDX civic education panel discussions. When the office manager is unavailable to send mail or email "Membership Mailings" to inform or remind members of upcoming events, it is the responsibility of the Communications Chair to send these mailings or coordinate mailing parties.
- Newsletter Editor Amber Nobe introduced some excellent formatting improvements to the 2019-20 *eVoter*. Amber had full charge of the *eVoter* from the July issue through the December 2019 issue. Amber took maternity leave in January and February. Her return to having major responsibility for the *eVoter* was delayed by the coronavirus crisis and resulting lack of childcare for her new son. She still assisted with the production of the February, March, April and May *eVoter* editions.
- Facebook Editor Amy Beltaine did much of the work to coordinate our outreach via Facebook during the summer and fall of 2019. Amy was living in Portugal during the winter and spring of 2020. Nevertheless, she continued to post a few items on Facebook during this time. During the year and especially when Amy has been overseas, she had assistance from other volunteers, including Paulette Meyer, Maud Naroll, Mary McWilliams, and Margaret Noel. Amy also helped to solve technical problems with Facebook and our website.
- As our new Twitter volunteer this year, Carolyn Buppert has done a superb job posting LWVPDX news at least once a day on Twitter. She has a clear understanding of how to keep the LWVPDX Twitter posts nonpartisan. The news items she decides to retweet from other organizations are consistently appropriate and interesting.
- Publicity: Although most 2019-20 publicity was arranged by the Communications Chair, she depended on Ruth Kratochvil, who did an excellent job sending out press releases to our media contacts and to the partner organizations that are most likely to have an interest in them. Ruth also edited the press releases into shorter versions that are appropriate for NextDoor.com and sent those to the NextDoor volunteers. She

suggested a number of creative ideas for expanding publicity, especially for our City Government study.

- Video Editor and photographer Elizabeth Davis took the lead in producing the Highlights video for the *Innovations in Education* panel discussion. She also volunteered as a talented photographer to document several of our events, including our Powell Books discussion with author Josh Douglas (*Vote for US*), our Centennial Celebration Brunch and several civic education panel discussions. Norman Turrill agreed to create a video excerpt on Election Security from the MetroEast recording of the civic education program on Privacy and Cybersecurity.
- Before she resigned, our office manager, Aelora Roush, supported communications through formatting and sending out our *eVoter* and membership emails, as well as maintaining and updating our email contacts. Marion McNamara assumed the job of mailing the printed copies of our *eVoter* and member communications to those members who don't have email. Mary McWilliams entered new and updated contact information into MailChimp for the *eVoter* and Membership Messages.

Key Communications Volunteers

Amy Beltaine, Carolyn Buppert, Elizabeth Davis, Ruth Kratochvil, Marion McNamara, Mary McWilliams, Amber Nobe. The many other volunteers who contributed time to helping produce and send out League information are acknowledged in each of the following reports. These include board members who worked with the communications team on outreach and on informing other members and the public about League priorities, events and projects. Without their help, we could not have done our work.

Help from Other Organizations

Finally, I want to acknowledge the support of MetroEast Community Media for recording and producing the YouTube videos of our events and *Video Voters' Guide* interviews and for also offering affordable and free training for using their video resources. We also were helped by grants from the Carol and Velma Saling Foundation and the Multnomah Bar Foundation for improving our communications. These grants helped fund YouTube videos and paid publicity. Another grant from the Wyss Foundation and a donation from Vernier Software and Technology helped fund our video recordings of Election forums and the *Video Voters' Guide*.

Suggestions for Next Year

We need to improve coordination among communications volunteers and between communications volunteers and other League leaders. Also, improvements are needed in outreach to diverse and underserved populations and to involve more volunteers in communications and outreach activities.

***eVoter* Newsletter**
Amber Nobe, Editor



Position Description

The *eVoter* editor is responsible for planning, gathering, and editing the contents for 10 digital editions of the newsletter, which is emailed to subscribers each month from September through May and in July.

- The editor attends board meetings and works with the communications chair to keep aware of information that should be sent to members about League news, such as recent or upcoming events, needs, or projects.
- The editor then asks League leaders to write articles about these activities. With the help of other League leaders, the editor also recruits volunteers to write reports on past events and other topics of interest and to photograph events. The editor also writes a number of newsletter items herself and compiles the Calendar at a Glance.
- Volunteers also help the editor to edit articles after they are submitted. All submissions are edited for grammar, spelling, content, length, and accompanying graphics.
- The editor plans the order of the articles and either sends the content to the office manager for formatting in MailChimp, or she formats the newsletter herself.
- Finally, a test copy is given a final proofread by the editor and other board members, including the president and communications chair.
- After the newsletter is emailed to subscribers, the League office manager then prints and mails hard copies to the small number of members without email access.

Review of the Year’s Activities

Last summer, the League board agreed to make the *eVoter* a digital-only publication, with paper copies mailed only to those members without email. Previously, the newsletter was sent as a paper copy to all members three times per year, with digital copies sent for the other seven issues. Making the switch to a digital-only publication offered the following benefits.

- Environmental sustainability: significant savings of paper waste
- Fiscally responsibility: saving the League roughly \$350 each month in printing and mailing costs

- Time savings: puts our board, staff, and volunteer time toward more meaningful actions than printing and mailing hundreds of newsletters each month
- Resiliency: having a strong digital system in place set us up for success during the current pandemic

The League board also approved a change to the typical publication schedule. The newsletter is now sent out on the second Monday of the month, rather than on the first of the month. This change helps spread the workload for our office manager throughout the month, avoiding a busy month-end period for financial reporting. It allows for a consistent monthly schedule that accommodates editors and volunteers with full-time work schedules and avoids conflicting with peak holiday times throughout the year – for editors, the office manager, and readers.

Members probably noticed some formatting changes in the *eVoter* this year. Styles were updated to bring our LWVPDX newsletter in-line with the branding standards put forward by the LWVUS. For a small monthly fee, we also upgraded our MailChimp account to receive more technical support from the email marketing service.

After the December issue was published, editor Amber Nobe took a maternity leave. Communications chair Margaret Noel took over as editor for the January and February issues, then continued to take the lead on the March, April, and May issues, with Amber providing editing and formatting support. Margaret did all of this on top of her many other duties as communications chair.

Readership

This fall, Membership Chair Mary McWilliams worked with our former office manager Aelora Roush to make significant updates to our digital mailing list, purging recipients who are no longer members or supporters and did not wish to receive the newsletter. The total number of recipients is smaller than in the past, but our “open rate” (or, percentage of recipients who open and read the *eVoter*) has improved, as the mailing list is now more targeted. We further improved our open rate by re-sending the newsletter to recipients who had not yet opened the email by the following day; this helps catch readers who may have seen the newsletter email buried in their inbox.

In addition to all LWVPDX members, the newsletter is sent to a few nonmembers, including members of other Leagues, donors, and potential members if they request it. As of now, there are 303 recipients on our newsletter mailing list; of those, 254 of them are members. On average, at least 45% of the recipients open the *eVoter*, which is commensurate with the average for a nonprofit organization.

Volunteers

Thank you to the following volunteers who contributed to the *eVoter* this past year as writers, photographers, editors, and distributors: Debbie Aiona; Nancy Boudreau; Carolyn Buppert; Joanna Cain; Eileen Chase; Chris Cobey; Carol Cushman; Elizabeth Davis; Nancy Donovan; Linda Fields; Judy Froemke; Debbie Kaye; Ted Kaye; Linda Mantel; Kim Mason; Marion McNamara; Mary McWilliams; Margaret Noel; Marilyn Owen; Betsy Pratt; Nadyne Rosin; Barbara Ross; Colleen Shoemaker; Essie Somma; and Audrey Zunkel-deCoursey. Former office manager Aelora Roush also played a key role in formatting and sending the newsletter.

Suggestions for Next Year

- Recruit more volunteers to write and edit articles and to take photographs of League activities.
- Continue to improve coordination of *eVoter* articles with press releases, website posts, and social media posts.
- Prepare a style guide for consistent newsletter editing and formatting.

Facebook

Amy Beltaine, Facebook Coordinator



Position Description

The Facebook Page Coordinator/Editor maintains the professional, informative and engaging presence of the LWVPDX on Facebook. The Facebook Page Coordinator also posts and/or plans content for the LWVPDX Facebook page.

Review of the Year's Activities

During the 2019-20 year, the number of people who have “followed” our page grew from 870 at the end of April 2019 to 1057 on 5/15/2020.




























From August through December 2019, Amy set up news posts from each *eVoter*, scheduled to post roughly every other day. She was unable to continue this when she moved (temporarily) to Portugal in February. She appreciated the contributions throughout the year

and especially in 2020 from Mary McWilliams, Paulette Meyer, Maud Naroll, and Margaret Noel

The April 24 post about “the voters’ guide” had the greatest response for the year. Since August 2019, five (5) people clicked through to our website from FB using our “website link”, or the “Learn More” button. FB is not a good tool to drive viewers to the website. Five events were created and posted. 488 total people viewed the event information.

Sixty-nine (69) direct messages came in through Facebook to “the page”. Our FB “responsiveness” rating is 80% which is not fantastic (more than a day to respond) but is better than it was. We need to improve this.

KUDOS to the league supporters who “Share” League Posts to their own FB pages or walls. AND to those who comment frequently. Commenting on posts helps get them seen! See below for key posts that generated shares, comments and likes.

■ Reach: Organic / Paid ■ Reactions ■ Comments ■ Shares ▼									
Published	Post	Type	Targeting	Reach	Engagement	Promote			
04/24/2020 4:20 AM	 See lwvpx.org to find nonpartisan information about Oregon's 2020			585	59 Reactions, 40 Comments	Boost Post			
09/18/2019 2:39 PM	 League of Women Voters works to support access to voting for all.			522	22 Reactions, 80 Comments	Boost Post			
12/26/2019 7:46 PM	 Honoring Oregon Secretary of State, Phil Kiesling, who worked with the			403	36 Reactions, 35 Comments	Boost Post			
11/12/2019 6:59 AM	 For the first time since it was formed after the 9/11 attacks, the			359	22 Reactions, 51 Comments	Boost Post			
10/14/2019 7:14 PM	 Columbus Day is dying. Indigenous Peoples Day is the future.			329	8 Reactions, 38 Comments	Boost Post			
11/15/2019 10:35 AM	 Girl Scouts, League Of Women Voters Team Up To Teach Girls			317	6 Reactions, 35 Comments	Boost Post			
04/28/2020 1:10 PM	 BREAKING: Nancy Pelosi just told MSNBC that the next coronavirus			285	9 Reactions, 30 Comments	Boost Post			
03/03/2020 2:55 AM	 Stacey Abrams Spearheads 'Fair Fight,' A Campaign Against Voter			229	6 Reactions, 429 Comments	Boost Post			
03/16/2020 10:24 PM	 LWV Calls on States to Expand Absentee and Mail-in Voting League			160	8 Reactions, 339 Comments	Boost Post			

Note: posts from prior months continue to generate shares, comments and reactions over time.

Looking Back

Our greatest reach/interaction occurred from October 1-Nov 1, 2019 (approx.) so it is helpful to look at what we did then and what was happening in the news-cycle to see if we can learn anything. This was a time when we had posts about our study of Portland’s City Government, information about voting, voter registration, voters’ rights and our voter forums for the November 2019 Special Election, how Impeachment works and Columbus Day/Indigenous Peoples Day.

Some General Demographics

We played with using tools to help us coordinate Twitter/Facebook/Web and opted to just check in at the beginning of the month.

City	Your Followers
Portland, OR	587
Beaverton, OR	17
Hillsboro, OR	17
Gresham, OR	14
Vancouver, WA	13

Recommendations Looking Forward

We need more volunteers to help with Facebook. We would benefit from an artist or Facebook/Instagram savvy person who wanted to create memes for posting to our page. We need a volunteer to review all the posts for each month and invite responders/commenters to “follow” our page. We need all LWV members who view our page on Facebook to notice when information is not posted and alert us. Contact Communications@lwvpdx.org to make sure someone posts! Also, you can always post information in comments. Finally, please “like” and comment on the LWVPDX Facebook posts and share them on your own Facebook page.

lwvpx.org Website
Margaret Noel, Website Editor

Position Description

The Website Editor is responsible for gathering, editing and posting content on the League of Women Voters of Portland website. As often as possible, the web editor also alerts social media volunteers about important information that should be posted to social media. (In turn, social media volunteers monitor the website, the *Voter* and other sources for information that should be shared with the public.) In addition, the website editor sets up Internet advertising via Google Ads for LWVPDX voter service information. Internet advertising is covered in more detail under Publicity.

Review of the Year's Activities

Keeping the content of the League's website up-to-date and interesting requires frequent attention. Fortunately, this is often a rewarding task and a source of learning about how to effectively communicate online. During this year, we had a pro version of our SEO (Search Engine Optimizer), which (among other things) analyses website posts for readability. The challenge is to try to make each post or page easier to read. I have learned to use shorter sentences and more common words whenever I can. Adding subheadings and graphics also helps.

Website Updates

The sidebar with links to our most recent newsletters and a list of upcoming events needs frequent updating. Throughout the year, I added new posts to the homepage and updated or created new webpages. I have added posts and updated pages for each LWV civic education event, important advocacy efforts, our City Government Study, the November 2019 Special Election, our new City Government position, the 100th Anniversary of the League's founding, the May Primary Election and confronting the coronavirus pandemic. Updated pages also include Contact Us, Vote, *Voters' Guide*, Events, Program/Events Open to the Public, Meet the Board, League Documents, League Positions, Testimony, Action Committee, Contact Elected Officials, Studies, Highlights Videos, LWV 101- League Basics and 2020 Membership Business Meeting.

From June 1, 2019 through May 15, 2020, the website had 13,652 visitors and 30,166 pageviews. The times around elections usually attract visitors to our website, because they know to search on our website for election information and also because we advertise the election information we post there. There were 2,850 visits to our website in the time when voters had their ballots for the November 5, 2019 Special Election, including 546 on Election Day. From April 29, 2020 (when voters got Primary Election ballots) to May 14, 2020 (when this report was due), there were 6,084 active users on our website, 7,081 pageviews for our *Voters' Guide* page, 1,435 views of our homepage, and 486 views of our May 19, 2020 Primary Election page. Most of our ads and our homepage directed users to our *Voters'*

Guide page. The Multnomah County Elections webpage directed voters to our May Primary Election page.

Volunteers

A number of League members provided content for the website, which often included information and photos that were in our *eVoter* newsletter. These volunteers were Debbie Aiona, Peggy Bengry, Kathy Casto, Eileen Chase, Chris Cobey, Carol Cushman, Elizabeth Davis, Nancy Donovan, Linda Fields, Judy Froemke, Debbie Kaye, Ted Kaye, Marion McNamara, Mary McWilliams, Maud Naroll, Betsy Pratt, Nadyne Rosin, Emily Toops, and Norman Turrill. Some posts also were based on content from the LWVUS and LWVOR websites.

Suggestions for Next Year

Continue to work on making the website as attractive and easy to use as possible. Get help from students, new members and website professionals about how to improve the website and make it attractive for more diverse audiences. Involve and train more members to help with posting information on the website.

Publicity Report

Margaret Noel, Communications Chair and Interim Publicity Chair

Position Description. The Publicity Chair writes press releases and arranges for paid publicity to inform the public about League events and activities. (S)he may also work with other League leaders to identify opportunities for free publicity through media interviews or letters to the editor. Press releases are sent to our contacts in the media, other nonprofit organizations and key individuals. In addition, the Publicity Chair helps inform members about League news and non-League events through mailings of printed materials and emailed membership messages. All publicity is coordinated with website and social media posts.

Review of Year's Activities

Press Releases

With help from the Civic Education Chair, City Government Study Chair and Voter Service Team, the Publicity Chair and volunteers created press releases for each public event during the year. Press Releases also were written to announce the publication of the City Government Study and the availability of voter service information for the November 2019 Special Election and the 2020 Primary Election. Ruth Kratochvil sent these press releases to media outlets, other area Leagues and LWVOR, and various partner organizations. Depending upon the subject matter, some organizations with a special interest in the topic were included. For subjects such as election forums and our City Government Study, Ruth

sent out as many as 60 press releases, each with a personalized greeting. Ruth also edited the press releases into shorter versions and sent those to our NextDoor volunteers for posting on this neighborhood information websites. We used contact lists developed by Mary McWilliams and updated them as needed.

Free and Low-cost Publicity

- We printed copies of VOTE411.org flyers—one designed for the November 2019 Special Election and another for the May 2020 Primary Election. The flyer has a “QR Code” developed by LWVUS that can be scanned with a smartphone to connect to the VOTE411.org website. For the Special Election, Multnomah County Elections and county libraries put copies of our Vote411 flyer near ballot boxes and voting areas. Copies were also available at New Seasons markets. For the May Primary, we mailed copies of the flyers to all members, asking them to share the flyers or post them in their neighborhoods.
- In December, there was an article on Portland Business Today about the Portland League. Debbie Aiona had been interviewed by the reporter about our position on Neighborhood Associations and the proposed City Code 3.96 change.
- LWVPDX President Debbie Kaye participated in a protest in front of City Hall to highlight the refusal of City Council hear public testimony about the Joint Terrorism Task Force. The protest was covered by The Oregonian and OregonLive, KATU and other news media. Debbie Kaye also wrote a Letter to the Editor on this subject, which The Oregonian published on January 29.
- The League created and mailed and/or emailed flyers to members and other contacts for each of our fall 2019 programs and voter forums.
- MetroEast Community Media helped us publicize the videos that we produce with them. For the May 2020 Primary, the MetroEast staff was so pleased with the success of our recordings for the *Video Voters’ Guide*, that they produced a one-minute promotional video about it and Vote411.org. MetroEast also produced a recorded interview with LWVPDX President Debbie Kaye and *Video Voters’ Guide* interviewer Elizabeth Davis for their weekly Community Hotline show. The interview covered the various ways that the League provided voter information for the Primary in spite of restrictions imposed by the COVID-19 shutdown.
- MetroEast cablecasts our civic education and voter service programs multiple times on Comcast and Frontier public access cable channels. They also post our video voters’ guide interviews on their website.
- For the Primary Election, Multnomah County Elections included a prominent link to lwvpdx.org from their webpage about the election. Google Analytics shows that 156 users came to our website by clicking on the link from Multnomah Co.

- Nancy Donovan asked Multnomah County Libraries to list our website and VOTE411.org on their website in a list of resources for Primary Election voters. According to Google Analytics, seven voters used the library website link to get to lwvpx.org.
- Our Facebook and Twitter Social Media sites also help with publicity. Sixty-four voters clicked links on Facebook and 33 clicked links on Twitter to get information about the Primary Election on our website.

Membership Mailings Sent by the Communications Team

Paid Publicity

- In 2019, the League applied for funding specifically for outreach and publicity. We used some of this funding to pay for print ads in newspapers, digital ads in electronic news media, online news “eblasts,” and Google “Word Search” Ads.
- For the November Special Election, we spent \$1,103.55 for a Google Ad directing Multnomah County voters to our website, if they searched on Google for election information. More than 1,100 voters clicked on this Google Ad, which was shown more than 17,000 times. Our website had more than 3,000 active online users in the three weeks before the election, including 546 on Election Day.
- In January 2020, we placed a 6” X 6.5” ad about the importance of voting and the resources offered by the League of Women Voters in *The Portland Observer* newspaper for their January 15 Martin Luther King Jr. Day Edition. It cost \$700 and was printed in color for no extra charge.
- We designed and created a large new banner on a stand to use for our Centennial Brunch and future events. We also created new LWVPDX buttons for volunteers and our members. (See Linda Mantel’s report on the Centennial.) The cost of the banner and buttons was reimbursed by LWVOR.
- We experimented with \$1/day Google Ads for 19 days in December and for 42 days in February and March. They were intended to attract more users to our website when we had information to share that was not about elections. In all we spent \$60.51. We stopped running the ads because they had not significantly increased traffic to the website.
- For the Primary Election, we spent a total of \$3,063 to advertise the election information on our lwvpx.org website and our link to VOTE411, as follows:
- We placed ads in the May 13 & 14 print and digital editions of *The Oregonian*, and digital ads showing 66,610 times to Multnomah County users on the *OregonLive* website.
- We bought a print ad in May 6 edition *The Skanner*, which was in their e-Edition through May 13, plus digital ads in four eblasts of *The Skanner*. Each eblast goes to 25,000 people; the print edition reaches 45,000.

- We purchased six eblast ads—three for the *Gresham Outlook*, each reaching 15,500 readers, and three for the *Portland Tribune*, each reaching 27,000 readers.
- We had Google “word search” ads running from April 29 through May 20, with links to our *Voters’ Guide* page. From April 29 through May 19, when voters had their ballots and we were running the ads, 3,586 people clicked on these ads, which had been shown 103,519 times in response to searches for election information.
- In addition, for the Primary Election, we paid \$1,000--half the cost of a radio ad on Oregon Public Broadcasting, plus a digital ad on the opb.org website, advertising Vote411.org throughout Oregon. LWVOR paid the other \$1,000.

Results from our Primary Election Free, Low-Cost and Paid Publicity

- Analytics for our website showed that from April 29 through May 19, there were 9,159 active users on our website, with 10,891 sessions when a user was actively involved, and 16,313 views of LWVPDX voter information pages. (There were 1,092 active users on our website on Election Day.) About 63.7% of these users arrived at our website by either searching for it or directly entering our web address. They may have known about our website from seeing an ad or in other ways, including their prior experience. Google Analytics shows that about 33% of the users got to our website by clicking on a link in one of our paid ads. The other 3.3% were referred from other webpages and social media.
- From April 29 through Election Day, there were 6,011 views of the Video *Voters’ Guide* interviews on the LWVPDX YouTube Channel. This is in addition to 2,219 views on the MetroEast YouTube channel, and the 431 times the interviews were broadcast on Comcast and Frontier public access channels, potentially reaching several thousand more viewers.
- LWVUS statistics for VOTE411.org show that a total of 42,180 people in Oregon actively used VOTE411 from April 29 through May 19. In the tri-county Metro area, VOTE411 was used by 21,395 voters. About 4,700 were in Portland and/or Multnomah County. (A few parts of Portland are outside Multnomah County.)

Volunteers

- Debbie Aiona, Amy Beltaine, Carolyn Buppert, Elizabeth Davis, Nancy Donovan, Karn Hill, Debbie Kaye, Ted Kaye, Ruth Kratochvil, Linda Mantel, Mary McWilliams, Amber Nobe, Elsa Porter, Betsy Pratt, Jeanne Robbana, Erica Rubin, Judy Schroeter, Ann Waring.

Twitter Report

LWV of Portland (@LWVPortland) | Twitter

Carolyn Buppert, Twitter Coordinator, and Margaret Noel, Communications Chair



Position Description

The Twitter Coordinator keeps informed of League events, advocacy issues, accomplishments, partnerships and other activities to share with its followers and the online community at large, as well as members, partner organizations and speakers to tag, and relevant hashtags. (S)he also posts interesting, relevant online articles about issues being addressed by the LWVOR, LWVUS or other local Leagues, especially those affecting voting rights and other priority issues for the League.

Review of the Year's Activities

Our Twitter account now has 1,468 followers, an increase of 99 over last year.

Since June of 2019, LWVPDX volunteers have tweeted 265 times. Although there were only a few tweets for the summer months in 2019, when we didn't have a Twitter coordinator, starting in October, Carolyn began tweeting almost every day. Since then, her tweets had between 6,500 to 9,500 impressions per month through March. In April 2020 the number of impressions grew to more than 30,100 impressions (with more than 23,000 impressions for the tweet about registering to vote). In the first half of May there were about 6,300 impressions. The number of impressions indicates the size of the audience who receives and may read LWVPDX tweets.

Carolyn made a few changes in our account. She "unfollowed" or "muted" quite a number of other Twitter accounts, to try to get the volume of incoming tweets down to a manageable level, so that she can view most of the other organizations' posts every day. She found that we were getting many tweets that were not useful. She didn't want to offend any followers by blocking them or unfollowing, but muting has enabled her to cut down on the volume of input.

Carolyn focuses on only tweeting useful information -- an event, a voting or registration deadline, or a piece of education about voting -- and rarely does a tweet that's just fluffy or

self-congratulatory. For the most part, she uses the various LWV newsletters for content. The tweets about an event or links to helpful information are viewed, retweeted and liked most often.

Although impressions indicate how many Twitter users may see our tweets, engagements are even more significant, because they measure how many times someone interacts with a tweet. Engagements show whether the tweet was retweeted, liked or click on. (People could read the tweet without engaging with it. But some people may only glance at it.)

Here are two recent tweets with a fairly high number of engagements and a high percentage of engagements for the number of impressions.



March 25, 2020 – 417 impressions, 53 engagements. 12.7%

May 6, 2020 – 342 impressions, 26 engagements. 7.6%

Endowment Fund Report, June 2020

Philip W. Thor



Position Description: Report quarterly to the Portland League board regarding activities concerning Regular Fund investments and a collection of investments specifically designated to support Civic Education and/or Voter Service activities. These latter “education funds” include the Sara Frewing Fund, the Ethel Noble bequest and the Darleane Lemley bequest.

Members: Philip Thor, Chair; Anne Davidson, Peter Englander, ex-officio Portland League Treasurer; Elizabeth Joseph; and Corinne Paulson. The committee meets quarterly to monitor investment performances, adjust portfolio holdings or make new investments, and determine Regular Fund Budget contributions (from the Endowment fund portfolio only).

History of the Endowment Fund: The Portland League of Women Voters Endowment Fund was established in 1987 upon receipt of a gift from the estate of Mary Damskow in the amount of \$90,605.62. Additional gifts followed from League members:

- Jane Rasmussen \$1,000 in February 1989,
- Elizabeth Ducey \$1,000 in December 1991,
- Pearl Gervurtz \$1,000 in December 1991,
- Joanna Vanderwall \$9,253 in May 1993,
- Marian Copeland \$2,000 in December 1994, and
- Darleane Lemley \$1,000 in October 2010.

Portland League by-laws stipulate that the Endowment Fund total value should never fall below the original amount of the bequests, which is \$105,859. The Endowment Fund guidelines have been amended and ratified at Portland League conventions in 1994, 1995, 1997 and 2014. Contributions to the Endowment fund are not tax-deductible.

History of the Education Funds: The first of three fund/bequests under the Education Funds category was established to promote voter service projects in honor of Sara Frewing, Portland League President 1991-1993. This is known as the Sara Frewing Fund and its original gift totaled \$10,000. The monies were invested into Vanguard Total Bond Market Index Fund Admiral Shares, and Vanguard Prime Money Market Fund. During the 2019-2020 fiscal year, a Charles Schwab custodial account was established

for education activities, and these assets were transferred into this new account. Unlike the Endowment Fund, these monies are “restricted” and may only be used for League voter service activities. Contributions to this fund and the other education funds are tax-deductible.

The second education fund was funded through a bequest from Ethel Noble, also to promote voter education activities and the initial amount was \$27,477, received in October 2013. In this same month, an investment of \$23,000 was made into the Vanguard Wellington Mutual Fund. The remaining monies was put into a money market fund. Like Sara Frewing, both of these investments were transferred into the new Charles Schwab account during the past year.

The third education fund came from a bequest from the estate of Darleane Lemley in January 2020 and valued at \$63,440. The Endowment Committee moved the entire amount into the Education Fund money market at Charles Schwab in June 2020 and began using the monies to purchase four mutual funds, per the strategy outlined below.

Review of the year’s activities: The committee met quarterly and reported to the board quarterly. Through the custodial accounts with Charles Schwab, the committee was able to easily explore continued investing in socially responsible funds and to adjust portfolio holdings. The withdrawal of the quarterly budget contributions and tracking of investment performance has been greatly simplified and improved by having the Schwab accounts. We voted to continue the 2019-2020 contribution of \$8,760 to the Portland League Regular Fund budget for 2020-2021, which equals \$2,190 per quarter.

The Endowment Fund total value on July 1, 2019 was \$187,200 and suffered significantly after the new calendar year with the COVID-19 pandemic and associated economic recession. It reached its lowest value on March 23 of \$140,755. By June 30, 2020, the value had recovered mostly and stood at \$182,438.

The Sara Frewing Fund total on July 1, 2019 was \$25,429 and suffered a short-term drop in March 2020 with the pandemic and recession to a level similar to the start of the fiscal year. By June 30, 2020, the value had fully recovered and surpassed the starting year value. It stood at \$27,320.

The Ethel Noble Fund total on July 1, 2019 was approximately \$38,600 and suffered like the Endowment Fund equity investments after the new calendar year with the pandemic and recession. It reached its lowest value on March 23 of \$30,676. By June 30, 2020, the value recovered mostly and stood at \$38,509.

The Endowment Committee also spent significant effort to move the Darlene Lemley bequest into the new Education Fund account at Charles Schwab and to invest the monies. Our first

action was to clarify the Endowment Committee’s specific role with regard to investing of the Lemley funds. We all acknowledged that clear, specific procedures for dealing with this issue did not exist. The Committee did agree to provide an investment recommendation for the Lemley funds to the Portland League Board. The Board (represented by Debbie Kaye in our meeting) agreed to consider the Committee’s recommendation (see below) and decide on it at a meeting. In addition, Debbie Kaye said that the Board would discuss this issue further, with the goal of refining the Portland League “Policies and Procedures” at upcoming meetings and/or retreats.

Second, the Committee discussed various strategies for investing the Lemley bequest funds, (i.e., how much should be invested in mutual funds in the Equity category, how much should be invested in funds in the Bonds (or Fixed Income) category, and how much should be retained in the money market account for quick access). We discussed several proposals (ranging from 50% equity, 40% bond & 10% money market to 90% equity & 10% money market). For reasons of diversification and long-term appreciation, we agreed on a recommended allocation of 60% equity, 30% bond, and 10% money market.

Third, the Committee discussed where to invest the funds according to the “strategy” distribution agreed upon above. After considering much research on mutual funds in the equity category that meet the “Socially Conscious” criteria within recommended fund families (e.g., Green Century, Parnassus, PAX, Vanguard and several others), we agreed on an investment proposal. We also agreed on a specific investment from the bond category of investment, though the chosen investment did not fall within the socially conscious criteria. This proposal was presented to the Board and accepted in April 2020. The monies were transferred to the Schwab account in June 2020 and two mutual funds, one bond (Vanguard Long-Term Investment Grade Fund) and one equity (Parnassus Core Equity Fund) was purchased in early June. The remaining equity investments (Green Century Equity Fund and PAX ESG Beta Quality Fund) will be made sometime in the 2020-2021 fiscal year.

Financial Reports (Development and Treasurer’s reports)

Development Committee 2019-20 Annual Report

Debbie Kaye, Development Chair

Job Description

The Development Committee’s task is to raise funds to support the mission of the League through direct mail solicitations, applications for grants from foundations and other organizations, corporate requests, and fundraising activities. An important aspect of the Committee’s work is nurturing donor and member relations and seeking new sources of revenue.

Fundraising Activities

Activities during the period from April 1, 2019 through March 31, 2020 include the following.

- Solicited a challenge grant from Holtz Architecture for raising donations from members at the 2019 Local Convention
- Invited members at our Local Convention May fundraiser to pledge their donation in a fun way using paper “candles” as the pledge cards placed on a 100th Birthday Cake
- Asked members to consider “rounding up” the amounts of their dues when they renewed their memberships for 2019-20
- Applied for grants from the Rose E. Tucker Charitable Trust, the Carol and Velma Saling Foundation, and the Wyss Foundation to support Voter Service and outreach
- Applied for a grant from the Herbert A. Templeton Foundation to promote and produce a program with the Harvard Case Study Method teacher from Centennial High School
- Sent direct mail solicitations to members with a Holiday Card in December 2019, to nonmembers and past donors in June and December 2019, and to corporations in March 2020. (*Note: Direct mail solicitations must be scheduled in conjunction with LWWOR. This constrains when we may send letters to donors and prospects in the greater Portland area who also receive requests from LWWOR.*)
- Encouraged members to participate in the Fred Meyer Rewards program when shopping at Kroger stores
- Encouraged donations in memory or in honor of past or present members or friends
- Accepted invitations to speak to groups, some of which pay speakers’ fees
- Asked for donations to help sponsor younger guests as prospective members for the February Centennial Celebration
- Applied for a grant from LWWOR for our Centennial Celebration

In past years, we have also encouraged members to consider leaving a bequest to the League of Women Voters of Portland in their wills. We were grateful this year to receive a very generous bequest from the estate of Darleane Lemley.

Finally, as Development Chair, I participated in fundraising webinars during the year. A strong recommendation in early March was that nonprofits keep in contact with their donors during the COVID-19 pandemic. A subsequent webinar reminded attendees that donors want to give because it offers them a sense of control and a way to serve in these uncertain times. We have written to the foundations and business donors that have supported us in the past; some of them have responded positively.

Development Committee Volunteers: Doreen Binder, Carol Cushman, Peter Englander (ex-officio), Ted Kaye, Linda Mantel, Mary McWilliams, Margaret Noel and Nancy Donovan. Thank you to each of them for their creative ideas and dedication to the League. The committee as a whole did not meet together in person this year, rather members planned for fundraising with other committees and corresponded by email and phone calls.

Receipts from fundraising efforts April 1, 2019 – March 31, 2020

Regular Fund

Member donations	9,886
Nonmember donations	<u>2,250</u>
TOTAL	12,136

Jewel and Ron Lansing unrestricted gift	3,000
Book sales at LWVOR Convention	333
In-kind donation from Cornell Farm	168
LWVOR Grant for Centennial	<u>321</u>
TOTAL	3,822

TOTAL REGULAR FUND **\$15,958**

Education Fund

Member donations	9,167
Nonmember donations	<u>1,954</u>
TOTAL	11,121

Holst Architecture for 5-19 Local Convention	2,500
Kroger/Fred Meyer	147
Vernier Software and Technology	1,000
Speakers Fee from Wy'East	<u>528</u>
TOTAL	4,175

Foundations

The Rose E. Tucker Charitable Trust	5,000
The Carol and Velma Saling Foundation	18,000
The Herbert A. Templeton Foundation	6,000
The Wyss Foundation	<u>6,000</u>
TOTAL	35,000

TOTAL EDUCATION FUND **\$50,296**

SPECIAL EDUCATION FUND DONATIONS (invested)

Darleane Lemley Bequest 63,440

Sara Frewing Fund

Member donations	281
Nonmember donations	<u>60</u>

**TOTAL SPECIAL EDUCATION
FUND DONATIONS**

\$63,781

Grand Total raised April 2019 to April 2020:

\$130,035

Gifts in Honor of:

Sunny Fromm from David Maynard
Debbie Kaye from Susan Stone
Debbie Kaye from Lyn Trainer
Linda Mantel from Harold Pomerantz
Christine Niskanen from Ethel Birnbach
Margaret Noel from Katherine Noel
Anne Willer from Margaret Willer

Gifts in Memory of:

Zadell Cogan from Elaine Cogan
Judy and Walter Handelman from JW Hands Foundation
Leeanne MacColl from Robert Weil
Irene Marvich from Kim Ball
Ann Mulroney from Lorraine and Linda Baker
Ann Mulroney from Jane Gigler

Treasurer's Report

Peter Englander, Treasurer



Position Description

In accordance with Board policies, procedures, and bylaws, the Treasurer is responsible for the financial activities of both League organizations (see flow chart) including:

- Financial control of the League's cash-basis accounting, tax preparation and filing: performing these tasks or working with the bookkeeper. League member Mary

Hepokoski volunteers to perform bookkeeping, production of monthly financial reports for the board and tax return preparation.

- Treasury operations: coordination of the flow of money, including managing bank accounts, and money flows such as check deposits and PayPal. This year, tracking of Revenue was more closely monitored and is now handled by Marion McNamara until a new office manager is hired.
- Financial Analysis: Analysis of cash flows and trends on a quarterly basis, monitoring of the loan between the Regular Fund and the Education Fund (see below) and making recommendations to the board on any need to access invested reserve funds to fund League activities.

The Treasurer also is a member of the Executive Committee, Personnel Committee and an ex-officio member of the Endowment Fund Committee.

Treasurer Activities in Fiscal Year 2019-20 (includes Education and Regular fund

1. Financial operations have been significantly complicated by the Little Green Light donor database system tracking revenues from multiple sources in multiple categories in two different organizations and four office managers between January 2018 and today. Recent staff have had no background in either donor database systems or bookkeeping. The current acting office manager is the VP Administration Marion McNamera who has devoted countless hours to both assisting the previous office manager through this work and then to performing the duties after the office manager had left.

The changes in personnel and systems continues to result in delayed financial reporting, despite the noble effort by league volunteers. What has maintained, importantly, is the timely processing of the incoming revenues and the payment of expenses.

2. The challenges in tracking revenues accurately has also delayed conversion of accounting systems into QuickBooks, though efforts have been renewed in concert with the turnover in Treasurer position starting in fiscal year 2020-21.
3. Two years ago, The Bookkeeping Collaborative LLC was hired to perform a review of the League's financial policies and procedures. The review was completed, and various systems have been improved, including implementation of a third-party payroll provider. Though there were important updates such as direct deposit for the paid staff and freeing up some of the time of the bookkeeper to perform this monthly task, the payroll provider has had its own challenges in their reporting to the Oregon Employment Department. We are in constant communication with the provider and have been assured they are taking financial responsibility for all matters they have caused.

Financial Performance

The 2019-20 fiscal year started off with substantial reserve cash balances in each organization carried forward from the previous fiscal year. In the Education Fund, cash balances are attributable to grants awarded in the previous fiscal year with known utilization in the following fiscal year, as well as the current sharing of member dues because of the corresponding sharing of Per Member Payment expenses. The Regular Fund benefited substantially from highly successful Convention fundraising.

Education Fund

The financial position of the Education Fund was significantly increased with the receipt of a bequest from Darlene Lemley of \$63,440. This bequest will substantially skew the financial performance of the Education Fund though there will be a net-zero effect on the cash balances as the Endowment Committee is currently in the process of investing these funds for the long term.

Education Fund bank balances as of the end of March were up from the previous year by almost 23%, even with the netting out of the Darlene Lemley bequest. In addition to contributions from members and non-members, the Education Fund has been fortunate to be awarded grants to support Voter Service and Civic Education. Grant applications are typically submitted January through March. This year the League has already received grants from Rose E. Tucker Charitable Trust and Templeton Foundation totaling \$12,000. Grants are often received in May, so the increased cash balance is attributable to these earlier awards. Thanks to Margaret Noel for her consistent success in obtaining grant resources for the League's Education Fund activities.

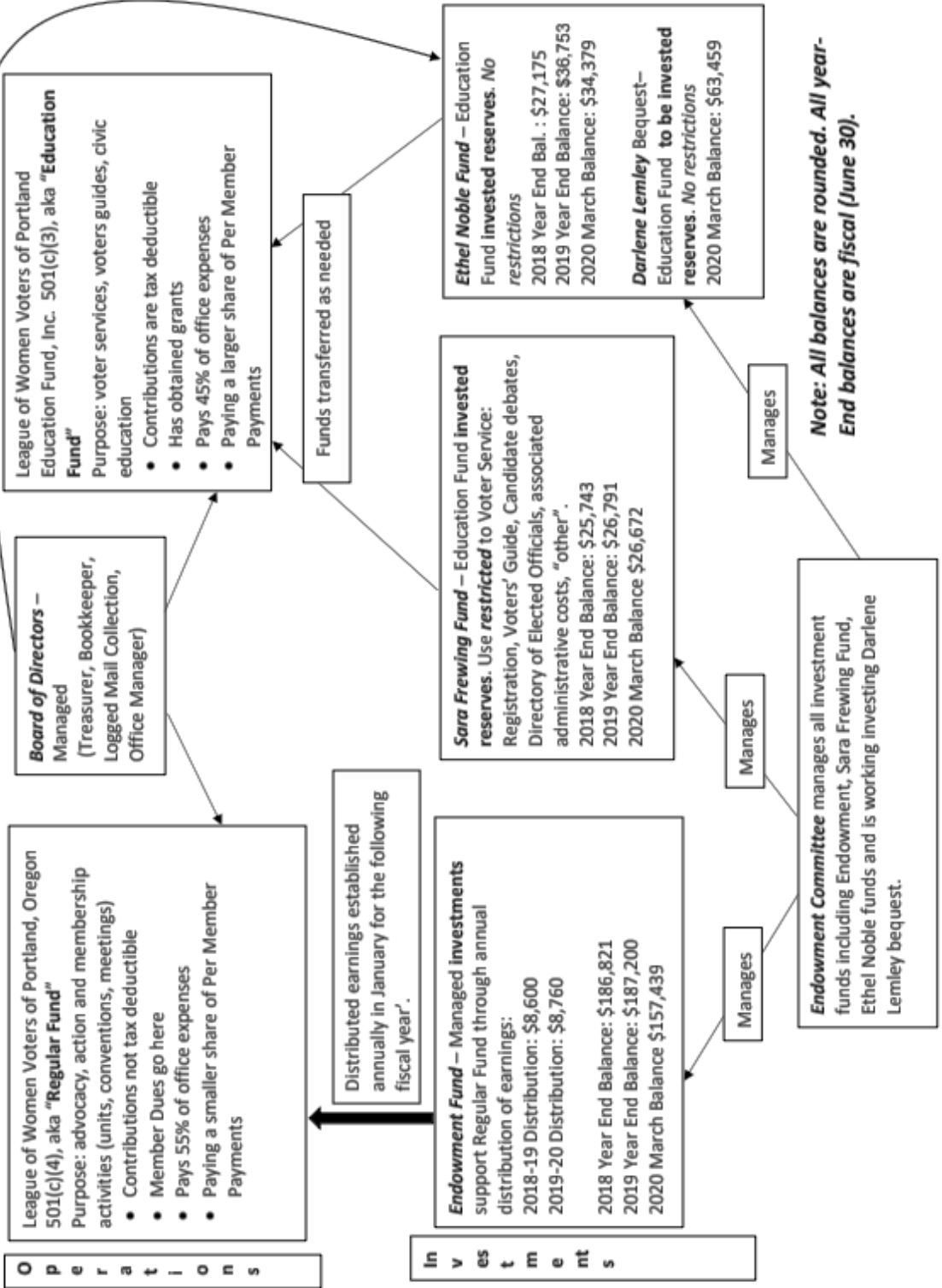
Regular Fund

Cash balances of the Regular Fund at the end of March were down from the previous year by almost 27%. There will be savings for the succeeding months, however, as the Regular Fund is no longer the source of compensation for the office manager (though the expense is split, the money comes out of the Regular Fund). As always, cash balances will be monitored throughout the remainder of the year and will be bolstered by an additional distribution from the Endowment Fund.

Coordination of Education Fund and Regular Fund

The Education Fund continues to be responsible for 45% of office expenses. This ongoing Education Fund "payable"/Regular Fund "receivable" is administered as a no-interest loan to the Education Fund from the Regular Fund. When cash is available, some loan repayment has occurred. As of March 2020, the loan balance is approximately \$55,390 compared to \$49,405 at the same point last year. We will work to lower the balance to at least the 6/30/2019 level of \$53,419. If needed, the Education Fund loan repayments can draw upon non-restricted funding and invested reserves.

League of Women Voters of Portland "Fund" Organization



Note: All balances are rounded. All year-End balances are fiscal (June 30).

LEAGUE OF WOMEN VOTERS OF PORTLAND
EDUCATION FUND 2019-20

MONTH	July	August	September	October	November	December	January	February	March	Total	Percentage	Budget	Last Year
REVENUE													
1 Member Dues	3,614.71	1,161.17	644.82	903.27	613.87	706.69	362.84	403.01	208.65	8,619.02	114%	7,562	7,945
2 Development													
a. Cash Contributions -Members	1,767.00	1,547.50	421.00	901.00	1,050.00	300.00	2,878.50	170.00		9,035.00	70%	13,000	13,824
b. Cash Contributions -Non-members						42.86				42.86	0%	4,000	
c. Corporate Contributions								133.37	12,000.00	12,133.37	15%	6,000	
d. Foundation Grants				402.50			63,440.00	206.65		64,049.15	121%	10,000	28,000
e. Other Fundraising	1.19	1.21	1.20	1.24	1.10	1.14	1.46	1.15	1.38	11.07	221%	3,000	35
3 Interest													
4 Events													
Subtotal Collected Revenue	5,382.90	2,709.88	1,067.02	2,208.01	1,664.97	1,050.09	66,682.80	914.18	12,210.03	93,890.47		44,092	50,014
Reserves and Other Resources													
Funds Carried Forward												15,000	2,000
Sara Frewing Distribution												7,000	
Loan Repayment												-12,333	
TOTAL REVENUE	5,382.90	2,709.88	1,067.02	2,208.01	1,664.97	1,050.09	66,682.80	914.18	12,210.03	93,890.47		53,759	52,014
Pass through Sara Frewing							210.00			210.00			

EXPENSES	July	August	September	October	November	December	January	February	March	Total	Percentage	Budget	Last Year
A. General Office Expenditures													
1 Rent & Utilities	442.98	37.80	848.17	37.80	442.98	442.98	442.98	442.98	442.98	3,581.65	67%	5,316	5,429
2 Office Expense/Supplies	-	71.86	-	97.78	135.00	30.28	-	6.28	236.62	573.82	143%	405	610
3 Communications (Phone)	12.53	12.61	12.88	12.88	232.02	33.13	33.13	33.19	33.19	415.56	289%	144	150
4 Postage and PO Box	132.66	8.10	(37.72)	-	-	56.40	66.15	80.43	108.00	414.02	92%	450	474
5 Website Maintenance & Domain Name											0%	80	
6 Salaries (Gross)	783.00	720.00	675.00	787.50	666.00	630.00	715.50	776.48	-	5,753.48	61%	9,360	7,748
7 Payroll Burden	63.57	58.14	54.22	63.93	53.46	50.02	54.82	102.39	-	500.55	59%	842	717
8 Bookkeeper Services/Payroll Services	15.30	15.30	16.20	33.86	16.31	40.83	16.31	16.31	14.40	184.82	21%	900	
9 Discretionary Fund/Other Expenditures					90.00					90.00	0%	175	517
10 Government Fees and Taxes											0%	100	140
11 Audit/Review of Books (1/21)											0%	250	
12 Insurance						225.00	171.90			396.90	98%	405	396
13 Bank/ Payment fees/ Credit Card Fees	6.32	1.29		1.70	3.60	7.80	0.96	2.25		23.92	24%	100	68
14 Equipment Maintenance and Repair											0%	100	
15 Equipment Purchase											0%	100	
SUBTOTAL General Office	1,456.36	925.10	1,568.75	1,035.45	1,639.37	1,516.44	1,501.75	1,460.31	835.19	11,938.72	9	18,737	16,294
B. Administration													
1 President's Fund											0%	135	
2 Board Expense											0%	135	
3 LWVOR Communications Fee												0	
4 Development Comm. Expenses													
a. Direct Mail/ solicitation expenses							38.25	95.85	115.10	249.20	38%	650	87
b. Merchandise Purchases, Special Events													
SUBTOTAL Administration							38.25	95.85	115.10	249.20	0	920	87
C. Membership/ units													
1 PMP LWVUS								1,776.00		1,776.00	65%	2,736	3,728
2 PMP LWVOR				1,708.00						3,416.00	65%	5,216	8,784
SUBTOTAL membership/units				1,708.00				3,484.00		5,192.00	1	7,952	12,512

LEAGUE OF WOMEN VOTERS OF PORTLAND
REGULAR FUND 2019-20

REGULAR FUND

MONTH	July	August	September	October	November	December	January	February	March	Total	Percentage	Budget	Last Year
REVENUE													
1 Member Dues	3,614.71	1,161.16	644.83	903.27	613.87	706.89	362.85	403.01	208.86	8,619.04	114%	7,562	7,945
2 Development:													
a. Cash Contributions /Members	893.00	3,163.50	345.00	372.00	150.00	246.00	1,639.00	35.00	116.65	6,960.15	177%	3,929	8,754
b. Cash Contributions /Non-members					100.00					100.00	5%	2,000	133
c. Corporate Contributions				125.00	35.40				40.00	35.40			
d. Other										165.00		2,000	42
3 Interest	0.50	0.86	0.83	0.77	0.65	0.63	0.57	0.63	0.41	5.85	117%	5	5
4 Events							2,147.70	4,302.19	350.00	6,799.89	389%	1,750	3,583
TOTAL COLLECTED REVENUE	4,508.21	4,325.52	990.66	1,401.04	899.92	953.32	4,150.12	4,740.83	715.72	22,685.33	132%	17,246	20,461
Reserves/Endowment/Loan Repayment													
Endowment Fund Distribution	2,190.00				2,190.00					6,570.00	75%	8,760	8,600
Funds Carve Distribution										5,000		5,000	
Ed Fund Loan Repayment										12,333	0%		
TOTAL Budgeted REVENUE	6,698.21	4,325.52	990.66	1,401.04	3,089.92	953.32	6,340.12	4,740.83	715.72	29,255.33	207%	43,339	29,061

EXPENSES

A. General Office Expenditures													
1 Rent & Utilities	541.43	46.20	1,036.65	46.20	541.43	541.43	541.43	541.43	541.43	4,377.63	67%	6,497	6,635
2 Office Expense/Supplies	-	87.82	-	119.51	165.00	37.00	-	7.67	289.20	706.20	143%	495	590
3 Communications (Phone)	15.31	15.42	15.74	15.74	283.59	40.50	40.50	40.57	40.57	507.94	288%	176	184
4 Postage and PO Box	162.14	9.89	(46.10)	-	-	68.94	80.85	98.30	132.00	506.02	92%	550	457
5 Website Maintenance/Domain Name	-	-	-	-	-	-	-	-	-	-	0%	110	-
6 Salaries (Gross)	957.00	880.00	825.00	962.50	814.00	770.00	874.50	949.03	114.40	7,032.03	61%	11,440	9,470
7 Payroll Burden	77.69	71.07	66.26	78.13	65.35	61.13	67.00	125.15	-	611.78	59%	1,030	877
8 Bookkeeper Services	18.69	18.69	19.79	41.38	19.93	49.91	19.93	19.93	17.59	225.84	21%	1,100	789
9 Discretionary Fund/ Other Expenditures	-	-	-	-	-	-	-	-	-	-	0%	3,000	789
10 Government Fees and Taxes	-	-	-	50.00	75.00	-	-	-	-	125.00	71%	175	175
11 Audit/Review of Books (1/2)	-	-	-	-	-	-	-	-	-	-	0%	250	-
12 Insurance	-	-	-	-	-	275.00	210.10	-	-	485.10	98%	495	483
13 Bank/Payment/Credit Card Fees	64.37	25.83	9.65	13.04	41.88	22.65	68.17	88.22	13.66	347.47	158%	220	330
14 Equipment Maintenance and Repair	-	-	-	-	-	-	-	-	-	-	0%	110	-
15 Equipment Purchase	-	-	-	-	-	-	-	-	-	-	0%	275	56
SUBTOTAL General Office	1,836.63	1,154.92	1,926.99	1,326.50	2,006.18	1,866.56	1,902.48	1,870.30	1,034.45	14,925.01	58%	23,923	20,045
B. Administration													
1 President's Fund	-	-	-	-	-	-	-	-	-	-	0%	165	-
2 Board Expense	-	-	-	-	-	-	-	-	-	-	0%	165	-
a. Direct Mail/ solicitation expenses	-	-	-	-	-	46.75	117.15	140.68	140.68	304.58	47%	650	106
b. Merchandise Purchases/Special Events	-	-	-	-	-	-	-	-	-	-	0%	100	-
SUBTOTAL Administration	-	-	-	-	-	-	46.75	117.15	140.68	304.58	28%	1,080	106
C. Membership/ units													
1 PMP	-	-	1,776.00	1,776.00	-	-	-	-	-	3,552.00	130%	2,736	3,728
2 Membership Committee	-	37.41	-	29.99	76.00	29.99	35.00	29.99	495.00	645.41	23%	2,800	536
3 Voter	-	-	-	29.99	-	29.99	29.99	29.99	29.99	149.95	21%	700	366
4 Member Education/Units	147.68	-	-	-	-	-	-	-	315.53	463.21	116%	400	400
5 Local Convention/annual luncheon/etc.	-	-	-	-	550.00	550.00	550.00	5,947.81	555.40	7,603.21	190%	4,000	3,333
SUBTOTAL membership/units	147.68	-	1,813.41	1,805.99	76.00	579.99	614.99	5,977.80	1,395.92	12,413.78	117%	10,636	7,963
D. Voters Services/Civic Education													
5. Outreach Publicity	-	-	-	123.75	-	-	-	69.85	-	193.60	6%	3,000	-

LWVPDX Interest Group Reports (Education and Justice)

Education Interest Group, *Nancy Donovan, Chair*

Mission

The Education Interest Group (EIG) was formed to provide an avenue to bring forward new ideas to learn, collaborate and recommend activities for study or advocacy in public school education. It was recognized by the LWVPDX Board in February 2018 as an interest group after meeting for a year. The Education Interest Group is open to all League members. A priority of the EIG is to identify issues that might represent an interest area for the group and League to focus on. A collaboration and exchange of ideas for study or advocacy will be in accordance with League positions at the local, state and national levels.

Committee Members

LWVPDX active members participating in the Education Interest Group include Nancy Donovan, Chair; Fran Dyke; Tom Dyke; Wendy Lawton; Marion McNamara; and Judy Schroeter.

History of the Education Interest Group

Since its first meeting at the League's Winter Party in December 2016, League members interested in education began to organize and focus on Portland's Public Schools. Specific areas identified in 2017 were school board governance, trends in high school graduation rates and successes, equity for students and education models working in Portland schools and elsewhere around the state and country. We also began to look at ways to increase member involvement by scheduling visits to schools, finding volunteer opportunities and special projects to work on.

To act in a more official capacity and increase effectiveness, the education group requested official approval from the LWVPDX Board of Directors to form an Education Interest Group. At the LWVPDX Board meeting in February 2018, the Board recognized EIG as an Interest Group. The group has kept its focus on initial topics and activities to explore as follows.

- Researching ways Portland schools may or may not be providing an education for all of its students in an equitable manner.
- Trends in Portland high school graduation rates and successes.
- Researching education models that are working in Portland schools and elsewhere in the state and county.
- Interviewing education experts and PPS managers and administrators.

Activities this Year

On Aug. 16, 2019 EIG members met with Scott Learn, a senior auditor with the Oregon Secretary of State's Audit Division to discuss the office's January 2019 performance audit of the Portland Public Schools. Meeting notes were approved by Mr. Learn and appeared in an *eVoter* article in October 2019. He suggested we focus on equity in student behavior management. We met as a Committee after the meeting with Learn to discuss our next steps.

In June of this year, with racial tensions and demonstrations, EIG members began to exchange ideas on how we could address equity in student behavior and management in PPS. Since the January 2019 audit was conducted, PPS is reportedly behind schedule in updating and implementing a new student conduct policy.

We discussed interviewing Shanice Clark, Director of Engagement at PPS, Ricki Ruiz, Reynolds School Board member and Serena Ashley, President of The Links, Inc. Also, we could tap students of color and tribal students, other students who are children of immigrants or from extremely disadvantaged homes. Also, people of color (many of them women) serve on school boards, such as David Douglas, Parkrose, Centennial and Gresham Barlow. However, before we proceed, we plan to meet in July by Zoom to discuss if, and how we will proceed. We also will discuss ways to involve new working members to our Committee.

The EIG assisted in facilitating a civic education program with public school educators on "Innovations in Public Education" held on September 16, 2019. EIG meetings with public school educators described below culminated in this successful program. A distinguished panel of speakers each reflected on key lessons learned that could be applied to reimagine approaches that foster learning and enhance equity in our public schools.

- Kevin Bacon, Director of "3 to PhD": The tighter you make the triangle between students, teachers, and curriculum, the more learning increases.
- Lisa Collins, a consultant at Education Through Engagement, LLC: If educators do not emphasize the importance of engaging kids in math, math can be a barrier in college and in their careers. She spoke about institutional racism and barriers to hiring enough people of color to teach in our schools and serve as role models for students.
- Guadalupe Guerrero, PPS Superintendent: Teaching is a noble profession. Our task is to help students claim their voice. Our task as system leaders is to give personalized support for each student to be successful. Superintendent Guerrero also pointed to a new vision for Portland Public Schools: "A graduate of PPS will be a compassionate critical thinker, able to collaborate and solve problems, and be prepared to lead a more socially just world."
- Matthew Utterback, Superintendent of North Clackamas School District: A successful education system requires meeting the needs of the whole child through a lens of equity.

All of the speakers stressed the need for equity and innovation. They noted that education should result in the empowerment of all students to be leaders in critical thinking to create a positive future. This requires addressing the different realities of students' lives — recognizing that income, minority status, hunger, homelessness, health, and trauma influence outcomes and need to be addressed in the curriculum and the school support structure. This approach needs broad engagement of the community and families surrounding our students.

The speakers also identified the need for teachers and administrators to receive greater support. Schools need to consider factors that may influence teachers' success and their willingness to continue in the field. The speakers also discussed the importance of finding ways to increase the number of teachers of color and to support mentoring “up the ladder,” such as helping teachers' aides to obtain their teaching credentials. The full video of the forum can be viewed on LWVPDX's [website](#).

Meetings with Educators

EIG members met on May 20, 2019 with Lisa Collins, the Parkrose School District's Director of Teaching and Learning. Lisa is a front-line education leader, using her knowledge and experience to address educational and equity challenges confronting our schools and communities. Meeting notes were approved by Ms. Collins for an *eVoter* article.

EIG members toured Faubion's PreK-8 School on February 20, 2019 with Kevin Bacon, Director of 3toPhD Collaborative at Concordia University/Faubion public school. We learned of the school's innovative partnership between Faubion PreK-8 and Concordia University (now closed) and the school's early childhood program. College education students served as tutors, coaches and mentors while they fulfilled their field experience at the school. Concordia's College of Education was co-located within the Faubion PreK-8 school where students, professors and teachers co-collaborated



Members met on 10/30/2018 with Matthew Utterback, Superintendent of the North Clackamas School District. This activity was selected for several reasons. In 2017, Superintendent Utterback was recognized as the National School Superintendent of the Year for engaging and motivating district students and teachers with a laser focus on equity. The district fosters an inclusive environment so all students can fully benefit and receive a quality education. In 2017, Clackamas High School had a graduation rate of 92%, with the school district ranking number one in attendance for the third consecutive year among large districts in Oregon. Notes from the meeting were revised and approved by the Superintendent for an *eVoter* newsletter article.

**Justice Interest Group, James Ofsink, Chair
and Barbara Ross, Police Accountability Study Chair**

Mission

The Justice Interest Group works on issues related to the juvenile and adult justice system including policing, sentencing, punishment, parole, reintegration, and discrimination. The League has a long history of advocating for a fair criminal justice system taking into account the specific circumstances surrounding a crime. The Justice Interest Group stays on top of local criminal justice developments at the city, county, and state levels.

Committee

Debbie Aiona, Judith Armatta, Doreen Binder, Nancy Boudreau, Amy Jo Butler, Nancy Donovan, Eileen Hufana, Ruth Kratochvil, Carol Landsman, Kim Mason, Rebecca McCrory, Marion McNamara, Linda Meyer, James Ofsink, Marilyn Owen, Linda Reed, Barbara Ross and Beckie Wyse.

History

The Juvenile Justice Interest Group started meeting in September 2017. Members began by researching what services were available to youth in Multnomah County, what programs were of high quality and what serious gaps existed in services. The foundation of the work was the 2006 LWVPDX position on Juvenile Justice, which still covered critical issues.

Important stakeholders were interviewed including defense attorneys, the head of the Juvenile Division of Community Justice, the chief deputy at the Multnomah County District Attorney's office, Multnomah County judges, and other important advocates. In 2018 members met in person with Portland legislators in the house and senate judiciary committee.

In 2019 members actively worked to urge league members across the state to contact their legislators and to write letters to their local newspapers supporting SB 108, a bill to modify treatment of youth in the criminal justice system. The path to victory for this package of reforms was long and difficult, however, in July 2019, all of the hard work culminated in Justice committee members attending the signing celebration with Governor Brown.

The group received approval from the LWVPDX Board of Directors to change its name by dropping “juvenile” so its focus could be on advocacy for both juveniles and adults in the criminal justice system.

In Fall of 2019 our committee began to join with other organizations to consider what needed to be changed during the negotiations with the union contract with the Portland Police Association. We studied the contract and its barriers to fair and consistent discipline of police officers whose conduct was inconsistent with bureau policy. While some members continued a more detailed study of the changes needed in the union contract, others turned their attention to recommending a new LWVPDX study of police accountability and discipline in the Portland Police Bureau.

Then at the LWVPDX Annual Membership and Business meeting on May 12, 2020 a Portland Police Bureau study was approved as a one-year study to focus on officer accountability and discipline in the Portland Police Bureau.

New Police Accountability Study of the Portland Police Bureau

Study Committee Members

Active study team participants are Judith Armatta, Doreen Binder, Amy Jo Butler, Nancy Donovan, Fran Dyke, Ruth Kratochvil, Carol Landsman, Kim Mason, Rebecca McCrory, Sylvia McGill, Marion McNamara and Barbara Ross. More recent members are Jocelyn Furbush, Aaguata Hayter, Stefanie Maher, and Linda Reed. Two other people who will assist, but are not on the study team are Debbie Aiona, Action Chair and James Ofsink, Chair of the Justice Interest Group.

Then with the death of George Floyd and many others, hundreds of thousands of people nationally and internationally took to the streets to protest racism and police violence to people of color. With local protests and calls for reform, the possibility for change in police accountability became much more immediate. Our work has taken on a new and urgent importance.

We immediately began to interview key players in the Portland Police Bureau involved in police accountability. Our first interview was with Ross Caldwell, Director of the Independent Police Review (IPR) Policy, and KC Jones, IPR Policy and Outreach Coordinator.

We also met by ZOOM with the head of the Professional Standards Department, Commander Bryan Parman, and Captain Cliff Bacigalupi who oversees the Internal Affairs Division. Many other key leaders will be interviewed for this comprehensive study. We are trying to get a good understanding of exactly how the Independent Police Review in the Auditor's office and the Police Review Board operate.

Currently every member of our study team is looking at different aspects of the police accountability process.

Membership Report

Mary McWilliams, Membership Chair



Summary of Membership Committee/Chair Responsibilities

The Membership Committee/Chair is responsible for welcoming and engaging new members and oversight of the office manager for that purpose (including LWVPDX member data entry in Little Green Light (LGL); MailChimp; LWV Roster; New Member Packet; annual Member Directory; renewal letters). Other Committee/Chair tasks include greeting members and guests at civic education meetings and election forums (and recruiting other member greeters); annual July renewal letter and forms for dues and volunteering (with others); updating the *Members & Leaders Directory* (annually in early February after LWVUS/LWVOR PMP is computed at the end of January); a monthly *eVoter* column “Membership Matters”, a monthly membership report for board meetings; maintaining the Annotated Member List); and planning new member events.

As the office staff has been on and off and now non-existent, I’ve actually been making the entries in the systems that normally I would only have oversight for. 2019-2020 was my official first year as membership chair with some substituting in 2018-19. I asked Debbie Kaye, a former membership chair, how best to keep up. She responded, “Daily.” That is correct, and I also found it a happy and fun way to learn about our members.

Other Information

The chair often serves on the Nominating Committee due to having broad knowledge of the membership. The chair is in regular contact with other committee chairs including the volunteer coordinator to staff League projects and events. If no volunteer coordinator, the chair assumes these duties and does “searches” mainly by using the volunteer response forms, and also knowledge of members.

Thanking Greeters

Many thanks to these greeters at one or more civic education programs or election forums for 2019-2020: Beth Burczak, Marlene Byrne, Kathy Casto, Judy Froemke, Lorraine Griffey, Christine Moore, Erica Rubin, Debbie Runciman and Dorothy Slater.

Current Membership

We have 288 members as of the May 12, business meeting, for July 1, 2019-June 30, 2020. This includes dues for Households (two people in the same home), Individual, Low Income, and Students. No dues for the 20 Life members. Of the 288 members, a little over 40 were new members.

New LIFE members

Our LIFE members normally are recognized at the May 2020 local convention. However, they will be recognized at a September 2020 League social event, if Covid-19 will allow the gathering. New LIFE members include; Kris Hudson, Frances Moore, Betsy Pratt, and Barbara Stalions.

Review of Year's Activities

Please see "Chair Responsibilities" above.

Annual Dues

In July 2019, annual dues renewal to 284 members was sent first class by USPS mail and included revised letter and dues and volunteer forms. Judy Froemke, Kim Mason, Margaret Noel and I met to revise the volunteer form to make it more user friendly, to parallel the online volunteer form, and reflect volunteer needs for 2019-2020. In October, November and December 2019, Debbie Kaye and I made reminder calls and emails to those who had not yet renewed their membership.

New Member Orientation

In September 2019, a new member orientation was held for nine (9) new members with a light meal in a room adjacent to the Multnomah County Board room, before the civic education meeting that evening. Board members participating were Linda Fields, Judy Froemke, Debbie Kaye (leading the discussion), and Linda Mantel.

LWV Roster Update

In January 2020, the LWV Roster was updated to include all new and renewing members for 2019-2020 as of the last day of January. LWVUS/LWVOR PMP is computed from this information. LWV offered a webinar to learn the process to update the roster. Our office manager, Aelora Roush, was out sick early in the month and then had the press of the LWV 100th celebration, so I entered all this information into the LWV roster database, having taken the webinar. LWV now allows two people to manage the roster, so I was able to do most of the work from my home computer.

2020 Members & Leaders Directory

In February 2020, *Members & Leaders Directory* was updated, and mailed by USPS to members with the help of Ted Kaye, using Microsoft's Publisher. Our office has always used Publisher for the members directory, but when we bought an iMac for the office several years ago, it did not include Publisher, so last year and this, Ted has been using his home computer. We conferred over the phone to update the directory from last year with current information. Ted also made mailing labels based on an Excel Sheet of our members exported from Little Green Light (LGL) by Eileen Chase. However, the export missed about 30 members and each member entry had to be checked for accuracy and the Excel sheet updated. (None of us who use LGL have any proficiency in its use, yet, so I was grateful for Ted's help in this work around of LGL.) Because of the workload for the LWV 100th Celebration, Aelora wasn't able to help with any of these activities, except with the assembly of materials for the 232-piece bulk mailing.

New Member Packet

In March and April 2020, the Coronavirus had arrived, and people were physical distancing and beginning to stay and be safe at home. Aelora took another job. Since I'd been doing some or all of the membership activities that normally Aelora would do, I just continued on from home. One of those responsibilities was the new member packet, that included paper copies of some of our essential documents and pertinent LWVUS, LWVOR, LWVPDX brochures or bookmarks. We had had quite a few new members, and all needed the new member packet. At this point the decision was made that I would send the essential documents (all of which are on our website) and a letter of upcoming LWVPDX activities by email from home. Only the *2020 Members & Leaders Directory* and brochures would go by USPS mail. Marion McNamara, as the on-board VP Administrator, who took over office management in the interim, and is in the office weekly, agreed to mail this portion of the new member packet. I even took this over in May. This new way of sending out the New Member Packet, actually saves time and effort, and will continue.

Recommendations

- 1) Mastery of LGL by a new office manager and perhaps several keyboard and off-board members who work with it.
- 2) Purchase Publisher for the office computer.

President's Report

Debbie Kaye, President



Position Description

The official role of the president is to preside at all meetings of the organization and the Board of Directors. In the absence of the treasurer or assistant treasurer, the president signs or endorses checks, drafts and notes, and is an ex-officio member of all committees except for the nominating committee. The president has the usual powers of supervision and management as agreed by the Board of Directors, assigned in the bylaws or approved by adopted policies and procedures, including but not limited to approval of all public statements made by the League, acting as spokesperson for the League at various events and providing oversight for the office manager. However, electing a Vice President for Administration in 2019 moved the primary oversight of the office manager from the president to that vice president very effectively.

In addition, I regard the president's role as one of communication and coordination supporting collaboration. Our League has many members doing many different activities. An important part of this job is helping them connect with each other for effective and efficient action.

Our Centennial Year!

We truly have had a banner year! Highlights include:

- A successful local convention featuring Lynn Peterson as the speaker, updating bylaws, electing the board and passing a budget, plus a birthday cake themed fundraiser that raised over \$9,000;
- Sponsoring a Harvard Case Method Study participant from Reynolds High School and applying for and receiving a grant from the Herbert A. Templeton Foundation for him to present a case publicly and record it for other educators throughout Oregon;
- Meeting with Oregon Historical Society staff to learn how the Portland and Oregon Leagues could engage with their exhibit on the 19th Amendment *Nevertheless They Persisted: Women's Voting Rights and the 19th Amendment*. Several League members studied to become docents for the exhibit;

- A summer retreat for board and off-board leaders to plan the year and explore new opportunities;
- Partnering with Oregon Humanities on their four-part *Think and Drink* series “Making Democracy”;
- Completing and publishing the city government study: *The City That Works: Preparing Portland for the Future*. We expect to use this study and the new position to influence the 2021 City Charter Review Commission’s work;
- Receiving a very generous \$63,440 bequest for the Education Fund from the estate of member and leader Darleane Lemley;
- Celebrating the centennials of both the League and of passage of the 19th Amendment with a wonderful gala brunch;
- Providing very significant voter information for the November 2019 and especially for the May 2020 Primary elections;
- Continuing to seek and work with new community partners on issues and programs;
- Securing participation in the Rose Festival Grand Floral Parade as a Special Entry by invitation. We hope to get to march celebrating the League’s and 19th Amendment’s centennials in a rescheduled parade in September;
- Resignation of our office manager and the consequent increase in the duties of the VP for Administration to provide some of that support;
- Pivoting to meet the challenge of COVID-19 and doing our work without an office manager and outside of the office. This included instituting online executive committee, board and unit meetings. It also demanded more work from board and other leaders to accomplish their work with less office support;
- Updating and using our constituent management software Little Green Light more effectively;
- Beginning to seek a new office space;
- Significantly enhancing our communications through the website, the *eVoter* newsletter and greater use of social media; and
- Attracting a growing membership.



President Debbie Kaye and Vice President Marion McNamara represent the League at the Oct. 16, 2019 Oregon Humanities event on “Making Democracy.”

President's Work

I gave several presentations to various groups about League and suffrage history, current voting issues and ways the listeners could participate in “Making Democracy Work”. There were many talks scheduled for this spring that were canceled or postponed due to the restrictions of COVID-19. A couple of them will be presented using online platforms and others will be rescheduled. I met with an Oregon League member and quilter seeking our participation in the largest Northwest quilt show in September with a suffrage timeline. A coalition of organizations in SE Portland asked me to teach them the basics of putting on a candidate forum which our voter service team was ready to staff, but the forum was cancelled due to the coronavirus.

I have been representing the League in a coalition of legal professionals and a few civic organizations brought together by Federal District Judge Ann Aiken to develop a series of speaker events under the title of *Turning Rights into Reality*. Judge Aiken is planning high level presentations and panel discussions featuring national level speakers such as Elaine Weiss, author of *The Woman's Hour* (and keynote speaker at LWVUS 2018 Convention), Peter Miller of the Brennan Center for Justice and others. This project was put on hold due to the Coronavirus.

The opportunity to share ideas and needs with other Oregon Leagues is facilitated by LWVOR President Becky Gladstone's quarterly local League Presidents online meetings. I also keep up with requests from LWVOR and LWVUS for information or event support, occasionally sharing successful practices from our League with them. This year included recommending the full complement of ten possible honorees among Portland members for the LWVOR Centennial Celebration. We had a delegation of 23 attend!

Board of Directors and Volunteers

Our board is a deep bench of knowledge and ability. This year's board included three past presidents sharing their League wisdom in addition to other board members providing innovation and their experience. I am deeply grateful to them and the off-board leaders for their hard work and dedication in guiding our organization. Each committee chair's report demonstrates focus, pursuit of democratic process and this League's success in educating our community on current, relevant issues. In addition, we have a large group of volunteers supporting all our initiatives. Listed by name in the committee reports, my deep appreciation also goes to them.

Units Report

Judy Froemke, Units Coordinator

Unit Coordinator Responsibilities

- Schedule a meeting in August of the six Unit Leaders to discuss their suggestions with the Unit Coordinator and assistance she can give them.

- Keep statistics on who attends the Unit meetings. This information is not only interesting but also gives an idea on the vibrancy and effectiveness of the units.
- Attend various unit meetings (Unit 1 on October 28th, Unit 4 on 4 of the 5 meetings, and Unit 7 on January 20th).
- Provide a script to unit leaders with suggestions for their meeting agendas. This sometimes includes an introductory question relevant to the topic of the month for each person attending to answer as a way to get better acquainted. This applies primarily to the units with a sizable attendance, new members and/or guests attending. The script encourages leaders to announce LWVPDX activities, supplement information in the *eVoter* newsletter and provide attendees with additional information from LWVOR. The script also provides unit leaders with additional resources and discussion questions on the topic of the month for their potential use.
- Provide the *eVoter* Editor the date, time, place or host of next month's Unit meetings prior to *eVoter* deadline.
- Write articles for the *eVoter* for members with specific resource material relevant to the current Civic Education program or topics of general interest:
 - July 2019 *eVoter*: "Meet the Presidents"
 - September 2019: "History of Campaign Finance Reform in Oregon" and
 - "Centennial Birthday" of long-time LWV member Monteith Macoubrie
 - February 2020: "Units: What's Next? Results of Program Planning Discussions" and
 - March 2020: "Units Consider Gender Equality & Cybersecurity" written jointly with Colleen Shoemaker, Unit 1 Leader who researched gender inequities issues.
- Provide LWVPDX Board with Units' responses to consensus questions.
- Attend LWVPDX Board meetings and act as a conduit between the Units and Board.
- Write Unit reports for the monthly board meetings and annual convention.

Unit Leaders Responsibilities

Inform or remind unit members early each month of their unit meeting date and location, the discussion topic and any other relevant information.

- Arrange for the meeting location and discussion leader, if necessary, for each meeting, preside at the unit meeting and oversee that all attendees print their names on the attendance sheet.
- Make comments on the attendance sheet about the unit's discussion, and name next month's host.
- Mail the attendance sheet to the unit coordinator right after the unit meeting in self-addressed/stamped envelopes provided.

Unit Discussion Groups



Members of Unit 6 discuss gender equality at the February 2020 meeting.

There are six LWVPDX discussion unit groups who meet once a month during September, October, November, January, February, March and sometimes in April. Members and guests discuss issues reflecting and/or expanding upon the topic of each public Civic Education program and Election Forum held in the month of the unit meetings. Some months the unit groups gather information for members on items of interest for program planning and for consensus or concurrence on study findings.

Unit Participation Review

From September 2019 and February 2020 there were five meetings. None were held in March or April due to the coronavirus pandemic. Two units met in April and one in May via Zoom. Between 41 and 65 people attended unit meetings each month. During this time, six guests attended, including two guests of unit 4 who subsequently joined: Jo Senters and Muriel Wentzien.

Unit 1 Leader is Colleen Shoemaker. This unit meets at various locations in SE or SW Portland on the third Monday of the month from 7 to 9 pm. On average, four to five members attend each month. This is our only unit to hold meetings in the evening.

Unit 2 Leader is Paulette Meyer. This unit usually meets at Paulette's home in SE Portland on the fourth Monday of the month from 10 am to noon. On average, about eight people attend each month.

Unit 4 Leader was Anne Pechovnik until March 2020 when she had to relinquish this responsibility to continue her work as a nurse during the pandemic. **Lynn Baker** agreed to be the new Unit 4 Leader. This unit meets at Holladay Park Plaza in the Penthouse on the third Thursday of the month from 1 to 3 pm. On average, 20 people attend each month.

Unit 5 Leader is Linda Mather. This unit meets at Terwilliger Plaza on the third Saturday of the month from 10:30 am to 12:00 pm. On average, seven 7 people attended the three meetings held this year.

Unit 6 Leader is Christine Moore. This unit meets at various locations in the SW and NW of Portland on the fourth Tuesday of the month from 9:30 to 11:30 am. On average about eight people attend each month.

Unit 7 Leader is Corrine Paulson. This unit meets at various locations in SW Portland on the Monday after the Civic Education Program or Elections Forum from 1 to 3 pm. On average, six people attend each month.

The **Online Unit** met in November 2019, led by Peggy Bengry. It was disbanded in December 2019 since the server ceased handling online communications. Next year, the Unit Coordinator hopes to gather ideas for an alternative to the current Attendance Sheet.

Issues Discussed at Unit Meetings

- September 2019: Listen to others in the unit to learn what local or national issues are of particular importance, and what are ways to engage with others to understand, clarify and inform each other about these issues.
- October 2019: ballot measures and global warming. Marnie Lonsdale prepared the resources for this topic along with Anne Pechovnik and Christine Moore.
- November 2019: consensus discussion on the LWVPDX city government study, “The City that Works: Preparing Portland for the Future”.
- January 2020: consensus discussion on LWVPDX and LWVUS positions resulting from the January 11, 2020 Winter Program Planning Party.
- February 2020: discussion on “Lingering Gender Inequities” researched by Colleen Shoemaker and Paulette Meyer.
- March 2020: Meetings were cancelled due to coronavirus pandemic.
- April 2020: Unit 1 met on April 27th via Zoom to discuss the consensus questions of the LWVOR Study regarding Privacy and Cybersecurity Today. Jane Giger led the discussion. Unit 6 met on April 28th via Zoom for a general discussion.
- May 2020: Unit 4 met via Zoom on May 21st in two breakout rooms to discuss the Cybersecurity & Privacy Study consensus questions. Betsy Pratt and Marnie Lonsdale led the discussions.
- It is expected that the other Units will meet via Zoom to have consensus discussions on the LWVOR study on Privacy and Cybersecurity during August and September.

Thank you to the Unit Leaders for their feedback and help with discussion planning. Thank you to Anne Pechovnik, Unit 4 Leader for two years. We will miss your contributions and your right-on articulations. Thank you to Lynn Baker, a long-time League activist for assuming the Unit 4 leadership role. Thank you to Nancy Donovan, Linda Fields, Debbie Kaye, Mary McWilliams, Amber Nobe, Margaret Noel and Janet Youel for consultation, editing and listening, and to others whose brains I may have picked throughout the year.

Voter Service Reports (includes Voter Service and Voter's Guide Distribution (Print/Paper))

Voter Service

Chris Cobey, Acting Chair



Position Description

The Voter Service Chair coordinates, assists and reports to the Board and the membership on activity by volunteer leaders in charge of the Voters' Guide, candidate and ballot measure Voter Forums, Video Voters' Guide, Speaker's Bureau, Voter Registration, and the biennial Directory of Elected Officials; helps publicize Voter Service activity; applies for grant funding as necessary; and creates a Voter Service Budget.

Review of Year's Activities

In the first half of the 2019-2020 program year, the League handled under the steady leadership of Voter Forums chair Maud Naroll (our gift to Colorado!) a November 5 Multnomah County special election. The election asked voters in the appropriate districts to weigh in on policy and funding measures for Portland (2) and Troutdale, and proposed financing measures sponsored by Metro, the Portland Public School District, and the Sauvie Island Fire District.

On October 21, Maud coordinated an Informational Ballot Measure program on the four propositions Portland voters would decide. Assisting her with production were Carol Cushman, Julie Palmer, Nancy Donovan, Mary McWilliams, Christine Moore, Debbie Runciman, Peggy Bengry, Elizabeth Davis, Robin Tokmakian, Margaret Noel, Eileen Chase, Amber Nobe, Ruth Kratochvil, Debbie Kaye, and MetroEast Community Media. We also were assisted by the six agency officials from Metro, the Portland Water Bureau, and the Portland Public Schools, who spoke about their respective ballot measures.

The second half of the 2019-2020 program membership year presented LWVPDX with both a primary election with an unusually high number of candidates (a total of 140 candidates for dozens of offices), and a pandemic which upended traditional methods of communicating information to voters from both the League and candidates. The League responded by

pivoting from presenting in-person live Voter Forums (necessarily cancelled as public gatherings), to an exponentially increased reliance on the Video Voters' Guide, inviting not just some but all candidates to engage with voters via eight-minute recorded interviews. Sixty-seven candidates requested to participate, in dozens of races, and all video interviews were made available on LWVPDX's website thanks to the heroic efforts of John Lugton, Emily Vidal and others at MetroEast Community Media, the indefatigable and imperturbable Emily Toops, Eileen Chase, and interviewers Colleen Shoemaker, Debbie Kaye, Margaret Noel, Elizabeth Davis, Hailey McLaughlin, and Chris Cobey.

Voter Service Components

Voters' Guide: Linda Fields and Kathy Casto, as editors, shepherded the 48-page 2020 primary election Voters' Guide from inception, through receipt and processing of returned candidate questionnaires and ballot propositions and drafting of text, to distribution. Because of the pandemic's limitation on physical distribution, 3,500 English-language and 1,000 Spanish-language Voters' Guides were printed. Linda and Kathy were assisted by Debbie Aiona, Peggy Bengry, Eileen Chase, Carol Cushman, Libby Deal, Marge Easley, René Eggert, Gina Hogue, Debbie Kaye, Marion McNamara, Mary McWilliams, Margaret Noel, and Barbara and Bill Stallions.

Distribution for both the November 2019 and May 2020 elections was spearheaded by volunteer Mary McWilliams. Please see her report below entitled "Voters' Guide Distribution (Print/Paper)".

VOTE411.org: LWVPDX received the benefit of Peggy Bengry's service as Vote411 Administrator for LWVOR. Peggy coordinated with all local leagues, including LWVPDX, to collect candidate names, contact information and questions, and entered them in Vote411; sent email invitations to candidates; coordinated local volunteers to remind candidates to answer by phone; sent reminder emails; extracted candidate information for LWVOR and LWVPDX printed Voters' Guides; coordinated getting virtual forums and interviews in Vote411; and fielded candidate and League questions. Peggy's efforts were assisted by many, including Mary McWilliams and Margaret Noel.

Video Voters Guide (VVG) (Emily Toops): In lieu of holding candidate forums for every major office covering at least a part of Multnomah County, Emily organized the Video Voters' Guide for the 2020 primary election, inviting candidates to record eight-minute interviews broadcast on public access television and posted on LWVPDX website, Vote411, and the MetroEast Community Media website. Due to COVID-19, all interviews were conducted virtually. With the help of John Lugton and Emily Vidal at MetroEast Community Media and six wonderful LWVPDX volunteer interviewers (Elizabeth Davis, Debbie Kaye, Hailey McLaughlin, Margaret Noel, and Colleen Shoemaker, Chris Cobey), 67 videos were uploaded online and were broadcast multiple times on public access television. Thanks to all volunteers who interviewed, scheduled, created scripts, helped select questions for each

position, and spent countless hours to ensure the primary election Video Voters' Guide was a success.



Elizabeth Davis interviews Candace Avalos, candidate for Portland City Commissioner, Position 1.

Voter Forums (Maud Naroll/Chris Cobey): Because of the pandemic, the October 21 Informational Ballot Measure program mentioned above was our only one this year. Voter Forums will resume when group gatherings are permitted.

Speaker's Bureau (Beth Burczak): Due to the pandemic, there was no activity this spring, though speaker requests are coming in for the fall general election.

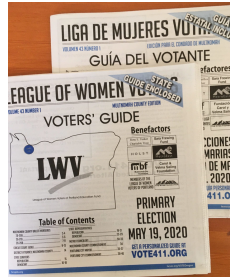
Voter Registration (Katie Pool): Katie and Eileen strategized, and Katie commenced the necessary research and planning to target underserved potential voters for registration, and to identify possible partners for these efforts. In early March, LWV was represented at an Aurora Chorus concert celebrating International Women's Day. We also took part in voter registration for new citizens following a naturalization ceremony at the invitation of Causa. Soon after, pandemic restrictions put all registration event plans on hold. They will resume for the fall general election.

Directory of Elected Officials (DOE; Mary McWilliams): The current version of this League favorite (2019-2021 LWV Portland Multnomah County Directory of Elected Officials), was revised on January 20 of this year to reflect a few changes in elected officials, and that a state-recognized party previously designated as a "major" party had lost that status and had become a "minor" political party.

The next major revision for the 2021-2023 DOE will occur in January 2021. That revision will require a committee of member volunteers to check each entry.

Voters' Guide Distribution (Print/Paper) - VGs

Mary McWilliams, Acting Chair



Chair – As no chair was forthcoming for the May 19, 2020 Oregon Primary Election, I volunteered to help see what was possible in this pandemic. I also helped with the November 5, 2019 Special Election.

The Covid-19 pandemic drastically changed the places where we could distribute print/paper VGs in mid-to late April 2020 for the May 19, 2020 Oregon Primary Election. All our usual sites, such as the Multnomah County Library and Meals on Wheels People dining halls were closed and staff were working at home. Even New Season Markets, that remained opened as an essential service for groceries, could not take VGs as their staff was overwhelmed keeping areas clean and assisting in physical distancing. Knowing this in early March as print VGs needed to be ordered, the board made the decision to order **only 3,500 English and 1,000 Spanish** from Eagle Press. Of this amount about 750 English and 650 Spanish did not go out and were recycled.

This is a full report of Voters' Guide Distribution for the May 19th election.

- **Vote411.org** was emphasized as the online tool to receive voter information (it includes all the information in the print and online VGs, as well as Video Voters' Guides (for those candidates doing one). If a print VG was needed, these are the below sources, with physical distancing and personal safety as key factors:
- **LWV PDX Members received print VGs** by USPS mail from the office. **Marion McNamara** printed address and required USPS labels. **Debbie Aiona** affixed these labels on the VG. **Debbie Kaye** took VGs to bulk mail. Instead of stuffing a VG in a mailing envelope, Debbie Kaye learned it could be prepared as a flat mailing and the required labels put on. Much easier than in past years.
- **Multnomah County Board of Elections** did take print VGs for distribution to the public at their SE Morrison and Gresham locations.
- **Retirement Communities** where League members resided did receive VGs
- **League Members/Their Neighborhoods** who were willing to do so would distribute in their neighborhood to those not able to use Vote411.org.
- **Requests** by people and organizations who called or emailed into the League office requesting VGs would receive one in their geographic area by a League member.

- **Google Sheet:** See the Google Sheet in the LWV of Portland Google Doc's online file, titled "May 2020 Voters' Guide Distribution" with information on volunteers, locations, etc.

Susan Jessie agreed to be the vgdistribution@lwvpdx.org contact for League members who wanted to distribute VGs in their neighborhood or for requests by people/organizations/condo&apartment and delivery by a League member. **Marion McNamara**, who is monitoring the League office phone and email, agreed to take the phone/email requests. **Libby Deal** put together the Google Drive Spread sheet to keep track of the Retirement, Neighborhood, and Requests for print VGs. **Debbie Aiona and Barbara and Bill Stalions** offered their garages and assistance for VG pick-up on either side of the Willamette River. Other League members who volunteered to help include **Pamela Clark, Carol Cushman, Judy Froemke, Susan Gilbert, Ellie Godfrey, Diane Herrmann, Gina Hogue, Debbie Kaye, Don MacGillivray, Linda Mather, Sylvia McGill, Dorthea Petersen, Erica Rubin, Carolyn Rundorff, Marcia Schneider, Mary Ann Schwab, Casey Sundermann, and Janet Youel.**

Eight (8) people called or emailed into the League office requesting a VG. We had advertised that people should consider doing this for this election, since access to print/paper VG was so limited.

Recommendations:

- Possibly NO Print/Paper VG's - In another pandemic where the country is shut down, based on our experience with this one, it may be wise to not order print/paper VG's and concentrate on advertising VOTE411.org and our other online voter service.
- Print/Paper VGs were Delivered - However, print/paper VGs were distributed during the pandemic to more than 20 organizations known by League members or who had requested them and in neighborhoods. There were League members who felt self to distribute VGs as they were following the three safety rules: Face Mask, Physical Distancing, and Frequent Handwashing.
- Neighborhood Distribution by League Member - This was the first time we asked League members to consider taking a stack of 50 VG's and distribute them in their neighborhoods to neighbors that relied on a paper copy, to the outdoor Free Library Boxes, small corner grocery store, and other places in their neighborhoods that were accessible to receive them. We should consider doing this again when there is not a pandemic for those League members who are comfortable do so in their neighborhood; and start the member education on this much earlier.
- Individual VG Deliver - League members delivered eight VGs in their geographic area, when a request came in to the office phone or email. This was only done for individuals for the pandemic. The office often in past elections has received requests from organizations and

has worked out ways for League members to take organizations a stack or two of VGs. It could be considered for individuals in future elections, where a League member delivers a copy in her/her geographic area; or the office mails a single copy, if there is time to do so before an election. Need name of person, address, and a phone or email (to contact them if their address is hard to find).

- Possibly Reduce VG Print/Paper Order in the Future - Are Print/Paper VGs still needed in the same quantity as we have done in the past? With the excellence of VOTE411.org and other online voter services, less VGs may need to be ordered. Say, 100 English or Spanish to each library branch, calls to our other usual distribution sites for minimum quantity (Meals on Wheels People Meal Site & Home Delivery, New Seasons, etc). And review the statistics on VOTE411.org use in this May 19, 2020 Oregon Primary, to see if that offers any clue on the need for print/paper VGs.

November 5, 2019 Special Election for Local Ballot Measures

A chair for VG distribution could not be found for paper copies of the Voters' Guide for this special election information on local ballot measures. I spent a weekend calling members who had expressed an interest in VG distribution on their 2019-2020 "How Do You Want To Be Involved" form and members who had distributed VG in the past to Multnomah County Libraries. All branches were covered thanks to **Lynn Baker, Marlene Bryne, Diane Herrmann, Debbie Kaye, Marcia Schneider, Judy Schroeter, Mary McWilliams, Dortehea Petersen, Debbie Runciman, Brenda Smith, Casey Sundermann, and Janet Youel.**

Contact Us!



Sue Ellis and Marsha Gulick, who registered voters at the Aurora Chorus Concert on March 8.

CONTACT US!

info@lwvpx.org

503-228-1675

View the LWVPDX website for our latest news and activities, <https://lwvpx.org>.

Office hours: temporarily variable

Office phone and email are being monitored by volunteers until we hire an office manager.

JOIN US! [Click here to join or renew your membership!](#)

[Click here to volunteer](#)

[More contact information](#) along with how to make a tax-deductible donation to our LWVPDX Education Fund, and a non-tax-deductible donation to support the League's advocacy efforts and operations.