



League of Women Voters of Minnesota Records

Copyright Notice:

This material may be protected by copyright law (U.S. Code, Title 17). Researchers are liable for any infringement. For more information, visit www.mnhs.org/copyright.

Schedule for Board Retreat
July 17-18, 1989
Mount Olivet Retreat Center

Monday, July 17, 1989

3:00 p.m.	Check in, refreshments
3:30	Introductory remarks - McKinnell Orientation packets
4:00	Personal styles - Higinbotham
5:00	Free time
5:30	Dinner
6:15	Group Effectiveness - McKinnell Teambuilding - Erickson
7:00	Communications, meetings - McKinnell Norms
7:30	Goals and Objectives - McKinnell
9:30	Ice breaker & social

Tuesday, July 18, 1989

8:30 a.m.	Breakfast
9:15	EF Orientation
10:15	Break
10:30	Board Meeting
12:15	Lunch
1-3	Board Meeting

Bd appts

appts comm. to
do policies

announce Action Comm
Mtg

July 26
9:30 am



THE LEAGUE
OF WOMEN VOTERS

MINNESOTA

550 RICE STREET ST. PAUL, MN 55103
PHONE (612) 224-5445

TO: Board Members

FROM: Beverly McKinnell

SUBJECT: Board Retreat/Meetings

DATE: June 5, 1990

MEMO

The Board retreat will be from 3 p.m. Monday, June 18th to 3 p.m. Tuesday, June 19th at the Mount Olivet Retreat Center, Farmington. (Directions and map are enclosed.) Sheets and towels are provided.

Please indicate on the attached form if you can attend. Since LWVN and EF Board meetings will be held during this time, your presence is needed! The agenda packet will be available at the retreat. It will not be mailed to you in advance. Please read the enclosed article as background to our discussion at the retreat.

enc: Map
Board Info form
Agenda Request for Time
Profiting from the Non-Profits

SUMMER BOARD INFORMATION

Name _____ Phone: _____

1. _____ Yes, I will attend the June 18, 19 retreat.

_____ No, I cannot attend the June 18, 19 retreat.

2. I will be gone during the summer on the following dates:

Please return by June 14, 1990 to: LWVN, 550 Rice Street, St. Paul, MN 55103

FROM NORTHWEST

Minneapolis

Follow I-35 south to Cty Rd. 2 (Exit 76) turn left on Cty Rd 2 to the first stop sign, turn right for ½ mile, at which time you will see a church on your left, turn left at the church and follow the signs for 3½ miles to The Retreat Center.

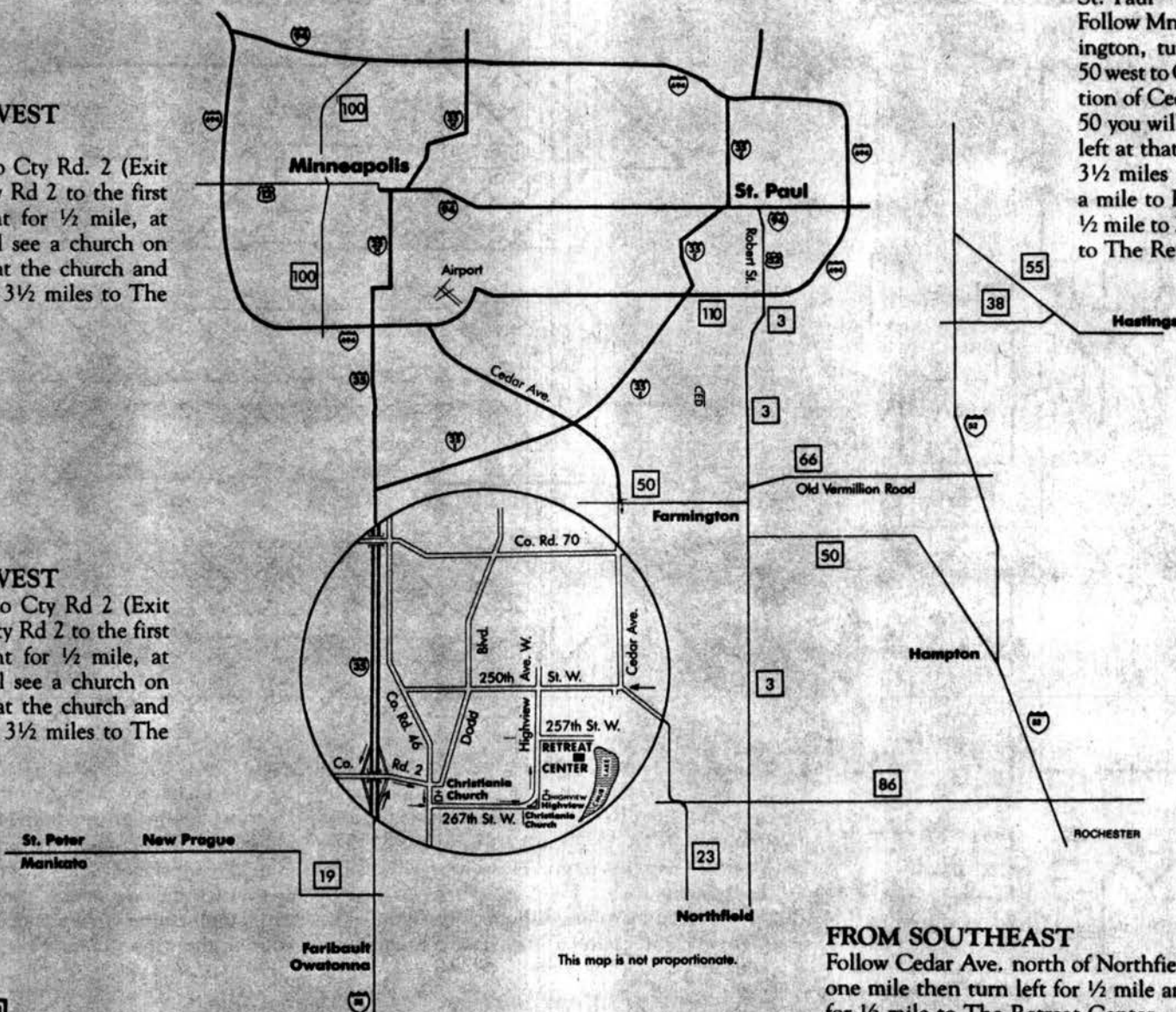
FROM SOUTHWEST

Follow I-35 north to Cty Rd 2 (Exit 76) turn right on Cty Rd 2 to the first stop sign, turn right for ½ mile, at which time you will see a church on your left, turn left at the church and follow the signs for 3½ miles to The Retreat Center.

FROM NORTHEAST

St. Paul

Follow Mn State Hwy 3 south to Farmington, turn right on Mn State Hwy 50 west to Cedar Ave. At the intersection of Cedar Ave. and Mn State Hwy 50 you will note Todd Chevrolet. Turn left at that junction, go approximately 3½ miles to 250th St., turn right for a mile to Highview Ave., turn left for ½ mile to 257th St. and turn left again to The Retreat Center.



This map is not proportionate.



Mount
Olivet
Retreat
Center

FROM SOUTHEAST

Follow Cedar Ave. north of Northfield to 250th St., turn left for one mile then turn left for ½ mile and then turn left once again for ½ mile to The Retreat Center.

7984 - 257th Street West, Farmington, MN 55024 (612)469-2175

Ruth Youngdahl Lodge

Upper Level

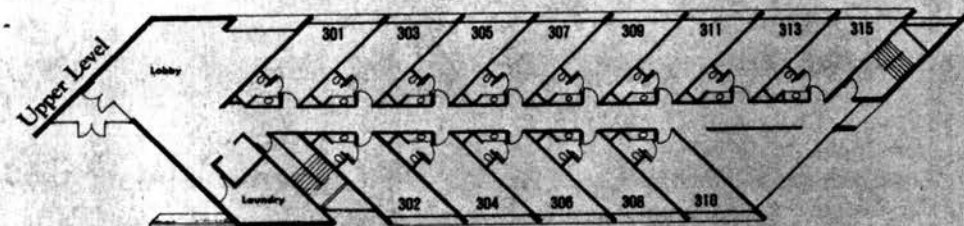
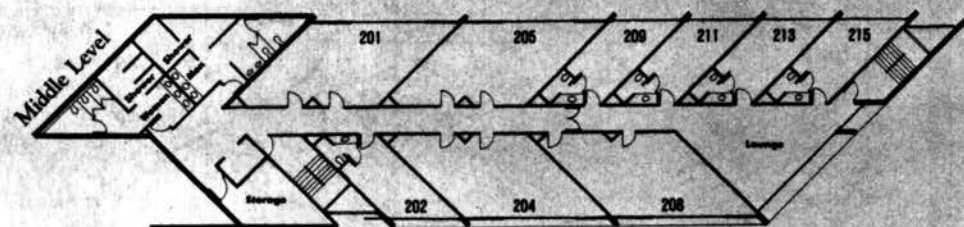
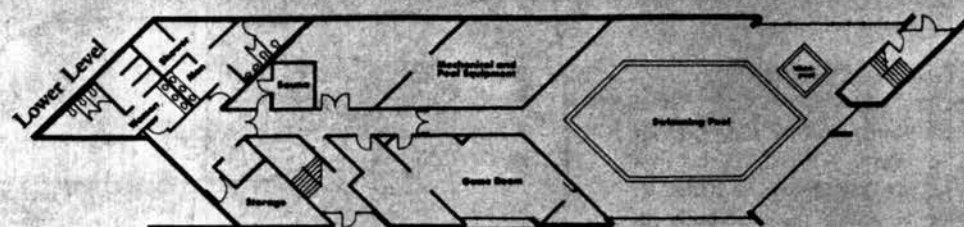


Lower Level



Mount
Olivet
Retreat
Center

Ruth Cornell House



Nestled on 151 acres adjacent to Chubb Lake, Mount Olivet Retreat Center is located just 45 minutes from downtown Minneapolis. The Retreat Center can provide dining facilities and conference rooms for groups from 5 to 105. Surrounded by rolling hills and woodlands, the Retreat Center offers a relaxed yet contemporary setting for your meeting.

Overnight accommodations for 84 persons feature 18 semi-private and 4 dormitory rooms, library, 2 lounge areas, indoor swimming pool, sauna, whirlpool and gameroom. Outdoor activities include nature trails, softball field, volleyball courts and cross-country skiing trails during the winter months.

7984 - 257th Street West, Farmington, MN 55024 (612)469-2175

REQUEST FOR TIME ON THE STATE BOARD AGENDA

INSTRUCTIONS:

Action Items include all decisions needing Board approval.

Discussion Items include those involving informal Board directions; these items may become Action Items at a subsequent Board meeting.

Information Items are those on which no Board decisions per se are anticipated and Board members need only to be informed.

State motion exactly as you, or your committee, plan its proposal.

In background information, include all pertinent information needed for decision-making (i.e. statement of the problem; pros, cons, alternatives, summary and suggested solutions.)

Only materials received in the office by 4:00 p.m. the Tuesday preceding Board meeting may be placed on the agenda.

The next state Board meeting of the League of Women Voters will be Tuesday,
JUNE 19th, 10:15 a.m., at the MT. OLIVET RETREAT CENTER.
(date) (time) (place)

Tear off and return the following specific form to the office by June 14th.

Include the following action, discussion or information (circle one) material in the agenda:

Motion:
(for Action
Items only)

Background Information
(use additional pages if necessary - attach to this form)

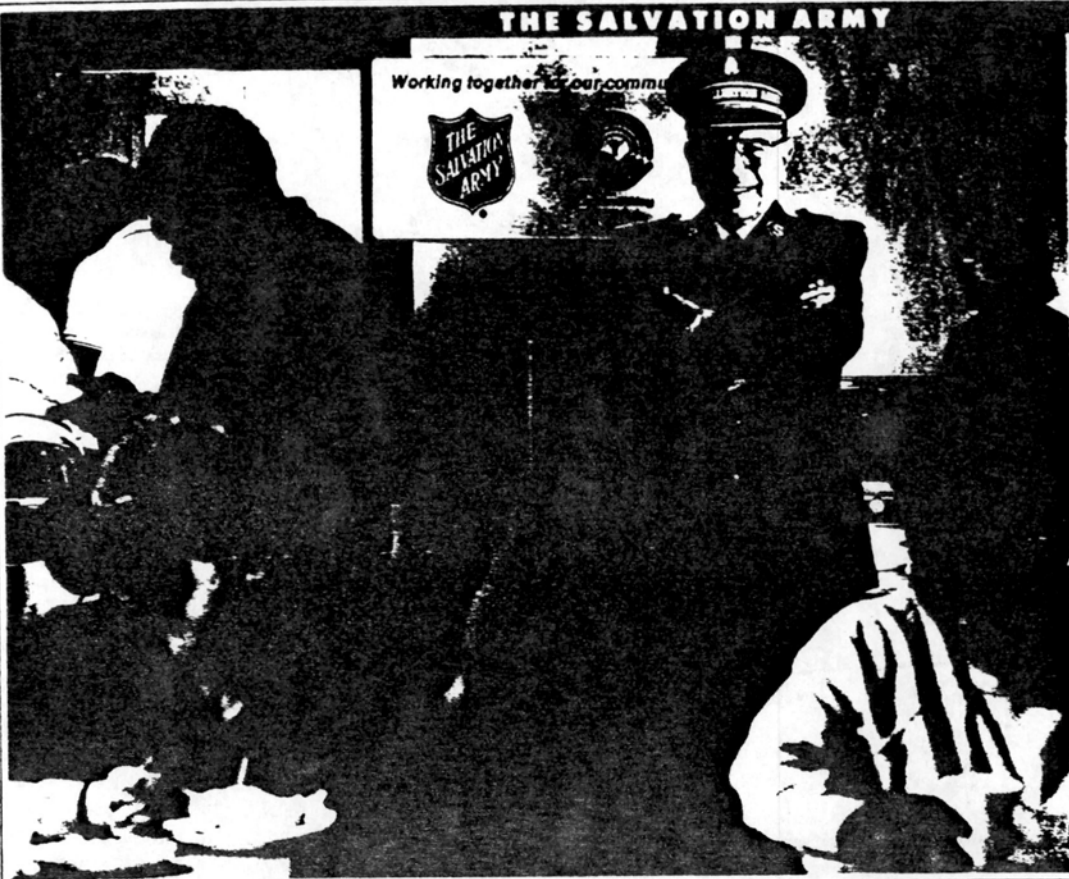
How much time do you wish on the Agenda _____

(Signed) _____

Cover Story

THE SALVATION ARMY

Working together for our community



We have limited resources, which means we have to manage them even better to achieve the best results'

JAMES A. OSBORNE
National Commander
The Salvation Army

PROFITING FROM THE NONPROFITS

MUCH CAN BE LEARNED FROM SOME OF THE BEST-RUN ORGANIZATIONS AROUND



Partially Scanned Material

The remainder of this page/item has not been digitized due to copyright considerations. The original can be viewed at the Minnesota Historical Society's Gale Family Library in Saint Paul, Minnesota. For more information, visit www.mnhs.org/library/.

Retreat

~~Standard Biting~~

Staff / vol. res



THE LEAGUE
OF WOMEN VOTERS

MINNESOTA

550 RICE STREET ST. PAUL, MN 55103 PHONE (612) 224-5445

Monday, June 18, 1990

- 3:00 p.m. Check in, refreshments
- 3:30 Convention Report/Discussion - McKinnell, Erickson, Borgen,
Bowman, McDonald
- 5:00 Free time
- 5:30 Dinner
- 6:30 How do we run LWVN?
. Board Organization
. Board Meeting Dates and Times
- 8:00 Break
- 8:15 Board Organization Continued
Membership/Field Service Plan
- 9:15 Social Hour

Tuesday, June 19, 1990

- 8:30 a.m. Breakfast
- 9:15 Membership/Field Service Plan
- 10:15 Break
- 10:30 LWVNEF Board and Annual Meetings
- 12:15 Lunch
- 1-3 LWVN Board Meeting

Pool available 6/18 from 5 p.m. through evening.

FUN

Team Building

- ✓ 30-45 min
- Personalities
 - Conflict negotiation + mediation
 - Norms
 -

Council

- ST of LWU address
- Pilot Proj.
- MH
- Curriculum/US
- 75th
- Annual appeal

✓ 60 min Orientation:

- Policies
- EF - Margit, Judy
-

60 min FS/Membership

Communications

Study

Committee

Carolyn Lyngdal
Keremay Barth

Board MTG

NITE MIXER

Backgrounding

Board Building

2:00 Regs meet

3:00 ~~2:30~~ Check in, refreshments

3:15 ~~2:45~~ Joe Buckner Intro. 3:30
Joe Buckner, Fill out forms

~~3:45 Council/Convention Report~~

~~- ST of LWV - Mrs~~

~~- Workshops~~

~~- Day in Hill~~

~~- LWV Challenge~~

Sign up for appts.

3:45 Personalities

4:45 - Break

5:30 Dinner

6:30 ST of LWV

Council Convention ← Wed news

Pilot Proj.

7:45 Break

8:00 Conflict Resolution

8:45 evening Social hour

EF Mrs,



BOARD AND ADMINISTRATOR

Nonprofit Edition

*Advising more than 100,000 administrators and board members
throughout the US and Canada*

October 1992

Dear Nonprofit Board Member,

In the nonprofit world, programs and services are the name of the game. But if your nonprofit covers a large area, it may be difficult to understand the varying needs of everyone you serve. Here's how a board in California overcomes this problem:

Board Member Mary Wood and her fellow board members rotate board meetings to each of the different facilities their organization operates.

"We're not required by law to hold public meetings, but we feel it's important to keep in touch," she says. "So our board meets throughout the county our organization serves."

The location of each upcoming meeting is announced, and residents of the area are invited to attend. "This gives everyone a chance to talk to us as a full board," adds Wood (Markleeville, CA).

Of the 12 board meetings held each year, six are in the organization's main office, five in a facility at one end of their service area and one in a less-populated area.

"By rotating board meetings around the county, board members are reminded that we serve all areas--not just the neighborhood near our main office. And the majority of our clients appreciate the fact that we move around so everyone can hear what's going on in the organization."

Loose meetings don't cut it for this board chairperson

Wasted time at meetings is a major peeve of most board members I know. Spending hours in a board room only to walk away with no sense of accomplishment can sap any board member's enthusiasm.

Board Chairperson Joan Harvey not only agrees, she backs up her words with action. "My life is run according to a tight schedule," she says. "And as board president, I also try to run well-organized meetings."

When Harvey (Lakewood, CA) wields the gavel, she means business! Here's her advice to keep board meetings moving along:

1) ***Be prepared.*** "I prepare myself, board members and others who play a role in the board meeting," she says. "I meet with the executive director two days before a meeting to discuss each agenda item and the support materials that go with it. And I insist that board members read the board packet well before a meeting. How else can they make informed decisions or discuss important issues?"

"If committee chairs or other presenters are giving reports, I call them," says Harvey. "I make notes about each presentation--how long it is and what audiovisual equipment is needed. If there are handouts, I ask that extra copies be made--just in case. This helps prepare the presenter and me for a smoother report, which makes for a more efficient meeting."

2) ***Stay in control.*** "When the meeting begins, I introduce committee chairs and guest speakers. I briefly explain what each presentation is about and set guidelines for board member

questions. The entire meeting runs better when questions are saved for the end of a presentation, so I ask that no interruptions be made.

3) **Thank board members for being on time!** "This is a small reminder that meeting times are established for a good reason," says Harvey. "Board members know they'd better arrive early if they want to catch up on things with a friend. Once the meeting begins, we don't stop to back up for late comers."

4) **Don't take a recess.** "At the start of the year, I told board members that there would be no breaks of any kind during meetings. If someone needs to stretch, get a cup of coffee or use the rest room, he or she is free to do so. We won't, however, disrupt the entire meeting for one individual's needs."

Harvey says these guidelines keep board meetings running smoothly--to the delight of board members. "We're able to get business accomplished without wasting meeting time. And this makes everyone happy!"

Step back and take a look at your role

Board Member George Corcoran (Seattle, WA) tells me that boards can easily fall into the habit of interfering with the day-to-day affairs of a nonprofit. When this happens, it's time to step back and refocus the board's proper role. Here are suggestions he offers to steer board members back onto the straight and narrow...

■ "When we're heading in the wrong direction, the best thing we can do as a board is set aside time for a retreat," he says. "Retreats are a great way to clear up misunderstandings--especially when we lose sight of the responsibilities board members were chosen to fulfill."

■ Retreats work great for group teambuilding and problem-solving. But there are always one or two members who need special help in understanding their areas of responsibility.

If a board member can't or won't comprehend his or her role, Corcoran recommends dividing the full board into small groups to work the problem out. "Small group discussions enable the erring board member to see his or her mistakes. And it's easier to talk in a forum of this type than it is in a large group," he adds.

"If nothing seems to work, ask your administrator to get involved. When it comes right down to it, most board members really want to work together--but getting over some hurdles may require the expertise of a professional."

■ Once board members are on track, work together to keep things running smoothly. A board evaluation gives everyone a chance to discuss board shortcomings--and set goals for improvement. "Evaluations not only identify core problems, they re-energize a board and point out the things it's already doing well," Corcoran adds.

"Once the evaluation process is accepted, the results can be built into the work plan for the coming year," he says. "Within a short time frame, you'll know if you're becoming more effective in the board room. And this is exciting to see!"

Sincerely, Chuck Elliot, The Board Doctor®





BOARD AND ADMINISTRATOR

Nonprofit Edition

Advising more than 100,000 administrators and board members
throughout the US and Canada
Board Issues Hotline (712)568-2418

FOR ADMINISTRATORS ONLY

October 1992
Vol 9, No 2

Dear Nonprofit Executive Director,

A few months ago, I heard a bona fide "horror story" on the Board Issues Hotline (712/568-2418) that I've been meaning to share with all my "B&A" readers...

An executive director from Nebraska called to tell me about the frustration he recently experienced. "A board member was driving me crazy," he says. "But he wasn't just any board member. He was this nonprofit's former executive director--the man I replaced!"

"Every morning at 9 am, he would be standing at the door waiting for it to open. Once inside, he pleaded with my staff members for something to do. If he didn't find some task, he wandered in and out of my office, listened to phone calls and peered at papers on my desk. At board meetings, he had the gall to tell everyone else how poorly this office operates!"

It's surprising how often I hear about former executive directors serving on the board of the nonprofit that once employed them. And many boards recruit active and former administrators of other nonprofits as members. When these individuals join your board, you can find yourself locked in a real power struggle because they often think they know the best way to run your organization.

Steer meddling board members into useful service

This Nebraska administrator told me things got so bad he considered giving in to the board-member pest. In the end, however, he chose to attack the problem. "I found ways to monitor and redirect the board member and keep him out of my hair," he says. Here's how he did it:

■ "First, I politely but flatly told the former administrator I had a problem with the way he interfered at the office." he says. "I described to him what he did that disrupted my staffers and me, and then said I didn't appreciate his dropping in unannounced. Once I got this out on the table, he became much more understanding."

■ "This blunt approach helped, but it wasn't 100% effective--he occasionally would drop by to 'help out.' My next step was to keep close tabs on his visits. I started calling him on Mondays to ask what his plans for our nonprofit were for the week, so I could make adjustments here. These phone calls enabled me to understand his motivation--which was to stay actively involved in our organization."

■ "Understanding his motives and knowing when he would show up helped me steer him to activities where I knew he couldn't meddle in my job. He wanted to serve in a volunteer capacity. So I asked him to get involved in programs that needed extra help. It appeared like I was helping him stay active. Actually, I was putting him where I could keep an eye on him."

"This strategy helped me turn the situation around," says the administrator. "I learned a few things too. People who've held leadership positions like to stay in charge. Administrators have to divert this impulse away from themselves--or the 'take charge' types may try to take over!"

Administrator Frank R Holmes (Houston, TX) realized the importance of his board's changing information needs when his nonprofit felt the effects of a recent economic downturn. "Board members used to want all kinds of facts about programs and projects," he says. "But almost overnight, they started asking me for financial information."

"B&A" compensation report nets \$14,000 raise!

Our annual compensation survey was included in last month's issue of "B&A." And we recently mailed you a second copy as well. If you haven't yet completed it, please do so today! We need your input to make the "1993 Report on Nonprofit Administrator Compensation" as comprehensive as possible. Why? Because the report can make the difference between a mediocre salary increase and one that you really deserve! Here's an example of what I mean:

"A year ago, I used the data in the 1992 compensation report to net a \$14,000 increase--and I know it wouldn't have happened without your help," an executive director recently told me.

"I used your narrative, charts and tables to show board members that I was grossly underpaid compared to national averages," she adds. "They saw the staggering differences and must have felt a bit guilty. I got more than I ever expected! Thanks, 'B&A!'"

Convinced? Please complete your survey now! (If you can't find it, let me know--I'll fax you another copy!) **The deadline for completion has been extended to October 5.**

"Since then, I've been real sensitive to what type of information my board members want and when they want it," Holmes adds. "To re-assure them that our nonprofit's finances are healthy, I've been giving them detailed reports."

Holmes drafts a cover memo for each of his financial reports. "The memo defines what's in the report and answers questions before our meeting," he says. "It directs board members' attention to the details they want to know."

Don't settle into a routine when it comes to board communication! At least twice a year, ask your board members what type of information they need. Then you can fill the order correctly!

Let the vice chairperson make motions

Has your board ever been cursed by members who become tongue-tied when it's time to make motions? They don't know how to put the words together--so no one says a thing when action needs to be taken!

You can put a stop to these embarrassing situations by following Administrator Kenn Battaile's lead. Battaile (Salem, OR) convinced his board to let the vice chairperson make all motions in the board room. Now meetings run more smoothly and no one worries about wording the "perfect" motion.

"We simplified the motion-making process by assigning one person to make all board motions," he says. "Everyone on the board was excited about the change." And why not? It takes the heat off them and keeps board business moving right along.

Battaile tells me he walks the vice chairperson through each issue. "I prepare my recommendations in the form of a motion before the board meeting. We discuss these and the vice chairperson is free to read them verbatim if he or she so desires."

The process enables board members to get on with discussion without stalling on the first step. After all, the motion is just a springboard for talking about an issue. Once each motion is on the floor, board members can share their opinions and freely make amendments if necessary.

"Now board members know whom to look to when a motion is being made," Battaile adds. "And our secretary doesn't have to guess who's going to speak--she can focus on recording the motion accurately."

Sincerely, Chuck Elliot, The Board Doctor®

REPRODUCTION OF THIS NEWSLETTER IN WHOLE OR PART IS STRICTLY FORBIDDEN. Quotations must have the consent of the publisher. Subscription inquiries may be sent to Aspen Publishers, Inc., 7201 McKinney Circle, Frederick, MD 21701 or 1-800-638-8437. Editorial offices are located at 150 Third Street, Box 226, Akron, IA 51001. Please send editorial comments to this address or phone 712/568-2418. This publication is designed to provide accurate and authoritative information regarding the subject matter covered. It is sold with the understanding that the publisher is not engaged in legal, accounting or other professional services. If legal or other expert assistance is required, the services of a competent professional should be sought. (From a Declaration of Principles jointly adopted by a committee of the American Bar Association and a committee of publishers.) Laws vary from state to state, so some material in "B&A" may not apply to you. Aspen Publishers does not necessarily endorse any products or services mentioned.

"Board & Administrator" (ISSN 0748-9471) is published monthly for \$89 per year by Aspen Publishers, Inc., 7201 McKinney Circle, Frederick, MD 21701. Second-class postage paid at Frederick, MD 21701. POSTMASTER: Send address changes to "Board & Administrator," 7201 McKinney Circle, Frederick, MD 21701.

© ASPEN PUBLISHERS, INC., 1992

Editor's Note: You may not have an administrator on your board who interferes with your job, but these strategies can help you deal with any meddling board member if the need arises!

Meet each group's differing needs to avert board rift

When two groups on your board have divergent views about how things should be done, you've got a major problem on your hands. Getting board members to march in step calls for creativity in meeting their needs without forcing them to sacrifice their preferences.

It's no easy task, but Executive Director Gail Scott recently proved that it can be done. Her problem? A board with two opposing cliques: Group A had lots of time to give to the board. It enjoyed meetings and could spend hours talking about issues. Group B was pressed for time. It was impatient with long discussions and wanted brisk, businesslike board meetings.

"I was at my wit's end about what to do at first," says Scott (Ypsilanti, MI). "Some board members complained that meetings were so long they had to leave early or risk missing business appointments. Others said that shorter meetings wouldn't give them adequate time to discuss issues. It was a real quandary!"

Scott neatly solved the problem by changing the structure of her board meetings to accommodate the needs of both groups of board members.

"Now we make sure our board meetings start promptly, limit the formal meeting to about one hour and then adjourn," she says. "After a break, those who want to stay and discuss other issues reconvene in small focus groups. Each group tackles a specific issue on an informal level."

Scott's busy board members are free to leave at the end of the formal board meeting. "It's not mandatory to attend the focus groups," she says. "Those who have other things on their schedules can go, while board members who live and breathe our nonprofit stay and discuss issues facing us in the months to come. Both groups are happy with the new arrangement!"

Morale of the story: If groups on your board seem to be on a collision course, follow Scott's lead and work out some creative solution that all parties can live with.

Six tips to make your next retreat the best ever!

A well-orchestrated retreat can recharge your board! It can smooth out rough board relations and offer an opportunity for an otherwise business-oriented group to relax and have fun!

To accomplish specific goals and offer a positive experience to board members, you need to plan your upcoming retreat carefully--or the idea will be met with something less than enthusiasm when you suggest it next year.



Mick Hull

Executive Director Mick Hull has years of experience providing retreat services to nonprofits throughout North America. He offers these sage words to help make your next board retreat the best ever...

1) Decide on the purpose of the retreat well in advance--so everyone is rowing in the same direction. Board member confusion or uncertainty about what is expected at a retreat can negate even the most diligent efforts at planning.

There are many variations in the theme of board retreats: Teambuilding, planning or just to have fun. "Agree, in advance, if your

retreat is a getaway to relax, strictly business--or somewhere in between," says Hull (Issaquah, WA). "For example, an executive director may want to conduct an informal retreat to get board members reacquainted. This is fine, as long as they know what to expect. If board members think 'wall-to-wall' meetings and you give them nature walks, they'll be confused and disappointed."

2) Visit the retreat facility. Brochures and other printed information are helpful, but on-site visits tell the real story. If you don't personally visit the location for the retreat, you may be in for some unpleasant surprises when you and your board members arrive.

"On-site visits enable you to give the meeting rooms the once-over for things like adequate space or comfortable chairs--and to check out the sleeping quarters," he says. "You'll also know what kind of service to expect by observing how courteous and prompt the staff is."

3) Assign a board committee to plan the retreat and sell the idea to the rest of the board. Members of the committee should assist the executive director by taking part in the on-site visit, planning activities and developing the itinerary.

"When board members actively plan the retreat, they easily buy into it," Hull says. "They visit the facility, get excited about it and 'talk things up' to the rest of the board. Committee members can be your best selling tool for a board that may still be hesitant about a retreat."

4) Promote the retreat well in advance for maximum board attendance. Board members don't always see a retreat's value. You must entice them with activities and get them to commit.

"Publicize the fun things and events--like door prizes and team-oriented games," says Hull. The best way to encourage attendance is to let everyone know that he or she will have a good time and accomplish something worthwhile.

5) Build in relaxation time. It's appropriate to let board members get away on their own.

Spark board interest in strategic planning

When it comes to long-range planning, many executives find themselves in a sticky situation. They just can't convince board members to get involved. Some make the mistake of throwing in the towel and writing the plan themselves. When you do this, however, you excuse board members from one of their major responsibilities.

Executive Director Clint Hawes (Houston, TX) has found a way out of this predicament. **To give his board a taste for long-range planning, he wrote his own limited, one-year plan, detailing the good things he wanted to accomplish in the upcoming months.** His strategy worked!

"When board members read my operating plan, they instantly saw how our organization could benefit from long-range planning. **The idea mushroomed and they set up a committee to undertake the project.** Now all we're waiting for is board approval of the plan!"

"Board members do enjoy down-time," he says. "So don't start group activities until 10 am and finish business meetings by mid-afternoon so they can get in some personal relaxation. You'll find that this makes them more effective for the business part of the retreat."

6) Pick a new location each year. Changing sites brings a freshness and new excitement to retreats--and piques board members' enthusiasm.

"We went to the same facility two years in a row. And although we had a great time the first year, the second time was just so-so," says Hull. "A retreat should be a unique experience each and every year so board members don't get bored!"

Administrators beware! Information needs do change

It's easy to slip into a communication routine with your board. But remember: Board needs change with time. The information you've been giving it for the past three years may not be what it wants today. If you're in this rut, board members might begin to suspect you of being out of touch.

Retreat:

OMC

Borgen - Personality Profiles

Marcia B - Group Exercise
meetings:

FS/Membership

Communications

John Gardner

Overheads:

Tasks of Leadership
Task/rels

Get JG article

Do chart

Appoint comm to do
policies. for all
bd mty.

~~Diffy any day but Tues.~~

~~prefer Wed.~~

orientation packet

Intro Mark support com other; ind expts.

Personal styles - JH

45

exercise

15

~~rel. int.~~
~~to B. keep.~~
check group.

3:30 Mark Intro. - J. Gardner
~~Group effectiveness~~

15 +

4:00 JH Personal Styles
Exercise

5:00 Break

5:30 dinner

6:30 group effectiveness

6:45 team building & exercise - KE

~ 7:15 Mark - Communication, tips for meetings, delegating

7:35 " - Norms - 3 groups

give old norms

7:15 Mission: Mark

Service

OK

- Find the Mission
How do we achieve? $\frac{1}{2}$, brainstorm, 15

① Dev/Comm

service \rightarrow Money, PR/VOTER image
how to pull image

② Action/CI.

MISSION

45 { 10 or 20 goals
objectives to reach

③ Viable organization

~ 9:30

30

TENTATIVE SCHEDULE FOR RETREAT JULY 17 - 18, 1989

Sawyer
Erickson
McDonald
Higinbotham

Areas to Cover:

1. Team Building, Board Norms - Higinbotham, Erickson
2. Goals and Objectives, Committees meet- McKinnell
3. EF Orientation and reading Treasurer's Reports - Erickson, McDonald
4. Board meetings

Monday, July 17, 1989:

3:00 p.m. check in, refreshments

3:30 - introductory remarks

4:00 Personal styles, Higinbotham, ~~and whatever Kay wants to do!~~

5:00 free time

5:30 dinner (cannot be changed)

6:15 - 9:00 *Borges; Teambuilding; Comm., ntgs; norms*
McKinnell and ? Goals and objectives, committee meetings, report back

9:30 ice breaker and social

Tuesday, July 18, 1989:

8:30 breakfast

9:15 EF Orientation

10:15 Break

10:30 Board Meeting

12:15 lunch

1:00 - 3:00 Board meeting

MN Agenda: approve Executive committee appointments, Leppik and Borgen
change focus to gun control

EF Agenda: approve gun control study

Development

Dina Brooks

Annual Appeal

Nancy Witta
Mary Santi
Joan England

Metro Reg. Rep.

Joy Tierney
Mary Santi

Membership

Dyrene Ellison

Social Policy

Lynne Westphal

Tris Horwood
Karen Young?
~~Joy Tierney~~
~~Mary Santi~~

Planning:

talk to Marcia re: programs for LK's
update Child Care pub?

Karlyan Frouke - Speakers Bureau?

LW Learning organization

Sally review at Jan, Bd mtg.
Post Bd Summary

11 or Feb 10

- Cautiously
project

Action Alerts + Consensus - Greenmoor? Small #s

PL - CI dog + pony show

Strategic Planning - begin Apr. at Council - ^{→ end Sept.}
- Membership
- Viability
- Funding
Has focus gyps in LK's
Mar. - survey example

names for Joann

Bd Structure

Issues

A.

PKY son more fun.

- Lobbyist (priorities vs. passion)
- Membership - follow up; start new units/WVS

Structure

- like current structure
- Program/Action
- OMC → Administration
- City Info spelled out
- Special proj. Under what they're doing

Bd Size

9-11 most efficient; but not many peo. involved
Victim of Success → Sm. Bd.

B. Bd.

- Met. less often - has demanded too hi. - fewer vol hrs/person
- data base = peo. interests + amt of time EVD coordinator
- Exer. Comm (6-8) meet monthly
- Bd meet qtrly. (portfolios/lead on committees)
- less paper
- intra-board memo
- more pd. staff to support Bd
- honor to serve on Bd.

EF projects - committee recommendations.

MARY ELLEN BARRY

LWVUS

- * Rosalee Goodman Intern, 1989
- * Strategic Planning Committee, 1986-88
- * Planning Committee for National Voter Registration Day, 1987

LWV Illinois

- * President, 1985-89
- * Vice-President for Voter Service, 1983-85
- * Voters Service Chair, 1981-83
- * Membership Chair, 1980-81

LWV Naperville, Illinois

- * President, 1978-80
- * Vice-President, 1976-78
- * Board of Directors, 1973-76

Other Experience

- * Metropolitan Chicago Coalition on Aging, 1990
- * Board of Directors, Women in Charge, 1988-Present
- * Co-Chair, Coalition for Adequate Revenue for Illinois, 1988-89
- * Governor's Task Force on Day Care, 1988
- * Blue Ribbon Committee on the Improvement of Teaching as a Profession, State Board of Education, 1987-Present
- * Central Area Naperville Development Organization, 1985-Present

Employment

- * Management Consultant

ADRIENNE TAYLOR LATHAM

LWVUS

- * Basic Human Needs Study Committee, 1986-88

LWV Tennessee

- * Chair, Social Policy, 1987-90
- * Action Chair, 1988-89

LWV Nashville

- * Vice-President, 1986-87
- * Nominating Committee, 1988-89
- * Chair, Voter Service, 1984-86
- * Housing Chair, 1982-84

Other Experience

- * Cumberland Valley Girl Scout Council Nominating Committee, 1989-Present
- * Middle Tennessee United Way Board of Directors, 1988-Present
- * Chair, United Way Discrimination Task Force for Partnership '89
- * President, Nashville Women's Political Caucus, 1986-87
- * YWCA Nashville Board of Directors, 1985-Present
- * Senior Citizens Board of Directors, 1983-89
- * Leadership Nashville Alumni Association Board, 1987-89

Awards

- * Honorary Member of Tennessee Black Caucus of State Legislators
- * Outstanding Young Women of America

Employment

- * Publisher of Metropolitan Times, a free weekly inner-city newspaper in Nashville

PEGGY LUCAS

LWVUS

- * ERA Committee
- * Meeting Basic Human Needs Committee

LWV Minnesota

- * Nominating Chair
- * Social Policy Chair, 6 years
- * Chair, development team for Minnesota Women's Building

LWV Minneapolis

- * Vice President
- * Action Chair
- * Housing Chair

Other Experience

- * Chair, Minnesota Women's Campaign Fund
- * Vice Chair, Minnesota Amateur Sports Commission
- * Partner Brighton Development, a developer of low and moderate income housing. (We have developed 1000+ units in our 10 years).

BARBARA MCCORMICK

LWVUS

- * Board of Directors, 1988-Present

LWV Texas

- * Board of Directors and Social Policy Director, 1981-87

LWV Houston

- * Board of Directors and Human Resources Coordinator, 1977-81

LWV Diablo Valley, California

- * President, 1975-76
- * Joined League in 1971

Other Experience

- * Allocations Panel, United Way of the Gulf Coast, 1990
- * Vice-Chairman, Family Services Panel, United Way of the Gulf Coast, 1990
- * Board of Directors, Houston Advocates for Mentally Ill Children, 1989
- * Panel Member, Family Services Panel, 1987
- * Board of Directors, Houston Area Urban League, 1981-88

Employment

- * Associate Director, Interfaith Hunger Coalition of Houston Metropolitan Ministries, 1988-Present

LINDA MOSCARELLA

LWVUS

- * UN Observer, 1986-90
- * Alternate Observer, 1985-86
- * National Study Committee National Security Study Part III U.S. and The Third World

LWV New York State

- * Board, 1980-89
- * Directed reevaluation of financing education
- * State Finance Director, 1980-82
- * International Relations and National Security Study, 1983-89

LWV Orange County South

- * President, 1977-79
- * Vice President for Program, 1975-77
- * Public Relations, 1973-74
- * Voter Service, 1972-73
- * Joined League 1970

LWVED

- * Founded Town newsletter, Co-editor and political reporter, 1979-Present

Other Experiences

- * Ran town recycling center, 1980-88

Employment

- * Advertising Copywriter, print and television, 1960-64

ALVIN M. MOSS

LWV Maine

- * 1st Vice-President, 1989-91
- * 2nd Vice-President, 1985-89
- * Board Member; Campaign Finance Reform, Tax Reform, International Relations, 1976-85
- * Chair and Founder, Greater Ellsworth Area MAL Unit

Other Experience

- * Advisor Center for Defense Information
- * Former National Governing Board, Common Cause
- * Observer, Maine Commission on Government Ethics and Election Practices
- * Peace Activist, Professional and Volunteer Experience

Employment

- * Former Business Superintendent, Radnor, Pennsylvania
- * Retired Military

ROBIN J. SEABORN

LWV Florida

- * President, 1987-91
- * Board of Directors, 1983-87
- * Finance/Development Director, 1983-85
- * Vice-President, Legislative Program/Action, 1985-87
- * Chairman, Legislative Seminar, 1986-88
- * Budget Chair, 1982-83

LWV St. Petersburg

- * President, 1981-83
- * Chairmanships: Tax & Constitution, Membership, Finance, City & County Government, and Political Fair
- * Committee Member: Social Policy, Mental Health, Education, Natural Resources, Voters Service, Public Relations, and Election Laws

Other Experience

- * Member, Advisory Comm. to Florida Budget and Tax Reform Commission, 1990
- * Member, Florida Bar Joint Commission on Legal Services for the Poor, 1990
- * Member, Florida Treasurer/Insurance Commissioners Advisory Committee, 1990
- * Member, Florida Bar/Board of Governors Commission on Lawyer Professionalism Ethics, 1988
- * Member, 1000 Friends of Florida, 1987-Present
- * Member, State Task Force Review of Insurance/Tort Reforms, 1987-88
- * Vice President, St. Petersburg Free Clinic, 1984-88
- * Board of Directors, St. Petersburg Free Clinic, 1982-Present
- * Board of Directors, Neighborhood Housing Services, 1979-80
- * Chairman, Citizens Budget Review Committee, 1978-80
- * Board of Directors, St. Petersburg Leadership Training Program, 1976-80
- * Board of Directors, United Way of Pinellas County, 1973-80
- * Member, Community Alliance Bi-Racial Steering Committee; Chair, Drug Abuse Committee; Legis. Repres. Comm and Police/Community Relations Committee, 1973-80
- * President, Young Women's Residence, 1972

SUSAN SHAER

LWVUS

- * Board of Directors, 1988-90
- * 1990 National Convention Chair
- * Delegate to NATO tour of Brussels, Bonn and Berlin
- * Chair, Budget Committee
- * Member, Budget Committee, 1984-86

LWV Massachusetts

- * President, 1984-87
- * Vice-President, Program and Action, 1981-84
- * Vice-President, Finance, 1979-81
- * Membership Director, 1977-79

LWV Holliston, Massachusetts

- * President, 1975-77
- * Vice-President, Voters Service
- * Joined League in 1971

Other Experience

- * President, Tax Equity Alliance for Massachusetts, 1987-Present
- * President Council for Fair School Finance, Inc., 1982-89
- * Board of Directors, Planned Parenthood League of Massachusetts, 1987-Present
- * Board of Directors, Ford Hall Forum, 1987-Present
- * Advisory Board, Women in Politics and Government, 1987-Present

Employment

- * Political and Communications Consultant, Radio and Television Political Commentator

KATHLEEN WEISENBERG

LWV California

- * Chair, Nominating Committee, 1989-91
- * Member, Voters Service Marketing Committee, 1989-Present
- * Management/Training Vice President, liaison between Board and 1 MAL Unit, 1 ILO and 41 local Leagues, 1987-89
- * Member, Executive Committee, 1987-89
- * Director, Public Relations and Marketing, The Guide to California Government, 13th edition, 1985-87
- * Member, Legislative Committee, 1985-87

LWV South San Mateo County

- * President, 1983-85
- * Executive Vice President, 1981-83
- * Chair, County Health/Care Committee, 1978-83
- * County Director, Health/Care Committee, 1975-81
- * Director, Membership, 1972-74
- * Director, Development, 1971-72
- * Member, 1969-Present

Other Experience

- * PTA, Menlo-Atherton High School & Encinal Middle School, Legislative Director and Chair of several committees, 1986-88
- * Troop Leader, Girl Scouts of America, 1980-88
- * Member, San Mateo County Ad Hoc Health Care Committee, 1978

Employment

- * Office Manager, 1989-Present
- * Head Nurse, Intensive Care Unit, 1965-68

1991-92 LOCAL LEAGUE PRESIDENTS

ALEXANDRIA

Ruth Cain
1415 Lake Street, Apt. 108
Alexandria, 56308
612/763-4595

Geneva Pilgrim
1415 Lake Street, Apt. 113
Alexandria, 56308
612/683-6883

ANOKA/BLAINE/COON RAPIDS

Jeorgette Knoll
3301 - 157th Avenue N.W.
Anover, 55304
612/421-4678

ARDEN HILLS/SHOREVIEW

Ruth Fingerson
1612 Oak Avenue
Arden Hills, 55112
612/633-5316

Peg Olson
841 Tanglewood Drive
Shoreview, 55126
612/483-2483

AUSTIN

Jeanne Poppe
613 - 9th Avenue S.W.
Austin, 55912
507/433-5687

BEMIDJI AREA

Norma Will
2718 Beltrami Avenue N.W.
Bemidji, 56601
218/751-2359

BLOOMINGTON

Audrey Kohlstedt, Contact
1201 E. 92nd Street
Bloomington, 55425
612/881-2516

BROOKLYN CENTER

Barbara Sexton
3824 - 58th Avenue No.
Brooklyn Center, 55429
612/537-2118

BROOKLYN PARK/OSSEO/MAPLE GROVE

Betsy Ebner
7654 Dallas Lane
Maple Grove, 55369
612/420-7281

BUFFALO/MONTICELLO AREA

CANNON FALLS AREA

Shirley Workman
19 Woodland Heights
Cannon Falls, 55009
507/263-4360

CASS LAKE/WALKER AREA

CRYSTAL/NEW HOPE/EAST PLYMOUTH

Gail Perusse
3805 Deerwood Lane
Plymouth, 55441
612/553-1738

DETROIT LAKES AREA

Dee Bowman
P.O. Box 124
Detroit Lakes, 56502
218/847-4389

DULUTH

Marge Hanson
1201 Mississippi Avenue
Duluth, 55811
218/724-9279

Joan Peterson
3025 East Second Street
Duluth, 55812
218/724-6570

EASTERN CARVER COUNTY

Linda Menzel
110942 Von Herten Court
Chaska, 55318
612/448-3359

EDINA

Robin Larkin
7500 Hyde Park Drive
Edina, 55439
612/944-7734

ELK RIVER STATE UNIT

Jean Cashman
12660 Ridgewood Drive
Elk River, 55330
612/441-0394

Louise Kuester
19203 Jackson Road
Elk River, 55330
612/441-4327

FREEBORN COUNTYFRIDLEY

Janis Larson
4002 Cleveland Street N.E.
Columbia Heights, 55421
612/788-0728

GOLDEN VALLEY

Donna Wegley
2225 Valecrest Road
Minneapolis, 55422
612/545-7318

GRAND RAPIDS AREA

Dorothy Olds
1327 Crystal Springs Road
Grand Rapids, 55744
218/326-2488

HIBBING

Everal O'Brien
3014 2nd Avenue West
Hibbing, 55746
218/263-5820

JACKSON AREA

Loismae Espey
112 Fourth Street
Jackson, MN 56143
507/847-5151

MAHTOMEDI AREA

Marilyn Ingebritson
421 Birchwood Courts
White Bear Lake, 55110
612/429-5923

Pat Knasiak
11 Tamarisk Road
Dellwood, 55110
612/429-1633

MANKATO AREA

Kim Lee
405 No. Fifth, #230
Mankato, 56001
507/

MARSHALLMINNEAPOLIS

Lyn Lewis
2505 W. 60th Street
Minneapolis, 55410
612/920-3191

MINNETONKA/EDEN PRAIRIE/HOPKINS

Susan Scribner
5826 Oak View Circle
Minnetonka, 55345
612/949-9582 (h) 474-2525 (w)

MOORHEAD AREA

Lynn Tkachuk
203 - 8th Avenue So.
Moorhead, 56560
218/236-6596 (h) 236-6400, #204 (w)

NEW BRIGHTON

Janet Folsom
5510 N. Bavarian Pass
Fridley, 55432
612/572-8919 (h) 636-3650 (w)

NEW ULM

Peg Sundell
15 No. Payne
New Ulm, 56073
507/354-1261

NORTHERN DAKOTA COUNTY

Lois vanDyck
4550 Acorn Street
Eagan, 55122
612/454-3817

NORTHFIELD

Judith Stoutland
210 Manitou Street
Northfield, 55057-1570
507/645-7842

OWATONNA

Shirley Hill
364 E. Murray Street
Owatonna, 55060
507/451-5073 (h) 451-5250 (w)

Irene Sandstrom
312 E. Park
Owatonna, 55060
507/451-3965

RED WING

Clare Larkin
524 - 12th Street
Red Wing, 55066
612/388-5517 (h) 388-0433 (w)

RICHFIELD

Margaret Severe
7420 Sheridan Avenue So.
Richfield, 55423
612/869-6829

ROBBINSDALE

Mary Hawkins
4227 Zenith Avenue No.
Robbinsdale, 55422
612/535-1836 (h) 533-3481 (w)

ROCHESTER

Jane Callahan
3400 N.W. Chalet View Lane
Rochester, 55901
507/288-5660

ROCK COUNTY

Mildred Paulsen
Box 170
Steen, 56173
507/855-2328

ROSEVILLE

Lila Recksiedler
3104 No. Victoria
Roseville, 55113
612/484-7782

ST. ANTHONY

ST. CLOUD AREA

Deana Lederer
11 Michael Court
St. Cloud, 56301
612/

ST. CROIX VALLEY

Joan Newman
2533 Hidden Valley Lane
Stillwater, 55082
612/439-5116

ST. LOUIS PARK

Beth Koepke
4401 Park Glen Road #223
St. Louis Park, 55416
612/922-5526 (h) 333-0553 (w)

ST PAUL

Ann Copeland
2331 Buford Avenue
St. Paul, 55108
612/645-1160 (h) 228-3218 (w)

ST PETER

SCOTT COUNTY

Corrine McDonald
1826 W. Vierling Drive
Shakopee, 55379
612/445-6862 (h) 890-8456 (w)

SOUTH TONKA

Susannah Dodson
19265 Shady Hills Road
Excelsior, 55331
612/474-3851 (h) 470-3445 (w)

WAYZATA/PLYMOUTH AREA

WESTONKA

WHITE BEAR/NORTH OAKS

Mary Ann Linser
10317 Jody Avenue No.
Stillwater, 55082
612/429-6523

WILKIN COUNTY

WILLMAR

Suzanne Napgezek
1412 Hansen Drive S.E.
Willmar, 56201
612/235-8245

WINONA STATE UNIT

Lee Luebke, Contact
1009 West Howard
Winona, 55987
507/452-5747

WOODBURY/COTTAGE GROVE

Lynne Markus
9175 Pinehurst Road
Woodbury, 55125
612/

CMAL

Barbara Dols
2713 W. 54th Street
Minneapolis, 55410
612/926-3091

Convention Report :

Planning Organ - Bd Organs

Committees

Tells as Bd members vs. Staff