



Wende Sanderson <wende.sanderson@gmail.com>

Executive board minutes

1 message

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Fri, Jan 22, 2021 at 2:57 PM

Reply-To: klongfellow@frontier.com

To: Wende Sanderson <wende.sanderson@gmail.com>

Skagit League of Women Voters
Executive Board Meeting
January 21, 2021

Attendees: Wende Sanderson, Ed West, Kathryn Longfellow

Treasurer's status was discussed. We have a member willing to be an additional signer and we discussed that it would be helpful for us to have an interim person filling the Treasurer position until such a time that Lori is able to return.. The executive board voted to approve adding Bev Herbst to the US Bank Account as a signer in her role as interim Treasure.

Our current bookkeeping records are on Quick Books, which Lori has and used for our benefit, and we would need to purchase a yearly subscription to maintain that software. The amount is over \$200/yearly and it appears the state league would assist with the initial software purchase. Quick Books is a software with extensive capabilities. Ed West will research 501(C)4 bookkeeping suggestions.

An agenda item for the next board meeting is to establish a nominating committee for the current positions. Discussion occurred regarding sending an email to all members asking for input for the positions be sent to a member of the nominating committee.

We need a review of our by-laws. A member from another league has offered to provide us a guide to more current by-laws and we plan to take advantage of her generosity.

We will need to develop policies outside of the by-laws. One is a Diversity, Equity and Inclusion Policy and another is a Non-partisan policy. Treasurer's policy may need to be developed that includes having the President, Treasurer and one other member to be signers on the bank account.

Respectfully submitted,
Kathryn Longfellow
Secretary