

The Federated Democratic Women of Portage Cty.

Date: February 13, 2021

Zoom Meeting

Next Meeting

Date: March 6 (Sat)

Time: 11:00 am

Place: ZOOM MT

MINUTES

Present: Chris Clevenger-Morris, Brad Cromes, Diane Davis, Becky Doggett, Delores Durbin, Gloria Havin, Paula Gliulitto, Melissa Long, Erin Myria, Ashton Narzisi, Carla Reale, Leota Reale, Terrie Nielsen, Lucy Ribelin

Call to Order:

President Haven called the meeting to order at 11:07 am.

Minutes:

A correction to the PAC account in the Jan. minutes was noted by Treasurer, Lucy Ribelin. The correct balance is:

- PAC Account = \$ 5,447.23
+ \$ 1,846.00 (Jan 2 deposit)
\$ 7,293.23

Leota Reale moved to make the correction to the minutes and approve the minutes, Delores Durbin seconded; motion passed.

Old Business

1. **Fundraiser:**

Delores Durbin presented an update. The Seed packets have arrived, we are working on developing a digital way to make donations; Gloria and Lucy have applied for a debit card; the narrative for the letter is ready to print; and the address labels are ready to print. As soon as we secure the digital donation option, we will send the letters.

2. **Building our Website:**

Becky Doggett presented an update. She introduced Chris Clevenger-Morris, Pres. of PC Young Democrats, and Ashton Narzisi, Federal Compliance Analyst for Summit County, who are assisting us in developing the site and were available to answer questions.

The goal is to have the website up and running by mid-March. This site will increase our digital visibility, provide an online option to make PAC donations, to pay for Club dues, to offer educational videos and webinars, support endorsed candidates, and to promote Democratic values and initiatives to a larger audience.

We are proposing to use the following online services:

- a. SQUARE SPACE to design and manage the website.
- b. ACTBLUE is a nonprofit service that will provide online tools for tracking fundraising, online campaign donations, Club dues, and monthly financial reports.
- c. Chris can assist us with inserting the LOGO we choose into the website.

- d. Gloria and Lucy will apply for a debit card. (two cards, one for the President and one for the Treasurer).
- e. There are yearly costs to maintain the site. The estimated costs are:
 - i. \$230.00 to SQUARE SPACE to host, store data, and create page layouts; ACTBLUE a fee of 3.95% processing fee for digital donations.
- f. **Becky Doggett moved to create the FDW of PC website, Leota Reale seconded; motion passed.**
- g. There is also a need to create an additional position on the FDW Executive Committee, a **Digital Coordinator**, to help maintain the website. President Haven asked if anyone was interested in this position. Carla Reale expressed her interest.
- h. **Leota Reale moved to approve Carla Reale as the Digital Coordinator for the FDW of PC website, Lucy Ribelin seconded, motion passed.**
- i. Finally, we are working on a new LOGO for the Club/PAC. One sample LOGO was presented but the members want to see other examples so, this issue was tabled until the next meeting. Carla Reale and Chris Clevenger-Morris will assist this effort.

3. Dues:

Denise Smith updated the members: she is still receiving renewal/new payments and has given the checks to Lucy Ribelin for deposit. She has also given Terrie Nielsen, Corresponding Secretary, and Becky Doggett, Recording Secretary, copies of the membership forms so they can update the mailing/email lists.

Reports:

1. Treasurer's Report: Lucy Ribeling informed the members she has "cleaned-up" everything she has received from the former Treasurer.
 - a. Donations for Signs: Every donation to the PAC has to be recorded and the Year End Financial Report did not include all of the donations from the election. Some of the records she received were difficult to reconcile. We cannot bundle money received then obtain a cashier's check for deposit. After a detailed review she was able to update the records so we are in compliance.
 - b. Moving forward we have to make sure we are using the correct forms for noting individual contributions.
 - c. PAC Account equals \$7,096.52 (Includes a contribution of \$1,846 and a check to Delores Durbin for the purchase of the "seed packets.")
 - d. CLUB Account equals \$2,080.38 (Includes \$730.00 membership dues and \$300.00 check to Becky Doggett to buy food for CARES food drive)
2. **Carla Reale moved to accept the Treasurer's report, Delores Durbin seconded; motion passed.**
3. Becky Doggett informed the members that she had \$60.00 left-over from buying food and requested guidance as to what to do with the money.
 - a. **Carla Reale moved for Becky to keep the CARES money and use it for the next CARES food drive, Delores Durban seconded; motion passed.**

Open Comments/Announcements:

The members had a lively discussion regarding how the FDW can become more visible and relevant in Portage County:

- Creating our own website and LOGO and streamlining donations will help. We can also offer educational programs and special speakers.
- Start now to get out the vote for the May election. We have two Judges that need our help with their campaigns.
- Plan more local events in addition to a booth at the PC Fair.
- We can look at buying promotional items to give away at local events.
- Collaborate with other Democratic organizations in PC to have events.
- FDW members should team-up with the members of the Dem Central Committee that live in your precinct areas to do canvassing and events.
- Get more articles and letters-to-the-editor in the Record Courier and Portager
- Hold short training sessions after our meetings and invite people you know to join us.
- Hold register-to-vote and vote-by-mail events and drive-throughs.
- Work with the NAACP to hold events.
- Write your representatives to not decrease mail-in voting efforts.
- Find out how many Democrats and Independents live in your precinct then collaborate with your Dem Central Committee member to reach out to these voters.
- Work with the Dem Central Committee to make a plan to open the Dem Office and keep it open.

Adjournment:

Delores Durbin moved to adjourn, Carla Reale seconded; Motion passed and Pres. Haven adjourned the meeting at 12:32 pm.

Respectfully submitted by,
Becky Doggett
Recording Secretary