



League of Women Voters of Minnesota Records

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*Copy for: Hall
Officer*

memorandum

This is not going on DPM

April 22, 1980

TO: State and Local League Presidents
FROM: Ann Savage, Voters Service Chair
RE: Working with Corporations

During the course of this year's election-related voters service, it is possible that you will be contacted by representatives of a corporation asking that your League serve as a joint sponsor of a voter education or registration drive targeted at corporate employees or the general public. If your board decides that working with the corporation is something they want to do, here are a few facts you need to know in defining your relationship with the corporation.

The Federal Election Campaign Act regulates corporate communications in connection with a federal election. Specifically, federal election law prohibits a corporation from conducting a registration drive targeted to its employees or the general public unless: (1) these activities are undertaken in joint sponsorship with a civic or other nonprofit organization which does not support or endorse political candidates or parties and (2) these activities are conducted by the organization.

The FEC's nonpartisanship requirement should not create any problems for you should you decide to work with a corporation, because all League voters service work is by definition, nonpartisan (see the voters service handbook, Making A Difference, page 3, "Two Caveats.") However, if you choose to work with a corporation, it is your League which guarantees, by its presence, that all aspects of the project are nonpartisan. Therefore, it is important that you make clear to the corporation that joint sponsorship with your League requires that you have the final say as to the nonpartisanship of all materials and activities in connection with the project.

If you have any further questions about working with a corporation in election-related voters service, please contact Sheri Lanoff, Director of the Government/Voters Service Department, at (202) 296-1770, ext. 272.



LEAGUE OF WOMEN VOTERS OF MINNESOTA

PHONE (612) 224-5445
555 WABASHA • ST PAUL, MINNESOTA 55102

OUTLOOK 1980-81 *off copy*

Calendar
and
Counterpart Communiques



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FLASH: Regional Membership Training Workshops will be held in July 1980. (Watch for details coming to local League Presidents and Membership Chairs soon.)

GENERAL INFORMATION

Every local League Board member and subscriber to either the Board Memo or Duplicate Presidents Mailing (DPM) is receiving a copy of this OUTLOOK. Additional copies may be ordered from your state office - \$1.50 each plus postage and handling.

State Board meetings are *open meetings*. Dates are included on the Calendar Worksheet. Please feel free to visit any time. If you have business to bring before the Board, please notify the president a week in advance; emergency items may be added later.

Minutes of state Board meetings are available to local Leagues on request. To save on postage, the minutes will be mailed with the 3rd class Board Memo mailing.

It is vital that membership changes - new members, transfers, drops or changes of address and/or name - be reported promptly, both to LWVUS and LWVMN. Use the national VOTER Membership Report Form (yellow sheets) for these changes, sending the original to LWVUS and a copy to LWVMN.

Undelivered VOTERs are returned to the state office at a charge of 25¢ each. Only four change notices from the post office are allowed, and then mailing privileges can be revoked if the post office chooses. New members are discouraged by delays in receiving their newsletters; relatives of deceased members do not appreciate receiving reminders either.

Be sure one person on your Board, either the treasurer, secretary or membership chairman, takes responsibility for sending the membership report forms to national and state. You will be asked to send state office your complete membership roster by October 31 so we can, at least once a year, make sure the office's records match yours.

Board Memo mailing target dates are listed on the calendar. Leagues desiring to receive the 3rd class mailing sooner may request it be sent 1st class - you will be billed quarterly for the additional postage. A Board Memo is included in the Duplicate Presidents' Mailing (DPM) subscription (cost \$15.00/year). Since every local League Board member will receive the Board Memo, no additional Memos will be sent to local Leagues as was our previous practice. Those desiring additional copies of the Memo for off-Board chair-people should subscribe to same at \$5.00 and \$15.00/subscription/year). Please notify your state office promptly of any changes of personnel or address.

State office hours are 9:00 a.m. to 4:00 p.m. daily.

Address: LWVMN

555 Wabasha, Suite 212

St. Paul, MN 55102

Phone: 612-224-5445

Staff, Full Time: Sally Sawyer, executive director

Betty Ann McKaig, secretary

Part Time: Pat Lucas, Bookkeeper, Program/Action staff person
Jeannette Kahlenberg, PR/Development staff person
Peggy Thompson, Service to Local Leagues secretary
Judy Rosenblatt, LWVMN editor (as of July 1, 1980)
Jessie Merrell, on-call typist

We do not have copies of national publications for sale in the state office. They are to be ordered directly from the national office.

The address for the LWVUS is: 1730 M Street, NW
Washington, D.C. 20036

As you know, the LWVMN uses a Xerox 2400 for all duplicating over 25 copies and a Xerox 4000 for all copying under 25 copies. We will do copying for your League at our cost. Leagues in the Metro Area are asked to call the office, making an appointment to use the

duplicator and/or copier, and do the copying themselves. Non-Metro Area Leagues may mail their materials to the office. Type the copy as you want it reproduced on plain white paper. Tell us if you want it run on one or both sides of the paper and the color. (We have green, blue, pink, canary, buff and goldenrod, in addition to white.) The copies will duplicate on your letterhead too, but only a 20# paper stock. The size can be 8 1/2 x 11 or 8 1/2 x 14. (We can offer you only green and white colors in 8 1/2 x 14.) Because of increased copying, paper, and supply costs we have increased our charges (for the first time in 3 years):

Cost to local Leagues is:

For up to <u>10 copies</u>	- .06 per copy
For 11 - 25 copies	- .04 per copy
For 26 and up	- .02 per copy

Local Leagues will receive a 10% discount on a copying bill which is over \$5.00 in a given month. If you mail to us for duplicating, we'll need to charge for postage and handling. Also allow at least 10 days to accommodate our schedule and the post office.

COUNTERPART COMMUNIQUE -- President

Pam Berkwitz (612) 920-3364

This OUTLOOK FOR 1980-81 is one of your tools as you, the President, begin to plan this year's League activities. There will also be material sent from LWVUS, but the date is unknown. The Health Care Study adopted at LWVUS Convention will undoubtedly take time to get off the ground because it was a nonrecommended item. While you might wish to begin collecting and including health care information in League material, don't wait to plan the year because of that study's adoption.



You, as President, are the key person in your League activities. You are the leader, coordinator, facilitator, and the chief spokesperson. Many of you are continuing in your job, and some are just beginning.

There is much help and support available to you in addition to, of course, your Board and members. The LWVMN Board and staff are ready to help any time. You will be called several times a year by your Board liaison (see the Service to Local Leagues section for the list), but feel free to call me or any Board member about anything. If you have questions about national's plans, lobbying your Congressmen, etc., contact the LWVUS office for help.

We too need your help. In addition to knowing how you are doing, we also like to have local members involved at the state level. Please encourage your members to join state committees and to start lobbying for LWVMN. Most people who have done so have strengthened their commitment to all of League's activities as a result.

There is much information on membership in this OUTLOOK, but I want to emphasize also how important our membership campaign and activities will be this year. As was discussed at Council, we must change directions in to increase in Minnesota. Some Leagues did very hopefully many more will join them this year. Your enthusiasm that you can generate in your Board will cess. Membership is everyone's job this year, as that Council delegates agreed that local Leagues bership campaign. We will all benefit from the state and national.



membership and start well last year, and enthusiasm and the en- be critical to our suc- always. I'm gratified should help fund the mem- campaign's success - local,

As I said in my Council address, we need to help our members realize how much they are getting from their membership in League. We need to help them keep records of what they have done and the skills they have gained. Job descriptions, with skills used, are a beginning. LWVMN will provide information throughout the year to help you help your members document their work.

Read IN LEAGUE. Read this entire OUTLOOK, and urge all your Board members to do the same. Make your plans for the year, or better yet, for several years. Organize the Board to facilitate your plans.

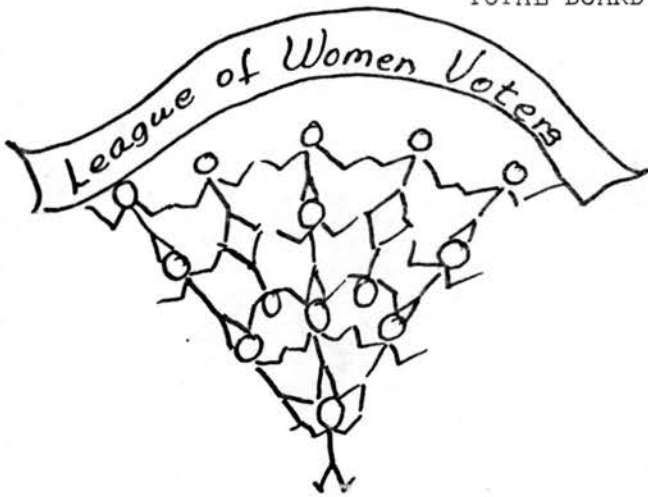
Read previous OUTLOOKs to get alternative ways of looking at the LWV. Profit from what has worked. Don't reinvent the wheel, but don't get locked into the way it has always been done. Find the balance of old and new that most meets your League's needs.

This year looks very exciting for the League. The election activities will provide some great opportunities for the League to be visible and effective. Good luck on your local studies and action efforts. Remember, call any time. We want to help you have the best year possible.

P.S. Try to find more time to relax this summer!



"TOTAL BOARD RESPONSIBILITY" (revised from a list by LWV-MEPH):



The Board of Directors is the guiding force of the local League. Therefore, it is important that each Board member shares the responsibilities of leadership. The following suggestions are ways in which each Board member can help build a strong organization, satisfying to members, and effective in the community.

AS A BOARD MEMBER...

1. think of yourself as a member of the Board first, and as treasurer, voters service, resource chair, etc., second.
2. take part in making Board decisions -- all of them; not just in your field or related field. Help plan and carry out LWV activities.
3. read your mail promptly. You'll receive the STATE BOARD MEMO, memos and publications from state and national, the national VOTER, Minnesota VOTER, and your local bulletin. Check with your president about items that may have come for you in LWVMN's third-class mailing (sent several days after the BOARD MEMO).
4. have a vice-chair and a committee (usually).
5. keep good records of your activities to facilitate reporting and to help your successors.
6. keep the Board informed of your activities by reporting at Board meetings.
7. ask for local or state Board help when needed.
8. keep members informed of your activities through the bulletin, announcements, etc.
9. be active and well-informed in your unit.
10. serve as a liaison between the Board and the member.
11. be able to explain and interpret League policy, activities, and Program to inquiring members, prospective members, and the public.
12. present the League enthusiastically to nonmembers who might become either members or contributors -- or both. Carry a supply of membership brochures with you whenever you are going to be with people/prospective members.
13. think of small jobs for new members and inactive ones, to encourage their involvement. Involvement leads to satisfaction, which leads to renewed membership!

STATE BOARD ORGANIZATION

President

Pam Berkwitz
2425 France Avenue South
Minneapolis, MN 55416
612-920-3364

1st Vice President (Organization)

Government (State Government:
Legislative, Executive, Amending
Process, Financing State Government
U.S. Congress; Apportionment)
Harriette Burkhalter
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Hopkins, MN 55343
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2nd Vice President (Program/Action)

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612-777-3426

3rd Vice President (Voters Service/ Citizen Information) - Development

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Mary Evans
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Treasurer

Georgeann Hall
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St. Paul, MN 55113
612-484-9057

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Ruth Armstrong
928 Lincoln
St. Paul, MN 55105
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St. Louis Park, MN 55146
612-929-8168

Natural Resources (Water, Land Use, Energy, Air Quality, Transportation)

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612-926-8760

Natural Resources (Solid and Hazardous Waste, Energy, Air Quality, Transportation)

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Criminal Justice

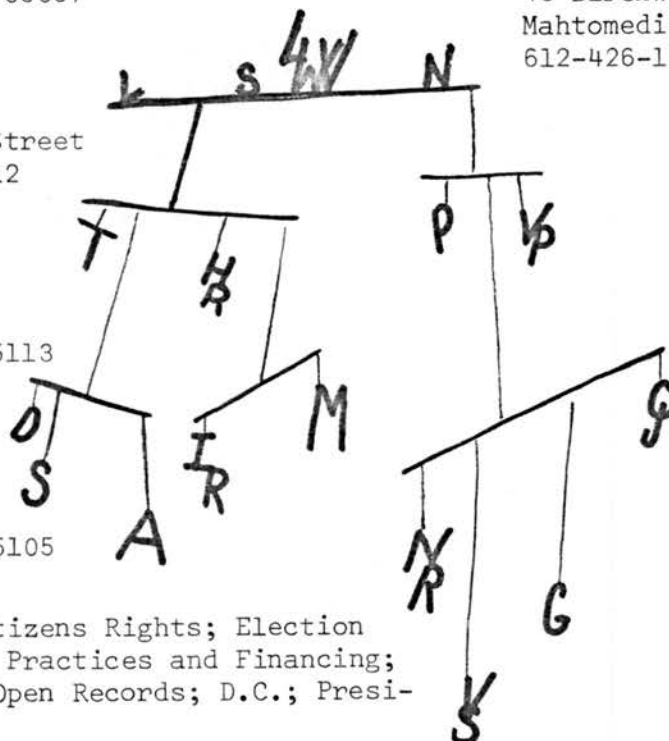
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612-421-7334

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St. Paul, MN 55119
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507-281-1726

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612-429-2329

Publications (off-Board)

Mary Birmingham
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Mankato, MN 56001
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Nominating Committee Chair (off-Board)

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3031 Simpson
St. Paul, MN 55113
612-633-0602

Budget Chair (off-Board)

Harriett Herb
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Edina, MN 55436
612-929-7098

Consider arranging your Board so you have counterparts in similar roles. This structure corresponds to the national organization. Remember vertical organization so you are not retaining obsolete portfolios, such as National Program Chair or State Program Chair.

Read IN LEAGUE. It's all there.

COUNTERPART COMMUNIQUE -- Secretary

Mary Evans (218) 728-4146

As secretary, you are responsible for minutes at Board meetings and general membership meetings where business is conducted. Minutes are the official record of your Board proceedings and decisions, becoming part of your League's permanent file. They should include the name of the League, date, name of presiding officers, and, if a Board meeting, a list of those present and absent. Use last names throughout minutes so they will have meaning beyond your immediate Board. They should record why as well as what action was taken, for they may be referred to many times, even years later.

In addition, minutes are a communication link between your League and the state League. One copy of each meeting's minutes (within a week, if possible) should be sent to the LWVMN office. Minutes received at the state office are read by the Service to Local Leagues Chair and staff and routed to other Board members if there is something pertinent to their portfolios. (See reference to minutes in Service to Local Leagues.) It is also helpful to send copies to each of your local Board members and unit chairs, perhaps along with the agenda for the next Board meeting.

Since you are sending minutes monthly to the LWVMN office, you may find this a good opportunity to request information or materials, etc., from LWVMN. Please be sure the name of your League and a date is on every paper you send. You may also check with your treasurer to be certain that address changes for members are sent promptly to the state office. They are needed to keep VOTER lists up to date - and please note if the member also receives the LWVMN BOARD MEMO or CAPITOL LETTER.



As secretary you should continue to be aware of the total League calendar, especially those dates on which reports are due to LWVMN and LWVUS.

As a member of your Board, you share in that total Board responsibility. You may have other jobs, such as parliamentarian or corresponding secretary, depending on the needs of your League.



Some helpful things for your files available from the LWVMN office:
sample minutes of local League Board meeting; sample minutes of local League Annual Meeting; Style Guide; Simplified Parliamentary Procedure.

COUNTERPART COMMUNIQUE -- Treasurer

Georgeann Hall (612) 484-9057

P.M.P. (Per Member Payments)

Per member payments are paid separately to LWVMN and LWVUS. Your P.M.P. to Minnesota is due on the following dates:

June 1st
September 1st
December 1st
March 1st

Your P.M.P. statement has been mailed to each dent. Please adjust your schedule to coincide prevent cash flow problems. A copy of the mailed to each local League quarterly. Reminder: based on your membership count from



local League presi-
with these dates to
statement will be
Per Member Payment is
January 1, 1980.

Publications needed by the treasurer are the following:

LWVMN Budget - 1980-81

Filing Form 990 - Sales and Use Tax

National Publications:

Ledger-de-Main, #248, \$1.25

Membership Report Forms (see General Information)

Member Transfer Cards, #230

Art of Budget Building, #268, 60¢

The Way to Go - how to use the LWVEF to raise tax-deductible money to fund state and local League projects - #348, 30¢

Vouchers: Please encourage members to turn in a voucher, even if they do not want to be reimbursed, for gas, child care, meals, etc. If the majority of members cooperate, the local League will get a clear picture of the cost of running a local League. Non-cash contributions are as important to League operations as hard cash and are a good selling point during your finance campaign.

Membership lists are due in the state office October 31, 1980. We need to check our VOTER mailing lists. All drops, transfers, and new members should be sent monthly.

COUNTERPART COMMUNIQUE -- Finance

Georgeann Hall (612) 484-9057

See OUTLOOK, 1979-80.

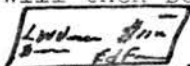
COUNTERPART COMMUNIQUE -- Development

Emily Schmitz (507) 645-8582

While most local Leagues do not have a Development chair, all Leagues should be thinking Development. That simply means thinking of ways to raise and spend tax-deductible money. Tax-deductible money can be raised to fund 1) a specific project, or 2) an undetermined project to be done at a later date. Generally speaking, raising the latter, or unrestricted money, is more difficult; corporations and businesses prefer to use their tax-deductible money for a specific project.



To qualify for tax-deductible status, your project plans must be submitted to the national League of Women Voters Education Fund trustees for approval. Before you start your project, complete and submit a project request form and send it to the LWVEF trustees for their consideration. Wait for approval before starting your project and your fund-raising for that project. All funds collected must be sent to the LWVEF trustees. Your project expenses will then be paid back to you with the funds you have deposited with them.



When you have identified your project and are assured of its tax-deductible status, you must raise the money to fund it. Identify the sources which might be contributors. Decide whether you want to seek all your funding from one place or make a proposal for multiple sponsorship. Identify the best people in your League to contact the appropriate person and prepare them to make the call. Make sure the solicitor knows exactly what the project is, why there is a need for this project to be done, and why your local League is the best organization to undertake this project. Prepare a detailed budget for the project; it should reflect all aspects of the work needed to complete the project (i.e., researching, typing, distribution, etc.) It would also be helpful if the solicitor has a sample of other projects that your League has successfully carried out. Then you will be ready to make your funding call.



Foundations can also be a source of support. Outstate Leagues might also consider asking the Minnesota Humanities Commission for funding, as it has indicated a desire to work with Leagues, especially those outside the Metro Area. The state office has information on most types of grants they will consider, proposal guidelines, and contact people. Interested local Leagues should call the state office for the needed information.



outside the Metro Area. The state of Minnesota foundations, including the consider, proposal guidelines, and con-local Leagues should call the state of information.

Be sure to get the following national publications to help you in your planning:

The Way to Go: How to use the LWVEF to raise tax-deductible money to fund state and local League projects, #348, 30¢

Dollars and Sense: The Art of Raising Money, 1976, #494, 75¢

The Art of Budget Building, 1973, #268, 60¢

Ledger-de-Main for Local League Treasurers, 1974, #248, \$1.25

Making a Difference: A Voters Service/Citizen Information Handbook, 1978, #330, \$2.00

Citizens: The Untapped Energy Source, 1980, #436, 50¢ (lists some references on fundraising that could be very helpful)

The LWVMN Development Committee will also be trying to raise tax-deductible money. For the 1980-81 year we will need funds for the three Focus meetings, Program studies and updates, and various voters service projects. In addition, \$15,000 of unrestricted money has been budgeted for the coming year. To raise this money, we are trying to make calls regularly to either corporations or foundations. As the funding call appointments are made, we will contact the local League in that area to let you know that we are making the call and give you the opportunity to go along. During the past year there has been an increase in cooperation between LWVMN and the local Leagues, and the net result is that both coffers have been fuller. The sharing policy for unrestricted money LWVMN raises is:

1. If your local League has received a tax-deductible unrestricted contribution from a corporation in your community in the past three years and the corporation refuses to contribute this year, you will receive a 10% share of the contribution to the state League or the equivalent of what you received before, whichever is greater.
2. If your local League receives its regular contribution, you will still get 10% of the contribution to the state League.
3. If your local League has never received a tax-deductible unrestricted contribution from a specific corporation, you will receive 10% of the contribution to the state League.



Happy fundraising, and I hope you all have the problem of spending all the money you've raised.

COUNTERPART COMMUNIQUE - Budget

Harriett Herb (612) 929-7098



Budgets are plans written in numbers instead of words. Plans are developed to decide what to do, when, and who will implement them. Only after plans are made can a budget of any reality and significance be drawn up. Budgets without plans are only guesstimates.

LWV has always as study and has not really



Planning is and opportunities. Plans and recognition revised, since it is meant to be a useful guide and not a sacred object.

prided itself on providing membership training as well action on governmental issues. True pre-budget planning been the strong suit in our organization that it should be.

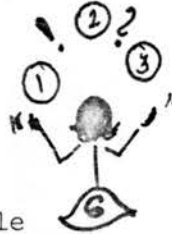
important because it helps identify the organization's risks Change, growth, and decline provide both risks and opportunities. MUST reflect a realistic assessment of LWV's opportunities of its real capabilities. If plans change, the budget can be

So before your budget plans for their portfolios those plans be in plans, you can excerpt (LWVUS publication 20036). That'll



committee meets, ask Board members to identify proposed folios for the coming 1981-82 fiscal year. Ask that writing. To help the portfolio chairs develop those appropriate portions of THE ART OF BUDGET BUILDING #268, 60¢, LWVUS, 1730 M Street, NW, Washington, D.C. spark many ideas.

Since LWVs, regardless of size or level, do carry out all those fantastic plans for each plans for the portfolio be ranked in priority Board to provide you with direction on the proposals and income projections/proposals too.



not have enough money to portfolio, ask that the order. And ask the priority of the portfolio's

Some Board members will be planning for the people who will succeed them. Ideally, a retiring member can meet with a known successor to develop plans cooperatively. In all likelihood, however, planning will begin before a successor is known and the Board member will just have to do the best s/he can, based on experience and reasonable projections.

I can hear some groans, howls, and excuses from budget chairs and members about what I've just written. I've heard it all before, I've done budgets for several groups for more years than I care Believe me, a little foresight and planning make the budgeting whole lot easier for everybody - just as foresight and planning home remodeling or redecorating go more smoothly.



Board and to remember. process a make your

And to help budget chairs plan, here's a timeline you may want to follow - yes, it begins with the end result, so proceed from the bottom up!:



- Your LWV's Annual Meeting - Budget adoption
- One month before - proposed budget printed in bulletin
- Board meeting before printing Proposed Budget - reviewed and approved for printing
- Month prior - Budget Committee meeting(s)
- Board meeting - prioritize proposals and provide direction to Budget Committee
- Prior to Board meeting - portfolio chairs develop plans, prioritize, write up, distribute with agenda to facilitate Board review.
- Unit meeting(s) prior to Board meeting - units or members may be asked to suggest projects
- Early fall (September or October) - determine Budget Committee members
- Now through summer - order and read and cogitate about:
 - THE ART OF BUDGET BUILDING (LWVUS, #268, 60¢)
 - Local LWV Budget Form Item by Item (LWVUS, #150, free)
 - Guidelines for State and Local LWV Use of Tax-deductible Money (LWV-Ed Fund, #361, 15¢)

As an old hand at budgeting, I suggest you relax, enjoy - and PLANNING makes that possible. (And as extra consolation, just remember I'll be following my own advice on two League levels - local and state - this year!)

COUNTERPART COMMUNIQUE -- Membership

Milo Schefers (218) 233-2542

MEMBERSHIP RECRUITMENT CAMPAIGN

ALERT!

The campaign has begun! Local League Membership Chairs will receive each month the FOCUS on Membership Newsletter with suggestions for implementing campaign ideas in your community. Look for the first issue early in June, and remind your local Board about raising \$1 per member assessment (due to state office by August 1st). A training workshop will occur in late July to also aid you in carrying out the campaign. Details will follow!

A League membership chair is a special type of League member. You are the most "all around" League leader. Rather than focusing on one aspect of Program or on voters service alone, you tend to concentrate on the real purpose of the League - promoting knowledgeable activity in government - and you are able to articulate the benefits of the League to the individual. As such, you are not only important as a contact for prospective members, but on your Board as the chair who, along with the president, sees the League as a whole. Being membership chair is a difficult job, but when you realize you are the person who helps others to understand and appreciate the League, you see it as the most rewarding job of them all.

Basic resource for you is the LWVUS handbook, MEMBERSHIP MANAGEMENT. A copy has been ordered for each of you, available at the July training workshop. Other aids are the series of "Management Newsbriefs," published by LWVUS. Check your files or order from the LWVUS catalog.

This year's membership emphasis will be on local Leagues. An increase in membership in 1980-81 is a necessity. Set an achievable goal for membership increase - 10-20%, and choose a person capable of setting up a thorough and effective membership campaign. The following job description should prove to be a helpful tool:

Job Description for Membership Chair

Goal: To increase the number of members in the League of Women Voters.
To encourage all members to participate in League activities.
To have a membership that is representative of your community.

Responsibilities: Recruitment - getting new members.
Orientation - familiarizing new members with League purpose, the member's role in the League, and the League program.
Promotion of activity - encouraging member participation in League activities.
Administration - keeping interest card file up to date; assisting resource chairs with suggestions for possible committee members;

keeping attendance at all meetings;
notifying president, treasurer, organization chair, bulletin editor, and publications chair of new members, drops, changes of address, and recruiting committee to assist membership chair.

Approach:

Get a committee.

This is really vital and will enable you to do a much better job and still have some time to call your own. You may set it up in different ways:

- a. Geographically or by unit. Have committee members from various parts of town or from different units to follow through in their respective areas.
- b. Responsibility. Have someone who keeps the records of additions, drops, and sends dues notices; someone who keeps the personnel files and is the one person called by all Board members when they want information on typists, artists, possible committee members, etc., and a hospitality person who sets up the places for meetings. Work with your P.R. Committee to publicize meetings. Be sure publicity includes an invitation to nonmembers to attend and join.

Whichever method you choose, make use of the various talents and differing amounts of time other members have.

Set up a one-year calendar for your committee.

Determine when you wish to have membership recruitment affairs, orientation meetings, and membership committee meetings. Gear much of your membership calendar to your League's Program commitments so you make use of ready-made opportunities for getting and keeping members.

Choose a membership representative for each unit (this might be the unit chair).

This will be the person responsible for helping new and prospective members feel comfortable at meetings; so choose wisely. Provide your representatives with a notebook of helpful membership materials, including receipts for accepting dues, membership cards, attendance sheets, membership books, and blank name tags for new unit members.

If your Board has a unit organization chair, work closely with that individual. Set up a working arrangement with your treasurer.

Determine who sends data to state and national and make sure you are notified if a member does not respond to a dues notice. Before a member is dropped, the membership chair should make a personal call.

Get your card file in order.

Have a card file for every member and every prospect, and keep this card file near your phone. When you get a call on a prospect, write down all the information you can get, and when you talk to that prospect - use it!

Reserve time at each Board meeting and talk about membership.

Involve your Board in membership. Give your plans for the year, and enlist the help of the Board in meetings for prospective members and new-member orientations.

Set up a system of callers.

Put someone in charge of a calling system for meetings so everyone who wishes to be informed will be called.

Work up forms (test by filling them out).

This category includes interest sheets, Board reports, attendance reports, and the annual reports to be filled out for national and state. Keep good notes on all you do to make your job easier for yourself and whoever follows you.

Keep someone informed when a member transfers.

You have the names of all the membership chairs in Minnesota and all the state League presidents. Notify them when you know a member is moving to their area. If you can

send this information, the member will quickly find a niche in the new League community.

Remember - enthusiasm is catching.

In many ways, you are the real representative of League. Your warmth and excitement in the League will give prospectives, new and experienced members, a real appreciation of the many facets of League. When you are discouraged, think of what you've gained from your League experience - then pass it on.

Administrative Detail:

1. Keep the interest file current. The file should be divided into active members, inactive, drops, prospects, and orientation meetings. Record jobs asked for, acceptances, refusals, reasons. Some kind of survey of the membership by telephone, questionnaire or interview, should be made periodically to keep the interest file current.
2. Based on material in the interest card file, prepare lists of persons available for resource committees, typing, mailing, artwork, etc. Try not to give the same name to two committee chairs at the same time.
3. As soon as resource committees have been formed, prepare and copy a list of all committees and their members, for the president and Board members. The nominating committee will also want copies.

4. Keep name tags current and in good order. Remove "red ribbons" (new member) after a few months.

5. Keep attendance at all ship through these actives" - try to help "reactivated" ment which will pation in League

6. Report new members, address, status of plans you may have at this information in the president, treasurer,

7. Follow up on "drops" to find ship to determine what can lem. Notify the zation chair, and Inform treasurer of munities so the

8. Prepare a report year on by state. On list is sent to closely with remember that of January 1 payments to the lists reports ary 15,

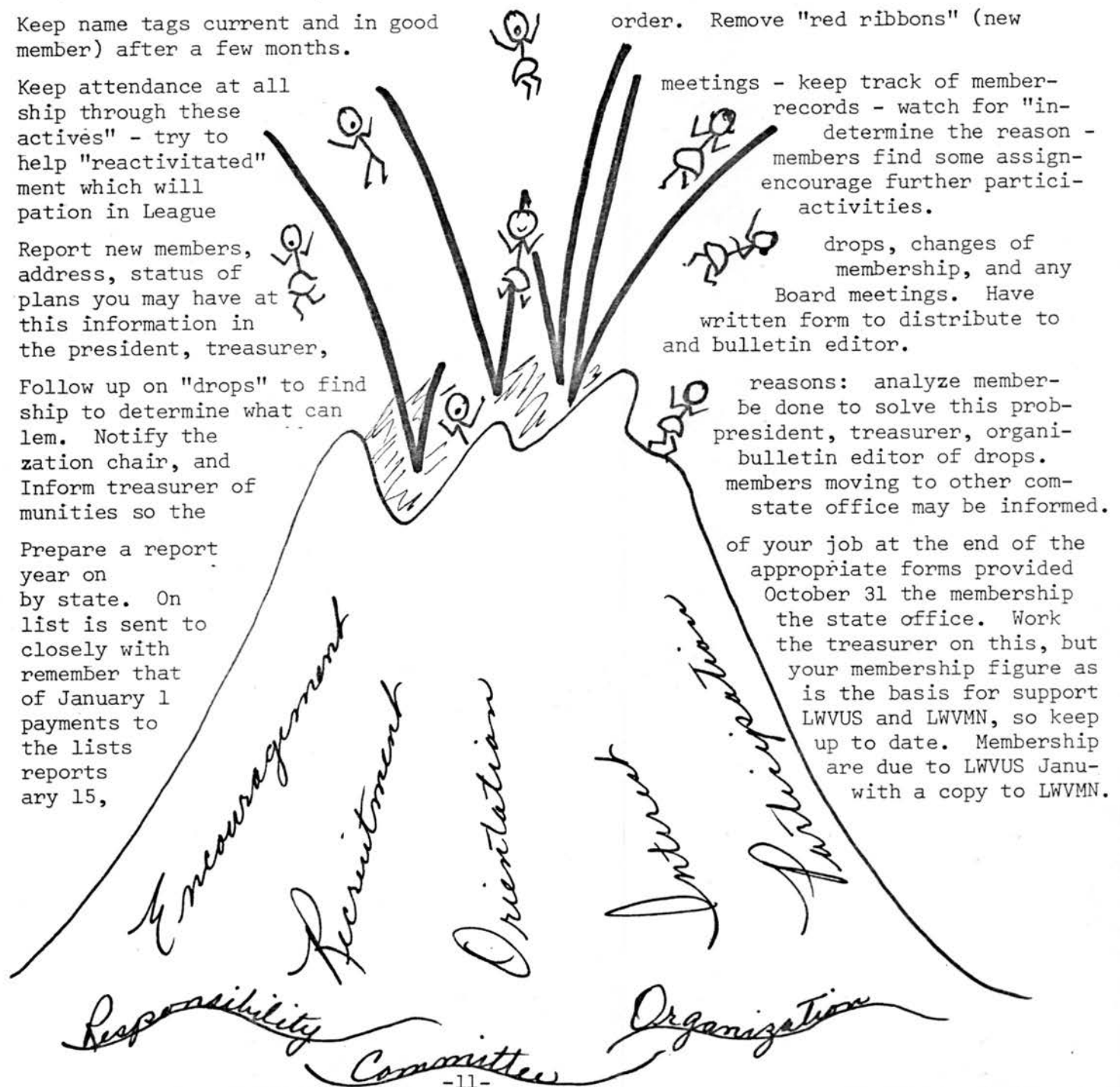
order. Remove "red ribbons" (new

meetings - keep track of member-records - watch for "in-determine the reason - members find some assign-encourage further partici-activities.

drops, changes of membership, and any Board meetings. Have written form to distribute to and bulletin editor.

reasons: analyze member-be done to solve this prob-president, treasurer, organi-bulletin editor of drops. members moving to other com-state office may be informed.

of your job at the end of the appropriate forms provided October 31 the membership the state office. Work the treasurer on this, but your membership figure as is the basis for support LWVUS and LWVMN, so keep up to date. Membership are due to LWVUS Janu-with a copy to LWVMN.



9. Keep a file of membership materials, i.e., MEMBERSHIP MANAGEMENT, orientation materials, reports of previous chairs.
10. Attend membership workshops - in July, and others as may be scheduled. (Be sure to have someone go in your place if you can't go.)

ONE MESSAGE TO THE PUBLIC THAT CANNOT BE STATED TOO OFTEN IS THE MESSAGE OF OPEN MEMBERSHIP. NO INVITATION IS NEEDED TO JOIN THE LEAGUE OF WOMEN VOTERS. ALL WHO SUBSCRIBE TO THE PURPOSE AND POLICY OF THE LEAGUE ARE WELCOME.

(Material from "Membership Multiplication Methods" - LWV of Illinois)

COUNTERPART COMMUNIQUE -- Service to Local Leagues

Geri Nelson (612) 421-7334

The Service to Local Leagues function new Leagues get started, nurturing shops, Convention and Council. It Leagues and with the state Board in



of the state Board involves helping established Leagues, and planning work-facilitates communication between local its attempt to spread good ideas around.

We plan to continue the Local League The state Board liaison telephones her

Liaison system of communicating with you. local League presidents two or

three times a year for feedback on what we are doing, to hear about your successes, trials, or concerns, and to generally get to know your League.

Always feel free to call your liaison, the state office, or any of the state Board members, especially me. I really enjoy talking with you!



LOCAL LEAGUE LIAISON LIST

Burkhalter, Harriette - 5 West St. Albans Road, Hopkins 55343 - 612-935-9855
 Minneapolis
 Chaska
 Wayzata Area
 Northfield

Lake, Joyce - 2442 Jansen, White Bear Lake 55110 - 612-777-3426
 Mounds View
 Duluth
 Stevens County

Schmitz, Emily - Box 237, Northfield 55057 - 507-645-8582
 West Dakota County
 Shakopee
 St. Peter

Evans, Mary - 1832 East 5th Street, Duluth 55812 - 218-728-4146
 Mid-Mesabi
 Hibbing
 Marshall

Hall, Georgeann - 385 Transit, St. Paul 55113 - 612-484-9057
 Bloomington
 St. Croix Valley

Armstrong, Ruth - 928 Lincoln, St. Paul 55105 - 612-226-5169
 White Bear Lake-North Oaks
 Brooklyn Park
 Brooklyn Center
 Houston County

Bayless, Betty - 738 Navajo Lane, St. Paul 55120 - 612-454-5210
 Mahtomedi
 Edina
 Rochester.

Buffington, Erica - 3845 Lynn Avenue South, St. Louis Park 55416 - 612-929-8168
 Grand Rapids
 Grant County
 Austin
 Northern Dakota County
 Crampton, Jeanne - 4330 Wooddale Avenue South, St. Louis Park 55424 - 612-926-8760
 Minnetonka-Eden Prairie-Hopkins
 Golden Valley
 Bemidji
 Cass Lake
 Grimsby, Nancy - 5932 Wooddale Avenue, Edina 55424 - 612-922-9403
 Willmar
 Alexandria
 Fridley
 Higinbotham, Joan - 5045 Colfax Avenue South, Minneapolis - 612-822-7028
 Columbia Heights
 Crystal-New Hope
 Battle Lake
 Llona, Pat - 5936 Grove Street, Edina - 612-920-0426
 Moorhead
 Richfield
 Red Wing
 Nelson, Geri - 1013 Vera Street, Champlin 55316 - 612-421-7334
 Buffalo-Monticello
 Roseville
 St. Cloud
 Detroit Lakes
 Newmark, Joan - 182 North Hazel, St. Paul 55119 - 612-735-4541
 Woodbury
 Cottage Grove
 New Ulm
 Mankato
 Rosenblatt, Judy - 2225 Draper Avenue St. Paul 55113 - 612-631-0022
 St. Louis Park
 Jackson
 Robbinsdale
 Sargent, Faye - 2509 4th Avenue NW, Rochester 55901 - 507-281-1726
 St. Paul
 Winona
 Owatonna
 Freeborn County
 Schefers, Milo - 514 Fourth Avenue South, Moorhead 56560 - 218-233-2542
 Crookston
 Wilkin County
 Scribner, Sue - 18834 Clearview Drive, Minnetonka 55343 - 612-474-8576
 Excelsior-Deephaven
 Westonka
 Hutchinson
 Tews, Jean - 49 Birchwood, Mahtomedi 55115 - 612-426-1011
 Arden Hills-Shoreview
 New Brighton
 Rock County
 Worthington
 Weinig, Judy - 2645 Riviera Court, White Bear Lake 55110 - 612-429-2329
 Anoka-Blaine-Coon Rapids
 East Faribault County



Local League visits will be made by Service to Local Leagues (SLL) committee members or other Board members when a need arises or upon your invitation.

Your bulletins and Board minutes inform us of your activities at the local level. At least three state people read them. Include details of attendance, programs publicity in your minutes. This is the quickest and often the only way we hear of your successes.



Regional Program workshops will again attend the one in your area:

September	16)	South
	18)	
	30	North
October	2	Metro
	4	Metro (Saturday)



be held this fall. Plan to

Five local Leagues will be asked to host the workshops. This involves making location and coffee arrangements and providing registration help the day of the workshop.

The 1981 state Convention will be held at St. Cloud State University Friday and Saturday, June 12 and 13. We hope to offer some mini-leadership workshops on Friday evening.

Be thinking throughout the year about displays you want to share with other Leagues or wares you wish to sell. Any League that wants to host the 1983 Convention will be given the opportunity to express their interest before Convention '81.

On Thursday, June 11, 1981, the Presidents' Workshop will be held. New and continuing presidents find this event a highlight of their terms. The sense that "we're all in this together" is as important as the "how-to" sessions.

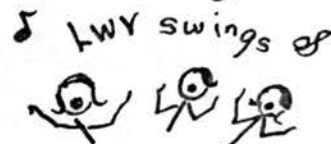
COUNTERPART COMMUNIQUE - Public Relations

Judy Weinig (612) 429-2329

Because of this year's emphasis on increasing membership, Public Relations at the local level is more important than ever. Be sure to watch for details about the Membership Recruitment Campaign - you will play an important part in its success in your community.

But Public Relations is not a separate entity to be created out of thin air. It is generated by your League's activities. Public Relations is not just "getting a lot of press." It is being well known throughout your community by government officials, community leaders, other organizations, general public, friends and acquaintances of members. PR is not something to be done by one person. It is something every member can be aware of or doing.

Now that we've got an idea of what it is, how to get it? Read the following guidelines and suggestions, keeping in mind there are no warranties, expressed or implied:



- I. Decide what your image is, and/or what you want it to be in your community. Some of you already know what this is. It is not an easy thing to figure out.
- II. The person who is coordinating your PR efforts should ideally know the organization well, keep informed on its activities, and on community doings. Your regular observers of government meetings may be of help here.

III. Find out what the local media consider to be newsworthy events.

A. Beat the bushes for a personal contact: does a member have a cousin who has a cousin whose sister-in-law knows a reporter, editor, news director, owner, publisher, announcer, secretary, etc. (no - not a paper boy)? Or a friend of a friend who has an acquaintance who went to kindergarten with...?



OR

B. Make a cold (shudder) call to any one or of several of above.

C. Network until someone is found who can and will answer your questions about:

- 1) What is "newsworthy";
- 2) What is seen as being of interest to the town and surrounding area;
- 3) What is "selling" in the media;
- 4) What your League's image is with him/her;
- 5) What League can offer that might be useful;
- 6) How best to present same;
- 7) Who covers what;
- 8) How much use you can make of PSA spots.

IV. Use their wealth of information in planning activities, action, or program. This is not to suggest planning things entirely geared to publicity, but if there are several items under discussion, consider which one is most likely to be covered by the local media and/or would generate the most community interest.

V. When the (quality) article, news release, or request for coverage is ready to go out, DO NOT mail it, phone it, or send it by carrier pigeon. TAKE that piece of paper in your hot little hand and carry it to whoever will make best use of it. It at all possible, entrust it to that person's care directly; do not let it get contaminated by a middle person unless the original proposed recipient is out. This face-to-face contact does not ensure coverage - it does put a face with a name and organization. This may help make your precious piece of paper a little more meaningful to the news person than the others s/he gets.



VI. If you can find out why an event wasn't covered, or information wasn't used, do so. It will be helpful for the next time. (There is ALWAYS a Next Time.)

There are several publications from LWVUS which may be of help. If you order THE MEDIA KIT, #162, \$1.00, you will receive them all. See your national catalog for individual pieces. There are also ideas in the Action, Membership and Voters Service handbooks. Read the PR section of last year's OUTLOOK for more suggestions. Some good ideas for getting publicity are included in a new LWVEF publication entitled "Citizens: The Untapped Energy Source" (1980, #436, 50¢).

I would like to facilitate an exchange of information. When you have had a success, let me know what, how, where, why, who, when. When several of these reach me, I will include them in a mailing so you can all see what worked where. Some may be adaptable to other locales, others not. I'd also like to circulate questions and problems for possible answers.

I know this puts more responsibility on you, but in the matter of PR, local Leagues know what works best in the peculiarities of their particular communities - and can best figure out how to adapt to the local diet.

COUNTERPART COMMUNIQUE - Publications

Mary Birmingham (507) 345-3747

Looking for program information - a gift for fund drive contributors - materials for citizen information and League visibility - League information for League members and League leaders? Both state and national Leagues have publications to fill these needs. Information about each publication and its price is in the publication catalogs which LWVMN and LVWUS distribute to each League. The League of Women Voters of the United States' Catalog for Members and the Public 1979-80, #126, and Catalog for Leaders 1979-80, #130, should be used together and will give you a complete listing of national publications, ordering information and publication services. Supplements to each catalog, #497 and #492, have recently been issued. These are free from LWVUS in limited quantities.



LWVMN's publication catalog was issued in June, 1979. A supplement to that catalog will be sent to local League presidents and DPM subscribers soon. Look for a new catalog from LWVMN in late summer or early fall of 1980. A copy of each new publication is sent to your president and to DPM subscribers.

LWVMN publications may be ordered from the state office by mail or phone and are billed later.

Remember - you may sell publications at a profit to your League. And, tax deductible donations may be used to purchase and distribute material funded by the Education Fund.

IN LEAGUE describes your job and the jobs of all your Board members. Be sure you all have copies. It will be up to you to suggest useful publications to your Board and your members. Consider doing brief reviews in your bulletin.

Plan ahead, so your orders arrive on time, and use our excellent publications throughout your community. Not only do they have public relations value, but they can bring in dollars as well. Think creatively and make your job more interesting than that of the keeper of the publications file.

COUNTERPART COMMUNIQUE - Bulletin

Judy Rosenblatt (612) 631-0022

Your bulletin is the backbone of League communications! State and national VOTERS are not frequent enough or large enough to do the job -- and, of course, they don't have the "home League" news and perspective. As local League bulletin editor, you are in a position to emphasize to your members that they are part of a vital, active and effective organization functioning at three levels.

RESOURCES:

Start by reading the last two pages of IN LEAGUE: GUIDELINES FOR LEAGUE BOARDS, for some general suggestions about your bulletin. Look in your files for other publications that may help you. You should have the new, revised LWVMN STYLE GUIDE (July, 1979), or order it from the state office. It gives League rules of capitalization and abbreviations; also spelling, punctuation, reference and composition tips. Use a good dictionary or other guide for anything not covered there. A classic, recently reissued in its third edition, is THE ELEMENTS OF STYLE by William Strunk, Jr., and E. B. White. In this brief volume, available in paperback at most bookstores, the authors cover rules of usage, principles of composition and an approach to style. It has been highly acclaimed for years and would be a good resource for all LWV writers.



A marvelous, detailed, useful guide - whether you mimeograph or photocopy - is A PRACTICAL GUIDE TO NEWSLETTER EDITING AND DESIGN, a 52-page, large format paperback by LaRae H. Wales (\$2.50; Iowa State University Press; South State Avenue; Ames, Iowa 50010). The book was written in 1975, when the author was a student at the University of Minnesota. She uses the MN VOTER and other local newsletters in some of her examples.

You should have, or at least have access to, all of the following:

- your local League's Program and calendar for the year
- PROGRAM FOR ACTION, 1979-81 (state and CMAL Programs)
- IMPACT ON ISSUES, 1978-80, A Leader's Guide to National Program, LWVUS, Pub. No. 386, \$1.00 (and the new 1980-82 edition when it is published)
- the state BOARD MEMO (contains many items you'll want to reprint; read all of it)
- NATIONAL BOARD REPORT (issued quarterly)
- Duplicate Presidents' Mailings (state and national)
- CAPITOL LETTER (state legislative newsletter, available while the Legislature is in session)
- REPORT FROM THE HILL (national legislative newsletter)
- national, state and regional VOTERS/bulletins
- a file of your League's previous bulletins

If you are close enough, visit the LWVMN office and look at samples of other League's bulletins to get ideas. Arrange exchanges with other Leagues, particularly those near you and those whose bulletins you admire. You'll pick up items to reprint and new ideas for format and illustrations. If you use an article from another bulletin, give credit for it. In fact, it's a good idea to list the source whenever you reprint or excerpt anything.

LWVMN owns the A.B. Dick MEMEOGRAPH INSTRUCTION SERIES, a set of illustrated self-instructional guides covering stencil typing, stencil imaging (how to trace, shade, letter, rule and write with the stencil on a light board), artwork preparation (including basics of design, layout, typography, copy fitting and color selections), mimeo operation I and II (basic and special adjustments), and reference manual (mimeo terminology and definitions). Some of this information would be useful for those who photocopy too.

LWVMN will lend out the set or individual books (\$5 deposit required). Your League may also be interested in purchasing your own set (\$8.50 several years ago). If you use a different kind of machine, check with the manufacturer or distributor for helpful guides.

Keep a file of clip art culled from newspapers and magazines you read. This could include headlines for photo-copied bulletins. I have collected about 6 pages of cartoons, line drawings, small logs, etc., that could be used as is in photo-copied bulletins or turned into illustrations for mimeoed bulletins by the process referred to below under Production. Most of these are cartoon drawings culled from an old commercial set I found in the LWVMN office (suitable for announcements, "welcome," "don't forget...," "mail this in immediately"-type illustrations).

A. B. Dick and other companies also sell sets of designs to trace or clip and paste for illustrations (A.B. Dick #7411). Not all designs are suitable for LWV, but many are included, and some you could alter slightly to make them usable.

PLANNING:

Plan a bulletin calendar for the year, writing down the essentials for each month's issue. By looking through your file of old newsletters and consulting League bylaws, you should be able to list for each month such necessary items as election or candidates' meeting information, proposed local Program, annual meeting notice, etc. Then fill in the plan for each month before that issue's deadline, keeping in mind what has happened since your last issue and what information you have received that should be reported to your members. Once you have decided (in consultation with your president) what should be included, go after it! That means you may have to make suggestions or issue reminders to the people responsible for writing some of the items.

If your deadline is Board meeting day and your League sends out the meeting agenda ahead of time, you could note assignments or expectations/suggestions on the agenda. If not, you might have to remind writers at your Board meeting of stories you will want in the future or call your reminders.

Try to have a regular deadline and publishing date so writers for your bulletin will remember from month to month when their copy is due, and readers will look for it at the same time each month. At your calendar planning session and Board meetings, remind Board members of their responsibility to meet deadlines, generate material from their portfolios, and "always think one month ahead" (as you have to). Progress reports are important, so encourage chairpeople to "bring members along" on Program studies or local projects.

WHAT TO INCLUDE:

A printed nameplate on your front page stands out and looks a lot classier than one that's typed or drawn with a stylus - and it doesn't cost very much. Investigate the possibility of printing or photocopying enough front pages for the year (one or two reams would be enough for most Leagues), with lettering either:

- a) the rub-on type that you can get at art supply stores;
- b) hand-printed by a talented member of your League; or
- c) donated by a local print shop as its contribution to your League.

Another possibility for a mimeographed bulletin is an electronic stencil (see information below under PRODUCTION).

Print the names of your president, membership chair and editor, together with at least one address and phone number, in a conspicuous place in your bulletin. List the names of members who have helped with anything; everyone likes to see her/his name in print and feels more appreciated when given recognition. You may have to remind other Board members to keep track of helpers. (Use first and last names, and be sure you double-check the spelling of those names!) This is one way you aid your membership chair in providing "tender loving care" of members. Your League will benefit if you work closely with the membership chair on member follow-up and recruitment. (See the Membership section of last year's OUTLOOK for more ideas.)

A monthly calendar of League and community events is a useful feature for your bulletin. Probably the easiest way to prepare it is to have this be the last item you write each month. Go through all the articles and pick out the dates of all events announced in that issue to put on your calendar. Add any future events you know of, and your calendar will be done. Don't forget unit, general and Board meetings, as well as your bulletin deadline. Regular features like this should have regular spots so members will know where to turn to see unit meeting dates, your president's column, etc.

You may want to group items under local or (housekeeping) news and Program categories (Government, Human Resources, Natural Resources, International Relations), or in some other logical arrangement. Use different colors of paper to distinguish sections. A table of contents would also be helpful.

Unit news, meeting announcements, finance and membership information, Program material, local observer reports, action reports and opportunities, news from the state BOARD MEMO, new LWV publications announcements, local Board decisions - all are the kinds of information your bulletin should include. Keep the messages lively and positive if you want your readers to come back for more.

Some Leagues put their membership rosters in their bulletins. Others print a separate roster, which may also include the League's tentative calendar for the year, resource committees, and pertinent citizen information (election dates, local government meeting times and places, names of legislators and how to reach them, etc.).

Put your League name and the date on each page. Just put "LWV of _____, MN, 5/80" next to the page number.

DESIGN AND LAYOUT:

Some of the following information will be useful to League members who produce publications, posters or flyers as well as bulletin editors and typists. Your pages should be straight, clean and neat. A simple design is best, in which you balance the design elements: body type, headlines, artwork and white space. Balance a "heavy" item at top left with another at bottom right. Use either the single page or a two-page spread for balancing. Don't leave part of a page blank. If nothing else, put "Remember to attend your unit meeting" or "vote" in big letters. Pages should be neither crowded nor bare. Don't try to edit and type copy for reproduction at the same time (except for slight changes in wording). Designing the page is an important step toward making your product readable and interesting.

Use a dummy (also called layout or makeup) sheet with faint column outlines. You can duplicate a lot at the beginning of the year. Try to maintain the same margins on all pages or at least on facing pages (for 8½" x 11" paper, one suggestion is: side toward center, 3/4"; outside edge, ½"; top, 3/4"; bottom, 1"). Some stencils have column markings for typists.

When all copy is in and typed in column width, make a rough plan: cut out and arrange items on the dummy. Edit or rearrange as necessary. Locate longer, more important stories first to reduce "continueds." New, long or important items are usually put at the top of a page.

Adjust by cutting articles, rearranging items or adding pages. Cut to an "irreducible minimum" and then cut again, particularly if you have a page limit. (For example, if your bulletin is mailed first class, you should know that five 20-pound sheets (10 pages) equal one ounce.) To copyfit:

- shorten a story by rewriting, or use fillers for holes;
- run to a second column or jump a story to another page;
- run part of a story full width and the rest one column wide;
- set off an important item by a box - the copy will be narrower and deeper;
- use appropriate artwork;
- vary depth of headlines or use subheads.

Contrast is the key to keeping interest. Achieve variety through:

- short paragraphs with space between;
- columns interspersed with occasional full-width copy;
- boldface (see PRODUCTION for a way to type boldface);
- capital letters, spaced caps, caps flush left in a "pocket" of white space;
- stenciled, rubbed-on or clip art headlines contracting to body type;
- handwriting or calligraphy (in small amounts only);
- underlining; boxing; borders or rules between columns;
- using bullets (dots or stars), numbering, dashes, or questions and answers to set copy off;
- rules above and below an eye-catching phrase in boldface or a larger typeface;
- color, on a single page, or for different sections;
- ads; poetry; diagrams; tables;
- inserts/flyers for special events;
- "typewriter art" as dividers between items (your library probably has books that show these clever constructions); or border tapes you can buy by the roll for photo-copied pages;
- borders, corners or other graphic designs available in books or as rub-ons for photo-copied pages.

PRODUCTION:

If you live in the Metro area, you might want to consider using the Xerox machine at the LWVMN office to produce your bulletin. A timetable would have to be worked out. Other machines available at the office are a semi-automatic collator (for eight or fewer sheets), an electric stapler, an electric paper folder, and a postage meter.

Typists: PLEASE COPYREAD. Your bulletin should reflect your pride in the LWV. This isn't a second-class organization; don't let misspellings and "typos" make yours a second-class bulletin.

The best information in the world will be worthless if it's unreadable. Don't send out pages too faint, blurred or spotted to read. Contact your machine's manufacturer for help. For mimeo troubles, you can also borrow the set of instruction booklets mentioned earlier.

For the typist-illustrator: An electronic stencil-maker burns a stencil from paper copy. It can make fine lines, shading and dark areas impossible to cut by hand with a stylus. A.B. Dick, Gestetner, office supply stores, etc., offer this service. An electronic stencil would be particularly good for letterheads, bulletin or publication covers or reproduction of a picture. Before buying commercially, check out other organizations or schools in your area to see if any of them have this machine and would let you use it. Be sure to get a stencil that's appropriate for your particular machine.

To create interesting headlines and drawings for a mimeographed bulletin, a light board (mimeoscope) is very useful. Editors of photo-copied newsletters can get the same effects with rub-on lettering and graphics. See the instruction sheet sent to presidents in April, 1980, entitled USING A MIMESCOPE/LIGHTBOARD, USING RUB-ON LETTERING, for details. Additional copies are available from the LWVMN office. I will be glad to arrange a demonstration of these techniques for any editors/typists who so request.

If you have no lightboard or don't want to trace drawings, cartoons and headlines, you can still use such items in your mimeographed bulletins. See the October, 1979, state BOARD MEMO for details on preparing an electronic stencil from a collection of clip art, then using individual items by pasting them into your bulletin page stencils.

You can make regular type look like boldface. This technique is useful for both the mimeographed and the photo-copied page. 1) Type the heading. 2) Place a heavy piece of paper behind the one you're typing on. Hold your copy sheet firmly with one hand and retype the headline exactly on top of the first one. 3) Add a second sheet behind the copy and repeat step 2.

Check the 1979 OUTLOOK for some tips on use and care of A. B. Dick mimeograph machines.

HOW TO GET HELP:

Think about how much you are willing to undertake as bulletin editor (talk to previous editors or rely on your prior experience). Discuss your expectations at Board planning for the year. Hash out who write, who types, who handles reproduction, who collates and mails, so that everyone understand her/his obligations. Will your president write a regular column? Does the person in charge of the observer program edit observer reports? Are Program chairs responsible for monthly reports? Try to anticipate and settle most of these questions early. It's best to get your decisions in writing, distributed to all concerned.

Call or write me if you have questions or problems. I'll be glad to help if I can, or direct you to another source of aid.

RATING YOUR EFFORTS:

"In addition to being your own publisher, you can be your own critic," states the BULLETIN RATING SHEET we adapted from a sample used by other state Leagues. This sheet provides many ideas on what constitutes a good bulletin, so even if you aren't ready to cast a critical eye at the product of your labors yet, ask for a copy from the LWVMN office.

BUREAUCRATIC DETAILS AND DISTRIBUTION IDEAS:

Please send two copies of each issue to LWVMN, 555 Wabasha, St. Paul 55102. Send three copies to LWVUS, 1730 M Street, N.W., Washington, D.C. 20036.

Your president will receive the name and address of one national Board member who should receive all Minnesota local League bulletins. Other local Leagues or national Board members may also have requested copies, so check and update your mailing list. (See Exchange List below.)

You will want to send them your local bulletin to keep them informed of what you are doing (and/or entice them to join the local League). Consider sending your bulletin to local government officials, contributors to your League, newspaper editors, community education people or others who would be interested in knowing about the local projects you are undertaking. Who knows, maybe you'll pick up new members or contributors!

Some Leagues put copies in their local libraries for reference and/or for library-goers to pick up. This could be a way to attract new members. Be sure to send several issues to prospective members who visit unit meetings or have otherwise indicated interest. In some areas the Welcome Wagon lady or other equivalent greeter of new residents will include copies of League bulletins in her goody bag. Get from your city hall (small to medium-size towns only) a list of people with new utility hookups and send them (or a sample of them) complimentary copies.

BULLETIN EXCHANGE GROUPS

<u>GROUP I</u>	<u>GROUP II</u>	<u>GROUP III</u>	<u>GROUP IV</u>
Winona	Mankato	Rock County	Chaska
Rochester	St. Peter	Worthington	Shakopee
Austin	Freeborn County	Jackson	Northfield
Owatonna	East Faribault County	Marshall	Bloomington
Red Wing	New Ulm	Granite Falls	Northern Dakota County
Houston County			West Dakota County
<u>GROUP V</u>	<u>GROUP VI</u>	<u>GROUP VII</u>	<u>GROUP VIII</u>
Stevens County	Willmar	Moorhead	Grand Rapids
Alexandria	Hutchinson	Crookston	Mid-Mesabi
Grant County	St. Cloud	Bemidji	Duluth
Wilkin County	Buffalo-Monticello	Detroit Lakes	Hibbing
Battle Lake		Cass Lake	
<u>GROUP IX</u>	<u>GROUP X</u>	<u>GROUP XI</u>	<u>GROUP XII</u>
Arden Hill/Shore-view	Anoka-Blaine-Coon Rapids	Woodbury	Westonka
Mounds View	Brooklyn Center	Cottage Grove	Wayzata Area
New Brighton	Brooklyn Park	Mahtomedi	Golden Valley
Roseville	Fridley	White Bear Lake/	Excelsior-Deephaven
White Bear Lake	Crystal-New Hope	North Oaks	Minnetonka-Eden Prairie-
	Robbinsdale	St. Croix Valley	Hopkins
<u>GROUP XIII</u>			
St. Louis Park			
Richfield			
St. Anthony			
Columbia Heights			
Minneapolis			
Edina			

Send Bulletins to the president and/or bulletin editor (check with your exchange Leagues) of the Leagues listed with yours.

MINNESOTA VOTER:

Your League is invited and encouraged to contribute items of interest to the rest of us for use in the state VOTER. The tentative schedule is as follows:

<u>Issue</u>	<u>Deadline</u>	<u>Mailing Date</u>
July-August, 1980:	July 15	August 12
September-October, 1980:	August 12	September 9
November-December, 1980:	October 21	November 18
January-February, 1981:	January 13	February 10
March-April, 1981:	March 10	April 7
May-June, 1981:	June 2	July 7

Copy should be typed, double spaced, in columns 39 characters wide, if possible. Photos may be in color, although black and white is preferred. Be sure to identify people in photos (and also the photographer). Indicate on a piece of paper taped to the back of the photo the name and address of the person to whom it should be returned. DO NOT WRITE ON THE BACK OF THE PHOTO OR USE PAPER CLIPS ON IT, PLEASE.

COUNTERPART COMMUNIQUE -- Voters Service

Joan Newmark (612) 735-4541

What an exciting year this is to be a Voters Service chair! With precinct caucuses just behind us and state and national conventions coming up, the entire populace is aware of our democratic process. Our job is to help our citizens participate in this process to the fullest. We must ensure that the election procedure is as fair and accessible as possible, but we must also see to it that citizens are well informed about candidates and ballot issues. Required reading for all Voters Service chairs, new and old, is **MAKING A DIFFERENCE: A VOTERS SERVICE/ CITIZEN INFORMATION HANDBOOK** (Pub. #330, \$2.00) published by LWVUS. This booklet lays out the scope of what Voters Service can be, from which we have to set our own priorities. Another resource for you in this election year is the national League community guide "Issues Not Images: A Road Map for Election '80" (Pub. #662, 35¢).



VOTERS SERVICE CALENDAR - 1980-81

Monday, July 21, 1980: Last day for candidates to withdraw from the Primary Election ballot.

(On this day you will know the names of all the candidates on the Primary Election ballot. If you are doing a VOTERS GUIDE for the Primary, you can send questionnaires; if you are having a Candidates' Meeting, pick a date and send invitations.)

Tuesday, August 19, 1980: Last day to pre-register for Primary Election. (Stop pre-registration drives and distribute only information on Election Day registration after this date, until the Primary.)

Tuesday, September 9, 1980: 7:00 a.m. to 8:00 p.m. - PRIMARY ELECTION and Election Day registration. (Election judge training should take place within two weeks before this date. Consider observing this training to monitor compliance with the new rules.* You may also want to observe polling places to see if there are hindrances to voters that could be alleviated. See the LWVMN publication, ELECTION PROCEDURES IN MINNESOTA. Is your community still having problems with Election Day registration? How could you make things go more smoothly at the General Election?)

Wednesday, September 10, 1980: Primary Election results known. (By this date you should know the names of the candidates on the General Election ballot, unless there was a very close race or contested election. Start a big campaign for pre-registering voters for the General Election. Pre-registration drives at high schools, colleges and seminaries can alleviate long election day registration lines.)

Tuesday, October 14, 1980: Last day to pre-register for the General Election. (Now shift your emphasis to getting out information on election day registration. VOTERS GUIDES, Candidates' meetings, debates should all be occurring during this month.)

Tuesday, November 4, 1980: GENERAL ELECTION DAY. (Vote, observe the polling places, monitor vote count if your League has the opportunity, and then take a vacation. You may want to have an election evaluation session before your vacation, however. By January regroup and plan Voters Service activities for the rest of the year.)

* A summary of the new rules on election judge training will be sent to all Voters Service chairs as soon as final action is taken.

January - April, 1981: Citizen education and year-round registration activities. Review election and judges' training observation results with your local officials.

Tuesday, May 19, 1981: Independent School District Elections. (Let your community know about the candidates and issues and urge them to vote. Then start planning for 1981-82.)

State League Voters Service Activities

Voter registration: This year LWVMN hopes to initiate a project to promote voter registration throughout the year. We want to coordinate a statewide effort to train various business and governmental groups to continuously maintain stocks of voter registration applications and to offer them to patrons who will change or have just changed their names, addresses, citizenship status, etc. In addition, these applications would be readily available to the public at many locations. For example, some cities already use libraries as voter registration centers. What if all librarians throughout the state offered applications to all patrons who applied for a new library card? The opportunities in this field are many, although we don't foresee following a practice used in California when they started using register-by-mail applications. The California Secretary of State persuaded the Granny Goose Company to put a card in every bag of potato chips sold in northern California.

Two handy publications will be available again from the Minnesota Secretary of State: The pamphlet, "Election '80 in Minnesota: Register and Vote," and "Election Procedures in Minnesota." LWVMN will be one of the organizations that will distribute these pamphlets. We will send a supply to each local League for you to distribute to the public.

We also intend to produce some Public Service Announcements (PSAs) for radio and TV, explaining voter registration and urging citizens to vote.

Election Hotline: We are applying for a grant to run a voter "Hotline." Leaguers would staff a phone bank set up in the state League Board room to answer questions and identify polling places in the seven-county Metro Area. The service would be offered for two days before the Primary and four days before the General Election.

Presidential Forums and Debates: LWVUS has already run televised Forums for Presidential Primary Candidates in New Hampshire, Illinois, and Texas. Yet to come is a series of Presidential Debates in the fall. These Debates offer a great opportunity in Voters Service, as well as Membership and Publicity. The new CHOOSING THE PRESIDENT 1980 (#420, \$1.95, LWVUS) is now available as well as PICK A CANDIDATE (#259, 10/\$1.00 minimum order, LWVUS). Both are excellent additions to your Election '80 campaign.

Election Judge Training: New rules will soon be in effect governing training for election judges. Many of the changes were suggested by judges in our survey. Monitoring compliance with these changes will be a joint Voters Service-Government project. (See Erica Buffington's OUTLOOK communique, under Government, for more details.)

ABC Reporting: LWVMN will again report on election results in selected "key" precincts. Income from this project is included in the 1980-81 state League budget.

Trading Post: With your help, we will continue to exchange hot tips and new ideas.

This fall Voters Service activities will put your League in the limelight. Take advantage of every opportunity to recruit new members and retain the old. Keep smiling and don't try to do it all yourself!

COUNTERPART COMMUNIQUE -- Citizen Information

Betty Bayless (612) 454-5210

LWVMN Citizen Information

You requested FOCUS programs in Fall, Winter and Spring, so...here they are! September 24 is a MUST for you - the FIVE Constitutional Amendments on this fall's ballot. Our morning panel of experts will provide the history and objectives of the amendments. There'll be time for questions, lunch, and finally workshops on the individual amendments.

On January 21 we'll feature on upcoming legislation, the quality education and long-awaited Transportation FOCUS attempting to have an agenda identical to the original plan; however, the actual program times may differ.



School Discipline, with emphasis feelings of kids toward education, competency testing. Finally, that will happen on March 18. We are at-



Also, the LWVMN office has five copies of the one-hour videotape, "H.R. 6161, An Act of Congress," which tells how a bill becomes a law. Shown on PBS in April, 1979, it is the first major television documentary to give the American people a behind-the-scenes look at how Congress really works. The setting for the drama is the U.S.

House of Representatives, where the program follows the activities of the people working for and against the Clear Air Amendments of 1977 as the need for jobs and lower costs clashes with the drive for a cleaner environment. Look in future BOARD MEMOs for distribution details.

Local League Citizen Information

"The goal of all your Citizen Information thrusts is a better informed, more involved electorate. And there's no better group to provide Citizen Information services than the League." Sound familiar? The quote comes from the LWVUS publication, MAKING A DIFFERENCE, #330, \$2.00, which should be the backbone of your portfolio.

Study Part 3, which focuses on Citizen Information activities such as: explaining how the political process itself works; providing help in conducting special elections; giving workshops on how to run for office; etc. Use your observer corps reports to help you determine what questions about government or government services people are asking in your community. Then put together the program(s) that best serve your community.

Need more ideas? At the request of the St. Anthony LWV, and their liaison, Jeanne Crampton, I will become the pass-through coordinator of special in-depth programs developed by local Leagues. Complete details have not been worked out, but their thought was that once a local League has prepared and presented such a program, not all that much effort is involved in presenting it two, three, ten, or fifty times more - to other local League audiences. They suggested that Leagues on the receiving end of such programs might be willing to pay for such services, so that the idea could kill two birds with one stone: raising money and helping Leagues with the shortage of womanpower to develop Program. Another possibility would be to borrow or rent Program packages from the League that develops them. Let me know if you have programs to share or are planning a program that would be of general interest.

COUNTERPART COMMUNIQUE - Action

Joyce Lake (612) 777-3426

WHAT IS ACTION?

"Carrie Chapman Catt, women's suffrage leader and founder of the League of Women Voters, said that action is 'agitating, organizing, educating, pleading and persuading,' ... Action is fun. Action is exciting. Action is whatever the League does, at every level of government, to implement its program." -- from LWVUS Publication, ACTION.

Action is doing things like: telephoning, writing letters, talking face to face, testifying, preparing and distributing fact sheets, observing, monitoring, litigating.



WHO DOES ACTION:

Ideally, everyone will get involved at one time or another. You, as Action Chair, are not the only person in your League responsible for action; rather you are the coordinator, facilitator, and pusher to see that action takes place. You will serve as chair of your League's action committee, which will also include Program chairs, the president, PR chair, and bulletin editor. In a small League the entire Board serves as the Action Committee.

WHAT INFORMATION IS AVAILABLE?

First, you need background information.

ACTION, the 1978 LWVUS publication, #161, \$1.00, is a complete action handbook and is available from the state office or LWVUS. Also, read the section on Action in IN LEAGUE, Pub. #275, \$2.00, LWVUS. Familiarize yourself with your local positions and review national positions in IMPACT ON ISSUES, 1980-82, pub. #386 (to be available from LWVUS in the fall) and state positions in PROGRAM FOR ACTION, 1979-81, LWVMN, 75¢. Copies of these are also necessary for Program chairs in your League.

Second, you need to keep informed about what's happening. To do this, subscribe to REPORT FROM THE HILL (LWVUS) and CAPITOL LETTER (LWVMN) for yourself and other Board members. (Other League members can be urged to subscribe too!) If you can't order enough for everyone, please share the information with the whole Board. REPORT FROM THE HILL is easily torn apart for individual Program chairs. Also, the LWVUS Spotmaster Service will again be taped and available from the state office. Remind your members to call if they want to hear the latest weekly activity in Congress.

HOW CAN IT ALL BE USED?

Basically, you share it with your Action Committee and other League members. It helps you to be prepared to help others respond to state TIMES FOR ACTION and national ACTION ALERTs. In addition to official League letters signed by the League president and written by the Program chair in consultation with you, the Action chair, it is extremely important that League members respond as individuals. Constituent pressure is the most important way that League can take Action.

Prepare your members by providing them with the names, addresses and telephone numbers of your local, state and national officials plus tips on how to best contact them when action is requested. Recruit an action person in each League unit who will give a five-minute report each unit meeting to request action, report recent action, give action hints, etc. Have each unit choose an action project; for example: monitoring an elected or appointed Board; doing the legislative interviews; preparing a directory of city/county officials; taking major responsibility for an action campaign.

You should also set up a telephone pyramid or another mechanism for alerting members to action requests between meetings. Many times action cannot wait for your next unit meeting or bulletin. Your members will be more likely to respond to a complicated TIME FOR ACTION if it is given to them in writing with background information included. (The CAPITOL LETTER and REPORT FROM THE HILL are very helpful with background information!)

In addition to our on-going group of lobbyists, this year LWVMN would like to establish an on-call lobbying corps. This group of people would indicate a willingness to be called on short notice to come to the Capitol for a day or two of lobbying on a specific bill in an area in which they are interested. We'll need your help to identify interested people. More information on this will be in the September BOARD MEMO, but start thinking about members in your League who might be interested!

WHAT IS GOING TO HAPPEN THIS YEAR?

Fall workshops will be held in September and early October (see Calendar). There will be a section on Action. The Citizens' Political Effectiveness Workshop will be on Saturday, November 15. This all-day workshop will be open to the public and will focus on being effective as citizens in your community and at the Legislature. Anyone interested in action plus those who want to lobby or observe for LWV at the Legislature should plan to attend. There will be one or two follow-up meetings for our lobbyists and observers soon after that.

Legislative interviews will have to wait until after the November 4th General Election, but the questions will be available in the September Board mailing. Make your appointments with your legislators immediately after the election because they are due in to the LWVMN office on December 1. These interviews are not only extremely helpful to our lobbyists, but they are fun and interesting for your members too! They give you an opportunity to get better acquainted with your legislators and to inform them of League Program, as well as learn their opinions on issues.



The Legislature will convene January 5, 1981, and will probably go until May 18th. This is the first year of the session, which probably means a slow start due to getting organized; that makes it harder to predict important issues. Again, we will need your help on TIMES FOR ACTION. Please respond promptly and send me a copy of letters you've written and/or memos on phone contacts.

LWVMN's Day on the Hill will be on Thursday, April 9th. I'm really looking forward to this, and I hope the later date will mean clear roads so more Leaguers will be able to participate.



Seek out action opportunities at the local level. Review your positions and watch for ways in which you can have an impact. Remember that you may act on the local level using local, state or national positions and our LWV principles. Plan a major action campaign, document it, and submit it for consideration for the 1981 Action Recognition Award at state Convention. Entries must be received by the state office by May 1, 1981. Taking action at the local level is one of the best PR and membership tools a League has. Do it carefully, but do it!

Please contact me whenever you have questions. I really want to help you in whatever ways I can, and I hope to get to know more of you this year as we work together to promote League Program. Being Action Chair has been a super opportunity for me, and I hope it will be for you!

COUNTERPART COMMUNIQUE -- Criminal Justice

Susan Scribner (612) 474-8576

Corrections, the Judiciary, and Juvenile Justice are the three primary topics in Criminal Justice at the state level. Many factors seem related and can also be studied on a local level in conjunction with other League portfolios; for example, battered women's shelters, children's group homes, and other shelter facilities. As Criminal Justice resource person, you can work with the human resources person in developing a local study or tour of all the shelters in your area.



Many Leagues in Minnesota have cooperated with the LWVMN and Joanna Buzek (of MCCA) in collecting data for a directory of services for Minnesota Community Corrections Association. The directory will be of great help to all those working in corrections in Minnesota and has been needed for some time.

We are hoping to have the revised THE MINNESOTA JUDICIARY: STRUCTURES AND PROCEDURES ready for distribution no later than October. Until then you can find this timely information in the MN VOTER, 1979 (January-February, March-April, May-June, July-August, September-October issues). Be sure to keep this material in your portfolio. Other resources you should have in your files are:



1. CORRECTIONS: PEOPLE, PRISONS AND PROGRAMS, LWVMN (only a few copies available (postage and handling only))
2. PROGRAM FOR ACTION, LWVMN, 1979, 75¢
3. Any local studies done on juveniles or other corrections item.

LWVMN also has three games for use in unit meetings which may be checked out of the state office: The Rehabilitation Game, The Jury Game, and Kids in Crisis.

As Criminal Justice Chair you should watch the Board Memo and Capitol Letter for details about the studies of criminal justice measures in the Legislature.

COUNTERPART COMMUNIQUE - Education

Ruth Armstrong (612) 226-5169



Recent legislation in two areas of education demands LWVMN's continued attention. The 1979-80 school year saw the implementation of the first statewide funding program for gifted students. Some schools did not choose to use their funds for their gifted students, and we must determine why they did not and how they can be encouraged to do so. The remaining programs must be monitored to look for what works, what doesn't, and how these results can be best utilized to provide better opportunities for Minnesota's gifted students.

The second area is bi-lingual and English as a Second Language (ESL) programs. With the tremendous influx of SE Asians and other immigrants into Minnesota, plus recent court rulings on the rights of students to receive instruction in their native language, this problem has emerged statewide. The 1980 Omnibus School Aids Bill has provided some state funding to assist districts in meeting these needs, but this is a complex problem to be dealt with in different ways in each community. LWVMN has been active in seeking both state and national funding for the Limited English Proficiency (LEP) student and must monitor how those funds are used and how much more money, if any, should be sought.

This legislative session also made some changes in the PELRA laws. LWVMN will provide updated information (to its 1977 Facts and Issues series) that reflects these changes.

One of the changes in the Girls' Athletics laws that is most welcome is the attempt to open the meetings of the State High School League to the public. LWVMN observers will attend these meetings and, hopefully, with a new constitution for the MSHSL, some public members can be placed on this Board or in some other decision-making faculty.

Early in the 1981 legislative session on January 21, there will be an Education Focus meeting to examine the complex issue of school discipline. Bills will certainly be introduced again to deal with aspects of this problem - but they tend to be bandaid approaches. Some discipline problems are due to chemical dependency, some due to confused priorities in educational policies in the schools, some are due to staff and teacher cuts and the resulting larger class sizes. And there are more facets to the problem; we must try to get at the underlying problems.

In the summer of 1980, the Governor's Task Force on Educational Policy is holding public hearings throughout the state. Whatever this task force finds will certainly be the basis for changes in our statewide educational policies. LWVMN will keep an eye on this task force to see how its report will affect our schools.

The Mankato LWV is offering its study on school libraries to the rest of the state to be used as a model for other Leagues. Some schools have cut their library funds drastically, and the result is a great loss to the students of these facilities. Perhaps each LWV would want to see how their own libraries are faring in comparison with the Mankato study. There is also the possibility of a statewide concurrence on the broad conclusions of the Mankato study, if enough local Leagues are interested (see article in May-June MN VOTER).

Useful LWVUS and LWVMN publications are:

The Letter of the Law: Educational Amendments of 1978 to Title I, 2 pp., #363, 20¢

It's designed to assist school districts with special problems of children from low-income families. Most school districts get some Title I funds.

Campaigning for Fair School Finances: Cases in Point, 80 pp., #353, \$3.00, 1978

Good background on school finance issues with case studies from South Carolina, New Jersey, and Idaho.

Techniques That Work, an abridged version of the above. 32 pp., #354, \$1.00

There are still copies of the 1977 LWVMN three-part series, Facts and Issues: Education: Collective Bargaining and Tenure, available in the state office. 70¢/set to LWV members. An update should be forthcoming late in 1980.

Another good source of information is Update, published by the Minnesota State Department of Education. Yearly subscription is \$5.00 for nine issues. Order from: MN State Department of Education, Publications Section, Capitol Square Building, 550 Cedar St., St. Paul, MN 55101

COUNTERPART COMMUNIQUE - Government

Erica Buffington (612) 929-8168
Harriette Burkhalter (612) 935-9855

The LWV Government program includes national positions as well as state positions. It gives the local League the opportunity to focus on what interests each League; one or several varied, vital and current issues. Government positions at the national and state level can also be applied at the local level.

As the Government chair, you will need to become familiar with the various LWV positions included in the Government area, aid your local president in responding to LWVMN TIMES FOR ACTION, LWVUS ACTION ALERTS, and REPORT FROM THE HILL suggestions for action, and help your local League in making the best use of LWV publications on Government issues.

The following outline shows the issues included in the Government program:

Citizens Rights (Buffington)

Election Laws

Election Procedures

Direct Election of the President

Voting Representation for D.C. (MN ratified 3/19/79)

The Presidency

U.S. Congress

Campaign Practices/Campaign Financing

Open Meetings/Open Records

Federalist Paper Series

Organization of Government (Burkhalter)

Apportionment

Amending the MN Constitution

MN Legislative Branch

MN Executive Branch

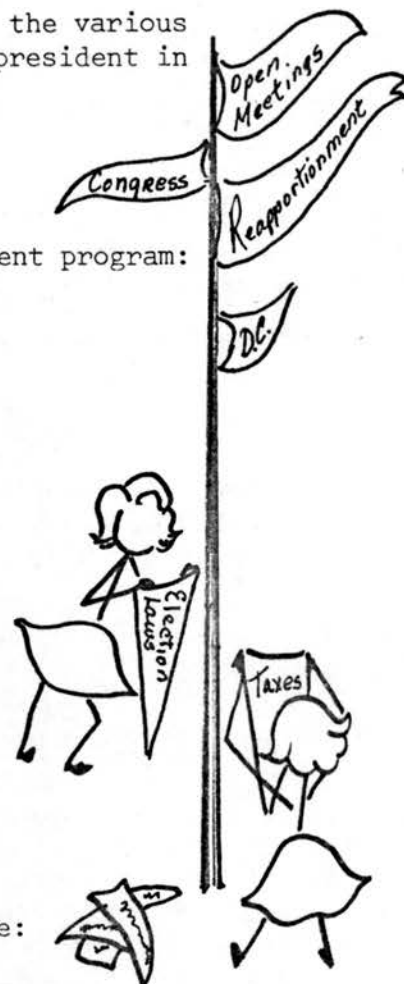
Financing State Government

Initiative, Referendum and Recall

Basic background materials for all Government Program areas are:

1. PROGRAM FOR ACTION 1979-81 STATE PROGRAM, LWVMN
2. IMPACT ON ISSUES 1978-80 - A LEADER'S GUIDE TO NATIONAL PROGRAM, LWVUS (Watch for a new 1980-82 edition)
3. LEAGUE GOVERNMENT COMMITTEES: OPTIONS AND OPPORTUNITIES, LWVUS Committee Guide, 1977, #313, 30¢
4. CAPITOL LETTER, issued periodically by LWVMN
5. REPORT FROM THE HILL, issued periodically by LWVUS
6. BOARD MEMO, issued 10 times/year by LWVMN
7. NATIONAL BOARD REPORT, issued quarterly by LWVUS
8. YOU AND YOUR NATIONAL GOVERNMENT, LWVEF, 1977, #273, \$1.00
9. REVIEW AND UPDATE OF ORGANIZATION OF GOVERNMENT POSITION, LWVMN, February 22, 1980
10. CONSTITUTIONAL AMENDMENT BY CONVENTION: AN UNTRIED ALTERNATIVE, Current Focus, UNEF, #125, 1978, 20¢
11. THE BALANCED BUDGET: A CLOSER LOOK, Current Focus, LWVEF, 1979, #632, 40¢
12. UPDATE: LEGISLATIVE COMPENSATION, November, 1977

Additional background materials for some of the Program areas are listed below in the appropriate section.



CAMPAIGN FINANCING (Buffington):

The campaign financing issue will be on the ballot this November as a constitutional amendment. The question on the ballot will be, "Shall the Minnesota Constitution be amended to require campaign spending limits for candidates for executive and legislative offices and public disclosure of campaign spending for all state candidates?" We will be providing information prior to the election, and based on our national position, we will be urging a "yes" vote on this issue.

This summer an update on campaign financing will be available. Our last update was in 1973, and there have been changes in the law since then.

A well-written national publication is available on this somewhat complicated subject: REPORT CARD ON CAMPAIGN FINANCING, Current Focus, 1978, #351, 30¢.

ELECTION LAWS (Buffington):

Bills in this area were introduced at a rapid rate this past session. The Local Government Election Day bill was re-introduced, and this year LWVMN supported it. Since it is an election year, this bill never left the committee. However, it will return, and we will be there. For more information see the BOARD MEMOS.

Based on the results of the two election surveys completed by local Leagues, the Secretary of State proposed rule changes that incorporated many of the recommended changes. All local Leagues are encouraged to make use of the suggestions found in the ELECTION JUDGE/MONITORING GUIDE (LWVMN, June, 1979), prior to and during the 1980 elections. This is an excellent area for action in your community.

OPEN MEETING LAW (Buffington):

An excellent publication from the LWVEF is available, LETTING THE SUNSHINE IN: FREEDOM OF INFORMATION AND OPEN MEETINGS, #223, 30¢. Also available from LWVMN is the OPEN MEETING LAW UPDATE, February, 1979, 40¢. Each local League was sent one copy, and more are available from the state office. It is recommended that the president, Government chair, and each observer in a local League should have a copy of this update. Local Leagues are urged to continue monitoring compliance with this law.

REAPPORTIONMENT AND I/R&R (Burkhalter):

In addition to campaign financing, two other topics, REAPPORTIONMENT and I/R&R will be action items in the summer and fall of 1980 because each will be proposed constitutional amendments on the November, 1980, ballot. In the past, LWVMN has provided strong leadership in campaigns on constitutional amendments, and we intend to continue that tradition in 1980. Assistance of local League members will be urgently needed for an effective statewide campaign. It promises to be an exciting time; plan to encourage your "action-oriented" members to volunteer to work. It will certainly provide an opportunity for gaining new League members and increasing the visibility of LWV in your community.

FINANCING STATE GOVERNMENT (Burkhalter):

Since many changes have occurred recently in the area of taxes and state government financing, an UPDATE is being considered in this Program area. If you wish to assist in research and writing a brief publication on these subjects, please contact the state office.

Another reference is: Facts and Issues, FINANCING STATE GOVERNMENT, LWVMN, 1976-77:

1. Primer of Minnesota Taxes
2. Minnesota's Multi-Tax System
3. Funding a "Quality of Life"
4. Government Expenditures in Minnesota

URBAN POLICY (formerly Urban Crisis) (Burkhalter):

An excellent committee guide has recently become available from LWVUS; THE URBAN CRISIS POSITION: APPLICATIONS AND IMPLICATIONS, #183, 30¢. In it, you will find a number of suggestions on action you can take. Check the LWVUS catalog for the many Urban Briefs and other publications on this subject that national has produced in the last two years. REPORT FROM THE HILL always contains info on "what you can do." Please share with

LWVMN (the state office) any ideas you have for implementation of this position on the local level. Remember it is not just a position for the big city LWVs; it can also serve in small communities to draw attention to problems before the "crisis" occurs.

The state Government Committee welcomes anyone with an interest in any of these issues to join our committee. Membership would involve 2 to 4 committee meetings during the year and perhaps some at-home reading and/or writing. We'd especially welcome those with an interest in lobbying during the legislative session. Please call either of the co-chairs or the LWVMN office.

COUNTERPART COMMUNIQUE -- Human Resources

Joan Higinbotham (612) 822-7028
Jean Tews (612) 426-1011

STATE FAIR

We're going to the State Fair!
LWVMN will have a booth again at the State Fair, August 21-September 1. We'll be selling ERA merchandise and League calendars, recruiting new members, and giving away LWV publications. If your members would like to staff the booth on a particular day, let the state office know. We will be contacting some of you to recruit workers soon.

See you at the Fair!

WOMEN'S ISSUES IN THE 80s (Higinbotham):

At the national Convention Leaguers endorsed a "revivification" of the H.R. position. The emphasis was placed on Women's Issues in the 80s. Rather than study and consensus, this is a time for re-examining the positions we have and using them to take action on the problems facing us as we enter the 80s. New publications will be coming from national; however, we already have the six "Women and Work" series (nos. 1-6, #614, \$1.00), a helpful tool for planning meetings and taking action.

SEX EQUITY (Higinbotham):

On the state level, the year began with our program on "Women and Sport: Past, Present and Future," funded by the MN Humanities Commission. We may do an update on "What's the Score in Minnesota" as monitoring reports on girls' athletic opportunities come in from Minneapolis, St. Paul, and other school districts. An insert explaining the new law is another idea. If your local League is continuing with its monitoring project, please keep us informed. The state Board will keep track of progress on "rule-making" for the new athletics law by the State Department of Education. Some thought will also be given to moving into monitoring other sex equity issues in education: why do girls score lower in science than boys? what kinds of different curricular choices are girls making? why?





ERA (Higinbotham): Era is an issue for action in Minnesota even though our state has ratified the amendment. Projects for raising funds for non-ratified states and providing speakers are two important areas. Our financial help is needed in unratified states, and locally there's still a need for education. The office will provide you with materials (including a prepared speech) which you can use in speaking to church groups, high school classes, civic groups, etc.

INDIANS IN MINNESOTA (Higinbotham):

LWVMN is beginning to seek funding for updating INDIANS IN MINNESOTA. Present planning calls for doing the update in 1981, with publication in January, 1982. In the meantime, local Leagues can inform themselves on Indian concerns in their community. Volunteers to serve on the update committee are needed. (Phone the League office if you're interested.)

FAMILY VIOLENCE (Higinbotham):

The new state position on Family Violence allows all local Leagues to take action on these issues. Local Leagues who have concurred on Family Violence have already been active in supporting facilities for victims, serving on community advisory boards, etc.

JOB SHARING (Tews):

LWVMN was successful in 1980 in obtaining passage of a bill to implement a two-year pilot program of job-shared positions in state government. We will monitor the implementation of this program. Local Leagues might promote awareness or encourage similar programs at local government levels and in private industry.

DAY CARE (Tews):

Day care concerns are receiving increased attention at all levels of government. Keep in touch with your county's methods of providing day care assistance. Several local Leagues have studied, and some have taken consensus on the local day care needs. We may see more legislation in this area proposed in the 1981 session.

HEALTH CARE (Tews):

The national Convention would like to encourage
tion will come from
cision.



selected health care as a new study for LWVUS. We involvement of all local Leagues in this area. Direction will come from LWVUS as they decide how to implement the Convention decision.

The Human Resources Committee needs members now and will need lots of lobbyists during the legislative session. If you are interested in volunteering or learning more about H.R., call one of the co-chairs.

COUNTERPART COMMUNIQUE -- International Relations

Pat Llona (612) 920-0426

Your basic reference is the Committee Guide published by LWVUS last year, "Building Global Perspectives" (#615, 50¢). It shows you the interaction among LWV Program areas, suggests action ideas to implement IR positions, and lists many excellent resources.

Some of the ideas included in the LWVMN guide, "Handling the International Relations Portfolio" (September, 1979 - look for it in your files) are still useful, particularly suggestions 1, 2, 4, 6, 7, 9, 11, 12 and 13. The 1979-80 state BOARD MEMO IR articles are chock full of resources and ideas for you. Be sure to read or reread them.

Another of your basic resources is IMPACT ON ISSUES, the LWVUS booklet that lists and explains national Program. Expect a new edition in the fall; in the meantime, use the 1978-80 (light blue). The IR Program areas, interconnected but listed separately, are:

TRADE:

League publications:

"Continuing Crisis in Trade," #123, 50¢, LWVUS, published 1978 - very relevant today.

"MTN - Breaking the Non-Tariff Barrier," #546, 30¢, LWVUS.

"Minnesota State Economic Profile," LWVMN, August, 1979.

"World Trade Week - 1979", LWVMN, June 1979; look for the 1980 report soon.

Ask local library to subscribe to "Trade Policy Review," International Division, U.S. Chamber of Commerce, 1615 H Street, N.W., Washington, D.C. 20062 - then go each month and read it and encourage potential exporters to do the same. Good background for a local topic on trade.

Program Suggestions:

Our state focuses on Trade have brought background on trade to the attention of League members and the general public that they never had before. (See May-June Minnesota VOTER for a partial report on the February, 1980, Focus. A more complete report will be sent to presidents for you soon.) We can help you plan for a local public meeting on Trade - the problems involved in exporting, tax situations, legal and financial restraints, multinational roles, non-tariff and tariff barriers, special arrangements that exist between trading nations and trading blocks, the difference between East and West, North and South, etc. The LWVUS has been an important organization for trade lobbying through the years. Currently informed members keep this tradition alive. At times the League was the only organization informed enough about world trade situations to remind the U.S. and its representatives about the hazards of protectionism.

Leagues close to the Metro Area should take advantage of World Trade Week, a program that deals strictly with trade, held in May concurrently with the U.S. World Trade Week, so-proclaimed each year by the President. Special fees are often available to League members because of our interest and because we are represented on the Board of Directors of World Trade Week, Inc., a non-profit corporation formed to do this trade education program each year.

UNITED NATIONS:

Publications:

"U.N. at 35," Publication #370, 25¢; 100/\$9; 1,000/\$75 (joint UNA-LWVUS publication)

"What Has the U.N. Done for Us Lately?" pub. #113, 20/\$1, LWVUS

"Sharing U.N. Successes," #129, 30¢, LWVUS

"International Relations Report - UN Rally," LWVMN, January, 1980

Law Day (May 1, 1980) meeting report; see article in May-June 1980 Minnesota VOTER.

Program:

U.N. Rally, October 23, Holiday Inn Central, 1313 Nicollet, Minneapolis, \$10.00

U.N. Rally contributions to Mrs. L.R. Swanson, Treasurer, 7438 Oakland Avenue, Minneapolis 55423 - payable to U.N. Rally - helps to finance student participation as well as keep cost of program available to more people. Note: Tea announcing program and sale of tickets to different organizations is in September - date to be announced.

The keynote speaker at the Rally this year is Flora McDonald, member of the Canadian Parliament.

U.N. Week: Each community is contacted through the mayor or city manager about appointing a U.N. Week Chairperson. A Leaguer could be that person. Contact the city to see what is being done about U.N. Week; also contact schools. Buy a U.N. flag for your city, and get your community informed about what the U.N. does. Distribute copies of what goes on at the U.N. (session write-ups by the League U.N. observer) to all League members so they can get a feel for it.



Action: Encourage local libraries to subscribe to "U.N. Development Forum" from: Johns Hopkins University Press, Journals Division, Baltimore, Maryland 21218. This is good (any issue) for reviewing by members or the public - for what goes on day to day in helping developing countries worldwide. The business issue gives notices of what is to be procured for each project. Local firms wanting export opportunities for their products would be interested. Making a publication like this available through a local library by calling it to someone's attention is League in Action on Trade and U.N. and Development positions. It brings to the public the importance of the multilateral institutions that Congress has been hesitant to support fully, even though developing countries take 1/3 of our U.S. exports and must be able to pay for them by building their economies so they prosper.

DEVELOPMENT:

The North/South Dialogue deals with the relationships between Industrialized/Developed Countries and Less Developed Countries (or LDCs). The well-being and the good will of the LDCs are vital concerns of the U.S. In addition to buying 1/3 of our exports, they control some vital commodities that the U.S. either lacks or is low on. Trade balances for the past three years have been hugely deficit for the U.S., so we need to export more to put them back in balance and strengthen the dollar.



An excellent publication which is the culmination of a two-year study on North-South economic problems is NORTH-SOUTH...A PROGRAM FOR SURVIVAL (report of the Willy Brandt Commission). It is available at the UNA-MN office, 1026 Nicollet, Minneapolis, MN 55403, 333-2824, \$4.95. Other publications will be listed later in the BOARD MEMO. Watch for them!

If you plan a local study of this topic and you are lacking in member power to do so, we will help you plan. You can suggest that Leaguers interested in both local and international topics read at a leisurely pace through a list of IR publications and contribute to a year-end IR program with ease.

ARMS CONTROL:

A subject in which we have been deeply involved (providing citizen information, since we have no specific position) is arms control. The national publication, "Security Through Arms Control," #242, 40¢, gives an overview of the issues involved. At the state level, last year when SALT II was a hot national topic, we published pros and cons on the treaty, "The SALT II Treaty - Background and Debate," LWVMN October, 1979. Many local Leagues sponsored debates on the Treaty. If arms control comes before the Congress again (having been shelved when the Soviets invaded Afghanistan), we will help you use the League publications (or get additional information) so that you can educate yourselves and your communities.



COUNTERPART COMMUNIQUE -- Natural Resources

Jeanne Crampton (612) 926-8760

Nancy Grimsby (612) 922-9403

(Call us weekdays between 7:00 a.m. and 8:00 a.m. for cheaper rates, if you wish.)

TOOLS OF THE TRADE (see 1979-80 OUTLOOK FOR WORK for Energy Conflict Statement):

PROGRAM FOR ACTION 1977-79 (LWVMN), 75¢

IMPACT ON ISSUES, 1978-80, LWVUS, #386, \$1.00

CAPITOL LETTER, LWVMN - by subscription

REPORT FROM THE HILL, LWVUS - by subscription, or also received by president

GUIDE FOR STATE AND LOCAL LEAGUE ACTION ON NATIONAL ENERGY POSITION, LWVUS, 1979

See LWVMN and LWVUS Publication Catalogs for many background publications including movies and slide shows.

As many large cartons as necessary to store all your folders and clippings. Hint that a four-drawer file cabinet would make a nice Christmas present.

ENERGY is first on the list and also vitally affects all our other positions. Citizen education is still necessary and important, and it is a role that the LWV plays very well. Updating on the "state of the technology" for renewable energy forms is a particularly valid project - for members as well as citizens! The LWVMN office has several fascinating audio-visual programs on the subject as well as suggestions for local projects. Ask us! National has published an excellent resource for planning and carrying out an energy education project, "CITIZENS: THE UNTAPPED ENERGY SOURCE, #436, 50¢.



Just prior to the 1980 national Convention (May), the LWVUS issued a revised set of guidelines on "...Nuclear Issues Under Positions of the LWVUS," and "Criteria for Hazardous and Nuclear, Including Low-Level Radioactive, Waste Disposal or Storage Sites." Every League should have received at least one copy of these guidelines (if not more), and they should be used in the event any action is contemplated on nuclear generation or waste. They are a good deal more specific and somewhat more liberal than the original interpretation of the 1978 consensus. (See June-July '80 VOTER.) We would strongly suggest, however, that Leagues inform the state office of any proposed action under these new guidelines.

LAND USE (Crampton):

BWCA, Wild Rivers, sanitary land fills, urban sprawl, the consideration of energy conservation with planning are old concerns. Hazardous waste dump siting, uranium mining, peat mining and/or gasification are new.

The Resource Planning Act of 1974 (RPA), amended in 1976 by the National Forest Management Act (NFMA) in 1976, requires the U.S. Forest Service to provide an assessment of all forest and rangeland resources every ten years, with a management program update each five years. Public participation is mandated. Each League president and Natural Resources chair should have received an information sheet on RPA in May, 1980, from the state NR chair. Please obtain a copy if you do not have one. Leagues, particularly those in affected areas, should be actively involved in this planning effort. There is a movie ("Choices") and discussion guide available for us on League programs - see the information sheet for how to order it and additional addresses and references.

Additional Land Use topics on which there may be some renewed or continued interest, depending on locality, are trails and local park system management.

AIR QUALITY (Crampton/Grimsby):

There are strong forces at work attempting to negate our air quality standards, both at the state and federal waving the banner of energy conservation. We need to investigate these proposals for validity.



present hard-won level. Many are take time to in-

WATER (Crampton):



While we have concentrated on recreational waters and public accessibility to them (as well as preservation), it is apparent that we still have problems with the health and safety of ground water...in areas as divergent as Perham, St. Louis Park, Duluth, Anoka County, and Winona.

In June, 1979, the Water Planning Board issued their assessment of water problems in Minnesota and several possible solutions (the "Framework Plan"). The hope was that the 1980 Legislature would resolve the situation by establishing a body to be the arbiter of water problems, as suggested in the plan. The Legislature decided that the problem was too involved for a quick decision and merely renewed the Water Planning Board for another two years and changed its constituency (removed the Energy Agency Director and added three citizen members). It did direct the Board to present to the Governor by January, 1981, a report on the future directions and problems of local institutions that control water (watershed districts, soil and water conservation boards, counties, etc.). In the meantime, a report on the Water Resources Board and the Soil and Water Conservation Board (in the draft stage) has just been issued (May, 1980). This report notes the lack of coordination between the two agencies (among other problems) and recommends that a "joint Board" should be established that would bring together functions of the Soil and Water Conservation Board, Water Resources Board, and the Department of Natural Resources as

establishment.
has
concerned
held from
sued to the



notes that, "This option would eliminate overlap in the delivery systems at the state level while providing for an impartial committee to hear all appeals and other quasi-judicial functions." Leagues should acquaint themselves with both the "Framework Plan" (copies were sent to each League last October) and with the additional reports from the Water Planning Board. (Ask to have your League put on the mailing list; address your request to the Water Planning Board, 600 American Center Building, 150 East Kellogg Boulevard, St. Paul 55101, (612) 296-1424.) Water has long been a topic of League interest and rightly remains so. How it is managed in coming years is of intense importance to everyone's health and welfare.

relates to Lake Improvement District establishment.
(The report has not been issued, and there
been some indication that the two Boards
with the report would like to see it with-
publication until the full report is is-
Governor in January, 1981.) The report

SOLID AND HAZARDOUS WASTE (Grimsby):

A real crisis area. The Legislature is attempting to deal with this at present, and several bills have been introduced concerning both sanitary landfills and hazardous waste siting. No one is happy to have either type of establishment near them, which translates into a political hot potato. Many local communities are grappling with the same problem. Another facet concerns just how appropriate it is to landfill any waste at all. Priority should be given to approaches that reduce generation of waste and promote recycling with the residue being burned for energy use.

The siting of a hazardous waste during the next two years will est, and Leagues should begin with the procedures to be used possible sites will be selected ment Board, then representatives the Board, and the final

law is new (passed in the 1980 legislative session) and fear of hazardous waste is great, the League can provide a necessary base of objective information and attitude. The Natural Resource Chairs will be issuing information on the topic later in the year, as part of the updating of solid waste.



facility in Minnesota some time certainly generate intense inter- now to familiarize themselves during the process. Initially, six by the newly formed Waste Manage- of the local area will be added to choice will be made. Because the

TRANSPORTATION (Crampton/Grimsby):

Our LWVUS position (see IMPACT, p. 14), supports energy-efficient and non-polluting mass transit systems and automobiles. We need to encourage the development of electrified



railroads, as well as urge a halt in traditional rail decline. Many Leagues have used the Transportation positions together with their own or ILO positions to back local and regional moves to improve mass transit; to support other alternatives such as reserved express lanes for buses and carpools.

We want to help you make the Natural Resources Program in your League as valid and interesting as possible. Please call or write with your questions or problems to: Jeanne Crampton, 4330 Wooddale Avenue South, St. Louis Park, MN 55424; or Nancy Grimsby, 5932 Wooddale Avenue, Edina, MN 55424.

COUNTERPART COMMUNIQUE -- Local Program

Faye Sargent (507) 281-1726



As you plan the local program projects for the coming League year, remember that you have an ace up your sleeve. Your program was adopted because many members thought it was very important, and their vote for the program should be considered at least a guarantee that their interest is strong, if not a commitment to actually work on the program.

Don't wait, then, to organize the committee. While the enthusiasm of the Annual Meeting is strong and while you remember which members were particularly keen about that program, get the committee together.

Your first task as a committee is to clearly define the scope of the program. Hopefully, this was done for you at the Annual Meeting. If it wasn't, you will have to work with your Board as you consider narrowing the project to a manageable level.

Equally important is the development of a timeline. Do you see this as a one or a two-year program? What month will you aim at for consensus, and what must be done before that time? The crucial thing here is to take aim, although it can only be a guess at this point and may well be subsequently revised. A timeline is, nevertheless, a vital tool at this early stage.

If you are in the second year of a local study (third? fourth?), a timeline will force a focus toward consensus, and we must keep in mind that study is but one-third of a League program, with consensus and action the two-thirds that make us tick.

With the scope defined and the timeline set, why not really get your feet wet? Summer is a particularly good time for many interviews (less harried school officials, for example), and as good a time as any to get started on research. It's also prime time for parents of pre-schoolers to do some legwork, as babysitters are available. Jumping in early will get your committee members hooked, your general membership intrigued, and several months' work behind you.



If you think that the Local Program Chair's job sounds like a real challenge, you're right! On top of everything else, you have to be resourceful, as you are working "alone" as compared to the Program chairs with state and national items. This is your baby, and it's as exciting and as rewarding a job as you can find in League. As for the loneliness, there is help. Work closely with your Board, share with other local Program chairs who have similar items (a new list will come out in August), and be sure to call me if I can lend a hand.

An important tool is available at the LWVMN office: REFERENCE PACKET FOR LWV RESEARCH/STUDY COMMITTEES, July, 1979, \$1.50.


LWVUS has recently published an excellent guide to choosing, studying, and reaching member agreement: "Developing Program: Fresh Approaches," #369, 30¢. Other publications in the same series are "Planning Program: From Choice Through Action," #40, 50¢; and "Meaningful Meetings: The Role of the Resource Committee," #319, 40¢. For a good review of the study-consensus-action process, see LWVUS "Management Newsbrief 5," #633, 35¢.

Don't forget about Le Bon Mott, the national League pilot program for local Leagues to share problems and solutions connected with critical community issues. Ask your president for the newsletters that have come from LWVEF explaining the uses of the Mott Foundation grant. If you have a critical community problem and want advice on citizen activity to deal with it, you may ask for help via the WATS line to the LWVEF Administration office (1-800-424-5483).

COUNTERPART COMMUNIQUE -- CMAL
(Council of Metropolitan Area Leagues)
For Metropolitan Area Leagues

Sally Patterson (612) 699-0469

CMAL's Plan of Work for 1980-81 includes the following items:

- 
- 1) To complete our two-year study of how metro decision-making affects local decision-making. This will include a consensus. All Leagues in the Metro Area should schedule a unit meeting in February, March, or April to take consensus. The September and January CMAL quarterly meetings will focus on issues not yet covered in the study.
 - 2) To help local Leagues do CMAL program planning for 1981-83. A CMAL "lively issues" publication will be mailed directly to all Metro League members in the fall. Local Boards must schedule discussion of suggestions and send recommendations to CMAL before January 31, 1981.
 - 3) To continue to take action at the Metro Council and at the Legislature on Metro issues. The January quarterly meeting will be lunch with our legislators. All Leaguers are encouraged to come.
 - 4) To continue the observer program at the Metro Council's Committee meetings.
 - 5) To continue efforts to reach all local members by an expanded bulletin mailing list and by better use of the monthly CMAL CORNER sent to all Leagues.

Dates and Deadlines - put on your calendar immediately:

Quarterly Meetings

Thursday, September 18

Thursday, January 15

Thursday, April 2 - a new date

Thursday, May 21 - Annual Convention

Executive Committee Meetings

First Thursday of the month except July in LWVMN office, 555 Wabasha, St. Paul.

All Leaguers welcome.

Deadlines for local Leagues to send information to CMAL:

January 31, 1981 -

Program suggestions for 1981-83.

Lively Issues ideas will be mailed directly to every Metro member by CMAL in early fall.

Plan unit time to discuss and make suggestions.

Plan local Board time to look over your members' suggestions and make recommendations to CMAL by January 31, 1981.

Bylaw changes suggestions.

April 31, 1981 -

Consensus reply forms due.

Materials, including consensus questions, study guide, and an every-member publication will be ready by the January quarterly meeting.

Plan for a unit meeting to take consensus in February, March, or early April.

Your local Board must act on your local consensus results and send them to CMAL before April 30.



LEAGUE OF WOMEN VOTERS
OF MINNESOTA

PHONE (612) 224-5445
555 WABASHA • ST PAUL, MINNESOTA 55102

BOARD MEMO

SEPTEMBER MINI-MEMO

(Sept 3 - 1981)

(Mailed to Presidents only; President, please distribute information to appropriate portfolio chairs.)

Enclosures

The Citizen Lobbyist flyer and Registration Form/Bayless
Invitation to Meet with Lee Carpenter/Buie, LWV-Edina
Community Opposition to Hazardous Waste Facility Siting/Crampton/Grimsby

DAY ON THE HILL
(Tews - (612) 426-1011)

9/81

Action Chairs - Presidents - All Leaguers: Please note on your calendars:

LWVMN Day on the Hill (i.e., at the Minnesota Legislature) will be a two-day event again:
Wednesday evening, March 4
Thursday, all day, March 5

Detailed information will come in a later mailing.

EDUCATION
(Armstrong - (612) 226-5969)

9/81

Teacher Strikes: Some districts may be facing a teachers' strike in October. We hope not all 200 who have filed their intent to strike will do so. What can local Leagues do? We have no position that dictates specific action; therefore, we can encourage both sides to bargain in good faith, we can promote the best possible climate locally for a speedy resolution to the strike, and we can provide forums for a clear, impartial airing of the issues that remain unresolved. Sometimes having no position gives us an advantage in that we can work with both sides in a conflict to promote a solution to the problem.

School District Referenda: Problems in raising enough local money for schools this year may beset your community. If your League has not done a study of local school finance, then, again, no sides can be taken if the school board decides to call for a local school referendum. But Leagues can see to it that voters are well informed and encouraged to vote. Our current school finance study may give us an opportunity to take action locally when we complete our consensus - but that's still in the future.

School Discipline: On September 15 the House Education Subcommittee on School Discipline viewed our filmstrip, Glasser's Ten Steps to School Discipline. If local units need another program, this filmstrip and some additional materials available from the state office can provide an introduction to an evening forum on discipline in the local schools. It can also provide a valuable perspective from which to examine the scope and effectiveness of local school discipline policies.

FUNDRAISER
(Caucutt - (507) 289-1327/Weinig - (612) 429-2329)

9/81

We are planning a statewide raffle as a fundraiser for LWVMN. Amy Caucutt and Judy Weinig are serving as co-chairs of this event. They would appreciate your ideas for items to raffle and potential donors of same. Write or call Amy or Judy with your suggestions soon.



LEAGUE OF WOMEN VOTERS
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BOARD MEMO

DECEMBER MINI MEMO

[Dec? 1981?]

Calendar

(Events as we have them on the calendar in the office)

- December 22-23 - LWVMN Office hours: 9:00 a.m. - 1:00 p.m.
24-25 - Office closed MERRY CHRISTMAS!
28-30 - Office hours: 9:00 a.m. - 1:00 p.m.
31 - Office closed.
- Deadline for CAPITOL LETTER Subscription orders.
- January 1 - Office closed. HAPPY 1982!
4 - December/January VOTER mailed from state office.
5 - LWVMN Action Committee, 9:30 a.m., State office.
7 - CMAL Executive Committee, 9:30 a.m., State office.
12 - Legislature convenes.
- LWVMN Executive Committee (if necessary)
15 - Annual Reports, Part I, Membership, due to LWVUS and LWVMN.
21 - CMAL Quarterly Meeting for Delegates.
23 - LWVMN Education Committee, 12:30-4:30 p.m.
27 - Focus on Energy in the '80's.
- LWVMN Budget Committee Meeting, 10:00 a.m.-3:00 p.m.
- February 2 - LWVMN Action Committee, 9:30 a.m., State office.
9 - LWVMN Board Meeting, Feb.-March Voter deadline.
15 - Program and Bylaw recommendations due to LWVUS.
23 - Uniform Precinct Caucus Day.

Enclosures

Hope Washburn Nominations*/Nelson
A GUIDE FOR THE NOMINATING COMMITTEE*/Nelson
Coalition for the Gifted and Talented*/Armstrong
Council on the Economic Status of Women Newsletter, November,/Lucas
Suggested Precinct Caucus Resolutions*-1982/Tews
What Does America Stand For? Conference flyer
Minnesota Women's Consortium Celebration II invitation*/Lucas
LWVUS Program Proposals: To Promote Citizen Participation in Government by New Citizens
Health Care/LWV of Palo Alto and San Mateo County
Hand Gun Control/ LWV of Delaware
LWVUS CONVENTION '82 Arrangements package*/Burkhalter

*Mailed to DPM subscribers

P R E S I D E N T

(Burkhalter - (612) 935-9855)

This is the time of year when we often take pride in past accomplishments - and it's important for LWV to do the same. As volunteers we have only thank you's to give - no year-end bonuses or gifts - just some warm fuzzies for all of you as state and local board members for taking time to attend all the meetings and making the deci-

sions to carry on the LWV. You are the leadership of a vital, productive organization which has an important role to play in this country and you can be proud of the job you are doing. Thanks and Happy Holidays to you all!

A C T I O N
(Tews - (612) 426-1011)

We are waiting eagerly for Legislative Interviews from the following Leagues: Grand Rapids (3,3B), Bemidji Area (4,4A), Cass Lake (4B), Mid Mesabi (6,6A), Moorhead (9A), Wilkin County (9B), Detroit Lakes (10, 10A), Duluth-Cloquet members (14B), St. Cloud Area (16,16A and B), Buffalo-Monticello Area (18B), Anoka-Blaine-Coon Rapids Area (19A), Northfield (24, 24A), Rock County (26B), Jackson Area (27, 27A), New Ulm (28, 28B), Freeborn County (30B, 31A, 30), Austin (31, 31B), Rochester (33, 33A, 33B), Winona (34, 34B), Shakopee (36B), Richfield (37B), Wayzata Area (42), Golden Valley (43, 43A), Excelsior-Deephaven Area (42B), Brooklyn Center (44A), Minneapolis (54 - 61B), St. Paul (62A, 63, 63A and B, 64A and B, 65, 66 - 67B), Northern Dakota County Area (67A). Get them in soon and help us make our lobbying efforts as effective as possible.

E D U C A T I O N
(Armstrong - (612) 226-5169)

Cutting appropriations is a new and not very happy occupation at the state legislature. No one likes to do this; no one argues that it ought not be done. Raising taxes looks like a necessary part of the package that will finally be passed. Both funding cuts and increased taxes relate to LWVMN's education position. Areas to be cut that League has concerns about include the equalization aid formula, funding for special education and gifted and talented programs, and library funding. Our concern is that these vital areas be cut proportionately, rather than to let any one area bear too large a share of the cuts. Elimination of any of the programs would be particularly bad - and elimination of some categorical aids is certainly being considered.

We also have a position against increasing the share of education funding that comes from local property taxes - and some of the proposals to cut state spending would bring about huge increases in property taxes in some areas.

So . . . while your legislators are in their home districts from mid-December to mid-January, do let them know about our concerns. The enclosed FACT SHEET from the Coalition for the Gifted and Talented alludes to that part of the picture; it will help you to discuss that issue more knowledgeably. Be sure to let your legislators know how concerned we are about that program as well as the other areas League supports in education.

FINANCING PUBLIC EDUCATION STUDY. A separate mailing should soon come to you with some questions to ask your school people from the state study committee on school financing. Be prepared for some heated discussions - let's hope they shed some light on the problems, too.

F U N D R A I S E R
(Weinig - (612) 429-2329)
(Caucutt - (612) 289-1327)

LWVMN Board has put the idea of holding a raffle to rest. We did the usual League-like in-depth research on the subject, starting out asking questions of you - and then having you ask questions about the legalities in your area. When we got those answers - ranging from legal to illegal, including "you shouldn't have asked" and "I don't know" - there was one very important piece of information. There are two definitions of what constitutes a raffle, the holding of the drawing or the selling of the tickets. So one final question needed to be answered. Very quietly we made the inquiry at the proper source, and received the answer that a raffle is the selling of the tickets. That's what needs to be licensed.

So - all of you who were getting ready for a week in Mazatlan can now concentrate on making it through the winter some other way. And we thank all of you who took the time to ask your local legal eagles about the legality of the project in your area. The State Board will begin looking for another fundraiser to satisfy the '81 budget.



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BOARD MEMO

JANUARY 1982 MINI-MEMO

(mailed to Local League Presidents and DPM subscribers only)

Calendar

- January 21 - CMAL Quarterly Meeting
23 - School Finance Study Committee Meeting - LWVMN office - 12:30-4:30
25 - CMAL Study Committee, 9:30 a.m., state office
27 - Focus on Energy, St. Paul College Club, 4:30-9:00 p.m.
27 - LWVMN Budget Committee Meeting - 10:00 a.m. - 3:00 p.m.
- February 2 - LWVMN Action Committee Meeting, 9:30 a.m., state office
4 - CMAL Executive Board, 9:30 a.m., state office
9 - LWVMN Board Meeting, 9:30 a.m., state office
16 - Deadline for Program, Bylaw recommendations to LWVUS
22 - CMAL Study Committee, 9:30 a.m., state office
Deadline for Day on the Hill registrations (with advance mailing of kit)
26 - Deadline for Day on the Hill (registration only)
- March 2 - LWVMN Action Committee
4 - CMAL Executive Board, 9:30 a.m., state office
4 - Deadline for Health Care Focus reservations
8 - Deadline for Hope Washburn Award nominations
9 - LWVMN Board Meeting, 9:30 a.m., state office

Enclosures

Day on the Hill Registration Packet*/ Tews/Weinig
Houston Convention Packet/Burkhalter
Health Care Focus Information*/Bayless/Pugliese
VOTER Survey/Walters
Precinct Caucus Resolution*/Newmark
Update on Women's Correctional Facility*/Bradley
Local League Bylaw Changes/Mutsch
Clean Air Alert/Crampton
4th Quarter PMP Statement/Caucutt

* Mailed to DPM subscribers

BOUQUETS TO

1/82

- . Nancy Grimsby, LWVMN Natural Resources Co-chair, for her assistance to the MN Pollution Control Agency in the development of proposed rules governing sewage sludge management - LWVMN received a letter commending Nan for her services.

GOVERNMENT
(Mork - (612) 252-1034)

1/82

Voting Rights Act: Senators Boschwitz and Durenberger have agreed to co-sponsor SF 1992, the Voting Rights Act. We urge each local League to contact them by phone or letter thanking them for their support. LWVMN is issuing a news release announcing Senators Boschwitz' and Durenberger's co-sponsorship of SF 1992 - and thanking them. Look for it in your local newspapers.

S O C I A L P O L I C Y
(Lucas - (612) 823-8544)

1/82

The Minnesota Department of Education has completed a "Local Education Agency Compliance Program," a handbook for local school districts to do self-evaluation of compliance with state and federal sex, handicapped, racial, etc. anti-discrimination laws and rules. It includes a very concise summary of the requirements and how to document compliance. If local Leagues are interested in encouraging their local schools in doing their own evaluation or if local Leagues would like to see what constitutes compliance, a copy of the state handbook is available. Either contact the state office or Liz Ebbott, 409 Birchwood Ave., White Bear Lake 55110. It's difficult for any organization or group to evaluate itself; therefore local Leagues might want to keep an eye on this process.

Attention: All Leagues who interviewed, researched or scheduled speakers on child support enforcement in your local communities:

The Council on the Economic Status of Women is looking for information on child support concerns, needs and problems of custodial parents as well as problems local IV-D agencies are having in providing services. Any information from your notes regarding suggested changes in legislation, inconsistencies in amounts of court ordered child support, court and agency time delays, additional staff needs, lack of publicity for non-P.A. families, etc. would be valuable. Time consuming report is not necessary, just notes. The information would be useful by February 15. Please send to Polly Keppel, Child Support, at the state League office.

N A T U R A L R E S O U R C E S
(Crampton - (612) 926-8760)
(Grimsby - (612) 922-9403)

1/82

Clean Air - the memo on Clean Air enclosed with this Mini-Memo was written and prepared by Karen Evens, St. Cloud, to inform Leaguers about the latest chapter in the Clean Air Saga. It will do no harm to contact your MC's and let them know we are aware of HR 5252, and consider it a grave threat to Clean Air. Would you please see that the state office gets a copy of any letters you write, as well as the response. Thanks.

The Waste Management Board has produced a new 15-minute slide show which is an update on their activities and siting process. It is available to any organization that would like to show it. It is entitled "This is a Test" and comes complete with a questionnaire that can be filled out and mailed back to the Waste Management Board. Contact: Pat Hirigoyen, Waste Management Board, 7323 - 58th Ave. N., Crystal, MN 55428 - metro phone: 536-0816; non-metro WATS 1-800-652-9747.

We have a new information booklet on the Waste Management Board and their siting process which we will send to you in the third class mailing in February. If you need the publication sooner, contact the Waste Management Board directly.

S E R V I C E T O L O C A L L E A G U E S
(Mutsch - (612) 739-7274)

1/82

Knowing that each and every League throughout Minnesota is in the process of preparing themselves for the annual meeting, I have several suggestions for you. One, check all of your local League positions. Are they relevant for your League now and in the future? Or are they out-dated, vague positions which you as a League are no longer clear as to its exact meaning? If so, this may be the time to be deleting the deadwood. Secondly, are your positions dated? I would suggest you do this as one way of quickly assessing the future validity of any position you may be carrying. Again, I wish to remind each League board that when they recommend a program item to

(Service to Local Leagues continued)

to their membership that it is one that does not go beyond the local boundaries. Do keep in mind that if it does you must inform the other Leagues which may be impacted by the issue. They should know your proposed wording, scope, estimated schedule, and unit of government to be lobbied after the consensus. Ask the affected Leagues if they wish to adopt the same local agenda item and join with you. Find out if they have any objection to your adoption without their participation. Be sure you are checking on these matters for it would be tragic to have studied "Your Choice" and then not be able to take action.

F O R Y O U R I N F O R M A T I O N

1/82

Harriette Burkhalter, President LWVMN, will participate in an agri-business seminar to be held Thursday, March 18, at the Downtown Holiday Inn in Minneapolis. The seminar has been organized by the Region 11-Metro Chapter of the Minnesota Women for Agriculture, Inc.

Today's agriculture is a giant web that feeds, fuels, clothes and employs Americans.

Main speakers for the event include Mildred Thymian, a Minnesota farmer and administrator of the U.S. Dept. of Agriculture, Robert Chinn, senior vice president of Control Data Corp, and Dr. Art Harkins, president and futurist of Anticipatory Sciences, Inc. They will speak on government's role in agriculture, the information explosion and the future.

Besides the speeches, a panel moderated by author/historian Dr. Hiram Drache, Concordia College, will present agri-business concerns and issues from the view of the farmer, processor, marketer, financier, retailer and researcher. In addition, each seminar participant will be attending one of seven smaller sessions during the day. Topics of these sessions include Resource Management, Food and Politics, Wholistic Health, Food Safety, Emerging Technologies, Animal Agriculture and Cooperatives in the American Economy.

Cost of the day-long event is \$15 per person. For more information, contact: Jennifer O'Neill (612/831-4044) or Barbara Ladd (612/690-7216).

We realize there is a conflict with CMAL's Quarterly meeting that day ... but thought perhaps local Leagues from beyond the Twin Cities metro area would be interested in this seminar.

T R E A S U R E R
(Caucutt - (507) 289-1327)

1/82

Your League's 4th Quarter Per Member Payment is due March 1, 1982 and your statement is enclosed in this mailing. If your League can possibly make its final payment before that date it would be appreciated - and do remember that LWVMN's books for fiscal year 1981-82 close March 31, 1982.



LEAGUE OF WOMEN VOTERS
OF MINNESOTA

PHONE (612) 224-5445
555 WABASHA • ST PAUL, MINNESOTA 55102

BOARD MEMO

M A R C H 1 9 8 2

Calendar

(Events as we have them on the calendar in the office)

- March 18 - Third Class Board Memo Mailing from state office
20 - Focus on Health Care Costs, Rochester
- LWV-Mpls., LWVMN meeting about Volunteer Fair, 9:15 a.m.
22 - Nominating Committee Meeting, state office
23 - LWVMN "Financial Options" Committee meeting, 9:30 p.m., state office
24 - INDIANS IN MINNESOTA Committee meeting, 7:00 a.m. - 9:00 p.m.
- LWVUS Convention Package reservations due in state office with money
27 - Focus on Health Care Costs, St. Cloud
- School Finance Study Committee, 12:30-4:30 p.m., state office
29 - CMAL Study Committee, 9:30 a.m., state office
31 - LWVMN FY '81-'82 ends
31 - LWVMN Marketing Committee meets, 9:30 a.m.
- April 1 - LWVMN FY '82-'83 begins
1 - CMAL Executive Committee Meeting, 9:30 a.m., state office
6 - LWVMN Action Committee Meeting?, 9:30 a.m., state office
6 - Deadline for State Council reservations and money in state office
8 - First Day of Passover
11 - Easter
19-20 - LWVMN Council Meeting, Silver Lake Camp
- May 6 - CMAL Executive Committee Meeting, 9:30 a.m., state office
15-19 - LWVUS Convention in Houston

Enclosures

(Mailed 3rd Class to Presidents only; Presidents: please distribute to appropriate portfolio chairs: *DPM Subscribers.)

Health Care: Wellness Inventory Evaluation/Pugliese
Survey on the Board Memo*/Burkhalter
State Agency Services flyer
Capitol Bulletin: The Minnesota Women's Consortium/Lucas
Education Update, March/Armstrong
Council on the Economic Status of Women for January, February/Lucas
Council Workshop Agenda*/Mutsch

Every Vote Counts order form*/Bayless
February 9 State Board Minutes/Caucutt

S T A T E B O A R D H A P P E N I N G S

At its March 9, 1982, meeting your state Board:

- . reaffirmed its nonpartisanship policy as adopted in 1981;
- . prepared a preliminary calendar for 1982-83 year (to be ready at Council);
- . voted to write a letter of support for establishment of Citizens for a Better Environment;
- . voted to co-sponsor Business and Recycling Conference;
- . voted to support a national program item "The Dangers of Nuclear War and What We Can Do About It."

B O U Q U E T S T O

- . LWV Edina for spearheading LWVMN fundraiser for 1982-83;
- . Jean Tews, Judy Weinig, Program Chairs and Lobbyists and participants (especially those who came in from greater Minnesota) for a tremendously successful Day on the Hill.

P R E S I D E N T

(Burkhalter - (612) 935-9855)

HELP! Cash flow problems occur when the outgo - goes out before the income - comes in - and that's what happened in the state office this month. 4th Quarter PMP's were due March 1st and when those \$ were not available a significant withdrawal from reserves was necessary! At this time (March 15) over \$4,000 in PMP's is outstanding from 20 LWV's. Prudent fiscal management would indicate maintaining $\frac{1}{4}$ of the annual budget in reserves. In our case, that would be approximately \$30,000 - at the present we have \$10,000 (plus \$4,000 earmarked for our INDIANS project). It is imperative we have the money in the office to pay bills and not have to further deplete reserves before the end of the fiscal year March 31st. Please check with your treasurer and send in the 4th Quarter PMP immediately! If you are one of the 44 LWV's whose PMP's are in - thank you for your promptness.

Interleague Communication: How can we improve communications between local Leagues and the State Board? The proposed '82-'83 Budget includes installation of a 2-way MN WATs line to provide the chance to talk to you-all directly but before we commit money to that project we want to assess our present form of communication, the Board Memo. There is a survey form in the 3rd Class mailing this month. Please take the time at your next Board Meeting to discuss the Board Memo and return the form with your suggestions to the state office by May 1. Thanks!

A C T I O N

(Tews - (612) 426-1011)

DAY ON THE HILL: We had a very successful 2 Days on the Hill, March 3rd and 4th. Sixty Leaguers attended Wednesday night, ninety-three on Thursday morning. Speakers Chief Justice Amdahl, Senate Minority Leader Ashbach and Speaker of the House Harry Sieben were good - but most interesting were the reports of LWVMN lobbyists. Participants received background and fact sheets on legislative issues of concern to League and in turn, passed on that information to their legislators throughout the day. Unfortunately, our costs were not covered by our income - each participant was charged \$5.50. Expenses included: 1.) the many hours of staff time needed for typing, processing registrations, xeroxing, collating, stuffing kits, answering phones; 2.) the materials used; and 3.) reimbursement of travel expenses for League lobbyists. A special thank you to all Metro Area Leagues who offered beds for members from Greater Minnesota.

ACTION AWARD: Reminder! Nominate yourselves or another League for the Action Award to be presented at State Council. Entry forms were sent out in last month's local League mailing. They are due April 1st.

LOCAL PROGRAM PLANNING: As you consider new local program suggestions to be adopted at your annual meeting, remember to first look at the geographic and political area to be covered by the new study. Will it in any way affect another League (i.e. cross school district lines, county lines, etc.)? If so, consult the affected Leagues before proposing and adopting the study. Can you coordinate your studies? Will you be in conflict? Also consult the State Service to Local Leagues Vice-President, Nadeen Mutsch. Refer to p. 8 of LWVMN pub. GUIDE TO LOCAL PROGRAM.

FEDERAL BUDGET: Please read the LWVUS Action Alert sent out March 1st. Action is urgently needed by all local Leagues. Contact your MCs about League opposition to further cuts in social programs, environmental programs, non-military foreign aid and UN programs. Include in your messages local examples of how cuts in these programs will affect the people in your communities, send copies of local examples to LWVUS by the end of March. These examples will be used in national action efforts.

S O C I A L P O L I C Y
(Lucas - (612) 823-8544)

EQUAL OPPORTUNITY IN ATHLETICS: LWV stands firmly behind the policy of equal opportunity in athletics for female students. Two years ago local Leagues found that many new sports offerings are available for girls but that inequities still exist.

Under Title IX of the Education Amendments of 1972, it was mandated that school districts offer equal numbers of sports for girls and boys during each sports season. With budget cuts necessitating the elimination of some sports programs, League members must monitor the process to make sure that girls' sports aren't disproportionately cut. For example, girls' junior varsity programs should not be eliminated if those for boys aren't.

Each school district has a district compliance officer. Contact her (or him) as well as your principals and athletic director to check on compliance. If budget cuts have been determined, school officials will know that League members will monitor further cuts in the athletic budget.

CHILD SUPPORT CONCURRENCE: (Keppel-823-3389) At the February 9, 1982 LWVMN Board meeting, board members agreed to adopt LWV-Mpls concurrence question #2 on child support as a state position.

LWVMN Supports: stricter enforcement of court-ordered child support payments.

Information on numbers and locations of concurring Leagues was reviewed and concerns were expressed and thoroughly discussed before the decision was made. The main topics for consideration were the following:

1. Concurrence questions. With the exception of two Leagues (see below), the support for question #2 was nearly unanimous. Less than 15 people voted no or undecided on this question according to the concurrence sheets returned. The additional comments and suggestions were positive and supportive. There was much less interest in concurring with question #1. The wording was confusing and could be interpreted in several different ways. The scope was narrow and not necessary for an effective position on child support enforcement.

2. Numbers. As of February 9, 42 of the 64 state's local Leagues had studied the LWV-Mpls Update on Child Support; in many cases supplementing this information with local interviews and research. 26 were metro-area Leagues and 16 were non-metro area Leagues. Of these, 40 Leagues (63%) voted to concur with question #2. 6 Leagues (5 non-metro area) had scheduled study and voting on concurrence in February and March. The remaining 16 Leagues had not scheduled the item this year or there was no information available on their plans.

Over 70% of the members are represented by concurring Leagues. The Leagues from the non-metro areas of the state present a balance in geographically representing the non Twin Cities area. They also represent Leagues of all sizes. Since the response to question #2 has been overwhelmingly yes in 40 of 42 Leagues, the Board considered this an indication that they could expect similar response from the Leagues reporting April 1. There was concern about adopting this position before the 6 remaining Leagues scheduled had finished the concurrence process. Because of the brevity of the legislative session, the Board agreed to vote on the position at the February 9th meeting, the last opportunity to adopt a position that could be used in the '82 session. It voted to adopt question #2 as a state position.

This position would enable the LWVMN to take action on proposed legislation and policy-making child support enforcement more equitable and cost effective, including making these services more widely available to non-public assistance families.

NOTE: Since the February Board decision seven local Leagues have submitted reports: 4 from greater Minnesota and 3 from the Metropolitan area. 5 agreed with statement #2.

THE CAPITOL BULLETIN: We are enclosing a sample copy of the Minnesota Women's Consortium Capitol Bulletin. It is published every week and sent first class mail so readers get up-to-the-minute news of legislation and many other activities of interest to women.

The LWVMN is one of about 70 organizations belonging to the Consortium, so League members may subscribe to the Bulletin for \$15/yr. If you are interested call or write the Consortium office.

G O V E R N M E N T
(Mork - (612) 252-1034)

INITIATIVE AND REFERENDUM: In this session the issue of I & R has been all but absent until this month. In the House there were three bills introduced; in the Senate two bills on I & R surfaced. All were kept in committee until March 8 & 9 when the House Rules Committee planned to hear HF 1550 and HF 1728. The latter bill differs very little from the one passed in 1980. The Rules Committee, in response to citizen pressure, briefly heard the arguments in favor of I & R and acted to table the bill, thus effectively killing it for this session. We can assume there will be no Constitutional Amendment on this issue on the ballot this fall.

VOTING RIGHTS ACT: On January 20, 1982, LWVUS President, Ruth Hinerfeld, testified in favor of S 1992 before the subcommittee on the Constitution of the Senate Committee on the Judiciary. A copy of this testimony is available upon request from LWVUS (see publications catalog on how to order) or from LWVMN at the cost of copying (about \$1.10).

N A T U R A L R E S O U R C E S
(Crampton - (612) 926-8760)
(Grimsby - (612) 922-9403)

DEPOSIT/RECYCLING LEGISLATION: By the time you receive this, the Deposit Legislation/Recycling LWVMN committee will have held their first meeting and will hopefully be on their way to acquiring information that will allow us to make a decision in August or September on whether to write legislation or not. If you are interested, or know of someone who would be, please contact us - it's not too late to join in the fun!

CLEAN AIR ACT: Now we can be "positive" instead of "negative" - on the Clean Air Act. Rep. Henry Waxman has introduced a comprehensive bill to amend the Clean Air Act - HR 5555, and the LWVUS, as well as the rest of the National Clean Air Coalition is supporting it. The bill will protect clean air resources and provide effective measures for cleaning up the many areas of the country that suffer from unhealthy air. It will also finetune the existing Act to simplify and streamline the law without sacrificing important enforcement provisions, and will keep strong emissions standards for new automobiles. HR 5555 will introduce effective new programs to address problems not covered by the existing Clean Air Act, such as, fine particulates, acid rain and toxic air pollutants. Please write to your member of Congress in support of HR 5555, and against the "Dingle Dirty Air Bill," HR 5252. Talk to your MC's personally during the spring recess - April 2 to 13 for the House, April 7 to 19 for the Senate. (They'll probably be voting just after they get back.) Senator Durenberger is solidly in favor of Clean Air; Senator Boschwitz hasn't really committed himself.

March 22, 1-4 p.m., there will be an updating on Clean Air by Jeanne Malchon (former national Board member, now with the American Lung Association) in St. Paul. Contact Jeanne Crampton, 926-8760, or the office if you would like to attend. They are particularly anxious to talk to persons who live in districts represented by Reps. Frenzel, Weber and Hagedorn.

If your LWV is involved in a recycling effort, or studying recycling, solid or hazardous waste, will you please let us know? Either a note in the mail or a call to Nan or I, or the office will do.

E D U C A T I O N
(Armstrong - (612) 226-5169)

FINANCING: It seems as if each level of local government, whether it be school district, county or city, just manages to come to terms with the current revenue shortfall - and another one hits! It's anyone's guess how the March 9th revenue projections will be accommodated into the state budget, what combination of cuts and tax increases will be settled for; but it's sure to mean another loss in school revenues at every level of educational service. Local districts, meeting now to adjust budgets to accommodate the Third Special

(Education - continued)

Session budget cuts, will most likely be forced to cut more.

What can Leaguers do? Attend local school board meetings, write letters to the newspapers, provide appropriate citizen input in the cutting process, make sure that cuts are fair. Is the school administration taking its share of cuts? Are the cuts being made across the board whenever possible? Are they in the best interests of the school children?

When we have taxpayers upset at the sight of their spring property tax statements and teachers guarding their hard-won turf in the salary negotiations, it's all too frequent that the students' needs are not addressed. Perhaps it is in this arena that the voice of the League of Women Voters ought to be heard - as spokespersons for our young people whose needs have never been greater. Our broad perspective (no pun intended) is essential!

I N T E R N A T I O N A L R E L A T I O N S

(Bayless - (612) 454-5210)

WORLD LAW DAY: This "People Waging Peace" program will take place on Sunday, May 2, from 1:30-6:30 p.m., at the University of Minnesota. Walkers (with banners) will assemble in the Showboat Area at 1:30 and be in place for the 3:00 p.m. program in Northrup Auditorium. For more information, call the World Federalists' Association, 781-7384.

WORLD TRADE WEEK: This day-long program at the Sheraton Ritz Hotel in Minneapolis on Wednesday, May 19, has now been finalized. The breakfast session features the International Credit and Finance Roundtable. Concurrent morning sessions will deal with "Opportunities and Challenges of Doing Business in Latin America" and "International Development and Advertising." His Excellency Yoshio Okawara, Ambassador of Japan to the United States, will be the luncheon speaker. Concurrent afternoon sessions will present "Trading with Japan" and "Exporting for Profits: How to do it." If you plan to attend this very special day, contact me and I will arrange for a reduced price for the total program.

NATIONAL STUDY: Many of you have written and called me to express your interest in a study of U.S. defense policy at the national level. Since I will be attending the National Convention, I would like to discuss the wide range of items proposed with you at State Council!

V O T E R S E R V I C E

(Newmark - (612) 735-4541)

PRECINCT CAUCUS: I was glad to get your reports on precinct caucus activity (also gleaned from your Board minutes and newsletters). I am getting the impression that Leagues are being asked to give more workshops and speeches. Is there anything you would have liked to see in the precinct caucus committee guide that was sent out in November? Is there anything that could be omitted?

COUNCIL: Hope to see all of you at the Voters Service workshop at State Council!

C I T I Z E N I N F O R M A T I O N

(Bayless - (612) 454-5210)

EVERY VOTE COUNTS: This 16-minute LWVEF (16mm) was produced using a grant from the J. C. Penney Company. It tells the story of a 1978 state legislative race where the vote ended with a nine-vote difference. The vote was challenged by one of the candidates and the outcome decided whether the district would be represented by a Republican or a Democrat and which party would have the majority in the state assembly! The process by which the votes were recounted and the reasons citizens and friends of the candidates gave for not voting, give us all much food for thought. Use the enclosed order form to reserve this film for use in conjunction with your 1982 Voters Service/Citizen Information programming. Your League will be charged for postage and handling only.

(Citizen Information - continued)

HEALTH CARE FOCUS: Three audio cassettes of the metro program are available in the LWVMN office. The first is the 60-minute keynote address by Dr. Paul Ellwood, President of Interstudy, which presents an "Overview of Problems and Solutions." The second 45-minute cassette contains the "Responsibilities in Cost Containment" panel. And the third cassette provides 45 minutes of comments by the reaction panel. Two Leagues have already scheduled these cassettes for late March and early April. So...contact the LWVMN office immediately if you need them!

COUNCIL WORKSHOP: On behalf of Marcia Walters, I would like to take this opportunity to encourage you to attend the "All About Making a Videotape and LWV Use of Cable TV" workshop at 1:00 p.m. on Monday, April 19. You will be attending the premiere of our Citizens in Action videotape made with clips from Day on the Hill.

V O T E R

(Walters - (612) 934-3412)

Council '82 will be a good opportunity for all bulletin editors who have a problem with their bulletin or want some suggestions to zip up their format to get in touch with me. Drop a note to the state office requesting a specific time or contact me at Council and we can sit down together and work on your problem. Be sure to look at the bulletin box to see how the other state League bulletins are done. There are many super ideas you can adapt to your use.

VOTER SURVEY: So far nearly 40 Leagues have responded to the questionnaire and the replies are still coming in. Readership is high; almost no one would admit to not reading at least part of the VOTER.

But what did readers like? Reading about other Leagues was the item most often mentioned, with "Highlights from Harriette", the action box and state League action also favorites.

What didn't they like? Mounds View LWV said it for everyone - "long-winded articles." Make the stories short and timely. LWV-Edina had the good suggestion that the print on workshop articles be smaller.

What additions should be made? More on people and "how to" articles. Crystal-New Hope requested an article on the Hope Washburn winner. The Duluth League summed it up... "personalize our Leagues and our people." More and better pictures, cartoons, editorials and letters to the editor were mentioned by many Leagues. Cass Lake was one of the Leagues suggesting a featured "local League of the month."

Other suggestions were heavier paper, the addition of color and a 8½ x 11 size - all of which would cost a great deal more to produce. At the present time the VOTER is printed in the least expensive way possible. Golden Valley LWV would "prefer more expensive paper but is not willing to raise PMP for it." However, that is certainly an option that members could choose. Are you willing to pay more for a high quality VOTER?

What about advertising? There were some definite no's but the prevailing attitude was yes, as long as there were "no strings attached" (Mid-Mesabi LWV) and "in good taste" (Owatonna).

Thank you to all the Leagues that took the time to return the survey. The response will help make the VOTER responsive to your needs and wishes. Your future help is also needed. Send in your black and white photos, write letters to the editor, let us know what your League is doing. And thank you also for the nice pats on the back; they are really appreciated.

S E R V I C E T O L O C A L L E A G U E S

(Mutsch - (612) 739-7274)

COUNCIL WORKSHOPS: Details are missing! Oops!!! Sorry about the confusion. You will find them, I promise, as a separate item in the President's mailing. NOTE: A change - from 4:45-5:45 p.m. a social hour will be held honoring the former Hope Washburn Recipients. Do take the time to greet some of our outstanding LWVMN winners! Dinner will be from 5:45-6:45 p.m.

(Service to Local Leagues - continued)

Deadline for Council registration is April 5th. Each League is entitled to 2 voting delegates. But please, don't forget those new Board members; they would love to observe. The workshops are excellent training for that new League job.

Annual Meeting - Non-Recommended Items: In planning for your annual meeting it's a good idea to anticipate the possibility of a non-recommended local program being brought to the floor. Check your bylaws for technicalities; many call for two different votes on non-recommended items (one for consideration and one for adoption), often the majority needed for adoption of non-recommended items is larger. Also refer to P. 6 - "Will the Meeting Please Come to Order - An Annual Meeting Planning Guide."

Be sure to consider carefully--and call to the attention of the membership--the work involved in a new program. If a non-recommended item is looking very strong, it may be wise to delete a recommended one if the people-power isn't there.

While you remember and remind that there were very strong reasons why the recommended program was recommended, there are occasions when the feeling for another item points toward an excellent study. It calls for some quick but thoughtful decision-making. Good luck!

M E M B E R S H I P
(Hegg - (612) 762-1212)

Many people think you have to be "invited" to join LWV. General invitations are useful, but they are not enough. There is no substitute for a personal invitation--and a telephone call is better than a letter.

Come to Council and attend the workshop on recruiting members by telephone, presented by Sharon Souba, Account Executive with Northwestern Bell. Among other things, this workshop will help you insure that every call is purposeful, train you to use recruiting time more efficiently, and be more comfortable and effective at your telephone work.

Each League should have someone attend this workshop, who can then present the material to other members from the local League.

Also at Council we want to have someone available to discuss the questions and concerns raised in the last FOCUS on Membership.

FOR YOUR INFORMATION:

The Minnesota Women Elected Officials 2nd annual conferences, "Strengthening Public Leadership Skills," will take place on Saturday, April 24, at 8:30 a.m. at the College of St. Catherine. Workshop topics include: Stereotypes about Female Behavior - Implications for Women in Public Office; Representing a Constituency - Techniques, Power Relationships and Value Conflicts; and Preparing for Public Debate of Controversial Proposals - Strategy Design and Influence Techniques. Dr. Susan Sanders, University of Rochester, New York, will conduct the workshops. The \$25.00 cost includes lunch and materials. For more information, call Carol Schoeneck, Government Training Service, 222-7409 or 1-800-652-9719.



LEAGUE OF WOMEN VOTERS
OF MINNESOTA

PHONE (612) 224-5445
555 WABASHA • ST PAUL, MINNESOTA 55102

BOARD MEMO

Greater Minnesota Leagues - any questions?

Call the state office WATS at 1-800-642-9663

between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday

NOVEMBER / DECEMBER 1982 MINI MEMO

(Mailed first class to local League Presidents, DPM Subscribers only; Presidents, please distribute to appropriate portfolio chairs. NOTE: The next Board Memo will be mailed January 18th.)

CALENDAR

(Events as we have them on the calendar in the office)

- 13,247
- November 15 - LWVMN Budget Committee Meeting, 10:00 a.m. - 3:00 p.m., state office.
16 - LWVMN Nominating Committee, 10:00 a.m., state office.
17 - LWVMN Office Management Committee Meeting, 9:30 a.m., state office.
18 November/December Mini Memo mailed to LL Presidents.
- CMAL Study Committee, 9:30 a.m., state office.
19 - Coalition of 15,000, 9:30 a.m., state office.
22 - CMAL Study Committee, 9:30 a.m., state office.
- Board training for "LWV-Morrison County", Little Falls
25 - Deadline for Mikado tickets.
- Thanksgiving Day, office closed.
26 - LWVMN office closed.
29 - CMAL Study Committee, 9:30 a.m., state office.
- Mikado "Food Committee", 9:30 a.m., state office.
- LWVMN Nominating Committee, 1:15 p.m., state office.
30 - THE PEOPLE'S CHOICE Cookbook Meeting, 9:30 a.m., state office.
- December 1 - 3rd Quarter PMP due to state office.
- Appeals Court, Voter Service reports due to state office.
2 - CMAL Executive Committee Meeting, 9:30 a.m., state office.
4 - THE MIKADO, 8:00 p.m., Rarig Center, U. of M.
7 - LWVMN Action Committee Meeting, 9:30 a.m., state office.
15 - Legislative Interviews due at state office.
20-23 - LWVMN office hours, 9:00 a.m. to 1:00 p.m.
24 - LWVMN office closed.
27-30 - LWVMN office hours, 9:00 a.m. to 1:00 p.m.
30 - Deadline for Capitol Letter subscriptions.
- Deadline for Citizen Lobbyist Registration.
31 - LWVMN office closed, New Year's Eve.
- January 1983 1 - Happy New Year!
Take LL membership count
3 - Concurrence on Reproductive Choices postmarked this date.
4 - Deposit Legislation Petitions due in state office.
- Action Committee Meeting, 9:30 a.m., state office.
- Legislature convenes.
6 - December/January VOTER deadline.
- CMAL Executive Committee, 9:30 a.m., state office.

CALENDAR (cont.)

- January 11 - LWVMN Board Meeting, 9:30 a.m., state office
15 - LL Annual Reports, Part I, Membership, Finance due to LWVUS and LWVMN.
- Citizen Lobbyist Conference
17 - LWVMN Budget Committee Meeting.
18 - Lobbyist Training follow-up, 9:30 a.m., state office.
- First Class Board Memo mailing.
19 - Lobbyist Training follow-up, 9:30 a.m., state office.
20 - 3rd Class Mailing to Presidents.
28 - Absolute deadline for School Finance Consensus.
31 - Congressional interviews for newly elected U.S. Representatives due to LWVUS.

ENCLOSURES

(*denotes mailed to DPM subscribers)

Appeals Court Letter/Tews
THE MIKADO Flyer*/Schmitz
Capitol Letter subscription form*/Bayless
CITIZEN LOBBYIST flyer*/Peterson, Bayless
State Program Making for 1983-85*/Grimsby
Proposed changes in local Bylaws/Mutsch
Cookbook flyer/Buie
Voter Service Award*/Newmark
Letter to Legislators*/Lucas
Membership transfer form/Hegg

B O U Q U E T S T O

- . Joan Newmark, LWVMN Voter Service Chair, Cynthia Andrews, LWV-Mpls, Voter Service Chair and Katy Fournier, LWV-Mpls, Volunteer Coordinator, for a super Election Hotline and to LWVs of Edina, Brooklyn Park, Golden Valley, Crystal/New Hope, St. Anthony, St. Louis Park, Richfield, Minnetonka, Wayzata, Bloomington, Robbinsdale, White Bear Lake, Woodbury/Cottage Grove, Minneapolis and St. Paul for staffing it!
- . Ruth Armstrong, LWVMN Education Chair, for a delightful LWV reception welcoming newly elected legislators;
- . Rosemary Ritchie, Debates '82 Project Director, Joan Newmark, Voter Service Chair, and Harriette Burkhalter, former LWVMN President, for DEBATES '82.
- . Betty Bayless, LWVMN Action Chair, for a successful production and statewide distribution of "Amendments '82" on Mpls/St. Paul Channel 2 and videotape.

P R E S I D E N T

(Tews - (612) 426-1011)

I'm excited to be taking on the presidency of LWVMN. We have all had a busy fall with voter service activities, the amendment campaign, membership drives and unit meetings to take consensus on financing education and concurrence on reproductive rights - WOW! League certainly is not a dull organization! I hope we'll have time to catch our breath before the legislature convenes. This November/December Mini-Memo is the last general mailing you'll receive before January. Please note the calendar dates and have a happy holiday season!

A C T I O N

(Bayless - (612) 454-5210)

LEGISLATORS' RECEPTIONS: Thanks to Ruth Armstrong's follow-through on her great idea, League lobbyists met 19 of the 21 new Senators and 36 of the 42 new Representatives on Friday, November 5th, during breaks in their orientation sessions. They received packets containing: a letter of congratulations from LWVMN; membership flyer; LWVMN Program for Action; the Education Facts and Issues; Deposit Legislation Introduction; LWVMN Legislative

ACTION (cont.)

Priorities; the March 23, 1982 CAPITOL LETTER and a subscription form. Looks like these receptions will become a biennial event!

LEGISLATIVE INTERVIEWS: Have you scheduled yours yet? With the legislative session beginning on January 3rd, we must have your input as soon as possible!! If you have questions about the materials or your assignments, please call me - if I'm not at home, the LWVMN office can usually locate me.

C R I M I N A L J U S T I C E
(Bradley - (612) 421-1663)

Good news and bad. Good news first! The 1982 Legislature appropriated \$200,000 for development of plans for a women's correctional facility. The plans and cost projections are about completed. Governor-elect Perpich, announced November 5th, that he would ask the 1983 Minnesota Legislature to approve plans to build a new facility for women. This will be an item in the coming session. Leagues throughout Minnesota should now begin to update on this topic so when and if they are called on by the state League to speak to their local Legislator they will have solid background.

And now the bad... The jail survey, as we had perceived it, has gone down because of lack of adequate grant money. The situation for women and juveniles has not changed. As was pointed out by Ira Schwartz of the Hubert H. Humphrey Institute of Public Affairs, at the "Juvenile Justice Placement Trends in Minnesota" Seminar, we are not sure when and where juveniles are placed in jails. Local Leagues will soon be looking at local study items; perhaps this may be a way for interested Leagues to go. The Rochester League is doing it as a local study this year. The best way to correct local problems is to get the local citizens (League members and others) involved.

G O V E R N M E N T
(Mork - (612) 252-1034)

Public Policy on Reproductive Choices: It has come to our attention that local League presidents have received a letter from five League members (postmarked Thousand Oaks, CA) urging what amounts to an attempt to sabotage the concurrence process. The authors of the communication are opposed to the use of concurrence as a means of reaching a position on this issue and apparently are in opposition to LWVUS involvement in the issue itself. They urge that local Leagues check the response: "We do not concur because we could not decide whether or not we agree with the statement." This would imply that an attempt had been made to study the issue and reach concurrence when, in fact, no such attempt may have been made. This tactic was obviously chosen because LWVUS will base their decision of whether or not concurrence has taken place on responses from only those Leagues participating in the study.

LWVMN does not approve of this attempt to disguise a refusal to participate. If a League does not choose to participate, they should respond appropriately on the form. LWVMN has urged Leagues to participate. We continue to do so; we cannot complain about the result if we have failed to contribute in the process of reaching that result. That is what we tell the voters each election!

E D U C A T I O N
(Olsen - (507) 645-4869)

School Finance: The new Minnesota Legislature seems interested in providing adequate money for public schools and ripe to hear from LWVMN lobbying from a renewed consensus on financing education. Remember lobbying goes on not just at the Capitol. Seeing Legislators when they are home is very effective and the League does it well. Copies of the study "How Do We Pay for Our Schools?" have been given to all newly elected legislators and will soon go to those who were reelected. Remember to invite your Legislators to any meetings you have and discuss the issue with them every chance you get.

As you tackle the complex issues and discuss consensus questions, keep that January goal in mind. (Deadline for returning consensus to the state office is January 28th.)

V O T E R S E R V I C E
(Newmark - (612) 735-4541)

Whew! I'm sure you're as glad as I am that the fall elections are over. Our four LWVMN Voter Service Projects were concluded successfully. Debates '82 were held as planned and were widely broadcast throughout the state. Our gubernatorial debate was the only one not disrupted by Mr. McDonald (because of our careful security arrangements, not because he didn't try!) The Metro Area Hotline answered thousands of questions and could have handled more if we had had more phone lines - all on a shoestring budget. Many thanks to Leagues who recruited volunteers to staff the Hotline phones. Included in the Bouquets section is a list of Leagues who provided volunteers for the Hotline. I hope each League will recognize their Hotline volunteers in their local bulletins. Our state Voters Guide had a final printing of 90,000. An extra 10,000 were ordered when the original 80,000 ran out several weeks before the election. Also, the office distributed 50,000 copies of the Secretary of State's pamphlet "Register and Vote '82" with the assistance of local Leagues.

But there are still a few tasks remaining for you hard-working Voter Service Chairs -

1. Election '82 Survey: Many of you have already returned the survey that was sent out with the October 3rd class mailing. For those that haven't, please fill them out and send them in. It is very important for us to know about our collective Voter Service efforts.
2. First Biennial Voter Service Award: At the June Convention an award will be given to the League that had the most effective and creative Voter Service project, carried out within the last two years (May, '81 - April, '83). Enclosed is an application form for this award. If you wish to submit a recent project, send the form back soon, but the deadline will not be until after spring elections (May 1, 1983). Leagues may submit more than one project but send in a separate form for each one.

M E M B E R S H I P
(Hegg - (612) 762-1212)

F.Y.I. The ERA membership brochure which you have distributed in your local communities has also been distributed from the state League office to lists of good membership prospects. We are doing one last mailing of brochures and offering as an inducement to membership a free copy of Citizens In Action. This is an experiment to see what works and what doesn't and we just wanted you to know about it in advance! We'll let you know if we get positive results!

Membership Lists: Membership lists were due in the LWVMN office October 31, 1982. We have only received 24 of 64! We need these lists as soon as possible for budget purposes! Please note comments by Treasurer Hall concerning the January Annual Report.

Member Transfer Form: Enclosed is a form to assist you in handling membership transfers.

T R E A S U R E R
(Hall - (612) 484-9057)

VOTER Changes: A number of local Leagues have not been sending copies of VOTER changes sent to LWVUS to the state League. As a result we have a number of Leagues showing an inflated membership figure and a number of people receiving VOTERS who shouldn't be. Please use the National Voter Membership Report Form (Pub. #240 - yellow) to record changes, new members and drops, and send regularly to LWVUS with a copy to LWVMN. Thanks!

January 1, 1983: Remember that your membership on January 1, 1983 is the basis for your per member payment for 1983-84 to LWVUS and LWVMN. Your Annual Report on membership is due January 14, 1983 in the LWVUS and LWVMN offices.

Presidents! Please let the LWVMN office know what your local League dues are. We will compile a list in the LWVMN office which should expedite membership inquiries.

W A N T E D

Metro Area Leaguers who can give clerical help in the LWVMN office! We need assistance with these routine tasks:

- . we need a volunteer to come into the office one or twice a month to make VOTER changes and update our membership cards;
- . we need volunteer(s) to assist with copying and mailing the Board Memo. The next Board Memo will be mailed January 18th. Volunteers should plan to spend from 9:00 a.m. to 2 p.m. at the office;
- . we need volunteers to assist with copying and mailing the Capitol Letter (date to be determined).

There are many other similar opportunities. Please publicize this need in your Bulletin and at meetings. Those interested should contact Sally Sawyer at the LWVMN office, 224-5445.

F U N D R A I S E R S

The People's Choice: : Please get your cookbook recipe flyers in soon. We need a lot more recipes. Send to Joanne Buie. An extra flyer is enclosed in this mailing.

THE MIKADO: Please send your orders in soon! While ticket sales have gone well, we still need to sell a lot more. Plan an evening of fun and music with family and friends. Join us December 4th. An order form is enclosed.

I N T E R L E A G U E

The Leagues of Women Voters of the St. Cloud Area and the Buffalo/Monticello Area wish to announce the publication of a 56-page booklet entitled Regional Library Systems - Methods of Local Financing. Local Leagues studying or planning to study library funding may obtain a copy from: Ellen E. Mork, 1051 - 25th Avenue North, St. Cloud, MN 56301. Your request should include \$1.000 to cover postage and handling.

C I T I Z E N I N F O R M A T I O N (Peterson (612) 922-0623)

FLASH!! The Citizen Lobbyist Conference Program will feature the following speakers: Basics of Lobbying: Judy Duffy, LWVMN Government Co-Chair and Ruth Armstrong, LWVMN Education Chair; Issues for the '83 Session: Peggy Lucas, Social Policy Co-Chair and a Perpich Administration Representative; Initiating Legislation: Jeanne Crampton, LWVMN Natural Resources Co-Chair, Jean Tews, LWVMN President and Betsy Rice, Assistant Revisor of Statutes; County Commissioners: Diane Ahrens, Ramsey County, and Arlyn Nelson, Wright County; Legislators and Lobbying Techniques: to be determined.

C O U N C I L O F M E T R O P O L I T A N A R E A L E A G U E S (Franey - (612) 429-2883)

Safety Net or S.O.S: You are invited to attend a region wide public forum to assess needs of lower income people on December 8, 1982 at Hennepin Avenue United Methodist Church, Groveland Avenue and Lyndale Avenue So., Minneapolis, from 8:30 a.m. to 4:00 p.m. Phone 291-6464 to make a reservation. Fee of \$4.50 covers lunch and may be paid at the door. CMAL is a planner and co-sponsor.

When interviewing your legislator, remind them that you will have lunch with them on January 20th at high noon at Christ Lutheran Church, kitty-corner from the Capitol. That cost is \$4.50. Reservations should be made to Marian Bohling, 6239 Morgan Avenue So., Richfield, 55423. Phone 867-5946.



**LEAGUE OF WOMEN VOTERS
OF MINNESOTA**

PHONE (612) 224-5445

555 WABASHA • ST PAUL, MINNESOTA 55102

OUTLOOK 1981-82

Calendar
and

Counterpart Communiques

OPERATION OUTLOOK

In keeping with our theme for this year, "LESS IS BETTER," this OUTLOOK is different from those of the last several years. This edition is based on the assumption that you have in hand the OUTLOOK FOR 1980-81, so we are not repeating the information provided there, due to budget restrictions.

Proceed as follows:

- . retrieve from your files your copy of last year's OUTLOOK.
- . replace last year's Calendar with this one (yellow section).
- . read each section and make suggested changes or replacements as outlined in this issue.

VOILA -- you have the 1981-82 OUTLOOK at minimum cost!

If you cannot locate your copy of the 1980-81 OUTLOOK, contact the office and order a copy (mailed to you for \$2.50 each, which includes postage and handling). Please pay special attention to the General Information section. Procedures regarding reporting of membership changes to LWVUS and LWVMN are especially important. There is also information about subscriptions, Xeroxing services in the state office, BOARD MEMO mailings, and state Board meetings.

State office hours are 9:00 a.m. to 4:00 p.m. daily.

Address: LWVMN

555 Wabasha, Suite 212

St. Paul, MN 55102

Phone: (612) 224-5445

Staff: Full Time: Sally Sawyer, Executive Director

Betty Ann McKaig, Staff Secretary

Part Time: Karen Anderson, PR/Development Staff Person

Peggy Thompson, Service to Local Leagues Secretary

Pat Lucas, Program/Action Clerk, Bookkeeper

Jessie Merrell, On-call Clerk-Typist

Also note that minutes of state Board meetings are now mailed automatically to Presidents in the Third Class Presidents' Mailing.

PUBLICATIONS

On page 12 is a list of publications that every Board member should have at her/his fingertips. Individual portfolio publications lists are being sent in the April Third Class Mailing to Presidents and DPM subscribers. Presidents, please cut the lists apart and distribute the sections to appropriate Board and off-Board chairs.

NOTE: This OUTLOOK has been mailed first class so new presidents may begin their planning immediately. Copies for local League Board members will be mailed parcel post to presidents (because we don't yet have your 1981-82 Board lists). Presidents, please distribute them to your Board members in time for calendar planning.

COUNTERPART COMMUNIQUE -- President

Harriette Burkhalter (612) 935-9855

Changes - President Section - OUTLOOK 1981-82.

Change name to Harriette Burkhalter, (612) 935-9855.

Delete sentence about Health Care Study. Check Health Care Section in this OUTLOOK.

In addition to the 4th paragraph on Membership, the focus this year is RETENTION. It continues to be an area for emphasis, if we are to continue the upward climb we've started. Enthusiasm continues to be one of the main ingredients. It's contagious -- be sure your Board has the opportunity to catch some of yours.

In addition to those good things Pam said, remember the state Board (and office) is always willing to answer your questions, and we'll be glad to help you do your job; just give us a call.

LONG RANGE PLANNING

LWVMN is doing Long Range Planning. You will continue to hear about this project as the planning team completes the process (Co-chairs: Cindy Chamberlin, (612) 925-2435; Connie Hondl, (612) 944-2339).

Convention delegates will participate in "the Speakup" (an early step in the process), and Fall Workshops will provide an opportunity for LWV members to comment on goals for LWVMN's future.

Local Leagues are encouraged to use this process for their own Long Range Planning and to attend the Workshop at Convention for "how-to's." Several Leagues are already planning to follow LWVMN in this process. LWV-Northfield, for instance, plans to be three months behind LWVMN in the planning process.

COUNTERPART COMMUNIQUE -- Secretary-Treasurer

Amy Caucutt (507) 289-1327

See 1980-81 OUTLOOK.

COUNTERPART COMMUNIQUE -- Finance

Diana Barsness (612) 224-3269

See 1980-81 OUTLOOK.

COUNTERPART COMMUNIQUE -- Development

Diana Barsness (612) 224-3269

See the 1980-81 (last year's) OUTLOOK Development section for: procedures for raising and using tax-deductible, Education Fund money; helpful LWV publications; and the LWVMN policy for sharing unrestricted Ed Fund contributions with local Leagues. The focus of the sharing policy is to promote as much cooperation of local/state funding efforts as possible. Section 1 of the sharing policy should be amended to state that your League's share is based on non-deductible as well as tax-deductible (Ed Fund) contributions to you from a corporation in your community.

I hope to give you some additional information via the BOARD MEMO on various ways of approaching funding sources (besides the personal solicitation) and putting together proposals for specific projects or unrestricted funds.

LWVMN Development efforts will need to increase this year, despite a lower grants budget, because of the increased competition for foundation and corporate funds. Many agencies/groups which have relied on public (government) funding are now facing cuts and looking to the private sector for some of their funds. We'll all need to state the case of the League well, at the local and state levels, in order to continue to raise unrestricted or designated Ed Fund money as well as non-tax-deductible money.

We'll also need to make sure our fundraising efforts are coordinated. It would help us to know which corporations or foundations support your League, either with tax-deductible or "hard" money, as part of your general fund drive or for specific projects. If you publish a list of supporters in your VOTER, just send us that list. If not, please, as a part of your regular finance drive, send a list of your major contributors to the state office. Also, if you are aware of a particularly large corporation in your area which has never (or at least not recently) been a contributor and you would like LWVMN to contact them for you, please let us know!

COUNTERPART COMMUNIQUE -- Budget

Judy Hove (612) 633-8845

See 1980-81 OUTLOOK.

COUNTERPART COMMUNIQUE -- Service to Local Leagues/Local Program

Nadeen Mutsch (612) 739-7274

To facilitate communications between the local Leagues and the state Board, we will continue the Local League Liaison system. The state Board liaison will phone her assigned Leagues two or three times during the year to learn what is happening within the local League and to discover if state Board is assisting you in your needs. You may also contact her with your concerns.

1981-82 Liaison List

Tews - Anoka/Blaine/Coon Rapids	Bayless - New Brighton
Alexandria	Bemidji
Brooklyn Park	Richfield
Worthington	St. Paul
Barsness - Arden Hills/Shoreview	Mork - Edina
Duluth	Roseville
Wayzata Area	Willmar
St. Louis Park	St. Peter
Mutsch - Bloomington	Lucas - Hutchinson
Brooklyn Center	Fridley
Crookston	Mankato Area
Northfield	Woodbury
Caucutt - Austin	Crampton - Chaska
Marshall	Freeborn County
New Ulm	White Bear Lake/North Oaks
Winona	West Dakota County
Owatonna	
Armstrong - Minnetonka/Eden Prairie/	Newmark - Grant County
Hopkins	Wilkin County
Cass Lake	Robbinsdale
Jackson Area	St. Anthony
St. Cloud Area	

Weinig - Detroit Lakes
Grand Rapids Area
Shakopee
Westonka

Walters - Minneapolis
Hibbing
St. Croix Valley
Mounds View

Buffington - Houston County
East Faribault County
Excelsior-Deephaven
Mid-Mesabi

Grimsby - Moorhead
Battle Lake
Columbia Heights
Mahtomedi Area

Bradley - Stevens County
Buffalo-Monticello
Northern Dakota County
Red Wing

Hegg - Crystal-New Hope
Golden Valley
Cottage Grove
Rochester
Rock County

During your League's calendar planning, you will want to be aware of the following events. First, we have set dates and locations for Fall Regional Workshops as indicated in the calendar. Topics include Long Range Planning, LWV-Minneapolis' skit on Training of Election Judges, Health Care, and School Finance.

Secondly, state Council will be held on April 19 and 20 at Silver Lake Camp in New Brighton. Workshops are being planned for presidents and others.

The responsibilities of the Local Program chair are now part of the Service to Local Leagues portfolio. Be sure to read last year's OUTLOOK for helpful hints on organizing your local Program.

Plan some time at two winter units for National and Local Lively Issues--first to brainstorm; second for refinement of Program ideas and possible scope. We will send out some helps/suggestions on facilitating Lively Issues discussions in November.

DO REMEMBER, call any of us on state Board at the drop of a hat. We are most anxious to hear from you and to assist you any way possible.

COUNTERPART COMMUNIQUE -- Membership

Cathy Hegg (612) 762-1212

The 1981-82 emphasis will be on retention. The information presented in last year's OUTLOOK and at the "Summer R & R" membership workshops should be the basic tools for local League membership chairs. The workshop handout, "Recruit and Retain," is available from the state office for those of you who don't have it.

Summer is planning time for membership. Further information will be available to local League presidents and membership chairs at state Convention. There will be no formal statewide membership campaign this year. Local Leagues will be encouraged to implement the techniques proposed last year and to make all efforts to retain current members.

COUNTERPART COMMUNIQUE -- Public Relations

Judy Weinig (612) 429-2329

See last year's OUTLOOK for ideas for P.R. at the local League level.

In the past year we have expanded our news release mailing list, and we think it now includes all major dailies and weeklies (and many radio and TV stations) in Minnesota communities where a League is located. If you never see or hear informa-

tion about LWVMN in your local media, it could be: 1) they're not on our mailing list; 2) they choose to ignore us. In the case of #1, notify the state office; in the case of #2, let us know if there is some way to change our tactics. (In some cases, maybe we would rather be ignored.)

Local League presidents receive copies of many news releases that go out from the state office (except matter-of-course releases such as those on focus meetings). We are aware of your need to be informed in order to field questions from your local news people. In order to keep postage costs down, your copy will be sent with regular mailings. However, in the case of releases on controversial issues (as with the initiative/referendum positions and amendment decisions last fall), your release copy will be sent at the same time (or sooner than) the general release so that you won't be caught unaware.

COUNTERPART COMMUNIQUE -- Publications

See 1980-81 OUTLOOK or call Sally Sawyer, Executive Director, at the state office.

COUNTERPART COMMUNIQUE -- Bulletin

Marcia Walters (612) 934-3412

A LWV bulletin is the most visible and reliable means of communication a League can have. Not only do you reach your members with important information, you also reach out to your community. As local League bulletin editor, the responsibility is yours for the image your League conveys to the readers.

To aid you as bulletin editor, LWVMN has compiled a publication on editing a bulletin, an expansion of the information in last year's OUTLOOK. Included are details on design and layout, planning, production, front page, rating your bulletin, and distribution ideas. Order EDITING A BULLETIN (available in September) from the state office.

Distribution: See last year's OUTLOOK for instructions on mailing copies to LWVUS and LWVMN. In addition, Lee Carpenter, 6224 164th Avenue, S.E., Issaquah, Washington 98027, of the national Board, should receive a copy of your bulletin.

Bulletin Exchange Groups: See last year's OUTLOOK for the group of Leagues with which you should exchange bulletins.

MINNESOTA VOTER: Your League is invited and encouraged to submit items of interest for use in the state VOTER. See last year's OUTLOOK for instructions on submitting copy and photos. The tentative schedule is as follows:

<u>ISSUE</u>	<u>DEADLINE</u>	<u>MAILING</u>
May-June-July	June 2	July 7
August-September	August 11	August 31
October-November	September 18	October 15
December-January	December 4	January 4
February-March	February 9	March 5
April-May	April 13	May 7
June-July	June 8	June 30

COUNTERPART COMMUNIQUE -- Voters Service

Joan Newmark (612) 735-4541

November - Precinct Caucus Committee Guide will be sent to Leagues.

January - Distribution of precinct caucus flyer from Secretary of State's Office and TV and radio "spots" re caucuses.

February 23 - Uniform Precinct Caucus Day.

Many local elections take place this fall and spring. Check with your City Clerk for your local election calendar. Refer to previous OUTLOOKs for information on local election activities such as registration and candidates' meetings.

COUNTERPART COMMUNIQUE -- Citizen Information

Betty Bayless (612) 454-5210

Citizen Information is really a "between-elections service" providing reliable information and opportunities to learn and to exchange ideas about community problems and the many issues government has to deal with year-round. When an issue is not a Program item, CI can step forward with fact sheets or community forums or other techniques for informing people in a balanced way. MAKING A DIFFERENCE, #330, LWVUS, \$2.00, should be the backbone of your portfolio. Study Part 3; then put together the programs that best serve your community.

Watch BOARD MEMOs for announcements of videotapes, slide shows, and programs produced by LWVUS, LWVMN, local Leagues, public interest groups, etc., that are made available to you from the LWVMN office. For example, we are expecting a film that follows the Clear Air Act (H.R. 6161) into the Environmental Protection Agency to shed light on a process that few are knowledgeable about. It will show how citizens, members of public and other interest groups, officials in executive branch agencies, and members of Congress interact in the regulatory process. The next LWV Prospectus will contain more information about these things in its Voters Service chapter.

Having LWVMN 1980-81 FOCUS programs in September; January and March worked well for everyone involved - volunteers, staff and attendees. And, since every two months is really feasible, we've added the Citizens Effectiveness Workshop to our agenda. It truly is a CI function and could be packaged for corporation use.

October 7	Child Care
November 14	Citizen Effectiveness Workshop
January 27	Energy from Renewables
Spring	Workshops around the state (Health Care)

COUNTERPART COMMUNIQUE -- Action

Jean Tews (612) 426-1011

Local Leagues may take action at the local level under local, state, or national positions if the membership is backgrounded on the issue, LWV position, and the action being taken. See last year's OUTLOOK for details.

NOTE on taking action at the state level: you must check with LWVMN before taking action at the state level if LWVMN has not called for the action. This applies (1) if you wish to use a local position to take action on the state level; (2) if you wish to act on a state position at the state level and LWVMN has not asked for such action. LWVMN policies state, "Local League may take action on the state level under a local position on three conditions: (1) the legislation must not be statewide

in scope; (2) every affected local League must be notified of the proposed action; (3) approval for such action must be granted by the state Board.

The Citizen Lobbyist workshop will be on Saturday, November 14. This all-day workshop will be open to the public and will focus on being effective as citizens in your community and at the Legislature. Anyone interested in action plus those who want to lobby or observe for LWV at the Legislature should plan to attend. There will be one or two follow-up meetings for our lobbyists and observers soon after that.

Legislative interview forms will be mailed 3rd class in August and are due back in the state office October 29th. (See page 26 of OUTLOOK 1980-81.) The Legislature will convene the third week in January, the specific date not yet determined. LWVMN's DAY ON THE HILL will be two days during February.

Plan a major action campaign, document it, and submit it for consideration for the 1982 Action Recognition Award at state Council. Entries must be received in the state office by April 1, 1982. (See OUTLOOK 1980-81 for more information.)

COUNTERPART COMMUNIQUE -- Criminal Justice

Carol Bradley (612) 421-1663

LWVMN has positions on the Judiciary and Corrections (Adult, Juvenile, and Sentencing). Many issues of CJ overlap with HR--for example, women's shelters, children's group homes and other shelter facilities. Work with your HR chair to do a joint study or tour.

Federal and state standards exist for all correctional facilities. One group working on implementation of the standards on a statewide basis is the Minnesota Jail Coalition headed by Rosemary Ahmann of Rochester. Contact me for more information about this organization. Your League may want to plan a tour of local corrections facilities or shelters to determine whether your community or county is meeting or attempting to meet standards. The Shakopee League has done a study on improvements needed at the Women's Correctional Facility in Shakopee and has lobbied for legislation in this area. Contact them for information.

The Minnesota Citizens for Court Reform are planning to work for legislation to improve the system in several ways and will be evaluating the interests of the participants in the recent Citizens Conference on the Courts in working for such improvements. We will participate consistent with League positions.

For a copy of "Minnesota Judiciary: Structure and Procedures," LWVMN's recent publication which includes discussion of current issues, contact the LWVMN office.

A committee to work on the much-needed and long-planned Juvenile Justice Update (to include information on status offenders) will meet over the summer. If you are interested in joining the committee, please contact me in care of the state office.

COUNTERPART COMMUNIQUE -- Education

Ruth Armstrong (612) 226-5169

Read the first three paragraphs of last year's OUTLOOK, then continue here.

Proposed New Study: The LWVMN position on financing of public education in Minnesota dates to 1967. Recent changes in the financial situation of the state prompted members to request a reexamination of the formula for state spending on education. If this study is approved at Convention, a committee will be formed this summer to begin work on it. Contact the state office to volunteer or for further information.

Library Concurrence: The state League is recommending two general position statements from the Mankato League's school libraries position for statewide concurrence. Your League may also want to look at how your school district libraries stack up in the more specific areas considered by Mankato. Contact them for more information and their position statement.

Publications: Refer to last year's OUTLOOK for useful publications. An excellent new publication is "Campaigning for Fair School Finance," LWVEF, #521, 35¢.

Areas to Check Out: Your League may be interested in exploring: the expansion of our education position(s) beyond K-12, to earlier and post-high school years; school discipline; state funding for non-public schools.

Your League may want to monitor/act on desegregation of schools.

COUNTERPART COMMUNIQUE -- Government

Erica Buffington (612) 929-8168
Ellen Mork (612) 252-1034

The LWV Government Program includes national positions as well as state positions. It gives the local League the opportunity to focus on what interests each League--one or several varied, vital and current issues. Government positions at the national and state level can also be applied at the local level.

As the Government chair, you will need to become familiar with the various LWV positions included in the Government area, aid your local president in responding to LWVMN TIMES FOR ACTION, LWVUS ACTION ALERTs, and REPORT FROM THE HILL suggestions for action, and help your local League in making the best use of LWV publications on Government issues.

State Issues (Buffington)

Election Laws/Procedures
Campaign Practices/Campaign Financing
Open Meetings/Open Records
Apportionment
Amending the Minnesota Constitution
Minnesota Legislative Branch
Minnesota Executive Branch
Financing State Government

National Issues (Mork)

Election Laws/Election Procedures
Direct Election of the President
Voting Representation for D.C. (Minnesota ratified 3/19/79)
The Presidency
U.S. Congress
Campaign Practices/Campaign Financing
Federalist Papers Series

also the state issue: Initiative, Referendum, and Recall

CAMPAIGN FINANCING AND ELECTION LAWS: It is expected that numerous bills in these two areas will be introduced in the 1982 session. LWVMN observers and lobbyists in the Government area will be kept busy monitoring and testifying in these two areas. Help in lobbying from local Leaguers is always needed.

OPEN MEETING LAW: Refer back to OUTLOOK 1980-81.

REAPPORTIONMENT: Currently under discussion at the Capitol. At this point, no one knows what will happen.

FSG and I/R&R: Monitoring is on-going. Action will be taken when necessary.

URBAN POLICY: See OUTLOOK 1980-81.

COUNTERPART COMMUNIQUE -- Health Care

Ann Pugliese (612) 729-3029

LWVUS: The 1980 Convention adopted for study: "Evaluation of the health care system in the United States, with emphasis on the private and public roles in the delivery of services." Scope and details are in IMPACT ON ISSUES 1980-82, page 13. They anticipate a two-year project including a facts and issues publication and tools for local Leagues to use in community outreach. At this date, no funding has been secured, and no delivery dates are promised. Save a month for study.

LWVMN: LWVMN plans to be the coordinator of information on Health Care from all levels of League, governmental agencies, and private study groups, via the BOARD MEMO. We have no study or positions at the state level. There are hundreds of issues, but cost containment is big news today. Can costs be cut without harming the quality of care? Our direction will be influenced by your responses to the March questionnaire and to our Workshop at the 1981 LWVMN Convention. At that time, we can share resources and publications and discuss implementation of the LWVUS study. We foresee several Focus meetings in spring, 1982, and will be looking for creative ways to reach our members and the community. LWVUS grants may be available.

LOCAL LEAGUES: If you have past studies and positions, consider an Action project to involve your community.

If you have no Health Care study item, consider:

- a tour of your county health care facility;
- observing your Health Systems Agency (HSA);
- an inventory of all the care providers and services in your city or county.

In cooperation with the Minnesota Council on Health, we will offer you the opportunity to conduct a "Wellness Inventory" in your community. Details will be presented at the state Convention Workshop.

If you are studying Health Care on the local level, remember that your consensus positions must be local in nature. Until we have national positions, we cannot act at the state or national levels except through the concurrence procedure. Some suggested investigations are listed below--from LWVUS; others will be available at the Convention. Let's all know more about Health Care next year than we do today!

TO LOCAL LEAGUES: A SUGGESTED START FOR A STUDY OF HEALTH CARE:

1. Examine Medicare/Medicaid, Health Planning Resources and Development Act, and how your region implements them.
2. Who serves on your federally mandated planning committee?
3. How has Certificate of Need influenced your hospital(s) in the past five years?
4. What health facilities are available in your area? Where are your primary, secondary and tertiary care hospitals?
5. Does your community have alternatives to hospital care? If so, how are they financed?
6. What special medical facilities attract people to your area?
7. What body governs your local hospital(s), and who serves on that body? Is the hospital private, proprietary, public?
8. What is the doctor/patient ratio in your community? Compared to the national average?
9. What kind of specialized equipment do your hospitals have?
10. What is the average length of stay in your hospital(s) compared to the national average?

11. What hospital(s) in your area do which people in your community use?
12. How are uninsured patients handled at your hospital(s)?
13. How dependent is your hospital on Blue Cross, Medicaid, Medicare?
14. What percentage of senior citizens use your hospitals? Is their length of stay in line with the national average?
15. What is the difference between the "health maintenance organization" concept and private insurance? What are the differences in the various HMOs?
16. Who owns the insurance companies, the HMOs, and the drug companies?
17. Does your hospital have professional people assessing the quality of care? Who are they?
18. What agencies in your area promote health?
19. What agencies in your area provide follow-up or convalescent care?

COUNTERPART COMMUNIQUE -- Human Resources

Peggy Lucas (612) 823-8544

HUMAN NEEDS: UNFINISHED BUSINESS ON THE NATION'S AGENDA, LWVEF, #442, 75¢, is an excellent overview of H.R. issues. Consider making it an every-member piece.

As a result of decisions made at national Convention, an H.R. Update was completed. Hopefully, your local League will be using this information to inform your members on what progress has been made in these areas since League first began its involvement in H.R. Remember, it is not only informational; it can also be a springboard for action.

SEX EQUITY: Local Leagues should continue to monitor educational programs to see if there are equal opportunities for women. Of special importance in monitoring is the growing number of students involved in vo-tech studies. Do both sexes have equal opportunities?

ERA: ERA is an issue for action in Minnesota even though our state has ratified the amendment. Projects for raising funds for non-ratified states and providing speakers are two important areas. Our financial help is needed in unratified states, and locally there's still a need for education. The office will provide you with materials (including a prepared speech) which you can use in speaking to church groups, high school classes, civic groups, etc.

INDIANS IN MINNESOTA: LWVMN is continuing to seek funding for updating INDIANS IN MINNESOTA. Present planning calls for beginning the update in 1981, with publication in 1982. In the meantime, local Leagues can inform themselves on Indians concerns in their community. Volunteers to serve on the update committee are needed. (Phone the League office if you're interested.)

FAMILY VIOLENCE: Local Leagues should continue their active support for facilities for victims, serve on community advisory boards, etc.

JOB SHARING: LWVMN was successful in obtaining passage of a bill to implement a two-year pilot program of job-shared positions in state government. We will continue to monitor the implementation of this program. Local Leagues might promote awareness or encourage similar programs at local government levels and in private industry.

DAY CARE: Day Care concerns are receiving increased attention at all levels of government. Keep in touch with your county's methods of providing day care assistance. Several local Leagues have studied, and some have taken consensus on the local day care needs.

HOUSING: Funding has been drastically cut for programs providing housing for low and moderate income people. National has a strong position and is working hard against budget cuts. However, since federal cuts seem inevitable, the LWVMN needs to follow closely the possible emergence of state strategies which may address the meeting of this need.

COUNTERPART COMMUNIQUE -- International Relations

Betty Bayless (612) 454-5210

First, your basic references for the coming year are on page 12 and in the publications list being sent to each president.

Now, let's look at our objectives: to further a greater understanding of international issues at the local level; to encourage increased citizen involvement in U.S. foreign policy decisions; and to promote greater interaction between foreign and domestic issues. A logical program on your League's calendar could be an evaluation of the federal budget cuts on various international elements. Focus on the fact that few Americans recognize that economic advancement in the third world is not so much a question of how generous the United States and other developed countries should be as it is a critical prerequisite to global security. This would tie together all IR components--trade, development and the United Nations.

Then, for those of you specifically interested in the world hunger issue, we will provide a committee guide for your presentation. Look for details on its availability and contents in this summer's mailings.

Finally, take advantage of the wide variety of IR programs available in Minnesota. Attend World Trade Week, the United Nations Rally, etc. We will keep you posted on dates and subject matter and will also note if the League is actively participating. Remember, improved communications on international events is the first step toward citizen participation in the decisions that affect our country and the rest of the world. And, you have the opportunity to provide the foundation at the local level!

COUNTERPART COMMUNIQUE -- Natural Resources

Jeanne Crampton (612) 926-8760
Nancy Grimsby (612) 922-9403

"Maintain the status quo" is probably the best advice we can give any League looking ahead in the Natural Resources area in the next year or so! It is apparent that many of our hard-won environmental goals will be assailed rather heavily in the near future.

SPECIFICS

AIR QUALITY: The 1970 Clean Air Act is up for review, and it is evident that business and industry hope to significantly reduce many of the emission standards and reduce regulatory processes. The LWVUS is a member of the National Clean Air Coalition, and we are receiving material from them--unfortunately, only one copy per state. Since LWVMN cannot afford to reproduce this material and supply it automatically to each League, we urge each local N.R. person to check with the state office, if interested, and we will be glad to send out any information you wish at cost. We do have a liaison person who will be handling our responses to the Clean Air Coalition and also trying to help local Leagues secure adequate information. She is: Karen Evens, (612) 253-3374, 22 North 16th Avenue, St. Cloud, MN 56301. Please contact Karen if you have specific questions or are looking for material.

The Minnesota Pollution Control Board will also be making a decision in the next few months whether to change ambient air quality standards for ozone and sulfur dioxide.

The Minnesota standards for these two pollutants are more stringent than the federal standards, and the Minnesota Association of Commerce and Industry (MACI) would like the standards weakened to the federal level. LWVMN testified recently that the standards should be maintained.

WATER QUALITY: Water management at both the state and local level will continue to be discussed. We will try and keep local Leagues informed of developments in the Legislature and with the Boards at the state level (Water Planning Board, Water Resources Board, Soil and Water Conservation Board, DNR). We would appreciate it if local Leagues could keep us apprised of problems over water in their local areas.

SOLID WASTE: As this is written, there is a possibility that the Legislature will pass a bill relating to deposit and/or recycling of beverage containers. There will be a recycling-deposit legislation workshop at state Convention in June. If deposit legislation is passed, we'll be discussing ramifications of the new law; if not, we'll be aiming at getting a campaign started for the 1982 legislative session.

HAZARDOUS WASTE: The Waste Management Board will be continuing its delineation of criteria for a hazardous waste facility and then trying to select six possible sites by March, 1982. We will be observing the Waste Management Board meetings and will keep Leagues informed of developments.

ENERGY: Our nuclear energy education brochure will be printed and ready for disbursement by the state Convention. We hope local Leagues will publicize this brochure in their own communities and urge other groups to disseminate it in their publications and meetings.

We will continue to urge the facilitation of alternative energy use at the Legislature and state Boards and Agencies. We will monitor the work at the Minnesota Energy Agency--whose effectiveness may be seriously jeopardized by budget cuts at both the federal and state level.

Conservation, weatherization programs continue to be of concern.

BASIC PUBLICATIONS FOR BOARD MEMBERS

These are the general publications. Your president will give you a list for your specific portfolio (sent Third Class in April). Order national publications from LWVUS, state publications from LWVMN. See the respective catalogs for instructions. Every local Board member should have: local bylaws, budget, minutes, bulletins, calendar, job description (if used), Board policies (if used), local publications, etc.

STATE PUBLICATIONS

- *PROGRAM FOR ACTION 1979-81 and inserts:
Family Violence; Initiative, Referendum and Recall
- *FACTS about the LWVMN, 1919-81
- **LWVMN Bylaws, 1979
- **Publications Catalog, 1979
- Minnesota VOTER (2 years' back issues)
- CAPITOL LETTER (2 years' back issues)
- STATE BOARD MEMOS (2 years' back issues)
- OUTLOOK 1980-81, 1981-82
- So You're Going to Write Your Legislator
- Parliamentary Procedure at a Glance
- LWVMN Style Guide (anyone who writes for LWV)
- LWV Button

*Will not be updated this year. (Add inserts to PROGRAM FOR ACTION as published.)

**Replace with 1981 editions when they are sent.

***Prospectus 2 is expected any minute. Use for calendar planning.

NATIONAL PUBLICATIONS

- IN LEAGUE: Guidelines for League Boards, #275
- ***LWV PROSPECTUS, 1 and 2, #543
- Impact on Issues, 1980-82, a Leader's Guide to National Program, #386
- FACTS About the LWV(US), #221
- LWVUS Bylaws, #381
- Publications Catalog for Leaders, 1980-81, #131
- Publications Catalog for Members and the Public, 1980-81, #126, and supplement
- National VOTER (back copies)
- Tell It to Washington, 1981, #349
- Post-Board Summaries and National Board Reports (back copies)
- Management Newsbriefs, #246, 580, 636, #633, 375
- Guidelines for State and Local League Use of Tax-Deductible Money, #361

LEAGUE OF WOMEN VOTERS OF MINNESOTA
555 Wabasha, St. Paul, MN 55102

CALENDAR FOR LOCAL LEAGUE BOARDS - 1981-82

IMPORTANT DATES*

LOCAL DATES, PLANS

MAY						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 1 - Action Recognition Award Entries due in state office
- 5 - LWVMN Action Committee meeting, 9:30 a.m., state office
- 7 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 11-14 - LWVUS Council meetings, Washington, D.C.
- 19 - Independent School District Elections
- 21 - CMAL Annual Convention
- 22 - Deadline for LWVMN Convention Registrations
- 25-30 - Convention Workbooks mailed to Delegates from state office

Watch for LWVUS Prospectus #2

JUNE						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 1 - 1st Quarter PMP due in the state office
- 2 - May/June/July VOTER deadline
- 2 - LWVMN Action Committee meeting, 9:30 a.m., state office
- 4 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 11 - Presidents' Workshop, St. Cloud State University
- 12-13 - LWVMN CONVENTION, St. Cloud State University
- 13 - LWVMN Board meeting, following Convention, if needed

Juvenile Justice Update Committee to meet over summer

JULY						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
			1	2	3	4
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12	13	14	15	16	17	18
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- 3 - Holiday, state office closed
- 7 - May/June/July VOTER mailed from state office
- No State Board meeting
- No CMAL Board meeting
- New Study Committee begins meeting (if adopted at Convention)
- Mini-Mailing to Presidents to include Fall Workshops Registration

AUGUST						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29

- 4 - LWVMN Action Committee, 9:30 a.m., state office
- 6 - CMAL Executive Committee Meeting, 9:30 a.m., state office
- 11 - LWVMN Board meeting, 9:30 a.m., state office
- LWVMN August/September VOTER deadline
- 18 - First Class BOARD MEMO mailed from state office
- 20 - Third Class BOARD MEMO mailed from state office
- 31 - August/September VOTER mailed from state office

Citizen Lobbyist Registration/Legislative Interviews
mailed; October Focus Registration mailed.

IMPORTANT DATES

LOCAL DATES, PLANS

SEPTEMBER						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
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20	21	22	23	24	25	26
27	28	29	30			

- 1 - 2nd Quarter Per Member Payment due to state office
- 1 - LWVMN Action Committee meeting, 9:30 a.m., state office
- 3 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 7 - Holiday, state office closed
- 8 - LWVMN Executive Committee meeting, 9:30 a.m., state office
- 17 - CMAL Quarterly Meeting for Delegates
- 18 - Deadline for October -November VOTER
- 22 - Fall Workshops, Minneapolis
- 24 - Fall Workshops, Austin
- 29 - Fall Workshops, Grand Rapids
- 28-30 - Rosh Hoshana

OCTOBER						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
				1	2	3
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- 1 - Fall Workshops, Willmar
- 1 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 6 - LWVMN Action Committee meeting, 9:30 a.m., state office
- 7 - Focus on Child Care
- 8-9 - Yom Kippur
- 13 - LWVMN Board meeting, 9:30 a.m., state office
- 15 - October-November VOTER mailed from state office
- 20 - First Class BOARD MEMO mailing from state office
- 22 - Third Class BOARD MEMO mailing from state office
- 24 - United Nations Day
- 29 - Legislative Interviews due in state office
- 31 - Local League Membership Lists due in state office

NOVEMBER						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
1	2	3	4	5	6	7
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22	23	24	25	26	27	28
29	30					

- 3 - General Election Day
- 3 - Action Committee meeting, 9:30 a.m., state office
- 5 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 10 - LWVMN Board meeting, 9:30 a.m., state office
- 14 - Citizens Effectiveness Workshop
- 17 - First Class BOARD MEMO mailing from state office
- 19 - Third Class BOARD MEMO mailing from state office
- 26 - Thanksgiving, office closed
- 27 - Holiday, office closed

Precinct Caucus Committee Guide mailed; January Focus
Registration mailed; Day on the Hill Registration mailed.

IMPORTANT DATES

DECEMBER						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 1 - Fourth Quarter Per Member Payment due to LWVMN
- 3 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 4 - December/January VOTER deadline
- 10-18 - Hanukah
- 22-23
- 28-30 - LWVMN open 9:00 a.m. to 1:00 p.m.
- 24-25-31 - LWVMN office closed

Mini Mailing to Presidents only

-- 1 9 8 2 --

JANUARY						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
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24	25	26	27	28	29	30

- 1 - New Year's Day, office closed - HAPPY 1982!
- 4 - December/January VOTER mailed from state office
- 4 - CAPITOL LETTER subscriptions due
- 5 - LWVMN Action Committee meeting, 9:30 a.m., state office
- 7 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 12 - LWVMN Executive Committee meeting, 9:30 a.m., state office
- 15 - Annual Reports, Part I, Membership, due to LWVUS and LWVMN
- 21 - CMAL Quarterly Meeting for Delegates
- 27 - Focus on Energy from Renewables

Mini Mailing to Presidents if needed

LEGISLATURE CONVENES - date not yet determined

FEBRUARY						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

- 2 - LWVMN Action Committee meeting, 9:30 a.m., state office
- 4 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 9 - LWVMN state Board meeting, 9:30 a.m., state office
- 9 - February/March VOTER deadline
- 16 - First Class BOARD MEMO mailing from state office
- 18 - Third Class BOARD MEMO mailing from state office
- 23 - Uniform Precinct Caucus Day

Day on the Hill - two days, to be scheduled later

Council mailing; proposed Budget mailing; spring Focus

Registration mailing

MARCH						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 1 - Fourth Quarter Per Member Payment due to LWVMN
- 2 - LWVMN Action Committee meeting, 9:30 a.m., state office
- 4 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 5 - February/March VOTER mailed from state office
- 9 - LWVMN Board meeting, 9:30 a.m., state office
- 16 - First Class BOARD MEMO mailing from state office
- 18 - Third Class BOARD MEMO mailing from state office
- 31 - LWVMN fiscal year ends

CMAL Quarterly Meeting for Delegates - date not yet determined

Spring Focus Meetings on Health Care - will travel around the state - dates to be announced

IMPORTANT DATES

LOCAL DATES, PLANS

APRIL						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 1 - Action Recognition Award Nominations due in state office
- 1 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 6 - LWVMN Action Committee meeting, 9:30 a.m., state office
- 7-15 - Passover
- 11 - Easter
- 13 - LWVMN Executive Committee meeting, 9:30 a.m., state office
- 13 - April/May VOTER deadline
- 19-20 - LWVMN Council, Silver Lake Camp, New Brighton
- Leadership Workshops

MAY						
SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
						1
2	3	4	5	6	7	8
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23	24	25	26	27	28	29

- 4 - Action Committee meeting, 9:30 a.m., state office
- 6 - CMAL Executive Committee meeting, 9:30 a.m., state office
- 11 - LWVMN Executive Committee meeting, 9:30 a.m., state office
- 15-19 - LWVUS Convention in Houston
- 20 - CMAL Convention



LEAGUE OF WOMEN VOTERS
OF MINNESOTA

PHONE (612) 224-5445
555 WABASHA • ST PAUL, MINNESOTA 55102

BOARD MEMO

AUGUST 1982

CALENDAR

(Events as we have them on the calendar in the office)

- 13,247
- August 19 - 3rd Class BOARD MEMO mailing
19 - CMAL Study Committee, 9:30 a.m., state office
23 - DFL Primary Debate - Austin
26 - WATs Line installed at LWVMN office
27 - Coalition of 15,000 meeting, 9:30 a.m., state office
30 - IR Primary Debate - Rochester
31 - AMENDMENTS '82 Taping at KTCA Studios
- September 1 - 2nd Quarter PMP due to state office
2 - CMAL Executive Committee meeting, 9:30 a.m., state office
7 - LWVMN Action Committee, 9:30 a.m., state office
7 - Regional Workshop - Grand Rapids
9 - Regional Workshop - Elbow Lake
10 - Regional Workshop - Hutchinson
11 - Coalition of 15,000 Luncheon for President of Iceland
14 - Primary Election Day
16 - Regional Workshops - Worthington (A.M.)
Owatonna (P.M.)
16 - CMAL Quarterly Meeting
21 - Regional Workshop - Brooklyn Center
- September 11 - October 9 - ACTION PACKED POLITICS Campaign
- October 1 - VOTERS GUIDES available at state office
5 - Action Committee meeting, 9:30 a.m., state office
7 - CMAL Executive Committee meeting, 9:30 a.m., state office
12 - Pre-registration for General Election closes
12 - October/November VOTER deadline
12 - LWVMN Board meeting, 9:30 a.m., state office
19 - 1st Class BOARD MEMO mailing
19 - U.N. Rally Day
21 - 3rd Class BOARD MEMO mailing
21-22 - Schools closed for statewide meetings
24 - DEBATES '82 - Gubernatorial Candidates at Augsburg College
25 - DEBATES '82 - U.S. Senate Candidates at Augsburg College

ENCLOSURES

(Mailed 3rd Class to Presidents only; Presidents: please distribute to appropriate portfolio chairs. *Denotes mailed to Duplicate Presidents Mailing subscribers.)

Legislative Interview Committee Guide*/Tews
CAPITOL LETTER subscription form*/Tews
PROGRAM FOR ACTION and update*/Tews
AMENDMENTS '82 Videocassette Reservation form*/Bayless
Constitutional Amendments Information*/Duffy

Enclosures (continued)

How Will We Finance Our Schools?*/Olsen/Armstrong
School Finance Committee Guide*/Olsen/Armstrong
School Finance Consensus Questions*/Olsen/Armstrong
School Finance Study order form*/Olsen
VOTE TODAY Poster order*/LWV-White Bear Lake/North Oaks
Rural Sociology Newsletter/Lucas
Council on the Economic Status of Women Newsletters for May and June/July, 1982/Lucas
LWVMN Board Minutes for June, July, August, 1982/Caucutt
Criteria for Helping Local Leagues/Mutsch/Hegg
Register and Vote '82 order form*/Newmark
Register and Vote '82 Flyer *

S T A T E B O A R D H A P P E N I N G S

At its August 10th meeting, your state Board

- . approved School Finance consensus questions;
- . moved School Finance consensus deadline to January 28, 1983;
- . appointed Mary VanEvera, LWV-Duluth, as off-Board National Security Study Chair;
- . voted to survey legislative and congressional candidates on position on ERA and publish ERA report cards;
- . approved a membership appeal tied to LWV support for ERA and targeted to various women's groups;
- . decided to charge \$12.00 for theater benefit tickets and \$20 for patron tickets;
- . approved encouraging local Leagues to support Minnesota League of Human Relations' efforts to establish human rights commissions in communities around the state;
- . decided not to have a Presidents' Club event in spring, 1983.

B O U Q U E T S T O

- . Mary Holmlund and the LWV-Minneapolis for their new publication, "Affordable Housing: Does Zoning Make a Difference?" which won the plaudits of LWVUS;
- . LWVs of St. Paul, Austin, and Rochester for sponsoring and producing the gubernatorial primary debates on very short notice;
- . to CMAL for planning and sponsoring a Legislative Candidate Briefing on Regional and Local Issues August 9th at Macalester College;
- . to LaNelle Olsen, Ruth Armstrong, the School Finance Study Committee, and Judy Rosenblatt, editor, for the fine school finance publication...and special recognition to Joan Newmark and family, whose home and Apple II+ Computer were at the disposal of the editor for two months.

P R E S I D E N T

(Burkhalter - (612) 935-9855)

First a word about release of the local League presidents' list to other organizations. Your responses to the question in the BOARD MEMO survey last spring were mixed, so the LWVMN Board has continued the policy of deciding to release the list on a case-by-case basis. At the last Board meeting, we said yes to a request for the list from the Minnesota League of Human Relations. They will be contacting local League presidents in some communities and asking for assistance in starting Human Rights Commissions. Many LWVs have been involved in this kind of work in the past, and it clearly falls within our H.R. position.

We said no to a request for the list by Minnesota Frontlash in order to get assistance in registering voters at A.V.T.I.s. We felt this was unnecessary.

Second, an update on the "lawsuit" filed against LWVMN, Common Cause in Minnesota, and ACPAF by Tom McDonald, candidate for governor on the Honest Government Party ticket. McDonald's first attempt to stop "any and all candidates debates that did not include him" was dismissed by the judge August 10th because of lack of jurisdiction. On Aug-

(con't)

President (continued)

ust 12th McDonald served the three organizations with a summons and complaint, and it looks like we'll all be in court again on August 24th to defend our right to set criteria for inviting candidates to debates. LWVMN has been represented by Gerald Duffy of the firm of Petersen, Tews and Squires.

We have carefully followed all appropriate rules and regulations, and we have informed all candidates of each decision and are confident we can meet all legal challenges and that Debates '82 will occur as planned.

Third - on a personal note, a word of "goodbye." A job transfer for my husband necessitates our moving to Kansas City. Luckily our timing is somewhat flexible, and I will plan to stay in Minnesota until the election. On November 1st Jean Tews will be taking over as LWVMN President, and I'm sure "nary a beat will be missed."

I look forward to seeing you at Fall Workshops and having the chance to thank each of you for your part in making this organization effective and important. These last two years have been challenging and exciting, and I will miss you all!

PROGRAM PLANNING: Suggestions for LWVMN Program for 1983-85 are due in the state office February 28, 1983. In the next (October) mailing you will receive the appropriate form and materials. Don't forget to include Program Planning time in your unit discussion meetings!

A C T I O N

(Tews - (612) 426-1011)

Appellate Court Amendment Campaign. All local Leagues are participating in this ballot campaign. Your League president or appellate court contact person has received a speaker's kit complete with suggestions for dealing with the media. You have also received a list of lawyers who will assist League members. (Metro Area Leagues were asked to call Linda Sandvig at 339-8551 for a lawyer in their area.) A similar list of participating judges will be coming soon. Don't delay - line up speeches before community organizations and radio/TV appearances now before everyone's calendar fills up. Urge other organizations in your community to help spread the word. We hope to have brochures on the amendment available soon. The amendment is endorsed by the IR and DFL parties along with many other organizations.

Legislative Interview Packets are enclosed in this month's mailing. I know it's early, but we wanted you to be prepared to interview your newly elected legislator just as soon as she/he is elected. Please review your interview assignments. The new legislative districts have caused many changes in previous interview assignments. If you have any questions, please call the state office.

CAPITOL LETTER. The new CAPITOL LETTER subscription forms are included in this month's mailing. Sign up subscribers at your fall meetings. Please note our subscriptions are now on a yearly basis.

PROGRAM FOR ACTION. Enclosed in the mailing are supplements to the 1979-81 LWVMN PROGRAM FOR ACTION. They contain all LWVMN and CMAL positions taken since 1979. The supplements must be used with the 1979-81 publication in order to explain the entire LWVMN program. A new PROGRAM FOR ACTION will be issued after the 1982 state Convention.

D E V E L O P M E N T

(Barsness - (612) 224-3269)

CANDIDATES AND CONTRIBUTIONS - REMINDER!

If your local League's finance drive is before election time, according to the Fair Campaign Practices Act, you may not solicit contributions from any candidate unless he/she was a member or contributor for more than 6 months before his/her candidacy. (A copy of this section, 210A.08, was sent by Caucutt and Newmark on June 18, 1982.)

(con't)

Development (Continued)

Theater Party Update: The September VOTER will announce to members the December 4th benefit performance of The Mikado at the University of Minnesota's Rarig Center. The decision to try a state-level fundraiser was announced at Council '82. Joanne Buie, President, LWV-Edina, and her committee carefully researched many options and felt this event was the most fun with the best fundraising potential. Participants will be treated to a Robert Moulton production and feast on Japanese delicacies at a reception after the performance. Mary Mantis and Marion Watson, LWV-St. Paul, have enthusiastically shared their theater party experiences. Emily Schmitz, LWV-Northfield, and past Development Vice President, will chair the event.

Local Leagues can contribute greatly to the success of this project by helping to publicize and support the event. More information will be available at Fall Regional Workshops and through the VOTER and Board Mailings.

E D U C A T I O N
(Armstrong - (612) 224-0667)

Education chairs have been living and breathing school finance this year (and will continue to for a few more months), so some other education issues have not received their due. Let's try to catch up.

Governor's Forum on Education: Held in late July at the University of Minnesota, St. Paul, this Forum explored some of the problems of public education today: teacher's seniority and accountability, how the quality of educational services can be improved, how non-public schools fit into the overall picture, etc. Forum reports are available for those who did not attend. Write the Governor's Office, State Capitol, St. Paul, MN 55155.

Citizens Allied for Public Education: A Coalition of teachers, businessmen, labor leaders, public service groups, etc., is being formed to try to explore some of the problems schools are facing and to try to find some solutions. LWVMN is following thus far. MEA is funding the start-up costs. Suggestions? Contact Anne Cutler, MEA, 55 Sherburne, St. Paul, MN 55101.

Fall Workshops: Education chairs, these workshops are a must. There's probably no way anyone can guide a local League through the maze of school finances without some help. The study committee will be ready, willing, and able to give you that help at the workshops. Be there! The every-member Facts and Issues on School Finance will be distributed at workshops. Now is the time to re-read those booklets we asked you to get last fall: a) Financing Education - Minnesota, 1981-82, from the House of Representatives Education Committee, State Office Building, St. Paul, MN 55155; b) ABC's of Minnesota School Finance, from the State Department of Education, 737 Capitol Square Building, St. Paul, MN 55101; c) School District Profiles, also from State Department of Education, address above; d) The Condition of Education, also from State Department of Education, address above.

At the August meeting, the LWVMN Board agreed to make January 28th the final deadline for the school financing consensus to accommodate those Leagues having problems meeting the January 15th deadline (as stated in the OUTLOOK).

G O V E R N M E N T
(Duffy - (612) 777-4234)

Two publications are now available from the Minnesota Secretary of State's office that might be helpful in the upcoming election. They are: The Minnesota Campaign Manual, 1982, and the 1982 Election Law Book. You may request either or both of them by calling (612) 296-2805.

For questions concerning federal election law, there is a toll-free number to the Federal Elections Commission in Washington, D.C. - 1-800-424-9530.

Government (continued)

The Ethical Practices Board of Minnesota has issued an updated brochure on campaign financing available by calling (612) 296-5148.

Ballot Issues: Look in the 3rd Class mailing for background information on the proposed constitutional amendments.

INTERNATIONAL RELATIONS (Bayless - (612) 454-5210)

National Security: It is indeed a pleasure to welcome Mary C. VanEvera of Duluth as the off-Board National Security Chair for LWVMN. She led Duluth's two-year study of "Security Through Arms Control?", and she worked directly with other Leagues throughout the country to insure adoption of the item as worded at the LWVUS Convention. Mary will be available to answer questions about unit/general meeting topics, identify resources, etc. She invites you to contact her at 1700 Lakeview Drive, Duluth, MN 55803, or at (218) 724-0133.

Your president has the June LWVUS "Post Board Summary," which includes a partial calendar and a summer reading list. In August the president and DPM subscribers will receive a resource committee packet. The fall VOTER will contain a National Security article, and by early winter, Leagues will receive guidance on the focus and staging of the study. Later in this League year, the LWVUS Board will establish a schedule of publishing every-member material and will determine a consensus deadline. Be certain to schedule a spring, 1983, unit or general meeting on National Security!

A quick review of local League Board lists revealed that only 25 of our 64 Leagues had IR/National Security chairs! Mary and I urge you to identify your League's chair as soon as possible and submit her name to the LWVMN office.

Congressional Leadership Debates: At this time, KTCA-TV is not planning to carry the September 28th program which would have focused on national security/defense spending with attention to its effects on domestic programs. If there is a public television station in your area, contact them now about airing this LWVEF-sponsored program. We will contact LWVEF about a transcript of the program.

World Affairs Council: LWVMN Belongs to this Minneapolis organization which meets the first Thursday of each month, October through May, at 10:00 a.m., in the Minneapolis Public Library. The speaker for their opening meeting is Professor Martin Sampson of the University Political Science Department who will discuss the Middle East. Those of you who attended the January, 1982, Energy Focus will remember what an excellent speaker Sampson is; in any case, plan to attend!

NATURAL RESOURCES (Crampton - (612) 926-8760) (Grimsby - (612) 922-9403)

It's summer, and the tendency is to curl up with a good book and let the lazy days slide by -- but by August, one begins to think of fall, elections, winter, and the legislative session! One dedicated band is the Deposit Legislation and Recycling Committee, which, after a tentative decision in June to write a bill of our own, has been putting together a report, short and easily read, to support such legislation. (Did you know that New York State passed and signed into law a deposit bill in June?) We hope to have the report well on its way shortly and suggest that you use it at candidates' meetings this fall.

Renewal/reorganization/upgrading (what have you) of the Clean Air Act has become muddled with the budget/tax uproar in Washington, but as soon as that is resolved, expect it to pop up again. I know you've all been very good about contacting our MCs, and I rather suspect at this point that beyond blackmail or self-immolation in their office, we've about done what we could. Do keep posted on what's going on, and if it appears a last-minute nudge might do some good, be prepared to make a phone call or shoot off a mailgram or letter.

(con't)

Natural Resources (continued)

The hearings on changes in Minnesota's Air Quality Law have been concluded, and the Minnesota Pollution Control Agency Board has reduced standards on ozone and sulphur dioxide to federal levels among other things.

The Clean Water Act is the next hurdle down the road, and Marilyn Reeves, LWVUS, testified before the Water Resources Subcommittee of the House Committee on Public Works and Transportation on July 27. (Do local LWVs have a copy of that testimony?) The administration's bill is H.R. 6670, a copy of which arrived while I was on vacation, so I have not had time to check it out completely but do know that the single deadlines of July 1, 1984, and July 1, 1988 (proposed by the EPA) for industry compliance of "Best Available Technology" standards (BAT) would result in too great a postponement of overall toxics controls. Rep. Oberstar, who chairs the Subcommittee on Economic Development of Public Works and Transportation, either has, or will, introduce another bill on the Clean Water Act. Stay tuned in for further developments!

PUBLIC RELATIONS
(Walters - (612) 934-3412)

Hold on to your hats, PR people. "Action Packed Politics" is really here. The next few months will be filled with all sorts of publicity opportunities for your League. By this time you have looked through the LWVUS "Action Packed Politics" campaign sample press materials. Remember, these are only suggestions, ideas to get you started. Use your own creativity and local situations to embellish on these samples.

Any League worth its weight in League-1-ese will have some activities planned that beg to be shared with the general public. For most Leagues, the most newsworthy will be your voters service plans. LWVMN has had excellent media attention this summer on pre-primary debate plans. You can generate the same interest and enthusiasm in your community for your debates. Make sure television stations in your area are aware of debate time and location; send out photos of debate planning sessions (remember to use black and white film); if posters are viable in your area, blanket the town with them. Some Leagues have had tremendous skill in getting on radio. Check out the potential for your League to have its own radio show, interviewing candidates, or just discussing League issues. Do be a part of all planning meetings for the activities your League will be doing this fall. No matter how super the activity planned, without the audience you generate, the effort will be wasted.

Enclosed in this mailing is a sample letter to the editor written by Carol Bradley, LWVMN CJ chair, for use in your appeals court campaign. The letters-to-the-editor section of your newspaper is a good, inexpensive means of getting out the word.

Now is certainly the time to start a PR clipping book for your League if there isn't one now. Keeping track of what worked and didn't will help you in your future public relations plans. Also, please share your coverage with me. Just duplicate any articles on your League or drop me a note. In this way, LWVMN can help Leagues with their public relations plans showing what has been accomplished.

SERVICE TO LOCAL LEAGUES
(Mutsch - (612) 739-7274)

HELP! HELP! Please refer to your Fall Workshop registration materials. "Networking Information Needs" sheet states twice that it should be turned in with the registration form. Please, please send this in by August 31st so that we have all of the necessary local League information at one time for compilation purposes. Thanks a million!

WATs Line. A two-way WATs line is being installed in the LWVMN office on August 26th. We will give you the number at the Regional Workshops in September. We hope that our new 800 number will encourage local Leagues in Greater Minnesota to call with problems and questions. We foresee using our WATs this fall primarily for helping you with questions on elections, Action Packed Politics, and consensus and concurrence. During the legislative session we expect to be able to use the WATs to mobilize Action efforts. We only have 10 hours per month, after which we must pay for additional increments, so we will have to monitor our usage carefully.

We ask that Leagues in the Metropolitan Area use only our regular number of 224-5445.

M E M B E R S H I P
(Hegg - (612) 762-1212)

I hope many of you were able to attend the August 18th meeting with the LWVUS representative to discuss the membership campaign. That meeting took place too late to include a report in this mailing. If you have any questions, please call me or the state office.

The entire Board should be involved in helping to execute the campaign, particularly the public relations chair. Be sure either you or the PR person contacts the radio station as soon as you know which station received the PSAs. Talk to the appropriate person at the station to see whether they received the PSA and will be able to run it during the campaign. BE POLITE, but encourage the use of the PSAs and possibly get an ad-on about who to contact locally.

By this time, you should be well into planning for the ACTION PACKED POLITICS campaign. To follow up on new members, LWVMN has just completed "How to Orient New Members--Guide for Local League Membership Chairs." One copy of this 24-page guide will be provided free to each local League, with the copies being distributed and discussed at fall workshops.

For those of you who have inquired about the LWVUS publication, "You've Been Intrigued by the League," it is no longer available, but we've been given permission to reproduce it. You may purchase copies from LWVMN at 15 cents per copy. Funds are in short supply, but we will be reviewing LWVMN membership pubs this year to see if we can provide some that will serve as introductory material, some for those people interested but who have not joined, and then a more in-depth pub for new members. If you have any suggestions or comments, please let me know.

V O T E R
(Walters - (612) 934-3412)

You want to be certain the results are worth your work when producing a League bulletin. What use is the time, trouble, and expense expended if no one reads the final product.

One method of helping insure readability is to keep the typewriter keys clean. An inky "E" when duplicated makes for hard reading.

Remember to edit. Read over your bulletin for errors in spelling, grammar, accuracy. The most interesting, informative article loses credibility when containing typos. And don't forget...the "L" in League is always capitalized, as in League members, League meeting, etc. (Please do not bother pointing out the errors in the LWVMN VOTER. This is strictly a case of do as I say, not as I do.)

Make good use of your paper. Don't leave one side of the paper blank. Utilize that space with an article on someone in your League, a guest editorial, or a request for workers for an upcoming event. Having a file of article ideas will help avoid the last-minute rush.

Be sure to use "action packed politics" in your bulletin. How about right by the mailing label space in large bold letters? Use your creativity; you'll have people joining your League just for the subscription to your tremendous bulletin.

C I T I Z E N I N F O R M A T I O N
(Bayless - (612) 454-5210)

Amendments '82: LWVMN and Twin Cities Public Television are producing the 30-minute "Amendments '82" program which will air on Friday, October 29, at 9:00 p.m., on Channel 2. The show will be taped on Tuesday, August 31, in KTCA-TV2 studios, 1640 Como Avenue, at 11:30 a.m. The studio audience, admitted by special invitation, will consist of League members and others who have a specific interest in the amendments. Approximately 20 seats are available to League members - if you or another member of your League would like to participate, contact the LWVMN office by Wednesday, August 25.

(con't)

Citizen Information (continued)

Program segments will include: an explanation followed by audience questions on the court of appeals; interviews on the Highway Bonding and Railroad Improvement Bonds amendments; and a debate with audience questions on pari-mutuel betting. Denise Johnson, People and Causes moderator, will host the program. Jean Tews, LWVMN 1st Vice President, will provide the "every-citizen" explanation of each amendment and participate in the interviews. Other participants are former Associate Justice Walter F. Rogosheske, MN/DOT Director of Government Relations Gene Ofstead, and Legislative Analyst John Williams.

KTCA has agreed to provide us copies of the program for private use prior to the October 29th airing. As a result, this program precludes the previously announced Focus on Four Amendments because it will allow us to reach a larger audience across the state. Videocassettes in 1/2-inch VHS format will be available from LWVMN by September 13 - the request form will be in this month's 3rd Class Mailing. If the television station or cable system in your area would like to air the program, they would be restricted to October 30 and 31 and November 1. For the exact procedure, have them contact me at the LWVMN office.

VOTERS SERVICE
(Newmark - (612) 735-4541)

State VOTERS GUIDE: The U.S. Congressional candidates for all Districts will be included. There was too much for four pages, so as long as we had to go to eight pages anyway, we decided to include them. The GUIDE will look different from the one four years ago. Photographs will be included as well as Congressional District maps, amendment information, and information on registration and absentee ballots. Black ink on newsprint will be used. There is still time to place your order - phone it in NOW if you haven't done so yet.

Metro Area Hotline: We are having trouble with funding, even though the service will be needed more this year than ever because of re-districting. Many of the counties and Minneapolis and St. Paul have agreed to donate their precinct locators, but it still looks like we will have to reduce the number of phone lines installed. We are working on a revised budget and still looking for undesignated Voters Service funds to carry us through. We will be contacting metro area Leagues for volunteers.

"Election '82 in Minnesota" is the Secretary of State's handy election guide. It includes information on registration, absentee ballot, primary elections, and the four constitutional amendments. We have boxes of them in the office for your use. It is an excellent piece to hand out during any of your Voters Service activities. Three copies are included in the 3rd Class Mailing to Presidents. To get copies for distribution in your community, send in the order blanks (in 3rd Class Mailing) or phone the state office (612-224-5445) to order. Your cost is postage and handling only. We have 45,000 copies available, so don't be shy.

Debates '82: This is a reminder to plan to publicize these debates in your community. Wouldn't it be nice to get the paper (or a generous donor) to put an ad next to the TV listings for that day reminding people to tune in? We will be sending you flyers that can be used as posters, with tear-off sheets for submission of possible questions to be asked. These suggestions will be given to the panelists to give them an idea of what people want discussed. How about planning a debate-watching party, with a guest panel of local dignitaries commenting afterwards? A number of good ideas came from LWVUS with information on the 1980 Presidential Debates - dig them up and consider implementing some of them. More specific publicity information will be coming later.

Voters Service Award: As you plan and carry out your Voters Service activities this fall, keep in mind the possibility of applying for the first biennial Voters Service Award to be given at the state Convention in June. Originality and effectiveness will be the chief criteria used for selection.

Hotline Committee Guide: A Guide was sent in late July to those Leagues expressing an interest in running their own local Hotline. If anyone else is interested, please order your copy from the office.

COUNCIL OF METROPOLITAN AREA LEAGUES
(Franey - (612) 429-2883)

1. September 16th quarterly meeting will be held at the First Presbyterian Church in Stillwater, 6201 Osgood Avenue North, 55082.
2. Reservations should be in by Saturday, September 11th, to:
Carolyn Berg
11110 189th Street North
Marine-on-St. Croix, 55047
433-2756
3. Price of lunch - \$4.50.
Meeting only - \$1.00.

The Metropolitan Council and the Metropolitan Transit Commission will co-sponsor a transportation forum Tuesday, September 21, 1982. CMAL has been asked to be a participant to examine major transportation issues. Details on time, place, etc., shall be announced.

CMAL is a co-sponsor of a full-day forum to address the issue of water clean-up, the standards, rate-setting policies, etc., at the Hopkins House on Friday, September 24, 1982. Other sponsors are the Association of Metropolitan Municipalities, the Suburban Rate Authority, Metropolitan Inter-County Association, Citizens League, Metropolitan Chambers of Commerce, and the Metropolitan Waste Control Commission. The cost is \$15, which includes lunch. Phyllis Letendre, 2148 Lamplight Drive, Woodbury 55125, phone - 739-1781, may provide more information and take reservations.

CMAL is a co-sponsor of a "needs-assessment" forum tentatively scheduled for September 29, 1982. Needs will be addressed by those agencies providing the most basic services in our society and the ones administering to the poor. Other sponsors are the Metropolitan Council, C.U.R.A., A.M.M., M.I.C.A., KSTP Radio, and Citizens League! Structure and place are still being planned. Save the date.

I N T E R L E A G U E

VOTE TODAY posters provide a good voters service, plus it gives the League visibility. Red and white posters, 23" x 35" on heavy, weather-resistant paper, can be mounted and used for lawn sign, tacked to a tree or fence, or used as a window sign in a home or business.

Posters can be ordered from the White Bear/North Oaks LWV, 5935 Otter Lake Road, White Bear Lake, MN 55110, at the cost of 1 - 9 posters - \$3.00 each; 10 or over - \$2.75 each (plus Minnesota state tax). Paid orders may be picked up at either the Fall Metro Workshops or CMAL meeting, or they may be mailed with shipping and handling charges of 1-3 posters - \$1.75; 50¢ for each additional poster.



LEAGUE OF WOMEN VOTERS
OF MINNESOTA

PHONE (612) 224-5445
555 WABASHA • ST PAUL, MINNESOTA 55102

BOARD MEMO

Greater Minnesota Leagues - any questions?

Call the state office WATS at 1-800-642-9663

between the hours of 9:00 a.m. and 4:00 p.m. Monday through Friday

O C T O B E R 1 9 8 2

CALENDAR

(Events as we have them on the calendar in the office)

- 13,247
- October 21 - Third class Board Memo mailed from the state office
20-21 - Tews on campaign trail for appeals court
21-22 - MEA-MFT conferences
24 - DEBATES '82 - gubernatorial candidates, 7:00 p.m., Augsburg College
25 - DEBATES '82 - U.S. Senate candidates, 7:00 p.m., Augsburg College
29 - Election Hotline, LWV Minneapolis office, 9:00 a.m. - 5:00 p.m.
- November 1 - Election Hotline, LWV Minneapolis office, 8:00 a.m. - 8:00 p.m.
2 - Election Hotline, LWV Minneapolis office, 8:00 a.m. - 8:00 p.m.
2 - GENERAL ELECTION
3 - October-November VOTER mailed from state office
4 - Office Management Committee meeting, 9:30 a.m., Common Cause/Minnesota office
- CMAL Executive Committee meeting, LWVMN office, 9:30 a.m.
5 - Legislative orientation, LWVMN reception for members of Legislature
9 - Action Committee, 9:30 a.m., state office
15 - LWVMN Budget Committee meeting, state office, 10:00 a.m. - 3:00 p.m.
16 - Nominating Committee meeting, state office, 10:00 a.m.
- Mid to late November - Mini-Memo mailing to local League presidents only.

* * * * * DEBATES FLASH * * * * *

There have been some changes in radio and television stations' plans for carrying Debates '82. Here is an up-to-date schedule as of October 14.

TV: Alexandria, Ch. 7, 10:30 p.m. both nights; Austin, Ch. 15, 10:30 p.m. Oct. 25 (not carrying Oct. 24 debate); Bemidji, Ch. 9, probably 6 p.m. Oct. 25 (governor) and 26 (Senate); Duluth, Ch. 8, 7 p.m. both nights; Fargo, not sure; Mankato, Ch. 12, 7 p.m. Oct. 24, 10:30 p.m. Oct. 25; Twin Cities, Ch. 4, 7 p.m. Oct. 24 and 10:30 p.m. Oct. 25; Ch. 2 - not carrying Oct. 24, carrying 7 p.m. Oct. 25; Walker, Ch. 12, 10:30 p.m. both nights.

RADIO: The following stations are carrying both debates live:

KXRA and KCMT-FM in Alexandria, KBRF in Fergus Falls, KBEM-FM in the Twin Cities, KROC in Rochester, and KWAD in Wadena. Delayed broadcasts can be heard on: KUOM in the Twin Cities - 1:00 p.m. Oct. 25 (governor) and 26 (Senate); WCAL-FM in Northfield - 3:00 p.m. Oct. 25 (governor) and 26 (Senate). Also planning to carry debates are KQAQ in Austin, KYSM in Mankato and WJON in St. Cloud, but we are unable to confirm their broadcast times.

ENCLOSURES

(Mailed 3rd class to Presidents only; Presidents, please distribute to appropriate portfolio chairs. *Denotes mailed to Duplicate Presidents Mailing subscribers.)

Revised LWVMN Board List*/Tews
Capitol Letter subscription form*/Tews
Action Award entry form/Tews
Public policy on reproductive choices: excerpts from LWVNJ discussion guide/Mork
Compilation of Minnesota laws and regulations pertaining to family planning, sex education and abortion/Mork
Container Deposit Legislation Report and petition*/Crampton, Grimsby
Focus on Membership newsletter/Hegg
The Citizen Lobbyist Conference registration*/Bayless
Survey of Election '82 activities/Newmark
Local League Membership List form/Hegg
Minutes for Board meetings of August 10, 1982, October 12, 1982
Governor's Forums flyer: Education II/Armstrong
Education Update, September, October, 1982/Armstrong
Capitol Bulletin, the Minnesota Women's Consortium/Lucas
News Release: ERA Report Card/Lucas, Walters
State Candidate Information '82*/Newmark, Walters
Rural Sociology Newsletter/Lucas
MIKADO flyer/Schmitz
Memo to Presidents: Administrative Responsibilities/Mutsch

B O U Q U E T S T O

- . Betty Bayless, Jean Tews, Marcia Walters for producing the splendid Amendments '82 program, now circulating among local Leagues in Minnesota.
- . Joan Newmark, Marcia Walters, LWVMN staffer Karen Anderson, Georgeann Hall and Pat Lucas for their work on LWVMN's VOTER GUIDE "State Candidate Information."
- . Provisional LWV of Grant County for completing requirements for recognition as a full-fledged League.
- . 59 of 64 local Leagues who attended the Fall Workshops, making it one of the most successful series of regional meetings ever; to hostess Leagues: Grand Rapids, Worthington, Grant County, Brooklyn Center, Hutchinson, Owatonna; and to Nadeen Mutsch, SLL Chair, for an excellent organizational job.
- . Harriette Burkhalter, outgoing LWVMN President, for outstanding leadership and service to LWVMN, and on her appointment to the LWVUS Budget Committee.
- . Erica Buffington (LWV St. Louis Park, former LWVMN Government Chair) and family on the birth of a son, Martin Arthur, October 18.

S T A T E B O A R D H A P P E N I N G S

At its October 12, 1982, meeting your LWVMN Board:

- . accepted with deep regret the resignations of Harriette Burkhalter, President, from the LWVMN Board of Directors, effective November 1, 1982, and Amy Caucutt, Secretary-Treasurer, from the LWVMN Board, effective immediately;
- . made the following appointments: Jean Tews (LWV Mahtomedi) as President of the League of Women Voters of Minnesota to fill Harriette Burkhalter's unexpired term, effective November 1, 1982; Georgeann Hall (LWV Roseville) as Treasurer, to become effective immediately; Betty Bayless (LWV Northern Dakota County) as LWVMN Action Chair and Third Vice President, effective November 1; Juanita Peterson (LWV Edina) to the LWVMN Board as Citizen Information Chair, effective November 1; Polly Keppel (LWV Minneapolis) to the LWVMN Board as Social Policy Co-Chair, effective immediately; Nadeen Mutsch (LWV Woodbury-Cottage Grove), currently Third Vice President, as First Vice President,

State Board Happenings (continued)

- effective November 1; Judy Duffy (LWV Mahtomedi), currently Government Co-Chair, to the additional position of International Relations Chair; the duties of the Secretary will be rotated among Board members until the June 1983 election;
- recommended to the national Board that the provisional League of Grant County be granted recognition as a local League;
- voted to institute a petition drive for support of deposit legislation.

P R E S I D E N T
(Burkhalter - (612) 935-9855)

It's me again, although I said "goodbye" in the last Memo. We're still here - in fact, we'll head for Kansas City October 27th so I have one more chance to communicate with you. At the risk of sounding a lot like the notes I write my daughter away at college, there are some things you should know.

You should know what's going on in the state office - a lot! Since September 1 the office staff has provided handouts and materials for six fall workshops, handled distribution of the two publications for the Financing Education Study, mailed questionnaires to all candidates for the Legislature and follow-up letters to those who didn't respond to the first mailing, typed the ERA Scorecard, mailed the September VOTER to all LWV members, prepared, arranged for printing, took delivery of and distributed 60,000 copies of VOTER GUIDES (three tons), mailed flyers for the 13th Annual Leadership Conference on the Institutional Presidency, typed a 10-page report on Deposit Legislation in Other States, prepared and distributed press releases on Debates '82, the ERA Scorecard and Appeals Court, and also answered innumerable phone calls and questions from Leaguers and the public. That is an incredible amount of activity, even for the LWVMN office at election time. We all owe a great big thanks to all the staff - Sally, Karen, Rose, Peggy, Pat and Jessie who accomplished all of this with efficiency, enthusiasm and good humor and are still willing to continue. The election is still two weeks away and things do not appear to be letting up!

Things will sure be dull in K.C.! Our new address will be 9210 W. 71st St., Merriam, KS 66204, and I will be serving on the '82-'84 LWVUS Budget Committee. So I will want to hear your ideas, plans and problems. Keep in touch!

P.S. A big thank you for taking the time to say goodbye to me - all those festivities were wonderful - lunch with the state Board and a "turkey" at the Lexington - breakfast with MEPH-ers who are really special people - and cake and kind words at the state office, a beautiful book from CMAL, and some special greetings from Al Quie, Dave Roe, Joan Growe, Laura Lee Geraghty and D. J. Leary - arranged by Betty Bayless.

See you all in two years (or less, I hope)!

A C T I O N
(Tews - (612) 426-1011)

Appeals Court Amendment Campaign - The response of Leagues throughout the state has been great. Keep up the good work as you give speeches, contact the media and distribute brochures and buttons. If you have not received the brochures or if you have any questions, please call me or the state office. Working in coalition with the Bar Association and the Supreme Court, the League is the primary organization getting out the word on this ballot question. Remember, a non vote on the amendment is a no vote. I will be participating in conferences on a tour of the state with Governor Quie, Chief Justice Amdahl, and David Velde of the Farmers Union on October 20 and 21.

Legislative Interviews are due at the state office December 10. Your questions were mailed to your presidents in August. These interviews are important. They provide an early opportunity to lobby our legislators and also provide important information to our lobbyists. The new districts have caused many changes in previous interview assignments. If you have any questions or if your League cannot interview the legislator assigned to you, please notify the state office immediately.

Action (continued)

Reception for New Legislators to acquaint them with LWVMN is planned for November 5, the day of the Legislature's briefing of new legislators. (The time is not firm yet.) Encourage your senators and representatives to attend.

Action Award. Try for the LWVMN Action Award! Every year at state Council or Convention LWVMN presents an award for a particularly impressive local League action campaign. The action campaign may be based on League principles or positions at the national, state or local level, but it must have been initiated and carried out at the local level. Plan your campaign now. Prepare to nominate your League. A sample entry form is included in this month's mailing.

Capitol Letter. This publication contains LWVMN lobbyists' reports on progress of bills important to League - a must for Action chairs and many League members. Capitol Letter reports can provide information for a short action report for League meetings during the legislative session. Subscription forms were included in August and in this month's presidents' mailing. Sign up subscribers at your fall meetings. Please note - the subscriptions are now on a yearly basis.

LWVMN Citizen Lobbyist Conference - January 15 at St. Paul Seminary. This is a full day of speakers and workshops to prepare you to influence your public officials. (See Citizen Information section for details.) Mark your calendar now. Put a notice in your League bulletin. Registration forms will go out in the October mailing. A new edition of the LWVMN lobbyist handbook CITIZENS IN ACTION will be given to workshop participants. The new revised CITIZENS IN ACTION will also be available for purchase by January.

New Action Chair Betty Bayless will take over my position when I become president on November 1. I have truly enjoyed my years as Action Chair. Thanks to all of you for your enthusiasm and work. We can be very proud of the impact we are making on governmental issues in our communities, the state, and the nation.

C R I M I N A L J U S T I C E
(Carol Bradley - (612) 421-1663)

Jail Survey: Funding from the two foundations were refused. One more attempt will be made for funds immediately. If funding does not come through, perhaps local Leagues would like to choose this as a local study item. If enough local Leagues decide to do this for 1982, workshops and guides may be provided by the state Board.

Appeals Court: Apathy is the greatest enemy of the amendment permitting the Legislature to establish an appeals court. Keep up the good work at getting the word out on amendment No. One. Put on the extra push the week before November 2.

E D U C A T I O N
(Armstrong - (612) 224-0667)

Minnesota School Finance has proved to be an especially demanding but fascinating topic for local Leagues this fall. Once consensus has been taken, the action will shift to the Legislature where any changes LWVMN wishes to lobby for will most likely occur. But one of the by-products of this study is the heightened awareness of local Leagues to all school issues. Now is an excellent time to turn to your local school districts.

With increased lobbying on school finance underway, local finance is the next logical step. Some Leagues have already earmarked such a study. What great timing!

Thanks to all you Leagues for your participation at regional workshops. Those of us on the School Finance Study Committee enjoyed those get-togethers. We're anxious to hear from you on your consensus results.

G O V E R N M E N T
(Duffy - (612) 777-4234)

The 1983 Legislative Session is rapidly approaching. With a new Legislature, there will be much discussion of our poor state financial picture and countless proposals, no doubt, on how to address the problems. In short, Tax and Revenue Committee sessions will have to be closely monitored. We will need interested Leaguers for assistance at the Capitol. This is a problem in which we all have a stake and greatly affects financing of all programs in which League has an interest. Please contact the office or me if you have volunteers who would be able to observe or lobby LWVMN state finance positions.

(Mork - (612) 252-1034)

A few questions were raised at fall workshops regarding the announcement of the results of the local portion of the public policy on reproductive choice concurrence.

Prior to the January 1983 national Board decision as to whether concurrence has taken place, an announcement of local results would be premature as the local results are only a part of the whole process. Local Boards have the responsibility to certify the results from their League and then send the results on to LWVUS. When dealing with state or national studies, tradition is to not release local results. Leagues have experienced difficulty in the past and much confusion has been created when their results differ from the final outcome.

As the concurrence process might be confusing to non-Leaguers, we offer these suggestions in dealing with outside questions, if they should arise:

- * Stress the results of your local League are only a part of the whole, perhaps in terms of presidential elections: Whoever is elected president is president whether "Anyplace" voted to elect that person or not.

- * Note that local Leagues cannot act in opposition to a national position and regardless of your League's results, League members act as one body in lobbying.

- * If you should receive queries from the media, offer to supply them with results of the January LWVUS Board decision as soon as it reaches you.

I N T E R N A T I O N A L R E L A T I O N S (I R)
(Bayless - (612) 454-5210)

National Security Study: Has your president shared the LWVUS August 1982 PROSPECTUS 1 and September Post-Board Summary with you? If not, get them immediately so you can plan for spring unit meetings and the arms control criteria consensus which is due July 1, 1983 in the LWVUS office!

Many of you have had questions about the materials and calendar for this study. LWVUS staff member Laureen Andrews provided the following information: the "August package of materials" is contained in pp. 16-23 of the PROSPECTUS; 2) you will receive a committee guide and consensus questions on arms control criteria in early December; 3) the fall VOTER will contain a lead article on national security; and 4) in early February 1983 you will receive the background document and the every-member publication (LWVUS is not just updating the 1978 "Security Through Arms Control?" piece). Alert your Board and Publications chair about these publications.

If you are a new IR and/or study chair, please send your name to the LWVMN office immediately! We want to send a current list to LWVUS, and we also want to help you whenever possible with your unit meeting presentations and consensus concerns.

Great Decisions: The 1983 edition will be published on January 2, 1983, and will contain the following topics related to the League's study: U.S.-Soviet Relations - The Arms Race and Coexistence; and Nuclear Proliferation - Who's Next to Get The Bomb? Single copies are \$6.00 each plus 70¢ for postage and handling. Mail to: Doris A. Caranicas, World Affairs Center, 306 Westbrook Hall, 77 Pleasant St. SE, University of Minnesota, Minneapolis, MN 55455. Or call 612-376-1655. If you have access to the 1982 edition, review the first topic - it discusses America's Defense, What Price Security?

International Relations (continued)

Peace and National Defense: A Search for Realistic Alternatives to the Nuclear Threat is the topic of the 41st Annual Institute of World Affairs which is co-sponsored by Hamline University and Global Education Minnesota (GEM) of the World Affairs Center, University of Minnesota. The date is Tuesday, October 26th, 2:15 p.m. to 9:30 p.m.; the place is the A. G. Bush Student Center ballroom, Hamline University, corner of North Snelling and Hewitt Avenues, St. Paul. There is no charge and you're on your own for dinner.

LuAnne K. Levens, publisher of the Armed Forces Journal International since 1977, will open the program by discussing "The Soviet Military Build-up - Dangers to American Security." Dr. Kinley Brauer of the University of Minnesota will then present "The Strategy of Flexible Response." Discussion sessions include: Arms Sales; U.S. Military Alliances; and Nuclear Arms Reduction Negotiations and Proposals. After dinner, Andrew F. Smith, president of Global Perspectives in Education, Inc., will address the "Problems and Resources in Teaching About Defense and Peace." The evening will close with a model teaching demonstration and teacher responses. (For further information, call the Hamline University International Studies Center, 612-641-2245/641-2465.)

N A T U R A L R E S O U R C E S

(Crampton - (612) 926-8760)

(Grimsby - (612) 922-9403)

Deposit legislation is gathering steam - at least at the state LWV office. The report by the State Committee is finished, and is about to be sent to other organizations, LLs and individuals that we feel may be willing to support the effort. We hope to deliver the report personally to each legislator's office shortly after the election. (Consider ways to publicize the report in your area.)

With the Presidents' third-class mailing you will receive copies of an informal petition, asking for support of deposit legislation. (Make additional copies of the blank petition for your use.) We would like local Leagues to get as many signatures as possible to the state office by January 1st. Please take these petitions to meetings, plan a Saturday at the local Mall or supermarket, see if your local newspaper would consider reprinting the form, or a "send-in" slip. Would your park/recreation board consider a public signing for the media? Remember - deposit legislation has citizen support - but it will never pass until legislators feel more pressure from the home front than they feel from industry and labor organizations. Please use your own good ideas on publicizing our campaign. Call us if you'd like help. Try to reprint the petition in your bulletin.

Clean Air may come up in the Congressional session after the election - if you aren't sure of your MC's attitude, or if you haven't made the League's position clear in previous letters - do it now!

S O C I A L P O L I C Y

(Keppel - (612) 823-3389)

(Lucas - (612) 823-8544)

Welcome to the Social Policy/Human Resources Year!! This is truly an "umbrella" portfolio covering everything from women's issues to housing, jobs, welfare and transportation. Its important not to become overwhelmed so remember, you don't have to cover everything at a local level. Pick one or two items that are of current importance in your community (day care? low and moderate income housing? budget cuts? job training programs?) and plan to focus your energies there. For example, LWV-Moorhead is participating in "child watch", a program which is monitoring the impact of budget cuts on children and is sponsored by the Children's Defense Fund.* The LWV-Mpls is doing a mini study on how budget cuts are affecting the supply of low and moderate income housing. For a good overview of your portfolio refer to "LWV Prospectus: A Planning Guide for Local and State Leagues". If you haven't read the HR Update published last year, it might be helpful to refer to it as a good basic resource.

Social Policy (continued)

At the state level, one of our major focuses will be the state ERA. As you know, we are off to a fast start with our just completed "report card". We believe that the best time to lobby a person is before they are elected. It takes a brave candidate to oppose the 70% who say they favor an ERA!! Please check the report card and see where your candidates stand. If they are undecided or are listed as "Comments" or "No Response" contact them and ask why. If they are listed as no, help get the word out to your community. We will be working hard with a coalition which will be working to see a Minnesota ERA become a reality.

With unemployment breaking the 10% barrier, jobs and employment will become an increasing focus at the state level. LWVMN has been a planning participant in a workshop focusing on employment strategies that is being sponsored by the Urban Coalition. This workshop will take place December 6th at Central Lutheran Church in Minneapolis. We will also be looking at "workfare" and how this impacts our League positions. For information contact the Urban Coalition.

An important part of our effectiveness at the state level is our ability to network with other organizations so that we can work cooperatively toward common goals. An important link in this area is the Minnesota Womens Consortium, a network of over 70 organizations committed to full equality for women. One of the important services provided by the Consortium is the publication of a weekly bulletin. The bulletin allows member organizations to communicate "instantly" (mailings go first class) and keeps a very up-to-date and complete calendar of events. LWVMN often uses the newsletter to communicate our action priorities to other womens organizations.

Subscriptions to the Consortium Bulletin are available to organizations and individuals for \$15/yr. A sample Bulletin is enclosed in the 3rd class mailing. It is invaluable and if your League wishes to subscribe, send \$15 to the MN Womens Consortium, 312 West University Avenue, St. Paul, 55103.

On the national level there are many HR/SP priorities. Be sure you see the monthly "Report from the Hill" where up to date briefings on current legislative efforts occur. When there is a call to action it is important to respond quickly because things often move quickly and the time for effectiveness on the grassroots level is often short. There are two new pubs which are worth reading: "Budget Cuts and Block Grants: Social Needs and the New Federalish" and "Pay equity: Equal pay for work of comparable value." Both can be ordered from LWVUS, if you don't have them.

*If your League is interested in "child watch" call Fran Eizenstat, Child Watch Coordinator at 1-800-424-9602 (toll free).

DEVELOPMENT (Barsness - (612) 224-3269)

The Minneapolis Public Libraries main branch is a regional center for grantsmanship resources. A staff person will conduct a free session introducing the materials in the collection and demonstrating their use with a sample grant. A meeting is planned for interested LWV members on November 12th at 11:00 a.m. Here is a great opportunity to begin to learn how to broaden your League's financial base by exploring the grant application process. If you wish to attend, please call me at the above number or the state LWV office.

PUBLIC RELATIONS (Walters - (612) 934-3412)

We have been subscribing to a clipping service for the last few weeks and I am delighted to share the results with you. The reason for employing the service to send us all articles appearing in newspapers around the state is to enable evaluation as to what is working in the PR line and what isn't.

The first week we were monitoring news articles was the third week in September, and 26 articles were in Minnesota newspapers featuring or mentioning the League of Women Voters.

Public Relations (continued)

Included in this count was a nice article and picture on fall workshop in the Owatonna People's Press. The White Bear Lake Press carried a lengthy article on White Bear/North Oaks' new board tied into "action packed politics." A long article appeared on the St. Cloud LWV's studying school financing in the St. Cloud Daily Times. An effective use of picture and caption was the mayor of Plymouth presenting his membership check to the Wayzata Area president and the membership chair.

While at this point it is too early to completely evaluate our public relations efforts with the print media, I can say that the vast majority of articles which were placed by League members were well written and informative and carried a telephone contact number. Congratulations and keep up the good work.

S E R V I C E T O L O C A L L E A G U E S

(Mutsch - (612) 739-7274)

WATS Line - ALERT: At fall workshops the Greater Minnesota Leagues were encouraged to use the WATS line any time for the LWVMN office had a recorder. Much to our dismay, the recorder does not work on the WATS line. You will have to use the WATS line only during the LWVMN office hours which are 9-4, Monday-Friday. Please use the opportunity for easier, quicker communication with the LWVMN office. We are here to assist, please feel free to call. PRESIDENTS: Look for memo on Administrative Duties in 3rd class mailing.

M E M B E R S H I P

(Hegg - (612) 762-1212)

Now that the fall membership drive is over, what success did you have? Success stories should be shared with all Leagues - send an article (and pictures, if possible) to Marcia Walters, VOTER editor.

Those new members need special and tender loving care to get them involved and wanting to continue as members. Don't forget to utilize "How to Orient New Members" distributed at fall workshops.

If your membership did not increase this fall, it is time for your entire Board to sit down and evaluate why. Be sure to get time on the next agenda and ask such questions as "Are unit meetings lively or dull?" "Do we meet when members can/want to meet?" See Membership Management for additional questions. Changes made now could mean new members and a revitalized League by next spring. Be sure to call on members of the state Board if you want assistance.

Get your membership lists in to the state office immediately. The Budget Committee starts working on the next budget in November and will need to know membership numbers to determine what the PMP should be and how much income it will generate. Don't forget to also send results of the Action Packed Politics campaign in to the National Office.

You've Been Intrigued By League will be made available at 10¢ plus postage and handling if we receive enough orders to justify printing. (This will just cover costs as there is no money in the membership budget to print this otherwise.) If you are interested, order now!

C I T I Z E N I N F O R M A T I O N

(Bayless - (612) 454-5210)

Amendments '82: Air times on ITCA-TV2 are 9:00 p.m., Friday, October 29th and 1:00 p.m., Sunday, October 31st. Show time on Duluth's WDSE-TV is 11:30 a.m., Sunday, October 31st. And, schedules for various cable systems are available from several local League in greater Minnesota.

Thank you for your interest in this project. Special recognition goes to the following Leagues who shared this program with their communities as well as their members: Alexandria, Austin, Chaska, Freeborn County, Fridley, Mahtomedi, Mankato, Marshall, Minnetonka/Eden Prairie/Hopkins, Northfield, Richfield, Robbinsdale, Roseville, St. Croix Valley, St. Peter, Stevens County, Westonka and Worthington.

Citizen Information (continued)

Citizen Lobbyist Workshop: Get your 1983 calendar out and write in this workshop on Saturday, January 15, at St. Paul Seminary. The morning session will feature legislators and county commissioners telling us what they respond to and what they consider effective lobbying techniques. Afternoon workshops will cover lobbying basics and initiating/writing legislation. And...you'll receive the 1983 edition of CITIZENS IN ACTION! Look for the flyer and registration form in October third class mailing.

Citizens in Action: The committee editing the 1983 Edition is at work. We are adding sections on: how to get elected or appointed to office; how to get involved in a campaign and raise issues; and the role of Political Action Committees (PACs) in Minnesota. If you have additions, corrections or deletions, please send them to me at the LWVMN office by Tuesday, November 9th.

V O T E R S E R V I C E

(Newmark - (612) 734-4541)

Debates '82: These debates will be different! Panelists are not media types (who always get a chance to ask their questions). They are people who are active in their communities and respected in their fields. Our PR activities include a chance for citizens to send in their questions. These will be reviewed by panelists and taken into consideration when choosing questions. There will also be a time for candidates to ask each other questions directly. Our outgoing (alas) president, Harriette Burkhalter, will moderate both debates on Sunday, October 24th and Monday, October 25th. Be sure to advertise the viewing time in your area.

Voters Guide: (State Candidate Information '82) 80,000 have been printed. We got so many requests, we ordered another 10,000 over the original 70,000. There are still some available for distribution - phone in your orders. VOTER editor, Marcia Walters, did a super job putting the Guide together. Our only disappointment was the decision of Perpich and Johnson not to respond to our questions.

Metro Area Hotline: All the cities and counties in the Metro Area have donated at least one copy of their precinct locator. The Hotline will be run out of the Minneapolis office, with Minneapolis Leaguers recruiting and organizing the volunteers. We will be depending on public service announcements and your efforts to publicize the phone number: 333-8683.

Voter Service Award: Application blanks will be going out next month for the first biennial Voter Service Award to be given at Convention in June. Deadlines will be late enough to include spring projects but if you wish to submit a fall election project, you are urged to write it up as soon as possible after the event (so you won't forget any of the interesting details.)

Survey of Election '82 Activities: Enclosed in the 3rd class mailing is a reporting form for all of your fall election activities. This survey of your voter service activities is used in advertising the League and in planning for the future. Please respond promptly.

C O U N C I L O F M E T R O P O L I T A N A R E A L E A G U E S

(Franey - (612) 429-2883)

Please note my phone number - some poor soul at 1883 is suffering from a typo on the new roster.

This month for your CMAL corner you will receive program suggestions. Print them in your bulletins at your convenience for your Lively Issues meetings and return suggestions to Lillian Meyer, 7868 Alden Way, Fridley, 55432, by the end of January. They must be ready for the February 3rd board meeting to fulfill our by-law obligation.

On January 20th you will be able to lunch with your legislator at the Christ Lutheran Church at 105 University Avenue just kitty-corner from the Capitol. The information on the wind up program on transportation for the morning will be supplied later. The charge for lunch and program will be \$4.50. There will be parking, nearness to the Capitol, good food and great opportunity.

CMAL (continued)

If you are not taking advantage of these CMAL programs, here is your chance to start. If you have new members that are intimidated by the responsibilities of League, the CMAL program can be appreciated. They have an opportunity to just sit and drink in knowledge. It's a chance to get the smarts with practically no effort. Remember everyone is welcome and appreciated, not just delegates. Don't miss a good bet! Save the date now. Organize your car pools early! Richfield will be the host League.

CMAL is one of the sponsors of A Public Forum - Safety Net or S.O.S.? a Region Wide Assessment of the Needs of Lower Income People. Invitations are being sent for participation of as broad a reach as possible for papers to be presented or makers of statements. It will be held on December 8th from 8:30 a.m. to 4 p.m. at Hennepin Avenue United Methodist Church, Groveland Ave. and Lyndale Ave., S., Minneapolis. The charge for lunch will be set at \$3.

This forum "may be the key to the emergence...of an accurate sense of the magnitude and severity of the problems lower income people in the Twin Cities Metropolitan Area face." Registration for the Needs Assessment Forum will be taken by the Metropolitan Council, 300 Metro Square, 7th & Robert Sts., St. Paul, MN 55101.

Metropolitan Maze III is still available at \$1 a copy when not mailed. This definitive book on the Metropolitan Story would be a fine text for a Senior Social Studies Course. Remember that Education Funds are used in \$50 increments. Make an impact in your local schools!

Housing Advocates - A second Metropolitan housing education forum will be held at the Sheraton on October 27, 1982 from 4 to 9 p.m. - dinner included for \$13.50. If you missed our speakers on October 7th and wish help on housing, phone Nancy Reeves at the Metropolitan Council, 291-6307. According to our realty experts, one earning \$26,000 still can't buy a home.

Lively Issues - Attention: Please use the program that is on the back of 1981 and 1982 rosters, entitled Program: Where We Stand. The Lively Issues, sent out to you in the last mailing, do not include the 1981 consensus.

FUNDRAISING
(Emily Schmitz - (507) 645-8582)

In the third class mailing to Presidents you will find an order form for the LWVMN benefit performance of The Mikado, to be held December 4, 1982, at Rarig Center, University of Minnesota. Ticket requests are coming in so get your order in if you want good seats. Fifty seats have been set aside for "patron" tickets (\$20). All other seats are \$12. Make your reservations now for an entertaining and enjoyable evening.