JANUARY PRE-BOARD

JEANETTE VANDERWATER TREASURER

Attached are the balance sheets and budget analysis for both T and TEF dated December 31, 1983. These were actually done on December 28, so anything that I received during the last three days of the year is not included. These will be included in January.

As I explained to the vice-presidents a month ago, I had to make some changes in the way in which data is being stored on the computer in "T", not "TEF". The result is that all income and expenses entered before October 31, 1983 will be listed as a total on the individual line item listings. I will bring to the board meeting complete listings of all of that. If you need a copy say so. I will also bring the voucher folders for November and December. If you need any earlier ones let me know before I leave for the board meeting.

BONDING FOR TREASURER/PRESIDENT

We are not bonded at the moment. Joann and I have looked into this and it would cost about $100 per year. Since these costs are pro-rated, the effect would not be felt until the 1984-85 budget year. They now require that someone else reconcile the checkbook. I have made arrangements for the bank statements to be mailed to the office. Joann will do the reconcilation in January, an easy month, and report at the board meeting as to its difficulty.

POLITICAL ACTION COMMITTEE

All necessary reports have been filed. We took in $110, $75 from LWV-T, and spent $95.30. The balance is now $25.52. Joann talked Austin National Bank, where we have our checking, to carry the account with no service charge. Let's just leave this alone!

TEF TO T PAYBACKS

These are all complete for the first six months of the fiscal year with the following exceptions:

The July Voter, The October voter, and the KROY lettering machine. Would the person doing the Voter ones, please get them to me by the board meeting if you have not already done so. It is my feeling that we should make our decision on the use of the money donated in Beth's honor before I do any paybacks on that use of the money.

BETH BROWN MEMORIAL

We have received a total of almost $3,800, $3,000 of this was from Warren Brown (Beth's insurance I think). We have spent $795 on the lettering machine and need to make a decision on the rest at this board meeting. After that decision is made, we can adjust the budget to reflect these contributions as member or non-member.

1984-1985 BUDGET AMENDMENT

I will propose at the board meeting an amendment to allow local leagues to pay 10% of their PMP, next fiscal year, with TEF monies. It appears that we can afford it in LWV-T. It would be nice if we could allow up to 25%, but it doesn't look like we can. Perhaps we could allow up to 25% in cases of extreme hardship.

LWV-T BUDGET

We made extensive adjustments to this at the November board meeting. As a management tool, I am comfortable with it. We may want to look at the DPM's. We changed both the income and the expense and it now shows that it is spending $1,600.00 more than is coming in. Do we want to leave this as is? It will be part of the Council Workbook!

What about fund raising? $8,664 more needs to be raised from mebers and non-members in order to reach the goal. A contribution of $600 was supposed to be coming from Texas Electric Service. I haven't seen it yet. Receipt of that would reduce the above figure to just over $8,000.

We started the year with an unbudgeted surplus of $11,112.05. Commitments from the previous year used almost $3,000. Budget adjustments made in November and previous board meetings used another $2,000. If we follow the budget as adjusted, we should end the year with about $6,000 in addition to the accrual for the legislative session.

TEF BUDGET

If the interest income looks low, it will be taken care of in January. The savings and loans are trying to save money and don't tell you about interest earned as often any more. Joann called last June so that we could have the final report for the fiscal '82 - '83 up-to-date. I have not asked her to call again. They will issue a statement in January. Everyone, except us, needs it for tax purposes.

Voter Guides lost about $450. We need to make adjustments in the price of the spring guides or adjust the budget. What about fund raising? We need to raise another $8,400 to make the budget.

I want to make some comments on the Burris estate money. We received the stock in late 1981, worth fluctuates, now about $24,000 and Dallas owns 20% of it. In the summer of 1982 we received a final cash settlement of $8,124.58. Dallas got 20% of that and our net was $6,500. We have just begun to use this, If we adjust the budget as I suggest below, our use this year will amount to $6,150. Next year's budget also uses some, about $5,000. Are we using it too fast??

SUGGESTED TEF BUDGET ADJUSTMENT

| | Income | | | Expenses | |
|---|---|---|---|---|---|
| D2 | $200 less | no more sub. | N7 | $ 400 more | paid some withTEF |
| D3a | 1,100 less | 1st one not much, 2nd in next fiscal year | N8 | 500 more | new line item |
| | | | O3 | 200 less | to match D2 |
| D3b | 1,100 more | this is saleable, isn't it? | | | |
| D3c | 1,000 less | ocean incin not much | P2a | 200 more | Domestic violence |
| D3e | 200 more | we will sell some?? | P2b | ??? | |
| D6 | 300 more | new line item | P2c | 600 less | Shouldn't be needed |
| | 1,150 more | Reserves | P2e | OK | Testacy paper |
| | | | P3 | 50 more | Probably needed |
| | $ 450 more | | | $ 450 more | |

# LEAGUE OF WOMEN VOTERS OF TEXAS

## BALANCE SHEET DECEMBER 31, 1983

ASSETS

| | | |
|---|---|---|
| M1A | AUSTIN NATIONAL BANK CHECKING | 2910.21 |
| M1B | OFFICE ACCOUNT | 300.00 |
| M1C | PETTY CASH | 30.00 |
| M1D | MERRILL LYNCH READY ASSETS | 7434.99 |
| M1E | LONG TERM CERTIFICATE | 9945.57 |
| M2A | ACCOUNTS RECEIVABLE | 72.07 |
| M2B | TEF RECEIVABLE | 5600.45 |
| M2C | OTHER RECEIVABLE | 140.00 |
| M3 | PRE-PAID EXPENSES | 34.82 |
| | TOTAL ASSETS | $ 26468.11 |

LIABILITIES AND NET WORTH

| | | | |
|---|---|---|---|
| J1A | SALES TAX PAYABLE | | 76.61 |
| J1B | PAYROLL TAXES PAYABLE | | 528.38 |
| J1C | OTHER PAYABLE | | 0.0 |
| J2A | RESERVE FUND | | 15000.00 |
| J2B | ENDOWMENT FUND | | 2000.00 |
| F1 | OPERATING FUND, BAL JUNE 1, 1983 | 11112.05 | |
| | INCOME LESS EXPENSE | -2248.93 | |
| | OPERATING FUND THIS DATE | | 8863.12 |
| | TOTAL LIABILITIES AND NET WORTH | | $ 26468.11 |

## BUDGET ANALYSIS JUNE 1, 1983 THROUGH DECEMBER 31, 1983

| | INCOME | BUDGET | ACTUAL | REMAIN |
|---|---|---|---|---|
| A1 | LOCAL LEAGUE PER MEMBER PAYMENTS | 28873. | 20424.62 | 8448.38 |
| A2 | MEMBERS JOINING MATL | 33. | 8.25 | 24.75 |
| A3 | DUES, M-A-L & STATE UNIT MEMBERS | 3375. | 1125.00 | 2250.00 |
| A4 | PROVISIONAL LEAGUE | 125. | 125.00 | 0.0 |
| | SUB-TOTAL A | $ 32406. | $ 21682.87 | $ 10723.13 |
| B | INTEREST ON SAVINGS | 1500. | 822.88 | 677.12 |
| | SUB-TOTAL B | $ 1500. | $ 822.88 | $ 677.12 |
| C1 | DUPLICATE PRESIDENT'S MAILINGS | 2100. | 2110.00 | -10.00 |
| C2 | STANDING ORDERS | 538. | 532.00 | 6.00 |
| C3 | PUBLICATIONS ON HAND | 2000. | 915.55 | 1084.45 |
| C4 | LEGISLATIVE NEWSLETTERS | 0. | 0.0 | 0.0 |
| C5 | "WE SUPPORT" | 814. | 405.27 | 408.73 |
| C6 | PROGRAM PERSPECTIVES | 100. | 0.0 | 100.00 |
| C7 | TEXAS PIMS | 50. | 34.50 | 15.50 |
| | SUB-TOTAL C | $ 5622. | $ 4017.32 | $ 1604.68 |
| D1 | MEMBER CONTRIBUTIONS | 3008. | 143.21 | 2864.79 |
| D2 | STATE FUND RAISING | 8250. | 2450.00 | 5800.00 |
| D3 | BOARD MEMBERS, UNREIMBURSED EXP | 2000. | 714.88 | 1285.12 |
| D4 | BETH BROWN MEMORIAL | 0. | 3785.00 | -3785.00 |
| | SUB-TOTAL D | $ 13258. | $ 7093.09 | $ 6164.91 |

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| | | | | |
|---|---|---|---|---|
| E1 | COUNCIL 1984 | 4750. | 0.0 | 4750.00 |
| E2 | IN-KIND ASSISTANCE | 1500. | 0.0 | 1500.00 |
| | SUB-TOTAL E | $ 6250. | $ 0.0 | $ 6250.00 |
| | TOTAL INCOME | $ 59036. | $ 33616.16 | $ 25419.84 |

G. FROM RESERVES 4975.

$ 64011.

| | EXPENSES | BUDGET | ACTUAL | REMAIN |
|---|---|---|---|---|
| M1 | EQUIPMENT MAINTENANCE | 1600. | 1190.58 | 409.42 |
| M2 | GENERAL SUPPLIES | 1000. | 197.06 | 802.94 |
| M3 | POSTAGE | 1000. | 1022.38 | -22.38 |
| M4 | TELEPHONE | 1650. | 1192.52 | 457.48 |
| M5 | INSURANCE | 450. | 339.19 | 110.81 |
| M6 | RENT AND PARKING | 7240. | 4477.50 | 2762.50 |
| M7 | SALARIES | 20400. | 11900.00 | 8500.00 |
| M8 | PAYROLL TAXES | 1480. | 876.04 | 603.96 |
| M9A | AUDIT AND TAX REPORTS | 250. | 250.00 | 0.0 |
| M9B | OFFICE OVERHEAD | -7400. | -4237.55 | -3162.45 |
| M9C | EQUIPMENT PURCHASES | 5060. | 5855.00 | -795.00 |
| M9D | TEF REIMBURSEMENT | -14175. | -6637.95 | -7537.05 |
| | SUB-TOTAL M | $ 18555. | $ 16424.77 | $ 2130.23 |
| D1A | PRESIDENT, TRAVEL & PER DIEM | 1200. | 135.00 | 1065.00 |
| D1B | PRESIDENT, TELEPHONE | 900. | 1158.92 | -258.92 |
| D1C | PRESIDENT, POSTAGE & SUPPLIES | 100. | 49.60 | 50.40 |
| D2 | SECRETARY AND TREASURER | 650. | 505.91 | 144.09 |
| D3A | BOARD TOOLS | 550. | 484.89 | 65.11 |
| D3BA | BOARD MEETING, JUNE | 1800. | 2157.34 | -357.34 |
| D3BB | BOARD MEETING, SEPTEMBER | 1500. | 1235.66 | 264.34 |
| D3BC | BOARD MEETING, NOVEMBER | 700. | 968.30 | -268.30 |
| D3BD | BOARD MEETING, JANUARY | 1500. | 0.0 | 1500.00 |
| D3BE | BOARD MEETING, APRIL | 2000. | 0.0 | 2000.00 |
| D3C | BOARD MAILINGS | 2600. | 1497.65 | 1102.35 |
| D3D | UNREIMBURSED EXPENSES, BD MEETINGS | 400. | 189.10 | 210.90 |
| D4A | BUDGET COMMITTEE | 400. | 206.14 | 193.86 |
| D4B | DEVELOPMENT | 1400. | 925.54 | 474.46 |
| D4C | INTERIM COMMITTEES | 0. | 0.0 | 0.0 |
| D4D | NOMINATING | 50. | 0.0 | 50.00 |
| D5 | TEF REIMBURSEMENT | -5450. | -3573.24 | -1876.76 |
| D6 | UNREIMBURSED EXP, ADMINISTRATIVE | 400. | 142.46 | 257.54 |
| | SUB-TOTAL D | $ 10700. | $ 6083.27 | $ 4616.73 |
| P1 | NATIONAL CONVENTION, 1984 | 1500. | 0.0 | 1500.00 |
| P2 | STATE COUNCIL, 1984 | 4750. | 0.0 | 4750.00 |
| | SUB-TOTAL P | $ 6250. | $ 0.0 | $ 6250.00 |
| [illegible] | NATIONAL SERVICES | 1136. | 1138.50 | -2.50 |
| | SUB-TOTAL [illegible] | $ 1136. | $ 1138.50 | $ -2.50 |

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| | | | | |
|---|---|---|---|---|
| P1 | VICE-PRESIDENT'S EXPENSES | 375. | 34.46 | 340.54 |
| P2 | VOTER | 4200. | 1567.22 | 2632.78 |
| P3 | TEF REIMBURSEMENT | -2135. | 0.0 | -2135.00 |
| P4A | PUBLICATIONS' CHAIR EXPENSES | 50. | 25.93 | 24.07 |
| P4B | MARKETING EXPENSES | 200. | 27.00 | 173.00 |
| P4C | DUPLICATE PRESIDENT'S MAILINGS | 3700. | 2155.08 | 1544.92 |
| P4D | STANDING ORDERS | 350. | 189.90 | 160.10 |
| P4E | PUBLICATIONS ON HAND | 1300. | 1455.64 | -155.64 |
| P4F | "WE SUPPORT" | 300. | 355.00 | 245.00 |
| P4G | PROGRAM PERSPECTIVES | 100. | 0.0 | 100.00 |
| P5 | UNREIMBURSED EXPENSES | 400. | 1.50 | 398.50 |
| | SUB-TOTAL P | $ 9340. | $ 6011.73 | $ 3328.27 |
| S1 | VICE-PRESIDENT'S EXPENSE | 250. | 163.17 | 86.83 |
| S2 | FIELD SERVICE | 2150. | 1527.86 | 622.14 |
| S3 | WORKSHOPS | 450. | 444.58 | 5.42 |
| S4 | NEW LEAGUES AND NEW UNITS | 400. | 340.59 | 59.41 |
| S5 | MEMBERSHIP | 250. | 51.89 | 198.11 |
| S6 | PROVISIONAL LEAGUE | 250. | 89.02 | 160.98 |
| S7 | STATE UNIT SUPPORT | 270. | 135.98 | 134.02 |
| S8 | MAILINGS TO STATE UNIT CHAIRS | 395. | 322.31 | 72.69 |
| S9A | MAILINGS TO MEMBERS AT LARGE | 1550. | 869.06 | 680.94 |
| S9B | MAILINGS TO LOCAL LEAGUE PRESIDENTS | 2550. | 1505.35 | 1044.65 |
| S9C | TEF REIMBURSEMENT | -1105. | -713.31 | -391.69 |
| S9D | UNREIMBURSED EXPENSES | 400. | 199.24 | 200.76 |
| | SUB-TOTAL S | $ 7810. | $ 4935.74 | $ 2874.26 |
| T1 | VICE-PRESIDENT'S EXPENSES | 250. | 79.62 | 170.38 |
| T2A | PROGRAM ACTION; HAZ WASTE & LAND USE | 400. | 320.76 | 79.24 |
| T2B | PROGRAM ACTION; VOTING RIGHTS | 50. | 4.18 | 45.82 |
| T2C | PROGRAM ACTION; EXEC; LEG; JUD | 50. | 21.00 | 29.00 |
| T2D | PROGRAM ACTION; STATE LOCAL REL | 75. | 0.0 | 75.00 |
| T2E | PROGRAM ACTION; ENERGY; COAL; OIL; | 100. | 10.28 | 89.72 |
| T2F | PROGRAM ACTION; ENERGY; SOLAR | 25. | 0.0 | 25.00 |
| T2G | PROGRAM ACTION; SOLID WASTE | 25. | 2.52 | 22.48 |
| T2H | PROGRAM ACTION; REPRODUCTIVE RIGHTS | 25. | 0.0 | 25.00 |
| T2I | PROGRAM ACTION; REDISTRICTING | 25. | 0.0 | 25.00 |
| T2J | PROGRAM ACTION; PUBLIC SCH FINANCE | 50. | 7.22 | 42.78 |
| T2K | PROGRAM ACTION; WOMEN UNDER TX LAW | 50. | 14.86 | 35.14 |
| T2L | PROGRAM ACTION; AD OF JUSTICE | 100. | 0.0 | 100.00 |
| T2M | PROGRAM ACTION; HUMAN RESOURCES | 175. | 106.41 | 68.59 |
| T2M | PROGRAM ACTION; WATER | 175. | 16.65 | 158.35 |
| T2O | PROGRAM ACTION; AIR/TRANSPORTATION | 100. | 0.0 | 100.00 |
| T2P | PAC SEED MONEY | 75. | 75.00 | 0.0 |
| T3 | COALITIONS AND OTHER | 100. | 30.00 | 70.00 |
| T5 | UNREIMBURSED EXPENSES | 400. | 182.58 | 217.42 |
| | SUB-TOTAL T | $ 2250. | $ 871.08 | $ 1378.92 |
| U1 | ACCURAL FOR NEXT SESSION | 4320. | 0.0 | 4320.00 |
| U2 | SPECIAL LEGISLATIVE SESSION | 650. | 0.0 | 650.00 |
| | SUB-TOTAL U | $ 4970. | $ 0.0 | $ 4970.00 |
| V1 | IN-KIND ASSISTANCE | 1500. | 0.0 | 1500.00 |
| | SUB-TOTAL V | $ 1500. | $ 0.0 | $ 1500.00 |
| W1 | LL SHARE OF STATE FUND RAISING | 1500. | 400.00 | 1100.00 |
| | SUB-TOTAL W | $ 1500. | $ 400.00 | $ 1100.00 |
| | TOTAL EXPENSES | $ 39401. | $ 35865.09 | $ [illegible] |

T2? Leg. Director

# LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

## BALANCE SHEET DECEMBER 31, 1983

### ASSETS

| | | |
|---|---|---|
| M1A | REPUBLIC BANK, NOW CHECKING | 3083.25 |
| M1B | MERRILL LYNCH READY ASSETS | 16230.23 |
| M1C | SHORT TERM CERTIFICATES | 10000.00 |
| M1D | LONG TERM CERTIFICATES | 21619.85 |
| M1E | SPECIAL ACCOUNT, LUBBOCK | 0.0 |
| M2 | STOCK PORTFOLIO | 23971.25 |
| M3 | ACCOUNTS RECEIVABLE | 270.72 |
| M4 | PRE-PAID EXPENSES | 0.0 |
| | TOTAL ASSETS | $ 75175.30 |

### LIABILITIES AND NET WORTH

| | | | |
|---|---|---|---|
| J1A | SALES TAX PAYABLE | | 11.26 |
| J1B | T PAYABLE | | 5600.45 |
| J3A | ENDOWMENT FUND | | 26600.00 |
| J3B | STOCK FUND | | 23971.25 |
| K1 | REST NET WORTH, BAL JUNE 1, 1983 | 5134.14 | |
| K2 | L L NET WORTH, BAL JUNE 1, 1983 | 13157.25 | |
| K3 | OPERATING FUND, BAL JUNE 1, 1983 | 7971.53 | |
| | INCOME LESS EXPENDS | -7270.58 | |
| | OPERATING FUND THIS DATE | | ~~13932.34~~ |
| | TOTAL LIABILITIES AND NET WORTH | | $ 75175.30 |

OPER. 502.82
L. L. 13947.44
Rest. 4542.08

### BUDGET ANALYLSIS JUNE 1, 1983 THROUGH DECEMBER 31, 1983

| | INCOME | BUDGET | ACTUAL | REMAIN |
|---|---|---|---|---|
| A1 | UNRESTRICTED FUND RAISING | 9000. | 3000.00 | 6000.00 |
| A2 | MEMBER CONTRIBUTIONS | 2500. | 91.56 | 2408.44 |
| A3 | TRIBUTES AND MEMORIALS | 200. | 60.00 | 140.00 |
| A4 | RESTRICTED GRANTS | 50000. | 0.0 | 50000.00 |
| A5 | LOCAL LEAGUE RESTRICTED FUNDS | 11100. | 6945.00 | 4155.00 |
| A6 | UNREIMBURSED EXPENSES BY TRUSTEES | 500. | 168.98 | 331.02 |
| | SUB-TOTAL A | $ 73300. | $ 10265.54 | $ 63034.46 |
| B1 | IMTESTEST ON SAVINGS | 3000. | 1138.39 | 1861.61 |
| B2 | STOCK DIVIDENDS | 2500. | 1057.38 | 1442.62 |
| | SUB-TOTAL B | $ 5500. | $ 2195.77 | $ 3304.23 |
| C1 | LOCAL LEAGUE PROJECTS | 450. | 186.54 | 263.46 |
| C2 | GRANT ADMINISTRATIVE FEES | 2500. | 0.0 | 2500.00 |
| C3 | TEXAS GOVERNMENT HANDBOOK | 0. | 213.75 | -213.75 |
| | SUB-TOTAL C | $ 2950. | $ 400.29 | $ 2549.71 |
| D1 | VOTER GUIDES | 6250. | 2374.15 | 3875.85 |
| D2 | PUBLIC SUBSCRIPTION SERVICE | ~~1625.~~ 1425 | 1380.00 | 245.00 |
| D3A | F&I, CHILD SUP EMF & DOM VIOL (next yr.) | ~~1200.~~ 100 | 74.67 | 1125.33 - 1100 |
| D3B | FACTS AND ISSUES, REDISTRICTING (thisyr.) | 1100. | 0.0 | 0.0 +1100 |
| D3C | FOCUS, OCEAN IMCIM | ~~1275.~~ 275 | 56.40 | 1218.60 - 1100 |
| D3D | LEADERS' GUIDE, REDISTRICTING | 200. | 170.90 | 29.10 |
| D3E | FACTS AND ISSUES, INTESTACY | 200. | 0.0 | 0.0 + 200 ? |
| D4 | VOTER SERVICE PUBLICATION | 600. | 0.0 | 600.00 |
| D5 | PRIDE PUBLICATIONS | 450. | 384.24 | 65.76 |
| D6 | TEF HANDBOOK | 300. | 277.50 | -277.50 |
| | SUB-TOTAL D | $ ~~11000.~~ 11,100 | $ 4717.86 | $ 6882.14 |

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| | | | | |
|---|---|---|---|---|
| E1 | OUTSIDE PROFESSIONALS, IM-KIND | 2480. | 0.0 | 2480.00 |
| | SUB-TOTAL E | $ 2480. | $ 0.0 | $ 2480.00 |
| | TOTAL INCOME | ~~$ 95830.~~ 95,330 | $ 17579.46 | $ 78250.54 |
| | FROM RESERVES | ~~$ 8150.~~ $8,150 | | |
| | | ~~$ 103980.~~ 103,480 | | |

| | EXPENSES | BUDGET | ACTUAL | REMAIN |
|---|---|---|---|---|
| M1 | OFFICE OVERHEAD | 12150. | 4613.95 | 7536.05 |
| M2 | TRUSTEES EXPENSES | 5450. | 3573.24 | 1876.76 |
| M3 | PUBLIC RELATIONS INCL. VOTER | 2135. | 0.0 | 2135.00 |
| M4 | MAILINGS TO LLP, MAL, & SU | 905. | 713.31 | 191.69 |
| M5 | ADMINISTRATION OF LL PROJECTS | 100. | 14.85 | 85.15 |
| M6 | CAPITAL EXPENDITURES | 2985. | 1484.03 | 0.97 |
| M7 | PORTION OF NAT'L PMP FOR MAL | 400. | 379.50 | -379.50 |
| M8 | TEF HANDBOOK | 500. | 502.82 | -502.82 |
| | SUB-TOTAL M | $ 22225. | $ 11281.70 | $ 10943.30 |
| O1 | VS/CI CHAIRPERSON | 175. | 41.75 | 133.25 |
| O2 | VOTER GUIDES | 6250. | 2831.78 | 3418.22 |
| O3 | PUBLIC SUBSCRIPTION SERVICE | 1300. | 406.39 | 893.61 |
| O4 | VOTER SERVICE PUBLICATION | 500. | 1.32 | 498.68 |
| O5 | VS PROJECTS | 300. | 40.55 | 259.45 |
| O6 | UNREIMBURSED EXPENSES | 250. | 36.04 | 213.96 |
| | SUB-TOTAL O | $ 8775. | $ 3357.83 | $ 5417.17 |
| P1 | INFORMATION AND EDUCATION | 2800. | 2152.87 | 47.13 |
| P2A | F&I, CHILD SUP ENF & DOM VIOLENCE | ~~1500.~~ 2100 | 602.77 | 297.23 |
| P2B | FACTS AND ISSUES, REDISTRICTING | 900. | 19.51 | 880.49 |
| P2C | FOCUS, OCEAN INCERATION, | 200. | 120.00 | 680.00 |
| P2D | LEADERS' GUIDE, REDISTRICTING | 300. | 266.45 | 33.55 |
| P2E | ~~LEADERS' GUIDE, #3~~ 741, Intestacy | 300. | 0.0 | 300.00 |
| P3 | PROGRAM RESOURCES | ~~200.~~ 200 | 169.10 | -19.10 |
| P4 | UNREIMBURSED EXPENSES | 250. | 132.94 | 117.06 |
| | SUB-TOTAL P | $ ~~5800.~~ 6250 | $ 3463.64 | $ 2336.36 |
| Q1 | OFFICE EQUIPMENT | 540. | 539.97 | 0.03 |
| Q2 | NUCLEAR WASTE PROJECT | 50. | 52.09 | -2.09 |
| Q3 | SENATORIAL DEBATES, 1984 | 100. | 0.0 | 100.00 |
| Q4 | PUBLICATIONS AND PROJECTS, REST | 49310. | 0.0 | 49310.00 |
| | SUB-TOTAL Q | $ 50000. | $ 592.06 | $ 49407.94 |
| R1 | LOCAL LEAGUE PROJECTS | 8550. | 3917.44 | 4632.56 |
| R2 | LOCAL LEAGUE PURCHASES | 3000. | 2237.37 | 762.63 |
| | SUB-TOTAL R | $ 11550. | $ 6154.81 | $ 5395.19 |
| S | PROFESSIONAL IN-KIND ASSISTANCE | 2480. | 0.0 | 2480.00 |
| | SUB-TOTAL S | $ 2480. | $ 0.0 | $ 2480.00 |
| | TOTAL EXPENSES | ~~$100830.~~ 103,480 | $ 24850.04 | $ 75979.96 |

Focus on N.R.

Preboard from Lois Carpenter January, 1984

Please bring to this board meeting:
T and TEF minutes from November
National bylaws
Impact on Issues
National Program-making report form package
Workbook from Council '82 if you have one
Proposed T and TEF budgets--coming with your preboard
Primary Voters Guide from 1982 if you have it

Congratulations to Dee Hayter on her appointment by the board of the Texas Dept. of Health to a six-year term on the Municipal Solid Waste Management and Resource Recovery Advisory Council.

LWV-Dallas has decided they do not want to cash in on their Burruss estate benefits now because the stock is doing so well. They will let us know when they do want it.

I have not yet heard from Donna Green re appointment to the Nominating Committee or from Monica Fried on the ABC Election Night Reporting, but hope to know by board meeting time.

The Texas State Division of AAUW has published the first WON (Women's Organization Network) Calendar. They ask that we add the calendar coordinator to our VOTER mailing list, and they hope that we will also add the "people" (I think they meant "organizations.") in the Network to our newsletter mailing list. I wrote them that I did not foresee any problem with sending the VOTER to the calendar coordinator, but that I did not know if we could add the others. Besides AAUW and LWV the first calendar included these 8 other Network orgs.:

Texas NOW
TX Family Planning Asso.
Church Women United
TX Nurses Asso.
Gov.'s Commission for Women
TX Council on Family Violence
TWPC
TX Press Women

Probably a few more organizations may be included in the Network. So the question is, would the PR value and networking purpose be worth the extra cost to us of sending the VOTER to all these Orgs.? Think about it. . .

You have all been sent folders on the Women in Focus symposium sponsored by the Gov.'s Commission for Women and Southwest TX State Univ. to be held in San Marcos Jan. 17 & 18. During workshop time on the 17th there will be the first meeting of representatives of groups that could form a Women's Coalition. I will be there to represent us. But I would like to hear from you if there are particular areas of interest or concern you want me to emphasize. Also, What kind of activities would you want a Women's Coalition to do? Should I assume that we do want to be in such a coalition? Undoubtedly we will know more after this formative meeting.

Conferences abound in January. On the 28th the TX Democratic Party is sponsoring WOMEN WORKING AND WINNING IN'84. They asked me to serve on the steering committee, but I felt that it sounded much too partisan and therefore declined.

The Gov's Office and LBJ School of Public Affairs will sponsor a seminar Jan. 26 & 27 for 1983 appointees to boards and commissions on board roles, responsibilities and operations. I plan to attend as much of that as possible, but the Juvenile Probation Commission is scheduled to meet sometime the 27th.

Budget Chair Barbara Swartz has a League meeting she needs to attend in Houston the morning of Fri., 13th, so she and Debates Chair Modelle Brudner will arrive together in time for us to start budget discussion by 3:00 p.m. that day.

Please be thinking creatively about:

What articles are needed for the February VOTER?

What questions do we want to ask in the primary Voters Guide? Only statewide candidates (I think) will be for U.S. Senator and 3 places each on the Supreme Court and Court of Criminal Appeals.

LEAGUE OF WOMEN VOTERS OF ILLINOIS
67 EAST MADISON ST., CHICAGO 60603

NOV 15 1983

November, 1983

TO: ALL STATE AND LOCAL LEAGUES

FROM: LEAGUE OF WOMEN VOTERS OF ILLINOIS FISCAL POLICY COMMITTEE

RE: ADOPTION OF PROGRAM ITEM AT NATIONAL CONVENTION 1984

After first assessing the support for this study and receiving encouragement from local Leagues in Illinois and from the LWVUS Board, the Fiscal Policy Committee of the League of Women Voters of Illinois, is now asking all local and state Leagues to support a National study of Federal Tax Policies when planning national program for 1984-86.

During the 1960's a long-standing position on tax rates was shifted to League Principles and states: "...that government should maintain an equitable and flexible system of taxation...". The LWVIL Fiscal Policy Committee believes a study of Federal Tax Policies is needed to give the National Board a solid position from which to respond to today's complex tax policies. Many State Leagues, in addition to LWVIL, have found it necessary to study the revenue side of the budget process in order to be effective lobbyists for League supported programs. We believe this study would fill a major gap in LWVUS program.

Will you please support this new study at your national program planning meetings? Return this coupon to Illinois so the committee can judge the strength of the support for this program area.

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ADOPTION OF PROGRAM ITEM AT NATIONAL CONVENTION 1984

Return (as soon as possible) to:

Joan Morton
4902 Brookview Road
Rockford, IL 61107

OR

LWVIL FISCAL POLICY COMMITTEE
67 East Madison Street
Chicago, Illinois 60603

_____ We support the proposal. _____ We support and would contribute $5-$15 to pay for mailings.

_____ We would recommend the following modifications:

_____ We do not support the proposal

NAME _____

ADDRESS _____

LEAGUE _____

ver

LEAGUE OF WOMEN VOTERS OF ILLINOIS
67 EAST MADISON ST., CHICAGO 60603

November, 1983

PROGRAM PROPOSAL FOR CONVENTION 1984

Rationale: Budget deficits and the budget process have moved to the center of national concern. The League of Women Voters of the United States has been a leader in examining policies of national interest. League has promoted legislation on environment, education, transportation, social policies and other spending programs. The League of Women Voters of Illinois Fiscal Policy Committee believes the time is now right to examine how the federal government is financed. We propose the following study for adoption at the 1984 LWVUS Convention.

Focus: Federal Tax Policies

Scope: Study and evaluation of federal revenue sources, alternative taxes and tax and spending limitation.

Some specific areas for study might be:

- Taxation
- Budget deficits
- Deductions, exclusions and exemptions
- Alternative tax proposals (flat rate, value added)
- Tax credits and deferrals
- Debt financing
- Balanced budget (Constitutional Convention)

Conclusion: The LWVIL Fiscal Policy Committee asks your support for a study which would provide a more comprehensive position on financing federal government than the one now embodied in League principles.

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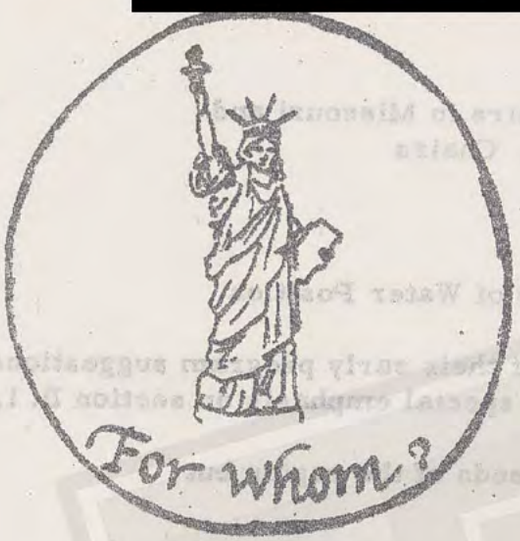
DEC 5 1983

From: League of Women Voters North Coast San Diego County [redacted]

Non-Profit Org.
U.S. POSTAGE
PAID
Carlsbad-by-the-Sea
Calif. 92007
Permit No. 34




To: All State and Local Leagues

Lois Carpenter, Pres.
LWV of Texas
1212 Guadalupe #109
Austin, TX 78701

RE: ADOPTION OF A NATIONAL STUDY OF IMMIGRATION AT CONVENTION 1984
Recommend Immigration as a new study at National Program-Planning Meetings

AN IMMIGRATION STUDY IS:

TIMELY: Even if the Simpson-Mazzoli legislation had passed, all the urgent issues would not have been settled.

NATIONALLY IMPORTANT: Immigration, legal and illegal, affects every citizen and not just those living in border states. Immigration demands a national, not a local position. The U.S. accepts two times the immigrants and refugees as the rest of the world. How do we determine who should be admitted?

MULTI-FACETED: As a nation of immigrants and descendants of immigrants this issue touches us emotionally, economically, socially, culturally, and politically. Both our understanding of justice and compassion affect this issue.

COMPLEX: We get conflicting "facts" from seemingly reliable sources regarding the numbers of immigrants and their impact. Are immigrants a drain or an asset? League's clear thinking is needed.

INTERESTING TO LEAGUE MEMBERS: At previous National Conventions and at the 1983 California State Convention, League members have clearly expressed an interest in a National Study of Immigration.

A NATIONAL PROGRAM-PLANNING PRIORITY: We prefer a National Study but will consider a regional approach. After doing a study, prepared as usual by LWVUS, those Local Leagues who participate will reach a tentative consensus. This consensus will then be submitted to all Local Leagues for their concurrence or non-concurrence.

* * * * * * * * * * * * * * * * *

Please reply to: LWV North Coast San Diego County, [redacted]

The LWV of _____ Supports a National Study of Immigration and will so recommend on the 1984-86 National Program-Making Report.

Wishes to help____. Can Contribute____for expenses and mailings. Wants more info.____.

OVER

SEP 12 1983

League of Women Voters of Missouri

[redacted]

TO: Local League Presidents and N. R. Chairs in Missouri and State League Presidents and state N. R. Chairs

FROM: Sydell Shayer and Betty Woodruff

RE: National Program for 1984-6 - Restudy of Water Position

We are recommending to the National Board that their early program suggestions include a restudy of the LWVUS Water Position with special emphasis on section B. 1.

"Such development should meet the particular needs of the region but not be in conflict with the national interest."

League established a reputation of foresight when it started the water study in 1956 and announced positions in 1958 and 1960. These positions have served us well. Among water issues, we have been able to support regional commissions and, after study, address issues of concern. However, there is, and will be, increasing needs for guidelines to speak to pending decisions affecting water resources, particularly interbasin transfer and state's rights regarding interstate streams.

LWVMO coordinated an informational meeting on the Missouri River Basin last October. (see LWV Prospectus No. 3 (9/83) p. 35). One session was devoted to reports on interbasin transfer proposals; We invited speakers on coal slurry pipelines and the High Plains Study, better known as the Ogallala Study, even though we recognized that these are complex problems which cannot be solved by the traditional basin planning process.

It is predicted that much water law will have to be rewritten because in the Sporhase case (Sporhase v. Nebraska, 1982) the U. S. Supreme Court ruled that "ground water is an article of commerce subject to regulation by Congress." Congress is now considering legislation to give states authority over waters in their state, even interstate waters.

The Missouri state board believes our position is not adequate to address these and other emerging issues because it does not spell out what is meant by "in conflict with the national interest" and it would be unfortunate for the League to be unable to speak to such an important, timely national issue as - water resource management.

If you share our concern, would you please:

- write National of your interest in a restudy of the water position identifying in what way the position is inadequate to meet the concerns of your state
- send us a copy.

DEC 19 1983

# LEAGUE OF WOMEN VOTERS OF OAKLAND inc

A Central Place • [redacted]

December 16, 1983

TO: Leagues who responded to Oakland's October letter on new modes of thinking,
State Presidents and Boards, and
State national security leaders who attended Wingspread conference in June

FROM: LWV Oakland, with support from the LWVs of Alameda, Berkeley, Diablo Valley, Hayward Area, Livermore-Amador Valley, Los Altos-Mountain View, Los Gatos-Saratoga, Palo Alto, Palos Verdes Peninsula, Piedmont, and Sonoma County *

RE: National Program Planning

We are encouraged by the response from Leagues all over the country to our call for new modes of thinking.

We are now writing to tell you what our members recommend for a new national study, to invite your support and help, and to ask for your thinking.

We are asking each of you to return the enclosed self-addressed postcard right away, in order to give us a quick sense of whether or not you support our general direction, whether you might help in a coalition leading to success with the national board and at convention, and anything else on your minds. Here's our proposal:

Title: Global Security

Focus: To evaluate new ways to achieve global stability and security and resolve international conflict without war.

Scope: To examine areas of cooperation between the US and USSR relative to mutual interests, concerns and dangers.
(We are thinking of nuclear war, environmental pollution, resource depletion, needs of developing countries, etc.)

To assess nonmilitary crisis management mechanisms.

To determine means of strengthening existing international organizations to enhance their peace-keeping capabilities.

To define the role of government in conversion to a nonmilitary economy.

We are convinced that the League must move from the narrow parameters of national security to positive programs for global security. A study of global security grows naturally out of existing League positions on trade, aid and the UN. Indeed it will strengthen them. It offers positive visualization about where we want to be going instead of negative visualization about weapons which must never be used.

We have spent two years on understanding the military approaches. We now need to consider alternatives. In our League we do not support the new study suggested by national. The focus on military assistance only prolongs negative thinking instead of moving the League into the forefront of constructive activities for promoting peace and avoiding war. Needs of third world countries will be involved in each subsection of our proposed scope.

Pat

Next steps:

1. Please return the postcard with indication of support or nonsupport.
2. Send names, addresses and phone numbers of other interested Leaguers and Leagues. Circulate this letter.
3. Monetary contributions appreciated.

Meantime, we intend to send another mailing to all local Leagues nationwide after the first of the year.

As Matthew Arnold wrote, "If ever the world sees a time when women shall come together purely and simply for the benefit of mankind, it will be a power such as the world has never known!"

Please send responses to LWV, c/o Barbara Buffum, [redacted]

Supporting Leagues have made the following comments:

LWV Berkeley suggests adding as a first item under Scope: "To examine how U.S. foreign policy influences global security."

LWV Diablo Valley would substitute this for the Focus: "To investigate and evaluate alternatives to military means of resolving international conflict."

LWV Los Gatos-Saratoga would like to include consideration of Central America and other developing countries.

LWV Palos Verdes Peninsula would substitute in the first part of the Scope "...areas of cooperation among the US, USSR and all nations..."

LWV Sonoma County wants to make sure that multinational corporations which are unregulated do not have an adverse effect on third world countries.

January 1984 Preboard

## SHORT SUBJECTS

FROM: JAN ALBERS

My preboard is brief. I IMPLORE you to read the attached program making information from other Leagues, the material from national, and to have your brains in gear by the time you arrive in Austin.

FROM: JEANETTE VANDERWATER

RE: Certificates of Deposit

One CD, in TEF, was cashed and placed in the Merrill Lynch account. This was done to pay out Dallas' share of the Burruss estate. Now they want to leave their money in stocks for a while. I will wait a few weeks and then open a long-term certificate for $10,000. We have another coming due this October and two more next year. That should give us cash flow.

Arrangements have been made to increase the CD in LWV-Texas to $10,000. It isn't quite there yet!

FROM: STATE OFFICE

Please bring large envelopes in PERFECT condition. It defeats the purpose if we have to spend a lot of time patching those @#$%¢&* things.

And please try to have a list ready by the time you arrive of the supplies you'd like from the office.

January 1984

PREBOARD FROM THE STATE OFFICE, WITH INPUT FROM (alphabetically):

Bonavita, E.
Clark, D.
Lovelace, J.

who have collectively spent more than 32,857 hours in the state office during the past 7.5 years. During that time the following list of wants & needs has accumulated (it could be expanded!), and should be listed for the board's consideration. These items are an expansion of the information you already have regarding capital purchases.

Some items are more urgent than others. Some are more possible than others. Some are more expensive . . . .

It is understood that not ALL of the money is to be spent on the office--although it could easily be!! There should be money left for the organization side of the Brown bequest/request.

The following are basically listed according to perceived priorities:

1. Typewriters (at least correcting) for legislative office and the "president's office" in the back.

2. A new sofa bed.

3. New desks for the front office (Debi's is all right) and the legislative office (total of two needed).

4. New chairs for all desks (total of four).

5. Pictures for front office.

6. Cover for rollaway cot in back office (to match sofa bed).

7. More storage space.

I really do appreciate all the clippings about h/w that mysteriously appear in my mail — so thanks, whoever you are who sends them!

Diane's Pre-board
December 28, 1983

LAND USE

The East Texas Wilderness Bill is making some progress. It was heard in subcommittee November 7 and is expected to be voted out to the full Interior Committee. Martin Frost is the first Texan to co-sponsor. Jim Hightower wrote a letter of support, balanced with recognition of timber industry concerns, but definitely supportive. Rep. Bryant's and Rep. Wilson's staffs are supposedly discussing compromise. My post-board will urge contact again with U.S. Reps. If the bill ever makes it to the full House for a vote, I would like to do another Action Alert if I can afford it.

I have found it hard to keep track of which LL's have taken action, not a new problem, I'm sure. It brings to mind something that I have thought of previously. Would it make a good workshop topic to have a session on what the State Board does--and why we need forms completed, copies of letters sent, VOTERS to all of us, etc? As a LL President, I would have found this useful.

HAZARDOUS WASTE

I'd really like to let the waste pollute the groundwater for a few weeks without my attention, but things just keep happening. I am excited by mention in VOTERS of more Leagues seeking someone to cover this topic. I also toy with the idea of a state study on the topic, but I have yet to decide in my own mind whether or not it needs consensus.

I think recent LL correspondence has been limited to telling Richardson that I have leads on doing a disposal-of-household-hazardous-waste day if they want to do one; Dallas that there is a choice of plans for cleaning up the Grand Prairie Superfund site and that they can urge for good cleanup rather than containment if they want to get involved; and every LL in the Liberty area that the Joint Haz. Waste Ctte. will meet there Jan. 20 and what to do if they want to testify. In response, LWV-Bay Area's Melba Heselmeyer will testify, a generic statement based on our siting criteria, which I will review. And Jan. 4 I meet with Houston's Fran Smith on a variety of toxic topics and will see if she plans to make a statement.

The Joint Ctte. on H/W will meet again March 9 in Houston, and I will probably think of something to say and ask to speak; I'll miss the Jan. 20 event. ' I met with the Ctte. Clerk recently, and my own State Sen. is the Vice-Chair, so I don't mind asking to be given a slot at some point. So far, they haven't done anything as far as I can tell.

The Governor's interest in the ocean incineration issue led him to suggest that the state look into a state-owned and operated h/w facility. A Task Force is being formed at the recommendation of the powers that be, according to a friend privy to this non-public news. No state that's tried this has had any luck.

My last memo mentioned the Brownsville hearing on the Vulcanus permits. It was close to being as bad as Catherine predicted (cabbage throwing); bigger than anticipated (estimates of one to two thousand are accurate, I expect); scarier than I expected (the crowd was very tightly controlled, making one wonder who could exert such power and wishing you were part of them); and frustrating in its lack of substance, with the exception of the EPA-should-have-written-criteria-first arguments (and tempting one fed up with the emotional arguments to offer to site a land-based incinerator in the back yard of every one who vowed they found this alternative acceptable).

Since the hearing, I have spoken to the Environmental Extremists, sans Evelyn, at a meeting where state agency personnel were invited and came. I also spoke to the Galveston Sierra Club and am booked to speak to the Beaumont League and the Bay Area League. The TEC Roundtable on H/W will decide in January how to use me; we'd already planned a meeting on the subject prior to the trip. I was also asked to meet the marketing manager of the other incinerator ship owner, At Sea Incineration. He told me I was to be invited to the launching of their first ship in Feb. in Tacoma. Several times recently, I've met people who have mentioned how environmentally active the League is becoming again. I smile sweetly.

The Texas Low-level Rad Waste Disposal Authority is using a modified version of the Keystone review committee process, and Executive Director Rick Jacobi is staying in touch with Ken Kramer and me about their activities, usually by copying all letters to us. The Gulf Coast Waste Disposal Authority will also use the process in siting a municipal-mainly sludge disposal facility near Galveston. Their situation allows for the committee to have a big effect on the technology chosen, as they have deliberately kept their plans loose. The Rad Waste situation is already very emotional, so it should be interesting to see what happens.

Funding for the Keystone education project moves along slowly but surely. LWVEF gave us $1500 with another $1000 due when we raise $12,000. The request to RGK is still pending, with contact to be made again after Jan. 4 or so. A proposal will go to the Moody Foundation by January 6. A request is being make to the Shell Foundation and another to Exxon, hand carried by people working there or with influence. (The Exxon one occurred because a man asked to help us by trying to get this money.) John Ehrmann of Keystone made a request as an individual to meet the requirements of the Lindbergh fund, but the proposal describes PhasseII project work. TDWR has agreed to give us just under $10,000 by March 1 and another just-under-$10,000 by the end of the first half of their FY85, probably in October. They are drafting a contract for us to review, and I'll need to pursue this by next week.

The full Keystone workshops group is meeting in Keystone (self-funded) Jan. 18-22 to discuss the review ctte. app't process, the PR for the Handbook due out in Jan., and what Keystone plans for printed materials, and what we plan for the workshops--and how everyone can help. We're hoping now for a March workshop for the first part of the ed. project. We need to sign a formal endorsement of the review ctte. concept, so it can be attached to proposals (as well as endorsement requests to other groups). ##

# LEAGUE OF WOMEN VOTERS OF TEXAS

| INCOME | ACTUAL 82-83 | BUDGET 83-84 | PROPOSED 84-85 | Notes |
|---|---|---|---|---|
| A. Support | | | 885 | |
| 1. Local League Support (PMP) | $26,664 | $28.873 | $31,~~600~~ | 3% increase in membership, @ $8.75 |
| 2. Members joining thru LWV-US | | 33 | 15 | Probably only 2-3 |
| 3. Dues MAL's & State Units | 2,862 | 3,375 | 3,375 | 4 current SU's + 1 new, no increase in MAL's, total of 135 @ $25 each |
| 4. Provisional Leagues | 450 | 250 | 500 | 2nd yr for Kerrville, add ~~wise~~ one new unit |
| | 29,976 | 32,351 | 35,490 | |
| B. Interest | 1,749 | 2,000 | 1,600 | Reflecting lower interest rates |
| C. Sale of Publications | | | | |
| 1. DPM's | 2,020 | 1,900 | 2,500 | 100 @ $25 each |
| 2. Standing Orders | 948 | 1,008 | 600 | 50 @ $12 each |
| 3. Publications on Hand | 2,121 | 1,500 | 1,500 | We Support, Perspectives, Nat'l pubs for resale |
| 4. Legislative Newsletter | 1,714 | 100 | 1,500 | '85 Leg. session, 150 @ $10 each |
| 5. Advocacy Papers | 397 | 0 | 700 | 5 papers |
| 6. Action Brief | 245 | 0 | 400 | 3 briefs |
| 7. "WE Support" | 0 | 814 | 0 | |
| 8. Program Perspectives | 0 | 100 | 0 | |
| 9. Texas Pins | 636 | 0 | 100 | Sell a few at convention |
| | 8,081 | 5,422 | 7,100 | |
| D. Contributions | | | | |
| 1. Member Cash | 3,418 | 3,008 | 1,000 | Probably more realistic |
| 2. State Fund Raising | 6,765 | 8,250 | 8,250 | |
| 3. National Fund Raising | 0 | 0 | 0 | Sorry, reality again |
| 4. Unreimbursed Expenses | 2,065 | 2,000 | 2,400 | If everyone turns in vouchers |
| Restricted Contribution from TEF | (1,000) | 0 | | |
| | 11,248 | 13,258 | 11,650 | |
| E. Contractual | 6,527 | 0 | 4,500 | ABC election night reporting |
| F. State Convention/Council | | | | |
| 1. Convention | 12,113 | 0 | 12,000 | State conv. in 83 & 85 |
| 2. Council | 0 | 4,750 | 0 | State council in 84 |
| 3. Legislative Day | 446 | 0 | 750 | '85 session, 150 @ $5 |
| | 12,559 | 4,750 | 12,750 | |
| G. In-kind Assistance | 250 | 1,500 | 1,000 | |
| H. From Reserves | 0 | 3,775 | 6,970 | Accrued for leg. session from 83-84 and Beth Brown Memorial fund. |
| TOTAL INCOME | $70,390 | $63,236 | ~~$79,060~~ $81,545 | |

| EXPENSE | ACTUAL 82-83 | BUDGET 83-84 | PROPOSED 84-85 | Notes |
|---|---|---|---|---|
| N. State Office | | | | |
| 1. Equipment Maintenance | $ 1,341 | $ 1,600 | $ 1,600 | Mainly contractual |
| 2. General Supplies | 664 | 1,000 | 1,000 | Inventory, should get charged out |
| 3. Postage | 343 | 1,000 | 1,200 | Expect raise in postage; meter fee |
| 4. Telephone | 1,171 | 1,200 | 1,400 | Should run about $115/mo. |
| 5. Insurance | 414 | 450 | 600 | Add bonding |
| 6. Rent | 6,200 | 7,240 | 7,240 | See no increase |
| 7. Salaries | 18,504 | 20,400 | 21,360 | 1100/mo, Joanne; 680/mo, Debi |
| 8. Payroll Taxes | 1,374 | 1,480 | 1,670 | |
| 9. Audit & Tax Reports | 450 | 500 | 500 | |
| 10. Office Overhead | (6,500) | (4,500) | (7,305) | 20% of N-1 thru 9 |
| 11. Equipment Purchases | 4,118 | 5,060 | 1,000 | Contingency |
| 12. TEF Reimbursement | (11,418) | (14,175) | (12,100) | 40% of N-1 thru 11 |
| | 16,663 | 21,255 | ~~18,200~~ 18,155 | |
| O. Board & Administration | | | | |
| 1. President | | | | |
| a. Travel/perdiem & representation | 712 | 1,200 | 1,000 | Pres says she will probably use |
| b. Telephone | 1,341 | 900 | 1,500 | phone more and travel less |
| c. Postage & Supplies | 176 | 100 | 100 | |
| 2. Secretary & Treasurer | 599 | 550 | 750 | Additional treas. costs (computer) |
| 3. Board of Directors | | | | |
| a. Tools | 644 | 400 | 600 | A realistic figure |
| b. Board Meetings | 7,702 | 7,500 | ~~8,600~~ 9,060 | Better meet board expenses, including state bd reception |
| c. Mailings to Board | 1,907 | 1,700 | 2,300 | Actual costs; increased postage |
| d. Unreimbursed Expenses | 425 | 400 | 400 | Expenses at board meetings |
| 4. Administrative Committees | | | | |
| a. Budget | 277 | 300 | 400 | 6 persons, travel, etc., 1 mtg. |
| b. Development | 1,251 | 1,400 | ~~1,400~~ 700 | Includes Annual Report |
| c. Interim Committees | 224 | 250 | 300 | As needed |
| d. Nominating | 320 | 50 | 465 | Phone, postage, etc., 1 mtg. |
| 5. TEF Reimbursement | (6,074) | (5,450) | ~~(6,845)~~ 7,030 | 40% of O-1 thru 4 |
| 6. Unreimbursed Expenses | 634 | 400 | 400 | |
| | 10,139 | 9,700 | ~~11,090~~ 10,945 | |
| P. Convention/Council | | | | |
| 1. National Council | 1,018 | 0 | 1,500 | Natl Council in 85 |
| 2. National Convention | 0 | 1,500 | 0 | Natl Conv in 84 |
| 3. State Convention | 9,670 | 0 | 12,000 | In-and-out, see F-1 |
| 4. State Council | 0 | 4,750 | 0 | State Council in 84 |
| | 10,688 | 6,250 | 13,500 | |

| EXPENSE | ACTUAL 82-83 | BUDGET 83-84 | PROPOSED 84-85 | Notes |
|---|---|---|---|---|
| Q. National Services--PMP | $ 1,458 | $ 1,536 | $ 1,~~035~~ 103 | SU's & MAL's; ~~395~~ @ $13 ea. 75% pd by LWV-T, 25% by TEF (N-3) |
| R. Public Relations | | | | |
| 1. VP's Expense | 528 | 375 | 375 | |
| 2. VOTER | 3,880 | 4,200 | 4,000 | 4 issues, no color |
| 3. Publications | | | | |
| a. Chair's Expense | 48 | 50 | 50 | |
| b. Marketing Expense | | 200 | 200 | |
| c. DPM's | 2,099 | 1,800 | 2,500 | Probably what they will cost this year, see C-1, increase in price |
| d. Standing Orders | 429 | 1,000 | 600 | Directory, consensus reports, etc. |
| e. Publications on Hand | 1,471 | 800 | 1,000 | Extra copies of in-house & nat'l. pubs |
| f. "We Support" | | 800 | 0 | |
| g. Program Perspective | | 100 | 0 | |
| Texas Pins | 410 | | | |
| h. Advocacy Papers | 510 | 0 | 800 | see C-5 Add to! |
| i. Action Brief | 308 | 0 | 400 | See C-6 |
| 4. TEF Reimbursement | (1,977) | (2,135) | (1,850) | 40% of R-1 thru 3b |
| 5. Unreimbursed Expenses | 247 | 400 | 400 | |
| TV Film--Legislative Day | 461 | | | |
| | 8,423 | 7,590 | 8,~~4~~75 | |
| S. Organization | | | | |
| 1. VP's Expense | 209 | 250 | 300 | Modest increase |
| 2. Field Service | 1,714 | 2,150 | 2,000 | Less needed in legislative year |
| 3. Workshops | 692 | 400 | 2,500 | Bare minimum; possibly supplemented |
| 4. New Leagues & New Units | 104 | 400 | 300 | 2 new SU's |
| 5. Membership | 278 | 250 | 250 | No increase |
| 6. Provisional Leagues | 122 | 250 | ~~250~~ 400 | 1 existing, 1 new (advisor, mailings to LLP, DPM) |
| 7. State Unit Support | 217 | 270 | ~~375~~ 625 | 5 SU's (DPM's, mailings to adv.) |
| 8. Mailings to SU Chairs | 225 | 170 | ~~390~~ 410 | 10 LLP mailings |
| 9. Mail to all MAL's | 915 | 1,450 | 1,400 | 10 mailings |
| 10. Mail to LLPresidents | 1,687 | 1,800 | 2,000 | 10 mailings |
| 11. TEF Reimbursement | (367) | (1,105) | (1,~~080~~) | 25% of S-3,8,9,10 |
| 12. Unreimbursed Expenses | 456 | 400 | 400 | |
| | 6,252 | 6,685 | ~~7,090~~ 9,505 | ~~9,150~~ |

1 meeting for SU additions

| EXPENSE | ACTUAL 82-83 | BUDGET 83-84 | PROPOSED 84-85 | Notes |
|---|---|---|---|---|
| T. Program | | | | |
| 1. VP's Expense | $ 800 | $ 250 | $ 500 | |
| 2. Program Action | 2,117 | 1,500 | ~~4,000~~ 3,988 ~~3,900~~ | Testimony, press releases, phone, travel, office overhead |
| 3. Coalitions | 110 | 100 | 200 | |
| 4. Unreimbursed Expenses | 186 | 400 | 400 | |
| | 3,213 | 2,250 | 5,100 | |
| U. Legislative Office | | | | |
| 1. Lobbying | 1,561 | 0 | 2,250 | Leg. Service, extra phone, supplies, etc. |
| 2. Legislative Secretary | 3,021 | 0 | 3,680 | 5 months, includes payroll taxes |
| 3. Office Expense | 1,037 | 0 | 1,300 #150 | |
| 4. Legislative Newsletter | 3,541 | 0 | 3,000 | We lose money on this, see C-4 |
| 5. Accrual for Next Session | 0 | 4,320 | 0 | Shown in Income I |
| 6. Special Legislative Session | 0 | 650 | 650 | |
| 7. Office Overhead | | | (650) | |
| 8. Legislative Day | | | 850 | Offset by F-3 |
| 9. Unreimbursed Expenses | | | 400 | |
| | 9,160 | 4,970 | ~~11,380~~ 11,630 | |
| V. In-kind Assistance | | 1,500 | 1,000 | Matches G |
| W. LL Share of State Fund Raising | 1,140 | 1,500 | 1,500 | In accordance w/ sharing formula adopted at convention |
| X. Contractual Services | 1,814 | 0 | 700 | ABC Election Night Reporting |
| TOTAL EXPENSE | $69,183 | $63,236 | $79,060 | |
| | | | ~~80,870~~ 81,545 | |

Leg. Priorities Brochure

Submitted by
Barbara Swartz
Budget Chair

# LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

| | ACTUAL 82-83 | BUDGET 83-84 | PROPOSED 84-85 | Notes |
|---|---|---|---|---|
| **INCOME** | | | | |
| A. Contributions | | | | |
| 1. Fund Raising Unrestricted | $ 6,347 | $ 8,000 | $ 8,000 | Keeping last year's estimate |
| 2. Member Contributions | 10,040 | 2,500 | 1,000 | To be realistic |
| 3. Tributes, Memorials, etc. | 160 | 200 | 200 | |
| 4. Restricted Grants | 9,955 | 50,000 | 50,000 | Matched by Expense 4 |
| 5. Local League Restricted | 11,505 | 11,100 | 11,100 | Balance on account |
| 6. Unreimbursed Expenses | 2,504 | 500 | 2,750 | O-2 + P-4 |
| | 40,511 | 72,300 | 73,050 | |
| B. Interest & Divends | | | | |
| 1. Interest | 7,688 | 5,500 | 5,500 | From Savings accounts |
| 2. Dividends | | | 1,800 | From stocks |
| | 7,688 | 5,500 | 7,300 | |
| C. Administrative Fees | | | | |
| 1. Local League Accounts | 726 | 450 | 450 | 5% Administrative Fee charged |
| 2. Grants/restricted | 616 | 2,500 | 1,000 | |
| 3. Texas Government Handbook | 766 | 0 | 150 | 25¢ from each one sold |
| | 2,108 | 2,950 | 1,600 | |
| D. Sale of Publications | | | | |
| 1. Voters Guides | 2,811 | 6,250 | 3,000 | '84 general election |
| 2. Public Subscription Service | 1,060 | 1,625 | 1,625 | 65 @ $25 each to schools, libraries |
| 3. Current Issue Publications | | | | |
| a. Facts & Issues | 2,763 | 1,200 | 4,000 | AofJ (1); WUTL (2) |
| b. Focus | 0 | 1,275 | 1,000 | 2--to be determined |
| c. Leaders Guides | 0 | 200 | 0 | None |
| d. VS Publication | 145 | 600 | 0 | None |
| 4. Publications on Hand | 1,816 | 450 | 500 | TLF Pubs |
| | 8,596 | 11,600 | 8,125 | |
| E. In-kind Assistance | 1,000 | 2,480 | 2,500 | |
| F. Transfer from Reserves | 0 | 5,000 | ~~5,475~~ ~~5330~~ 3330 | |
| **TOTAL INCOME** | $59,903 | $99,830 | ~~$98,050~~ 97,905 | |
| **EXPENSE** | | | | |
| N. Shared Services & Administration | | | | |
| 1. Shared Services | | | | |
| a. Office Overhead | $11,418 | $12,150 | $12,~~070~~ 100 | LWV-T N-12 |
| b. Trustee Meeting & Expense | 6,074 | 5,450 | 7,~~125~~ 030 | LWV-T O-5 |
| c. VOTER & Publications | 1,977 | 2,135 | 1,850 | LWV-T R-4 |
| d. Mailings & Workshops | 367 | 905 | 1,~~075~~ 080 | LWV-T S-11 |

| EXPENSE | ACTUAL 82-83 | BUDGET 83-84 | PROPOSED 84-85 | Notes |
|---|---|---|---|---|
| N. 2. Administration | 13 | 100 | 100 | General supervision of LL projects not covered by N-1 |
| Capital Expenditures | | 1,485 | | None expected |
| 3. National PMP for MAL's | 486 | 0 | ~~420~~ 345 | 1/4 of total annual PMP |
| | 20,335 | 22,225 | ~~22,650~~ 22,505 | |
| O. Public Relations, Unrestricted | | | | |
| 1. Voters Service & Citiaen Information | | | | |
| a. VS/CI Chair | 92 | 175 | 175 | |
| b. Voters Guides | 3,230 | 6,250 | 3,000 | Matches D-1 |
| c. Public Subscription Service | 876 | 1,300 | 1,625 | Matches D-2 |
| d. VS Publications | 500 | 500 | 0 | None expected |
| e. VS projects | 0 | 300 | ~~300~~ | ~~See 4~~ |
| 2. Unreimbursed Expenses | 340 | 250 | 250 | |
| | 5,037 | 8,775 | 5,050 | |
| P. Program, Unrestricted | | | | |
| 1. Information & Education | 229 | 1,200 | 1,500 | Research new studies, provide factual info on old study items, updating, workshops |
| 2. Publications | | | | |
| a. Facts & Issues | 1,297 | 1,800 | 1,000 | AofJ (1) (WUTL done before 6/1) |
| b. Focus | 0 | 800 | 1,000 | 2, to be determined |
| c. Leader's Guide | 0 | 600 | | None |
| 3. Other Program Expenses | 183 | 150 | 300 | Coalitions, outside pubs (Tx Reg., Water Report, Austin Report, etc.) |
| 4. Unreimbursed Expenses | 2,164 | 250 | 2,500 | Probably realistic if everyone turns in vouchers |
| | 3,873 | 4,800 | 6,300 | |
| Q. Publications & Projects, Restricted | 13,499 | 50,000 | | |
| 1. When You Go To Austin | | | 2,500 | |
| 2. VS Project | | | 2,500 | |
| 3. Debate | | | 20,000 | Senatorial debate |
| 4. Other | | | 25,000 | To be determined |
| | 13,499 | 50,000 | 50,000 | |
| R. Local League Restricted Funds | | | | |
| 1. Projects | 15,231 | 8,550 | 8,550 | |
| 2. Purchases | 2,201 | 3,000 | 3,000 | |
| | 17,432 | 11,550 | 11,550 | A-5 + C-1 |
| S. In-kind Assistance | | 2,480 | 2,500 | Matches E |
| TOTAL EXPENSE | $60,176 | $99,830 | $98,050 | |
| | | | # 97,905 | |

DEC 23 1983

LEAGUE OF WOMEN VOTERS OF TEXAS
EDUCATION FUND

1212 Guadalupe, #109
Austin, TX 78701

For state use only
Approved ____
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Supervisor: Date ____

Distribution: Sec'y ___ (2 copies)
Pres. ___ Treas. ___ S.O. ✓

## PROJECT REQUEST FORM

FROM: LWV of Denton

Proposed Project:

Anticipated Completion Date March 1984

Informative publication about
Denton County government

Plans for execution, including distribution of any printed material:

We plan to place this publication in public locations, e.g., libraries, banks, schools, and businesses. We will give them to our contributors, also.

Proposed Project Director: NAME Sue Smith PHONE: (817) 387-1016 A/C

Address: P. O. Box 23548, T. W. U. Denton, TX 76204

Proposed budget:

| INCOME | | EXPENDITURES | |
|---|---|---|---|
| Portion budgeted from LL Ed. Fund money on deposit: | $ 525.00 | Printing: | $ 500 |
| Anticipated donations to Ed. Fund account from: | | Postage: | 25. |
| | | Supplies: | |
| | | Office Overhead: | |
| | | Volunteers' Expenses: | |
| Portion from LL general fund: | | Other: ____: | |
| From fees or sales: | | TOTAL | $525.00 |
| Other: | | **Administration fee: | 26.25 |
| TOTAL | $ 525.00 | TOTAL COST OF PROJECT: | $ 551.25 |

Signature of LL President

MAKE TWO COPIES. Send one to the state office (address above); keep one for LL files.

** A 5% ($5.00 minimum; $100 maximum) administration fee will also be deducted from your account based on amount of payment from TEF when PROJECT FINANCIAL REPORT is submitted.

10/83

LWV-Texas
November Preboard
Nov. 10, 1983

You will note a lack of an agenda in this mailing. Tomorrow (Nov. 11) there will be no mail activity, and we here at the office want to get this on its way. At least you'll know where to go--the map is included, as is the roommate list. We haven't received the agenda, and it won't arrive in Austin until Saturday, although it was mailed from Midland on Tuesday evening.

Meeting will be at the BEACON HILL PRESBYTERIAN CHURCH in San Antonio, 1101 W. Woodlawn. See the map--find the little black star on Woodlawn. Enter the church through the right front door. Directions to the room will be in the lobby. The San Antonio League's office is in that building, and it will be open that day. The secretary has arranged to work longer hours that day. Phone number to leave with family: [redacted]

Please arrive having had lunch. We will begin the meeting at 1:00. Happy hour on Thursday will be at Nancy Price's immediately after the meeting adjourns. Dinner will be at 7:00 at Gerry Ursin's home, about two blocks from the Price's. Gerry's home: [redacted] 437 Faircrest.

On Friday there will be a Mexican lunch available for purchase (cost will be moderate) at the church. Adjournment on Friday will be around 1:45.

ROOMMATES:

Lois & Franci with Rowena [redacted]

Jeanette D. & Catherine with Nancy Price [redacted]

Evelyn & Eleanor with Sally Coughlin (LWV-SAA President) [redacted]

Myrtle, Ethel, and Sondra with Suzanne Rupp [redacted]

Jan and Louise with Cynthia O'Connor (Org. VP) [redacted]

Margie & Diane with Anne Powell (VOTER Editor) [redacted]

Rachel with Martha Tarpley (Natural Resources) [redacted]

Barbara McCormick with Dana Rounsavill (Children's Issues) [redacted]

- more -

Lavora with Carolyn Fromuth (National Security) [redacted]

SPECIAL NOTE: Lavora's mother died on Monday, Nov. 7. Lavora is in Paul's Valley, Oklahoma, at this point, and will probably be at the board meeting.

Jeanette Vanderwater will be staying in a hotel because her husband is going to be in San Antonio with her as part of a short vacation.

PRE-BOARD NOVEMBER 1983

JEANETTE VANDERWATER--TREASURER

The financial reports printed by computer are up-to-date as of October 29 and reflect all state league activities as of that date except: (1) printing bill for the July Voter and the Child Support F&I, (2) any checks received in the state office after October 18, and (3) postage for the final October board mailing. That means that these records include all mailing done to DPM, LLP, etc.through October 31. Also included are all the expenses and income for the Voter Guides. Thanks for this are due to a dedicated office staff and the electronic, hi-tech, machines.

BUDGET ADJUSTMENTS

We need to take a hard look at the current spending patterns of LWV-T and the budget adopted by the delegates at State Convention. These financial reports reflect activity for the first five months of the fiscal year, which is 42% of the total year. Remember, an extremely tight budget was adopted by the delegates at convention. However, after the fiscal year ended last May 31, we found that we had much more money left over than had been anticipated. This unexpected surplus was due to: (1) excess income over expenses for the convention itself, and (2) actual '82-'83 expenses were not as high as was anticipated. We made several budget adjustments in June and a few in September. We now need to take another look at the situation.

I would like to avoid spending the entire board meeting debating money matters. For this reason I have put together a "suggested budget adjustment" based upon a series of assumptions. If I am "off-base" on the assumptions, then we need to alter the adjustment.

The assumptions are:

(1) M-A-L dues will come in as budgeted. We have gotten less than 30% of the total expected.

(2) Member contributions will come in as budgeted. We have gotten about 5% of the total expected.

(3) State Fund Raising will come in as budgeted. We have gotten about 20% to 25% of the total expected.

(4) Mailings to Board, DPM, LLP, MAL, SU, etc. will continue at the current high level. For this adjustment, I am assuming about half of the total have been sent to date. November and December should be light.

SUGGESTED BUDGET ADJUSTMENT

| | INCOME | | | EXPENSES | | |
|---|---|---|---|---|---|---|
| B | $ 500 less | a fact of life | | N4 | $450 more | we expected this |
| C1 | 200 more | DPM sub all in | | N9a | 250 less | didn't cost as much |
| C2 | 450 less | SO all in | | N9b | 2,900 more | more mailings, more credit |
| C3 | 500 more | match inc. expenses | | O1a & O1b | | overall the same |
| C4 | 100 less | no session | | O2 | 100 more | a fact of life |
| C7 | 50 more | | | O3a | 150 more | a fact of life |
| | | | O3ba & O3bb | | | overall the same |
| | | | | O3c | 900 more | |
| + A4 − $125 less | | | | O4a | 100 more | a fact of life |
| G = $1200 | | | | O4c | 250 less | no meeting |
| | | | | Q | 400 less | all paid |
| | | | | R4c | 1,900 more | |
| | | | | R4d | 650 less | |
| | | | | R4e | 500 more | |
| | | | | S3 | 50 more | a fact of life |
| | | | | S8 | 225 more | |
| | | | | S9a | 100 more | |
| G | 1,075 more | to balance other side | | S9b | 750 more | |

Both of these columns add up to $775 more money. That would increase the total budget from $63,236 to $64,011. If this change is made, it will greatly increase the money spent on mailings & will subsidize the DPM. The increase on mailings is offset in part by the increase in overhead. I don't have too many problems will increasing the money for LLP, that is what we are all about. I do have some problems with the subsidy for the DPMs. A lot of this has come about this year because we are now able to do it. The fancy equipment is beginning to show what it is good for.

I did not address the following areas when I did this:

(1) Program expenses. The overall looks all right. Some chairs may spend more than alloted, but others will spend less.
(2) What to do with the Memorial Fund for Beth Brown.
(3) Voter Expenses. When the bills finally arrive, I can make some suggestions.

BUDGET ADJUSTMENTS FOR TEF

Until more bills come in, I can't really say too much. I will make a few comments: $440

(1) Voter Guides lost ~~$540~~, they should have broke even.
(2) Do we plan to make money on the Resdistricting F&I?
(3) We have probably gotten about all we are going to get on the Child Support F&I.
(4) What about fund raising. So far we have gotten about 4% of the total from members and 35% of the total from non-members.
(5) Public Subscription Service needs to have both income and expenses lowered by $250. We probably won't get any more.
(6) Do we need to raise PI?

PERCENTAGE VOUCHERS

These will be prepared in December and sent to:

| | |
|---|---|
| Lois Carpenter | Office Costs, September through November |
| | September Board meeting |
| | November Board meeting, if the bills are in |
| | President's expenses, September through November |
| | Board Mailings, September through November |
| Sondra Ferstl | July Voter |
| | October Voter |
| Margie & Jeanette | Secretary & Treasurer, June through November |
| Ethel Sturgis | Mailings to State Unit Chairs |
| | " Members at Large |
| | " Local League Presidents |

Have I forgotten any???

INSURANCE AND BONDING

As a result of the conversation at the last board meeting, I have asked Joann to look into bonding. Her report is elsewhere, on p. 3.

Another problem not mentioned is personal liability. This is something that you should all be aware of. The league cannot insure you for personal liability. You could be sued personally for making statements in public. This has happened in Houston. The best way to protect yourself, if you are concerned, is to purchase an inexpensive rider on your personal homeowner's insurance. Mine cost $12 a year and protects me on anything that I say or do when I am acting as a representative of any non-profit organization where I am not paid a salary. I wasn't that concerned but when the agent dug up the information, I almost had to buy it.

LWV-VICTORIA

They still owe $97.50 on two invoices over a year old. Help!!!! Help!!!!!

PERSONAL NOTE

I will be on vacation November 12 through 19, in the San Antonio area. I will join you for the board meeting, while Bob entertains himself. Do not mail any vouchers, etc. to my home after November 9. Instead mail to the state office and I will pick up at the board meeting.

---

BONDING REPORT: This is based on an Austin quotation from State Farm, the company that carries the League's other insurance.

To bond two officers, currently the treas. & pres. since they can sign on the general operating accounts (T & TEF), would cost $25 per officer for $10,000 worth of protection. Cost would thus be $50 for LWV-T; $50 for TEF. Each account would be protected for the $10,000.

In addition, some person other than the one(s) bonded would have to reconcile the checkbook each month.

---

IF YOU NEED SUPPLIES FROM THE STATE OFFICE - put in your order/ What now. you need will appear in San Antonio.

If you have large manila envelopes (flats) in A-1 shape, please bring to San Antonio.

ALSO PLEASE BRING any leftover material from the counterpart workshops, mainly Publication Production Kits.

# LEAGUE OF WOMEN VOTERS OF TEXAS

## BALANCE SHEET OCTOBER 31, 1983

### ASSETS

| | | | |
|---|---|---|---|
| M1A | AUSTIN NATIONAL BANK CHECKING | | 1208.90 |
| M1B | OFFICE ACCOUNT | | 300.00 |
| M1C | PETTY CASH | | 30.00 |
| M1D | MERRILL LYNCH READY ASSETS | | 9506.85 |
| M1E | LONG TERM CERTIFICATE | | 6245.57 |
| M2A | ACCOUNTS RECEIVABLE | | 217.65 |
| M2B | TEF RECEIVABLE | | 4551.10 |
| M2C | OTHER RECEIVABLE | | -0.25 |
| M3 | PRE-PAID EXPENSES | | 5.67 |
| | TOTAL ASSETS | $ | 22065.49 |

### LIABILITIES AND NET WORTH

| | | | |
|---|---|---|---|
| J1A | SALES TAX PAYABLE | | -7.88 |
| J1B | PAYROLL TAXES PAYABLE | | 513.70 |
| J1C | OTHER PAYABLE | | -0.00 |
| J2A | RESERVE FUND | | 15000.00 |
| J2B | ENDOWMENT FUND | | 2000.00 |
| K1 | OPERATING FUND, BAL JUNE 1, 1983 | 11112.05 | |
| | INCOME LESS EXPENDS | -6552.38 | |
| | OPERATING FUND THIS DATE | | 4559.67 |
| | TOTAL LIABILITIES AND NET WORTH | $ | 22065.49 |

### BUDGET ANALYLSIS JUNE 1, 1983 THROUGH OCTOBER 31, 1983

| | INCOME | BUDGET | ACTUAL | REMAIN |
|---|---|---|---|---|
| A1 | LOCAL LEAGUE PER MEMBER PAYMENTS | 28873. | 15129.26 | 13743.74 |
| A2 | MEMBERS JOINING NATL | 33. | 8.25 | 24.75 |
| A3 | DUES, M-A-L & STATE UNIT MEMBERS | 3375. | 900.00 | 2475.00 |
| A4 | PROVISIONAL LEAGUE | 125 ~~250.~~ | 125.00 | ~~125.00~~ -( |
| | SUB-TOTAL A | $ 32531. | $ 16162.51 | $ 16368.49 |
| B | INTEREST ON SAVINGS | 2000. | 694.74 | 1305.26 - will be $500 less |
| | SUB-TOTAL B | $ 2000. | $ 694.74 | $ 1305.26 |
| C1 | DUPLICATE PRESIDENT'S MAILINGS | 2100 ~~1900.~~ | 2080.00 | -180.00 |
| C2 | STANDING ORDERS | 1008. | 552.00 | 456.00 - $450 under |
| C3 | PUBLICATIONS ON HAND | 1500. | 853.90 | 646.10 |
| C4 | LEGISLATIVE NEWSLETTERS | 100. | 0.0 | ~~100.00~~ - no session |
| C5 | "WE SUPPORT" | 814. | 349.27 | 464.73 |
| C6 | PROGRAM PERSPECTIVES | 100. | 0.0 | 100.00 |
| C7 | TEXAS PINS | 0. | 28.50 | -28.50 |
| | SUB-TOTAL C | $ 5422. | $ 3863.67 | $ 1558.33 |
| D1 | MEMBER CONTRIBUTIONS | 3008. | 143.21 | 2864.79 |
| D2 | STATE FUND RAISING | 8250. | 1850.00 | 6400.00 |
| D3 | BOARD MEMBERS, UNREIMBURSED EXP | 2000. | 390.27 | 1609.73 |
| D4 | BETH BROWN MEMORIAL | 0. | 270.00 | -270.00 |
| | SUB-TOTAL D | $ 13258. | $ 2653.48 | $ 10604.52 |

W. Texas, PAGE 2

| | | | | |
|---|---|---|---|---|
| E1 | COUNCIL 1984 | 4750. | 0.0 | 4750.00 |
| E2 | IN-KIND ASSISTANCE | 1500. | 0.0 | 1500.00 |
| | SUB-TOTAL E | $ 6250. | $ 0.0 | $ 6250.00 |
| | TOTAL INCOME | $ 59461. | $ 23374.40 | $ 36086.60 |

G. FROM RESERVES 3775 / $63236

| EXPENSES | | BUDGET | ACTUAL | REMAIN | |
|---|---|---|---|---|---|
| N1 | EQUIPMENT MAINTENANCE | 1600. | 1032.04 | 567.96 | |
| N2 | GENERAL SUPPLIES | 1000. | 222.02 | 777.98 | |
| N3 | POSTAGE | 1000. | 957.88 | 42.12 | |
| N4 | TELEPHONE | 1200. | 976.11 | 223.89 | – over |
| N5 | INSURANCE | 450. | 298.34 | 151.66 | |
| N6 | RENT AND PARKING | 7240. | 3525.00 | 3715.00 | |
| N7 | SALARIES | 20400. | 8500.00 | 11900.00 | |
| N8 | PAYROLL TAXES | 1480. | 632.60 | 847.40 | |
| N9A | AUDIT AND TAX REPORTS | 500. | 250.00 | 250.00 | – under |
| N9B | OFFICE OVERHEAD | -4500. | -3700.13 | -799.87 | |
| N9C | EQUIPMENT PURCHASES | 5060. | 5060.00 | 0.0 | |
| N9D | TEF REIMBURSEMENT | -14175. | -4104.90 | -10070.10 | |
| | SUB-TOTAL N | $ 21255. | $ 13648.96 | $ 7606.04 | |
| O1A | PRESIDENT, TRAVEL & PER DIEM | 1200. | 135.00 | 1065.00 | |
| O1B | PRESIDENT, TELEPHONE | 900. | 1019.03 | -119.03 | |
| O1C | PRESIDENT, POSTAGE & SUPPLIES | 100. | 24.50 | 75.50 | |
| O2 | SECRETARY AND TREASURER | 550. | 415.94 | 134.06 | – more |
| O3A | BOARD TOOLS | 400. | 481.04 | -81.04 | |
| O3BA | BOARD MEETING, JUNE | 1800. | 2157.34 | -357.34 | |
| O3BB | BOARD MEETING, SEPTEMBER | 1500. | 1053.66 | 446.34 | |
| O3BC | BOARD MEETING, NOVEMBER | 700. | 0.0 | 700.00 | |
| O3BD | BOARD MEETING, JANUARY | 1500. | 0.0 | 1500.00 | |
| O3BE | BOARD MEETING, APRIL | 2000. | 0.0 | 2000.00 | |
| O3C | BOARD MAILINGS | 1700. | 1304.84 | 395.16 | – probably over |
| O3D | UNREIMBURSED EXPENSES, BD MEETINGS | 400. | 72.60 | 327.40 | |
| O4A | BUDGET COMMITTEE | 300. | 0.0 | 300.00 | |
| O4B | DEVELOPMENT | 1400. | 28.02 | 1371.98 | |
| O4C | INTERIM COMMITTEES | 250. | 0.0 | 250.00 | |
| O4D | NOMINATING | 50. | 0.0 | 50.00 | |
| O5 | TEF REIMBURSEMENT | -5450. | -1472.72 | -3977.28 | |
| O6 | UNREIMBURSED EXP, ADMINISTRATIVE | 400. | 88.76 | 311.24 | |
| | SUB-TOTAL O | $ 9700. | $ 5308.01 | $ 4391.99 | |
| P1 | NATIONAL CONVENTION, 1984 | 1500. | 0.0 | 1500.00 | |
| P2 | STATE COUNCIL, 1984 | 4750. | 0.0 | 4750.00 | |
| | SUB-TOTAL P | $ 6250. | $ 0.0 | $ 6250.00 | |
| Q | NATIONAL SERVICES | 1536. | 1138.50 | 397.50 | ($400 out of TEF) |
| | SUB-TOTAL Q | $ 1536. | $ 1138.50 | $ 397.50 | |

| | | | | | |
|---|---|---|---|---|---|
| R1 | VICE-PRESIDENT'S EXPENSES | | 375. | 0.0 | 375.00 |
| R2 | VOTER | | 4200. | 545.01 | 3654.99 |
| R3 | TEF REIMBURSEMENT | | -2135. | 0.0 | -2135.00 |
| R4A | PUBLICATIONS' CHAIR EXPENSES | | 50. | 16.33 | 33.67 |
| R4B | MARKETING EXPENSES | | 200. | 0.0 | 200.00 |
| R4C | DUPLICATE PRESIDENT'S MAILINGS | | 1800. | 1928.68 | -128.68 over |
| R4D | STAMDING ORDERS | | 1000. | 169.28 | 830.72 less |
| R4E | PUBLICATIONS ON HAND | | 800. | 1139.89 | -339.89 |
| R4F | "WE SUPPORT" | | 800. | 555.00 | 245.00 |
| R4G | PROGRAM PERSPECTIVES | | 100. | 0.0 | 100.00 |
| R5 | UNREIMBURSED EXPENSES | | 400. | 0.0 | 400.00 |
| | SUB-TOTAL | R | $ 7590. | $ 4354.19 | $ 3235.81 |
| S1 | VICE-PRESIDENT'S EXPENSE | | 250. | 119.14 | 130.86 |
| S2 | FIELD SERVICE | | 2150. | 1338.90 | 811.10 |
| S3 | WORKSHOPS | | 400. | 433.13 | -33.13 |
| S4 | NEW LEAGUES AND NEW UNITS | | 400. | 253.30 | 146.70 |
| S5 | MEMBERSHIP | | 250. | 20.70 | 229.30 |
| S6 | PROVISIONAL LEAGUE | | 250. | 66.57 | 183.43 |
| S7 | STATE UNIT SUPPORT | | 270. | 61.89 | 208.11 |
| S8 | MAILINGS TO STATE UNIT CHAIRS | | 170. | 195.56 | -25.56 |
| S9A | MAILINGS TO MEMBERS AT LARGE | | 1450. | 772.98 | 677.02 — over |
| S9B | MAILINGS TO LOCAL LEAGUE PRESIDENTS | | 1800. | 1282.40 | 517.60 — over |
| S9C | TEF REIMBURSEMENT | | -1105. | 0.0 | -1105.00 |
| S9D | UNREIMBURSED EXPENSES | | 400. | 122.78 | 277.22 |
| | SUB-TOTAL | S | $ 6685. | $ 4667.35 | $ 2017.65 |
| T1 | VICE-PRESIDENT'S EXPENSES | | 250. | 24.67 | 225.33 |
| T2A | PROGRAM ACTION, HAZ WASTE & LAND USE | | 400. | 205.39 | 194.61 |
| T2B | PROGRAM ACTION, VOTING RIGHTS | | 50. | 0.0 | 50.00 |
| T2C | PROGRAM ACTION, EXEC, LEG, JUD | | 50. | 21.00 | 29.00 |
| T2D | PROGRAM ACTION, STATE LOCAL REL | | 75. | 0.0 | 75.00 |
| T2E | PROGRAM ACTION, ENERGY, COAL, OIL, | | 100. | 5.00 | 95.00 |
| T2F | PROGRAM ACTION, ENERGY, SOLAR | | 25. | 0.0 | 25.00 |
| T2G | PROGRAM ACTION, SOLID WASTE | | 25. | 2.52 | 22.48 |
| T2H | PROGRAM ACTION, REPRODUCTIVE RIGHTS | | 25. | 0.0 | 25.00 |
| T2I | PROGRAM ACTION, REDISTRICTING | | 25. | 0.0 | 25.00 |
| T2J | PROGRAM ACTION, PUBLIC SCH FINANCE | | 50. | 7.22 | 42.78 |
| T2K | PROGRAM ACTION, WOMEN UNDER TX LAW | | 50. | 0.0 | 50.00 |
| T2L | PROGRAM ACTION, AD OF JUSTICE | | 100. | 0.0 | 100.00 |
| T2M | PROGRAM ACTION, HUMAN RESOURCES | | 175. | 103.22 | 71.78 |
| T2N | PROGRAM ACTION, WATER | | 175. | 4.62 | 170.38 |
| T2O | PROGRAM ACTION, AIR/TRANSPORTATION | | 100. | 0.0 | 100.00 |
| T2P | PAC SEED MONEY | | 75. | 75.00 | 0.0 |
| T3 | COALITIONS AND OTHER | | 100. | 55.00 | 45.00 |
| T5 | UNREIMBURSED EXPENSES | | 400. | 106.13 | 293.87 |
| | SUB-TOTAL | T | $ 2250. | $ 609.77 | $ 1640.23 |
| U1 | ACCURAL FOR NEXT SESSION | | 4320. | 0.0 | 4320.00 |
| U2 | SPECIAL LEGISLATIVE SESSION | | 650. | 0.0 | 650.00 |
| | SUB-TOTAL | U | $ 4970. | $ 0.0 | $ 4970.00 |
| V1 | IN-KIND ASSISTANCE | | 1500. | 0.0 | 1500.00 |
| | SUB-TOTAL | V | $ 1500. | $ 0.0 | $ 1500.00 |
| W1 | LL SHARE OF STATE FUND RAISING | | 1500. | 200.00 | 1300.00 |
| | SUB-TOTAL | W | $ 1500. | $ 200.00 | $ 1300.00 |
| | TOTAL EXPENSES | | $ 63236. | $ 29926.78 | $ 33309.22 |

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

BALANCE SHEET OCTOBER 31, 1983

ASSETS

| | | | |
|---|---|---|---|
| M1A | REPUBLIC BANK, NOW CHECKING | | 902.37 |
| M1B | MERRILL LYNCH READY ASSETS | | 9566.41 |
| M1C | SHORT TERM CERTIFICATES | | 20442.03 |
| M1D | LONG TERM CERTIFICATES | | 21619.85 |
| M1E | SPECIAL ACCOUNT, LUBBOCK | | 0.0 |
| M2 | STOCK PORTFOLIO | | 24711.88 |
| M3 | ACCOUNTS RECEIVABLE | | 1598.87 |
| M4 | PRE-PAID EXPENSES | | 0.0 |
| | TOTAL ASSETS | $ | 78841.41 |

LIABILITIES AND NET WORTH

| | | | | |
|---|---|---|---|---|
| J1A | SALES TAX PAYABLE | | | 9.25 |
| J1B | T PAYABLE | | | 4551.10 |
| J3A | ENDOWMENT FUND | | | 26600.00 |
| J3B | STOCK FUND | | | 24711.88 |
| K1 | REST NET WORTH, BAL JUNE 1, 1983 | 5134.14 | | |
| K2 | L L NET WORTH, BAL JUNE 1, 1983 | 13157.25 | | |
| K3 | OPERATING FUND, BAL JUNE 1, 1983 | 7971.53 | | |
| | INCOME LESS EXPENDS | -3293.74 | | |
| | ~~OPERATING FUND THIS DATE~~ | | | 22969.18 |
| | TOTAL LIABILITIES AND NET WORTH | | $ | 78841.41 |

REST. - 4544.17
L.L. - 17773.23
OPER. - 6651.78

BUDGET ANALYLSIS JUNE 1, 1983 THROUGH OCTOBER 31, 1983

| | INCOME | BUDGET | ACTUAL | REMAIN |
|---|---|---|---|---|
| A1 | UNRESTRICTED FUND RAISING | 9000. | 2800.00 | 5200.00 |
| A2 | MEMBER CONTRIBUTIONS | 2500. | 91.56 | 2408.44 |
| A3 | TRIBUTES AND MEMORIALS | 200. | 25.00 | 175.00 |
| A4 | RESTRICTED GRANTS | 50000. | 0.0 | 50000.00 |
| A5 | LOCAL LEAGUE RESTRICTED FUNDS | 11100. | 4510.00 | 6590.00 |
| A6 | UNREIMBURSED EXPENSES BY TRUSTEES | 500. | 12.00 | 488.00 |
| | SUB-TOTAL A | $ 72300. | $ 7438.56 | $ 64861.44 |
| B1 | INTESTEST ON SAVINGS | 3000. | 395.14 | 2604.86 |
| B2 | STOCK DIVIDENDS | 2500. | 753.13 | 1746.87 |
| | SUB-TOTAL B | $ 5500. | $ 1148.27 | $ 4351.73 |
| C1 | LOCAL LEAGUE PROJECTS | 450. | 181.97 | 268.03 |
| C2 | GRANT ADMINISTRATIVE FEES | 2500. | 0.0 | 2500.00 |
| C3 | TEXAS GOVERNMENT HANDBOOK | 0. | 57.25 | -57.25 |
| | SUB-TOTAL C | $ 2950. | $ 239.22 | $ 2710.78 |

Chem Waste

| | | | | |
|---|---|---|---|---|
| D1 | VOTER GUIDES | 6250. | 2053.40 | 4196.60 |
| D2 | PUBLIC SUBSCRIPTION SERVICE | 1625. | 1340.00 | 285.00 |
| D3A | FACTS AND ISSUES, CHILD SUPPORT | 1200. | 61.66 | 1138.34 |
| D3B | FACTS AND ISSUES, REDISTRICTING | 0. | 0.0 | 0.0 |
| D3C | FOCUS | 1275. | 0.0 | 1275.00 |
| D3D | LEADERS' GUIDE, REDISTRICTING | 200. | 145.00 | 55.00 |
| D3E | LEADERS' GUIDE, #2 | 0. | 0.0 | 0.0 |
| D4 | VOTER SERVICE PUBLICATION | 600. | 0.0 | 600.00 |
| D5 | PRIOR PUBLICATIONS | 450. | 566.86 | -116.86 |
| | SUB-TOTAL D | $ 11600. | $ 4166.92 | $ 7433.08 |
| E1 | OUTSIDE PROFESSIONALS, IN-KIND | 2480. | 0.0 | 2480.00 |
| | SUB-TOTAL E | $ 2480. | $ 0.0 | $ 2480.00 |
| | TOTAL INCOME | $ 94830. | $ 12992.97 | $ 81837.03 |
| | RESERVE FUND | 5000. | | |
| | | 99830 | | |
| | EXPENSES | BUDGET | ACTUAL | REMAIN |
| N1 | OFFICE OVERHEAD | 12150. | 2080.90 | 10069.10 |
| N2 | TRUSTEES EXPENSES | 5450. | 1472.72 | 3977.28 |
| N3 | PUBLIC RELATIONS INCL. VOTER | 2135. | 0.0 | 2135.00 |
| N4 | MAILINGS TO LLP, MAL, & SU | 905. | 0.0 | 905.00 |
| N5 | ADMINISTRATION OF LL PROJECTS | 100. | 460.16 | -360.16 |
| N6 | CAPITAL EXPENDITURES | 1485. | 1484.03 | 0.97 |
| N7 | PORTION OF NAT'L PMP FOR MAL | 0. | 379.50 | -379.50 |
| | SUB-TOTAL N | $ 22225. | $ 5877.31 | $ 16347.69 |
| O1 | VS/CI CHAIRPERSON | 175. | 0.0 | 175.00 |
| O2 | VOTER GUIDES | 6250. | 2594.03 | 3655.97 |
| O3 | PUBLIC SUBSCRIPTION SERVICE | 1300. | 317.73 | 982.27 |
| O4 | VOTER SERVICE PUBLICATION | 500. | 0.0 | 500.00 |
| O5 | VS PROJECTS | 300. | 0.0 | 300.00 |
| O6 | UNREIMBURSED EXPENSES | 250. | 0.0 | 250.00 |
| | SUB-TOTAL O | $ 8775. | $ 2911.76 | $ 5863.24 |
| P1 | INFORMATION AND EDUCATION | 1200. | 531.54 | 668.46 |
| P2A | FACTS AND ISSUES, CHILD SUPPORT | 900. | 105.77 | 794.23 |
| P2B | FACTS AND ISSUES, REDISTRICTING | 900. | 0.0 | 900.00 |
| P2C | FOCUS | 800. | 0.0 | 800.00 |
| P2D | LEADERS' GUIDE, REDISTRICTING | 300. | 255.34 | 44.66 |
| P2E | LEADERS' GUIDE, #2 | 300. | 0.0 | 300.00 |
| P3 | PROGRAM RESOURCES | 150. | 109.00 | 41.00 |
| P4 | UNREIMBURSED EXPENSES | 250. | 12.00 | 238.00 |
| | SUB-TOTAL P | $ 4800. | $ 1013.65 | $ 3786.35 |
| Q1 | OFFICE EQUIPMENT | 540. | 539.97 | 0.03 |
| Q2 | NUCLEAR WASTE PROJECT | 50. | 50.00 | 0.0 |
| Q3 | PUBLICATIONS AND PROJECTS, REST | 49410. | 0.0 | 49410.00 |
| | SUB-TOTAL Q | $ 50000. | $ 589.97 | $ 49410.03 |
| R1 | LOCAL LEAGUE PROJECTS | 8550. | 3821.55 | 4728.45 |
| R2 | LOCAL LEAGUE PURCHASES | 3000. | 2072.47 | 927.53 |
| | SUB-TOTAL R | $ 11550. | $ 5894.02 | $ 5655.98 |
| S | PROFESSIONAL IN-KIND ASSISTANCE | 2480. | 0.0 | 2480.00 |
| | SUB-TOTAL S | $ 2480. | $ 0.0 | $ 2480.00 |
| | TOTAL EXPENSES | $ 99830. | $ 16286.71 | $ 83543.29 |

Trip to North Sea

Pre-Board Report
November 1983

TO: State Board, Off-Board, FSRs
FROM: Ethel Sturgis, Organization VP

REPORT ON AREA WORKSHOPS

Twenty seven local Leagues, our one provisional, and one state unit attended an area workshop. The following LLs were not represented: Bay Area, Brazos County, Gainesville, Marshall/Harrison Co., Midland, Montgomery Co., Odessa, Rockwall Co., and Waco. Wise Co. was the one state unit that attended.

Numberwise, the attendance was disappointing as only 103 people took advantage of this opportunity to meet with other Leaguers. Broken down, there were 19 people representing 6 LLs and 1 state unit at the Tarrant County workshop, 12 representing 3 LLs at Lubbock, 23 from 6 LLs at Baytown, 21 (or more) from 5 LLs at Richardson, and 28 (or more) from 6 LLs and 1 provisional at San Marcos.

Ninety three of those attending turned in WORKSHOP EVALUATION FORMS and, in most cases, all of the questions were answered. Here is a tabulation of what we heard:

1. League should be fun. Did you enjoy the workshop? Eighty nine said "Yes"; No one said "No".

2. To what extent did you profit from the Topic Table discussions? Answer for each discussion group you attended:

| | Very valuable | O.K. | Not worth the effort |
|---|---|---|---|
| MEMBERSHIP | 26 | 5 | -- |
| PROGRAM ACTION | 22 | 7 | -- |
| PUBLICATIONS | 14 | 10 | -- |
| PRESIDENTS | 12 | 9 | 1 |
| | 74 | 31 | 1 |

3. Do you feel your input was helpful to other Leagues? Sixty four said "Yes"; eleven said "No".

4. Would you like another series of counterpart workshops next year? Eighty nine said "Yes"; one said "No".

5. If workshops were scheduled for next fall, what topics should be covered?

| No. of responses | Topic |
|---|---|
| 17 | Finance |
| 12 | Same as this year |
| 10 | Program management, techniques, interesting formats, "how to" on national program items, ways to work together on state program items, ways to speed up consensus process, review of current state and national positions, how to conduct studies |
| 7 | Program Action--carrying it out, pitfalls, legislative action, networking and coalition strategies, ballot issues, ERA ratification |

| | |
|---|---|
| 5 | Specific program items: Redistricting, environmental topics, WUTL & women's issues |
| 10 | Publicity/PR--general, working with the media, cable TV |
| 7 | VS/CI--general, Voters Guides, candidates' forums, gearing up for state and national debates |
| 8 | Membership: growth, retention, involvement, new member orientation formats |
| 3 | Board training, volunteer management, League procedures |
| 4 | Budget/treasurer |
| 2 | Speakers Bureau |
| 1 each | Observer Corps, Discussion leaders, available audio-visual materials from state and national, Voters Keys, separate discussion table for state units |

6. Do you have other comments?

Positive comments--17 applauded facilities, food, atmosphere (one said room cold)
--5 applauded planning, organization, moderators (one said poor map)
--7 commented on meeting old friends, other Leaguers, state board
--8 found workshops informative for new members, learned about area problems, shared common problems
--1 liked weekend timing

Negative comments--5 wished more had attended
--4 indicated need for more flexibility, greater variety of topics
--3 wanted more structured agenda, more substantive information (how to recruit members, how to read the mail..), more specific topics
--3 wanted handouts, ie: state Voters Guides, PAC formation information, We Support
--3 wanted more publicity, lead time, detailed schedule sent to those that preregister
--3 indicated a need for better organization and discussion leaders, better control of group to keep on subject and stop rambling on local details or about personal lives
--2 wished more had brought samples of their publications

Suggestions for future workshops--consider round robin style
--feature new ideas and approaches
--encourage general membership to attend
--2 said that state should give the workshops; one said sharing was more valuable than lectures
--shared ideas should be sent to LLs
--hold on off-state Convention years
--hold in summer or early fall
--Galveston volunteered to host a workshop next year

Other suggestions--gear recruitment material to LLs
--prepare local board lists by portfolio--ie: VS chairs together or one list
--consider a "responsibility assignment" list for congressional & legislative districts shared by LLs
--need more contact with state board, other LLs; more feedback about material developed by other LLs
--can ballot information be sent sooner?

Finally, my THANKS, THANKS, THANKS to the 20 state board, off-board, and FS folk who led the discussions. Your time and talents made the workshops successful! And I appreciated the reports sent by several of you. The following comments from these reports are only those not expressed on the evaluation forms:

--small and large Leagues had difficulty relating to each other
--a.m. groups tended to lunch together; a re-mix would have been better
--a follow-up in the form of a membership swap shop was requested--through Myrtle's monthly memo to LLs
--favorite topic at presidents' tables was membership!
--APP material seems to be less than popular with many Texas Leagues
--suggested topics for future workshops: sessions for each VP; action follow-up to local studies and use of action chairman

Overall the workshops were well worth the effort we put into doing them and were well received by those attending, but the turnout was indeed disappointing. The host Leagues deserve a round of applause for the way they handled their commitments, and they liked the financial assistance provided by the state League.

Looking ahead, I think we should not use the same format for workshops two years in a row, and that we should consider four, rather than five, locations.

I greatly appreciate all that everyone did to help. You are a great group of people!

REVISION OF SECTION II OF THE TEF HANDBOOK

Please bring this document with you...I anticipate no policy changes in it, except perhaps in relation to the strings you want attached to the administration of grants.

The organization core will review Section II in its entirety, and make the necessary changes to bring it in compliance with the new edition of the TEF handbook for the LLs.

CREATING NEW LEAGUES

Can't seem to catch up enough to really go to work on this...

A phone call from a woman in Longview shows promise of organizing a state unit there. (They once had a local League.)

PREBOARD
November, 1983
From: Myrtle McMahan, Membership/State Units

The State Units are getting off to a late start, with the exception of the new Wise County League.

Burleson has yet to meet. Ethel and I met with Chairman Lin Clark in October. We left her with plans for Voters Guides distribution, plans for holding an executive committee meeting, and plans for a unit meeting in which we would supply someone who could explain the Amendments. I talked with Lin two days ago, and only the Voters Guides distribution had been arranged. She informed me she wants out as chairman. I am now looking for someone to replace her. Recently a Colorado Board member moved to Burleson, and I have been in touch with her.

Cleburne is also slow to get started. Ethel has a date with them next week. They have good Voter s Service ongoing, though they are not meeting. Ethel will suggest to them that they meet twice monthly for lunch and go over the materials they receive in State Mailings.

Pasadena continues with good Voters Service. They had a meeting for a local election issue in October. They have a November meeting planned. Helen Hunter will meet with them as soon as the election activities are over in Houston. They have problems with poor attendance at meetings and few willing to participate in any way.

Wise County got off to a good start. Their chairman Birdie El der has attended unit meetings in both Denton and Tarrant County in order to see how League functions. She also attended the counter part workshop in Tarrant County. Birdie made the mistake of cancelling the guest speaker for their October meeting, because she had a number of people say they couldn't attend. Sondra Ferstl found herself leading a discussion on the amendments, not exactly prepared. Will try to make some suggestions to Birdie about not cancelling meetings.

There was not one single response to the National Security Consensus from either isolated mals or mals in state units. Will let LWV/US know this. It is my opinion the consensus was overwhelming to them.

There will need to be an adjustment to the budget S-8 (Mailings to Chairs of State Units). Budget reflects only three units, there are now four. Also, this account should cover the cost of National DPM's for the four chairmen. Mailings are running higher than anticipated because of the quantity of materials being sent. I estimate, at this time, that $140 more will be needed.

Pre-board November 1983
Jeanette Davis
Development

I have signed a contract with the Center for Nonprofit Management in Dallas- the objective being "to increase the public & private sector funding base of our organization statewide." The end product to be "a statewide plan for fund raising to increase the base of financial support". When Mr. John Easley studies all the propaganda material I sent we will begin our meetings. I have high hopes!! This will take 6 months and cost $150.00

Our Biennial Report is being printed as I type. How's that for believing the printer. At any rate I will have them by the board meeting. They are supposed to look great!

* Better news. I wrote Lomas & Nettleton Financial Corp. in Dallas a TEF letter and Dr. Jess Hay sent $1000.00 to T!!! Previously he had given to TEF. He did this on purpose.

* Texas Electric Service Co. in Fort Worth sent $600.00 to T. They did not contribute last year.

I have other T letters out and even some TEF ones lest you think I forgot.

National continues to send letters to our better contributors asking for money for the debates. I wrote for a meeting and recieved a very nice reply that they would get in touch when they are in the state making finance calls.

The League of Women Voters of Illinois is setting up a Development 'Swap Shop' (my description for want of a better word) between 10 state Leagues. I signed on. We will exchange ideas, solicitation letters, plans etc..

My Mother is at home now and has a new pigs mitral valve and two bypasses. She ignored all comments from the clan who gathered for the big do about eating pork and curling tails. That's really big surgery and she already feels better.

I didn't make the budget committee meeting in Houston because Will got sick. He missed all Halloween festivities but did decorate his pumpkin for the school contest as 'Medusa 1983'. Included among the snakes were headphones. Then the dog got an infection in his tail and I was asked by the city council to be on the local Planning & Zoning Commission -- something I've wanted to do for a long time. I said no. Surely the budget meeting was better but hardly more exciting. I have every intention of seeing you all in San Antonio!

11/1/83
Pre-Board report
Franci Smith
Women Under Texas Law

Finally, I'm starting to see a little publicity about Proposition 6. Let's hope that it passes.

In October, Susan Coleman and I attended a State Conference sponsored by the Texas Council for Family Violence. During the three days, we attended many well planned workshops dealing with various aspects of domestic violence. It was really an excellent way to begin research on the League study. As a follow up to the conference, I sent a survey letter to each Texas Shelter. Hopefully,I'll get good response.

I'm including in this pre-board a possible outline and consensus questions for both Domestic Violence and Intestacy. The intention now is to prepare a facts and issues on intestacy (approximately two pages in length ) and a separate booklet on domestic violence. Both will be published at the same time, however, and the consensus can be done together. The two topics are so diverse that it was felt that the publications should be separated.

Please look these preliminary outlines over. Your input will be welcomed.

OUTLINE INTESTACY

I. Probate
  A. Types
  B. Financial cost

II. Property
  A. Community and separate property (description)
  B. Statutes dealing with passage of property
    1. Separate property
    2. Community property

III. Minor Children and Guardianships
  A. Guardianship of person and estate
  B. Establishment Procedures
  C. Accounting Processes

POSSIBLE CONSENSUS QUESTIONS

to deal with: Guardianship of minor children
Passage of community property
financial aspects--cost

OUTLINE FOR DOMESTIC VIOLENCE

I. Problem ~~Perimeters~~ Parameters
  a. Description of problem (how widespread, etc ) effect
  b. Definition of domestic violence (physical, verbal, mental)
  c. Background of wife being property of husban, etc
  d. Growing public awareness

} 2 paragraphs

II. The Judicial system and its failure to adequately cope

a. Civil laws such as protective orders
b. Criminal Law system
1. Sluggish response of personnel (particularly peace officers and prosecutor's offices )
a. Training
b. Hesitancy of complaintants to follow through

III. Alternatives for assistance

a. Shelters
b. Non residental support centers
c. Programs for batterers

IV. Funding

a. Dichotomy between state and local
b. Sources

V. Education

a. General public
b. Public school classes dealing with family violence
c. Specialized training for those working in area, especially peace officers and district attorneys

POSSIBLE CONSENSUS QUESTIONS,DOMESTIC VIOLENCE

1. Would you favor changes in current law which would
a. Strengthen or revive peace bonds?
b. Require DAs and/or police departments in some/all cities to establish Domestic Relations Units?
c. Other:

2. Would you favor the establishment of the following programs?
a. Shelter? Regional?
b. Non residential support centers?
c. Programs for offenders
d. Special Domestic Units
e. Other:

3. How would you prefer that the abovce be funded?
a. Counties or municipalities
b. State
c. Local voluntary contributions

SOURCES;
a. Dedicated funds such as marriage license fee
b. Line item in state/county/city budget?!

4. Would you favor
a. Mandatory in-service training of peace officers by officers and experts in field?
b. Requiring police academies to have training in dealing with domestic calls as part of the curriculum
c. Programs in public scools about marriage and family?
d. A state wide 800 hotline number for domestic violence calls

Diane's Pre-Board
Friday, October 28, 1983

Land Use

Leagues continue to contact MC's about the east Texas wilderness bill, but it's an uphill battle.to find a (brave) co-sponsor. Evelyn participated in an Austin press conference on the subject Oct. 17. I haven't checked to see if the bill's made any progress since then, as other things obviously have taken my time.

The American Land Forum, on whose advisory committee Pat Shutt sits, called to ask for a summary of Texas land use issues. Fortunately, Catherine helped and we isolated four: wilderness needs, of course; aquifer depletion by groundwater withdrawal in order to irrigate farm products; loss of natural floodplain value from encroachment on the floodplain, especially by urban development; lignite mining in areas unsuitable for such, such as forests and streams.

A request from a League in NM for information on land use planning by regional councils of government was answered in a variety of fashions, hopefully involving little work on the part of Louise, who ended up with part of the issue.

Hazardous Waste

Though ocean incineration seems to be dominating my time this week and last, other things have been happening. They're just not quite as dramatic as going to the North Sea.

As you've read elsewhere, I presented testimony on transportation of haz. materials to the Senate NR Committee. For a first effort at such, it was probably easier on me that I had an afternoon slot and they preferred looking out the window. Their clerk reveals that a few points did sink in, especially the complicated regulatory structure and the need for higher penalties for offending drivers.

LWV- Corpus' President will sit in on an Oct. 27 hearing on the closure of some Chem Waste landfills in Corpus. It will be the first time a facility has been closed in Texas since the federal/state h/w regs came into effect, and therefore is potentially precedent setting. Her notes should help us evaluate whether changes are needed to the system.

I spent a long day in Austin in early September visiting people to research ocean incineration, working on the Keystone funding proposal, and ging to the organizational (joke) meeting of the Joint H/W Committee. I've talked to the committee clerk about testifying at some point in their hearing schedule. The other eight appointments kept that day were fruitful in terms of both information and in making contacts. It's probably true in most areas, but networking in h/w is critical to knowing what's going on.

Lockhart H.S. students have been writing people asking for info for a project on waste from computer industries. Catherine and I have both replied. They should be aware of the h/w network when through--I talked to a man at TDWR and said I'd given his name to the calss, and he had received the letter and had given them mine.

Brief discussion time needed at board for the bonding-the-treasurer thing. Georgina spent days getting info on rates and requirements. She now has isolated an agency who will bond her, the agent a former Leaguer, but we need to decide whether I should also be bonded since Lois and Margie concurred that someone else whould be able to write a check in case that's needed, as Lois can do for us. The account has been opened at a bank where a $200 balance means 5¼% interest on the rest. If larger amounnts come as expected, whe's also reserched money market accounts liquid enough to meet our needs. She hasn't been bonded yet since we still just have our $500 and we wanted a little more discussion. No one seems to understand why we even want the bonding, and few agents do it. That may be because the form requires the agent to personally vouch for your integrity.

The Keystone project has received hours (days, weeks) of attention. One proposal was submitted to RGK Foundation in Austin and a visit made its president. She's to be re-contacted next week to see if she's willing. It was a frustrating experience because we anticipated her having more background about the issue than she had. Another proposal went to TDWR this week and one to TDH goes out soon. They've been researching the mechanics of how to fund us.(TDWR has.) Another proposal will go to the Moody Foundation in December; that has the support of a Keystone workshop steering committee member who literally has a direct line to the Moody group and used it this week to get the process going. LWVUS will give us a grant but are discussing how much and when; I should have an answer by the board meeting. A foundation in Chicago is looking for projects like this, so we're isolating the meterial development that precedes the workshops and asking for funding for that from them.

Endorsements for the Keystone process are being sought by the Exec. Ctte. and are used to add to appropriate proposals. So far they're from Sierra Club, with LWV and TEC assumed, though both groups need to sign a form. (I'll bring to borad.) Texas Chemical Council is discussing and so is the Texas Municipal League. The Texas Ass'n of Regional Counicls has endorsed.

Two invitations to discuss the process have occurred recently, with both groups considering using the concept in siting they are doing: the Texas Low Level Radiation Authority and the Gulf Coast Waste Disposal Authority (for a land facility to dispose of municipal sewage treatment sludge). No firm decisions, just discussion so far.

Speeches have been given to the National Ass'n of Contract Managers' Houston group--topic was the LWV & H/W & the Keystone education project. They asked to hear how we were fundèd, so I made a plea for donations to the organization and how important they were. People there were mostly from petrochemical companies and deal with big contracts: Fluor, Bechtel, Aramco... I got this "gig" because a friend recommended me to the Program Chair when he lost his anticipated speaker--James Scott of hurricane cleanup fame who's now in Acapulco having left his unpaid employees behind. (The network strikes again.)

Anyway, things are moving along, though they move slowly. There will be two months lead time for the first workshop, so none will be planned till cash is in hand or cl ose to it.

And now to the North Sea

Ocean incineration is a difficult issue in League terms. LWVUS guidelines do not address this subject. The LWV prefers higher technology, which this is compared to landfills and injection wells, but has not researched incineration at sea. A pro or con position on this technology is really a national, not a state, concern. If you address the siting of the burn site in the Gulf, it becomes a regional League concern, not just a Texas one, since the site is out of territorial waters. Neither LWVUS or the other state Leagues have worked on the subject-- but are interested.

The concerns people have about ocean incineration are somewhat disparate. The technology itself can be an issue--can an incinerator destroy an adequate amount of the waste. The monitoring and enforcement can be of concern. The site in international waters makes it the realm of U.S. EPA, not the region we're in. How to monitor a ship also bec omes an issue for some. How to find baseline data since the site has already been used for burns and supposedly was the old dump site is another issue. The cloudiest issue I've isolated so far is the liability issue. Who gets to sue for damages with a hope of winning? How do you assess damage to the fishing industry if there's a catastrophe?

With the above mess in mind, we discussed this at the Oct. 15 NR Core meeting and decided not to take on the research required to make fair judgem ents on all of this. However, we felt the Gov. ought to be examining Texas' limited role in this and he now is.

Meanwhile, as Lois indicated in her memo, I received the invitation to "tour the facility." The biggest thing missing as far as I can tell in this issue is educational material that mentions both pros and cons. Some controversial info is floating around. In fact, a lot of research has been done on this topic. I think we can play a valuable role by trying to stay objective. When I return, I think the board will need to decide whether I should go to the hearing in Brownsville on the 21st (EPA has tentatively granted the permit to Chem Waste's two ships to burn in the Gulf

and is now holding the hearing.) There will probablybe lawsuits against EPA for the lack of criteria to make a determination to permit as well as the backwards order of holding the hearing. Note that this issue is not really related to the technological one. The Board may also have to decide what role the Edinburg/McAllen League can play in the hearing. Conversation yesterday with Linda Gardner revealed they'd already voted on an area water quality committee to oppose both the site and the technology. (They hadn't checked with ---, obviously.) Linda was advised to send any planned statement to the SO to be discussed at the meeting in San Antonio.

Regarding the funding of the trip--using TEF money makes it more imperative (and understandable) that we play an objective role. Chem Waste would not fund the transporation, but they are amenable to making an unrestricted donation this year. I think the best way to get it is to solicit it just as Jeanette planned to solicit BFI, their major competitor. Ask for at least $1000. In fact, you may want to encourage them to give to T. They just won't give direotly to cover the cost of the tickets.

In order to be a useful observer and in order not to have people afterwards say "why didn't you look at such and such," I have been contacting people asking for their opinions on what useful things I can do. I am told to expect to be deluged with questions when I return and to expect press attention, etc. (If all this does not help us get support from the petrochemical and waste industries, I don't know what will!) I can take pictures and have been advised by friends to take slides and develop a slide show to accompany the speeches I can expect to give-- I've received one request so far and have lo ts of people who'd like a phone call or visit afterwards. I'm aiming for our becoming famous not notorious!

There are some funny things about planning a trip to the North Sea on on two weeks notice. It takes <u>time</u> to find your own and borrow friend's long underwear, not a popular accessory in the city that seldom freezes. I have to take an old pair of tennis shoes to leave behind when I leave the ship--these are worn in the contaminated area. I'll get three big meals a day, but I have to bring my own snacks if I want more. The meals are large but I will be limited to <u>ten</u> steaks a day! (This info from yesterday's call from a Dutch sea captain now working for Chem Waste in the US who called to discuss details.) I'll have a cabinmate, fortunately a woman from France and not one of the crew. <u>Everyone</u> advises buying out the pharmacy's stock in seasickness med cines. I now have scopalimine patches to wear behind my ears, the newest treatment. My family seems amazed and amused by this. Beth wants a French doll and hopes I won't be seasick. Mark just shakes his head. I vowed not to do a long pre-board, but I doubt I'll be fit to discuss much about Keystone, so I've put it here. And I thought you might want to know more about my latest adventure before I descend on you in San Antonio with all the gory details.

State Board Meeting and Retreat
June 7,8, and 9, 1983
Camp Allen Conference Center

LWV-Texas
May, 1983
Pre-board Report

[redacted]

See map attached

The Camp Allen Conference Center is in the middle of beautiful woods. We will have motel-type accomodations (even a swimming pool) with two people to a room (twin beds). Linens and towels are furnished, but there are no phones in the rooms. Pay phones are available, and you can leave the above phone number with your family for emergencies.

We will have our meetings in a large room at one end of the same building our sleeping rooms are in. At the opposite end is a room (with a refrigerator we can use) for relaxing and visiting. Our meals will be in the cafeteria-dining area of the main conference center, a short walk from our rooms.

What to bring? Very casual clothing, perhaps a sweater; swim suit, jogging or walking shoes for those few free moments; maybe insect repellant; a travel alarm clock if you have one; your own liquid refreshment of whatever sort, plus snacks--cheese, crackers, nuts--if you like. There is ice and a soft drink machine. We've always had good weather there, but after this week--I dunno. Maybe you should pack a wet suit!

Our first meal together is dinner on Tues., June 7, so you'll need to eat lunch before arriving. Please try to arrive by 1:00. Our meeting will start at 1:30. When you first arrive, go into the large Conference Center building to register and get your room key--for a $1 deposit that is refunded on return of the key. Room assignments generally pair old with new board members and smokers with those non-smokers who said they did not mind rooming with a smoker. However, if you'd like to switch, feel free.

| | | |
|---|---|---|
| Carpenter/Vanderwater | Bonavita/Gooch | McCormick/Ferstl |
| Sturgis/Sheridan | Davis/Arizaga | Perrine/Smith |
| Morrill/McMahan | Sutherland/Albers | Lovelace/Rodgers |

Louise Cummins, who has agreed to return to the board after a 4-year absence, to chair the new redistricting study, will be unable to join us due to a previously planned family vacation. However, we hope to be joined by two of our off-board associate directors.

Via a news clipping from Beth Brown (just for grins, she noted) we learn of a proposal to construct a 400,000 volt direct current power line that would cut a 150-foot swath through Camp Allen. Episcopal church leaders (this is an Episcopal church camp) and attorneys are protesting it to the PUC. The article also points out, "Studies in the Soviet Union have concluded closeness to power lines can cause fatigue and loss of appetite and sexual drive in humans."

PLEASE BRING WITH YOU, IF YOU HAVE THEM:

State Board Handbook (new, orange cover)
State Board Policy Guide (blue, 1981)
TEF Handbook (blue, 1980)
We Support, 1981-83 (also blue)
Program Perspectives, 1981-83 (blue again)
Convention Workbook from Big D (gray cover)
League Directory, 1982-83 (yellow cover)

(continued next page!)

Please Bring With You, cont

In League (LWVUS)
Patience, good humor, aspirin, and lots of imagination (no cover)
Your calendar--and some concepts of when your kids start school in the fall (and again in January) and any other events which might affect our calendaring. (At least we aim to make schedules convenient. . .)

Much of our state board planning and problem-solving is done in core committees. For example, the program core will help the directors of new program items decide on consensus deadlines, what kind of publications will come out, deadlines for the pubs, etc. At the request of organization vice president Ethel Sturgis, we have taken the liberty of placing 1 program and 1 PR person in the Organization core. Likewise the PR core has 1 program and 1 organization person in it. The secretary does not necessarily belong in any particular core and has served in organization the last two years. She would like to try program this time. The president "floats." Of course this also means that those assigned out of their home core will have to do a little floating too, because there are times when they will need to meet at least for a while with their usual core group. If this does not suit you all, especially the ones being assigned out of their home core, maybe someone else would be willing to try it. Anyway, do you think we could try this for a while?

You will note that I have taken the liberty of assigning everyone to two committees that have meeting time scheduled at Navasota. Our off-board visitors may attend any core or committee they prefer.

Organization Core

Ethel Sturgis
Myrtle McMahan
Rachel Gooch
Catherine Perrine
Sondra Ferstl
(Jeanette Vanderwater)

Public Relations Core

Lavora Arizaga
Eleanor Sutherland
Rowena Rodgers
Evelyn Bonavita
Jeanette Davis
Jeanette Vanderwater
(Sondra Ferstl)

Program Core

Jan Albers
Margie Morrill
Diane Sheridan
Franci Smith
Barbara McCormick
Louise Cummins
(Evelyn Bonavita)
(Catherine Perrine)

AGENDA

TUESDAY, JUNE 7

1:30 p.m. Board Nuts and Bolts

--introduction to the state board experience — Carpenter
--agenda adjustments
--office organization--how to make it work for you and for me — Lovelace
--what the office does and doesn't do — Carpenter/Lovelace
--monthly mailings to local Leagues--who gets what — Carpenter

--timetables and deadlines — Carpenter
--files: . a system — "
. what to keep and for how long
. transferring portfolio files
--budget orientation — Vanderwater
. how to spend money
. how to get yours back (vouchers)
. unravelling the budget code
--what the state board secretary expects — Morrill
--political policy — Carpenter
--core organization and assignments, changes — 3 VP's

3:30 Break
3:45 LWV-T FIRST PLENARY SESSION

Appointment of new board members
Minutes — Morrill
Treasurer's Report — Vanderwater
President's Report — Carpenter
National Council summary — Carpenter/Sturgis
Appointment of President pro tem
Appointment of two board members to nominating cte.
Appointment of standing committees: Budget, Bylaws, Policy
Appointment of ad hoc committees: Development, Council Planning, Investments, Creating New Leagues, Blue Sky
Selection of site for Convention '85
Goal setting--shall we do it? If so: brainstorming and discussion. Decision now or later.

5:00 Happy Hour
6:00 Dinner--be prompt

7:30 Goal setting and priorities planning continued

8:30-10:00 Core meetings

WEDNESDAY, JUNE 8

8:00 a.m. Breakfast--be prompt or starve!

8:45 Core meetings, continued

10:30 Break

10:45 Committee Meetings: With the exception of the Development Cte. and Margie Morrill as chair of Council Planning, these cte. assignments are rather random. If you prefer a different cte., let's talk about it.

| Development | Council Planning | Creating New Leagues | |
|---|---|---|---|
| Davis | Morrill | Sturgis | Smith |
| Ferstl | Bonavita | Albers | Carpenter |
| McMahan | McCormick | Perrine | |
| Vanderwater | Gooch | Cummins | |
| Arizaga | Rodgers | Sutherland | |
| | Sheridan | | |

| | | |
|---|---|---|
| 12:30 | Lunch | |
| 1:30 | LWV-TEF ANNUAL MEETING | |
| | Election of officers | |
| | Adoption of budget | |
| | Minutes | Morrill |
| | Treasurer's Report | Vanderwater |
| | Orientation on Investments | " |
| | Orientation to managing grants | Carpenter, et al |
| | --grants administration committee | |
| | --guidelines for state projects | |
| | --guidelines for local League projects and supervisor's role | |
| | Report on status of LL projects | Morrill |
| 3:15 | Break | |
| 3:30 | Presentation of new LL projects, if any | |
| | Presentation of new state projects | |
| | --Hazardous Waste | Sheridan |
| | --LBJ School of Public Affairs project | Carpenter |
| | Development plans | Davis |
| | Voters Service plans | Rodgers |
| | PR plans | Arizaga |
| | New program plans, if time. Can do Thurs. | |
| | --WUTL if need to. | Smith |
| | --Redistricting | Albers (in Cummins' absence) |
| | Odds and Ends | |
| 5:00 | Happy Hour | |
| 6:00 | Dinner | |
| 7:00 | Preliminary calendar planning | |
| 8:30-10:00 | Committee Meetings: Once again, if you want to change, let's talk. | |

| Investments | Blue Sky | Policy |
|---|---|---|
| Vanderwater | Gooch | Bonavita |
| Davis | Arizaga | Sutherland |
| Albers | Perrine | McMahan |
| Sturgis | Morrill | Rodgers |
| Carpenter | Sheridan | Ferstl |
| Smith | McCormick | |

THURSDAY, JUNE 9

| | | |
|---|---|---|
| 8:00 | Breakfast | |
| 8:45 | SECOND LWV-TEF PLENARY SESSION | |
| | Investment Committee report--decision-making time | |
| | Any unfinished TEF business | |
| 9:45 | Break | |

| | | |
|---|---|---|
| | --timetables and deadlines | Carpenter |
| | --files: . a system | " |
| | . what to keep and for how long | |
| | . transferring portfolio files | |
| | --budget orientation | Vanderwater |
| | . how to spend money | |
| | . how to get yours back (vouchers) | |
| | . unravelling the budget code | |
| | --what the state board secretary expects | Morrill |
| | --political policy | Carpenter |
| | --core organization and assignments, changes | 3 VP's |
| 3:30 | Break | |
| 3:45 | LWV-T FIRST PLENARY SESSION | |
| | Appointment of new board members | |
| | Minutes | Morrill |
| | Treasurer's Report | Vanderwater |
| | President's Report | Carpenter |
| | National Council summary | Carpenter/Sturgis |
| | Appointment of President pro tem | |
| | Appointment of two board members to nominating cte. | |
| | Appointment of standing committees: Budget, Bylaws, Policy | |
| | Appointment of ad hoc committees: Development, Council Planning, Investments, Creating New Leagues, Blue Sky | |
| | Selection of site for Convention '85 | |
| | Goal setting--shall we do it? If so: brainstorming and discussion. Decision now or later. | |
| 5:00 | Happy Hour | |
| 6:00 | Dinner--be prompt | |
| 7:30 | Goal setting and priorities planning continued | |
| 8:30-10:00 | Core meetings | |

WEDNESDAY, JUNE 8

| | |
|---|---|
| 8:00 a.m. | Breakfast--be prompt or starve! |
| 8:45 | Core meetings, continued |
| 10:30 | Break |
| 10:45 | Committee Meetings: With the exception of the Development Cte. and Margie Morrill as chair of Council Planning, these cte. assignments are rather random. If you prefer a different cte., let's talk about it. |

| Development | Council Planning | Creating New Leagues | |
|---|---|---|---|
| Davis | Morrill | Sturgis | Smith |
| Ferstl | Bonavita | Albers | Carpenter |
| McMahan | McCormick | Perrine | |
| Vanderwater | Gooch | Cummins | |
| Arizaga | Rodgers | Sutherland | |
| | Sheridan | | |

10:00 LWV-T SECOND PLENARY SESSION--decision time

| | | |
|---|---|---|
| Core Reports: | Organization | Sturgis, et al |
| | Public Relations | Arizaga, et al |
| | Program | Albers, et al |
| Committee Reports: | | |
| Creating New Leagues | | Sturgis |
| Council Planning | | Morrill |
| Blue Sky | | Gooch |

Calendar adoption
VOTER assignments
Dates to remember

12:15 Evaluation of whole board meeting/retreat

12:30 Lunch followed by pack up and leave.

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NEWS ARRIVING LATE IN THE STATE OFFICE, APPENDED BY SAME:

1. An update from Diane Sheridan on the Keystone Project (see the TEF minutes in this mailing):

   There is not much to report. The Keystone group will meet in June to decide what will be done and what they might want the League to do.

   Some tentative proposals have been distributed. The sources of money are more interested in giving it to the League than to the other entities involved. Stay tuned.

2. One local League TEF project: The Corpus League wants to publish a city council Voters Guide, to include pros and cons on the extension of Del Mar College District, and an explanation of the new single member district plan.

   To be distributed by members to libraries, city hall, court house, schools, etc.

   Total needed: $3000.00. Printing = $2778; postage = $200; supplies = $22. $601.50 to come from funds on deposit; balance to be raised in current fund drive.
   Project Director: Nita Clark 3254 Austin CC, TX 78404
   (512) 883-9912

PRE-BOARD TREASURER MAY 1983

GENERAL INFORMATION:

The attached financial report is as of May 20. Joann tried, but I did not receive the information from the office for the week of 16-20 in time to include it. No ledger sheet copies were made, so none were mailed. Copies of computer printout for the May 20th run and the April 30th were distributed to those affected. I hope the computer printout strips don't drive you too wild. Each strip now has the date of the run and the title of the budget account. I am still perfecting the computer program and it is great fun! I will have at the meeting ledger books for both this year and last and all vouchers, deposits, internal adjustments, etc. for the fiscal year 1982-83.

Please look over the financial reports and make sure that everything is included. A list of what I know of that is missing is on Attachment B.

NATIONAL DUPLICATE PRESIDENTS' MAILING:

I ordered national DPM's for all board members and field service representatives about a week after returning from Convention. There are three exceptions: Janet Imhoff, ordered on May 18; Donna Green and Marlene Muse requested me not to order; (they seemed to feel that they could get all they needed from the local league). Jan Albers, what do you want to do about the League Action Service? You should now be getting two copies of Report from the Hill and Action Alert.

STATE CONVENTION WAS A GREAT SUCCESS FINANCIALLY: In fact, about $2,568!

We had budgeted a convention fund raiser to net $260 which I have not shown as received in the budget analysis. I see a couple of options as to how to split this (the board must make this decision):

(1) Split it half and half with Dallas, that would be just under $1,300 apiece.
(2) Set aside $1,000 to help to underwrite the Corpus Christi Council and split the rest half and half with Dallas. That would give each just under $750. Council budgets are difficult: not as many registrations; most off board go at Council expense; few off-board go at Convention expense.

Others need to think about this. I don't want anyone to think these are the only two options.

UNCASHED CHECKS

I am going to write off a number of uncashed checks that are over 6 months old. Most are payment for service on the ABC election night project. One is a $5 check to a state unit chair.

STATE POLICIES: We need to talk about the following:

-Long distance phone calls are charged to the budget line item if over $2.
-Postage is charged to the budget item where used.
-Time and material is charged to the budget item(s) at 10¢ a page or $10 per hour.

I would like the first two to remain as is. I feel that the third should be raised to 11¢ and $11 per hour. The rent has gone up, salaries have been raised, etc.

PARKING AT THE STATE OFFICE IS A MESS!!

We probably need to budget for a third space. Where do we pay for it? N6 includes two spaces; one for each secretary. Each space costs $45 a month, $540 a year.

DIRECT BILLING BY TREASURER:

Last year I started to communicate directly with treasurers. The normal procedure is to send everything to the president who passes it on. I would like to continue this proactice as it has helped communication. Does anyone see any conflict in this? I don't want it to be a precedent for every board member who is having communication problems.

LEAGUE OF WOMEN VOTERS OF TEXAS — MAY 1983
BALANCE SHEET AND BUDGET ANALYSIS, 11+ MONTHS
JUNE 1, 1982 - MAY 20, 1983

## BALANCE SHEET, MAY 20, 1983

| | | |
|---|---|---|
| **ASSETS:** | | |
| Cash, Austin National Bank, Checking | $ 830.39 | |
| Office Account | 300.00 | |
| Petty Cash | 30.00 | |
| Merrill Lynch Ready Assets, Savings | 14,049.47 | |
| Long Term CD, due 12/24/83 | 6,008.21 | |
| Convention Account, Dallas | 3,067.96 | |
| Total Cash | | $ 24,286.03 |
| Other Assets: Accounts Receivable | 284.84 | |
| Receivable from TEF | ( 832.04) | |
| Other Receivable | 409.56 | |
| Pre-Paid Expenses | 1,607.45 | |
| Total Other | | 1,469.81 |
| TOTAL ASSETS | | $ 25,755.84 |
| **LIABILITIES AND NET WORTH:** | | |
| Liabilities, Sales Tax Payable | 28.77 | |
| Payroll Taxes Payable | 797.99 | |
| Other Payable, PAC | 10.82 | |
| Pre-Rec'd Income for 1983-84 | 692.65 | |
| Total Liabilities | $ | 1,530.23 |
| Net Worth, Reserve Fund | 15,000.00 | |
| *Operating Fund | 9,225.61 | |
| Total Net Worth | | 24,225.61 |
| TOTAL LIAB & NW | | $ 25,755.84 |

## BUDGET ANALYSIS, MAY 20, 1983

| INCOME | | **Budget | Actual | Yet to Come |
|---|---|---|---|---|
| A. Support | | | | |
| 1. Local League Per Member Payment | | $ 26,685 | $ 26,659.87 | $ 25.13 |
| 2. Dues, M-A-L and State Unit Members | | 4,375 | 2,237.50 | 2,137.50 |
| 3. Provisional League | | 250 | 450.00 | ( 200.00) |
| Sub-Total A | | $ 31,310 | $ 29,347.37 | $ 1,962.63 |
| B. Interest on Savings | (2,600) | $ 2,000 | $ 1,748.99 | $ 251.01 |
| C. Sale of Publications/Merchandise | | | | |
| 1. Duplicate Presidents' Mailings | | $ 1,900 | $ 2,020.00 | $ ( 120.00) |
| 2. Standing Orders | (1,260) | 960 | 948.00 | 12.00 |
| 3. Publications on Hand | ( 700) | 1,200 | 1,577.08 | ( 377.08) |
| 4. Legislative Newsletters | ; (2,500) | 2,380 | 1,723.12 | ( 656.88) |
| 5. Advocacy Papers | | 100 | 327.78 | ( 227.78) |
| 6. Action Brief, AFDC focus | | 300 | 244.29 | 55.71 |
| 7. Texas Pins | ( 00) | 425 | 633.15 | ( 208.15) |
| Sub-Total C | | $ 7,265 | $ 7,473.42 | $ ( 208.42) |
| D. Contributions | | | | |
| 1. Member Cash | | $ 660 | $ 3,417.64 | $(2,757.64) |
| 2. State Fund Raising | | 11,150 | 6,740.00 | 4,410.00 |
| 3. National Fund Raising | | 100 | 0 | 100.00 |
| 4. Unreimbursed Expenses, Board Members | | 2,000 | 1,546.44 | 453.56 |
| Sub-Total D | | $ 13,910 | $11,704.08 | $ 2,205.92 |

See page 3 for explanation of starred items.

| INCOME (cont'd) | | Budget | Actual | Yet to Come |
|---|---|---|---|---|
| E. Other Income | | | | |
| 1. Contractual Services | (4,200) | $ 6,500 | $ 6,526.60 | $ ( 26.60) |
| 2. State Convention | | 12,000 | 12,112.60 | ( 112.60) |
| 3. Fund Raiser at Convention | | 260 | 0 | 260.00 |
| 4. Legislative Day | | 0 | 446.30 | ( 446.30) |
| 5. In-Kind, Outside Professionals | | 1,600 | 250.00 | 1,350.00 |
| Sub-Total D | | $ 20,360 | $ 19,335.50 | $ 1,024.50 |
| F. From Reserves*** | | | | |
| 1. Accruals from Previous Yrs | (5,136) | $ 7,136 | | |
| 2. Uncommitted Reserves | 397 | ( 383) | | |
| Total Reserves | | $ 6,753 | | |
| TOTAL INCOME | | $ 81,598 | $ 69,609.36 | $ 5,235.62 |

| EXPENSES | | Budget | Actual | Left to Spend |
|---|---|---|---|---|
| N. State Office | | | | |
| 1. Equipment Maintenance | ( 850) | $ 1,290 | $ 1,317.27 | $( 27.27) |
| 2. General Supplies | | 800 | 983.04 | ( 183.04) |
| 3. Postage | | 700 | 1,493.09 | ( 793.09) |
| 4. Telephone | | 1,600 | 1,201.24 | 398.76 |
| 5. Insurance | ( 300) | 400 | 414.49 | ( 140.00) |
| 6. Rent & Parking | | 6,060 | 6,200.00 | ( 140.00) |
| 7. Salaries | (18,480) | 18,720 | 17,724.33 | 995.67 |
| 8. Payroll Taxes | (1,340) | 1,360 | 1,312.70 | 47.30 |
| 9. Audit & Tax Reports | | 500 | 450.00 | 50.00 |
| 10. Equipment Purchases | (3,000) | 5,000 | 3,889.46 | 1,110.54 |
| 11. Office Overhead | ((3,040)) | (4,240) | (5,930.57) | 1,690.57 |
| 12. TEF Reimbursement, 9 months | | (10,196) | (6,935.64) | (3,260.36) |
| 13. Professional In-Kind | | 800 | 0 | 800.00 |
| Sub-Total N | | $ 22,794 | $ 22,119.41 | $ 674.59 |
| O. Board and Administrative | | | | |
| 1. President | | $ 1,525 | $ 1,932.05 | $ ( 407.05) |
| 2. Secretary & Treasurer | | 550 | 529.79 | 20.21 |
| 3. Board of Directors: Tools | | 500 | 644.37 | ( 144.37) |
| (b) Meetings | | 7,500 | 7,491.68 | 8.32 |
| (c) Mailings, 9 months | | 2,000 | 1,298.76 | 701.24 |
| (d) Unreimbursed Expenses | | 400 | 412.54 | ( 12.54) |
| 4. Administrative Committees: Budget | | 300 | 277.44 | 22.56 |
| (b) Development | | 1,200 | 1,227.86 | ( 27.86) |
| (c) Interim Committees | | 400 | 224.28 | 175.72 |
| (d) Nominating | | 425 | 300.93 | 124.07 |
| 5. TEF Reimbursement, 9 months | | (4,800) | (4,264.79) | ( 535.21) |
| 6. Other Unreimbursed Expenses, Adminis. | | 400 | 318.50 | 81.50 |
| 7. In-Kind by Professionals | | 800 | 250.00 | 550.00 |
| Sub-Total O | | $ 11,200 | $ 10,643.41 | $ 556.59 |
| P. Convention/Council | | | | |
| 1. National Council, 1983 | | $ 1,500 | $ 618.50 | $ 881.50 |
| 2. State Convention, 1983 | | 12,000 | 9,544.64 | 2,455.36 |
| Sub-Total P | | $ 13,500 | $ 10,163.14 | $ 3,336.86 |
| Q. National Services ($486 paid by TEF) | | $ 1,944 | $ 1,458.00 | $ 486.00 |

See page 3 for explanation of starred items.

| EXPENSES (cont'd) | | Budget | Actual | Left to Spend |
|---|---|---|---|---|
| R. Public Relations | | | | |
| 1. Vice-President's Expenses | | $ 375 | $ 453.98 | $ ( 78.98) |
| 2. VOTER, 3 issues | (3,800) | 4,000 | 3,178.82 | 821.18 |
| 3. TEF Reimbursement | | (1,520) | ( 991.54) | ( 528.46) |
| 4. Publications/Merchandise | | | | |
| (a) Chair's Expense | | 50 | 47.62 | 2.38 |
| (b) Dup. Pres. Mailings | | 1,800 | 1,518.29 | 281.71 |
| (c) Standing Orders | (1,200) | 900 | 357.73 | 542.27 |
| (d) Pubs on Hand | ( 800) | 1,300 | 1,471.04 | ( 171.04) |
| (e) Advocacy Papers | | 400 | 509.93 | ( 109.93) |
| (f) Action Brief | | 300 | 308.41 | ( 8.41) |
| (g) Texas Pins | ( 00) | 425 | 409.89 | 15.11 |
| 5. TV Show | | 0 | 461.00 | ( 461.00) |
| 6. Unreimbursed Expenses | | 400 | 247.02 | 152.98 |
| Sub-Total | | $ 8,430 | $ 7,972.19 | $ 457.81 |
| S. Organization | | | | |
| 1. Vice-President's Expense | | $ 250 | $ 201.46 | $ 48.54 |
| 2. Field Service | | 2,100 | 1,431.30 | 668.70 |
| 3. Workshops | | 760 | 691.74 | 68.26 |
| 4. New Leagues & New Units | | 100 | 89.32 | 10.68 |
| 5. Membership | | 250 | 262.27 | ( 12.27) |
| 6. Provisional League(s) | | 100 | 117.04 | ( 17.04) |
| 7. State Unit Support | | 400 | 209.79 | 190.21 |
| 8. Mailings to State Unit Chairs | | 240 | 209.66 | 30.34 |
| 9. " " to M-A-L | | 1,520 | 856.25 | 663.75 |
| 10. " " to LLP | | 2,000 | 1,506.85 | 493.15 |
| 11. TEF Reimbursement | | (1,640) | ( 299.19) | (1,340.81) |
| 12. Unreimbursed Expenses | | 400 | 368.10 | 31.90 |
| Sub-Total S | | $ 6,480 | $ 5,644.59 | $ 835.41 |
| T. Program | | | | |
| 1. Vice-President's Expense | | $ 750 | $ 795.76 | $( 45.76) |
| 2. Program Action | | 2,400 | 1,751.24 | 648.76 |
| 3. Coalitions/Other | | 100 | 110.00 | ( 10.00) |
| 4. Unreimbursed Expenses | | 200 | 185.78 | 199.22 |
| Sub-Total T | | $ 3,450 | $ 2,842.78 | $ 607.22 |
| U. Legislative Office | | | | |
| 1. Lobbying | | $ 2,700 | $ 1,469.54 | $1,230.46 |
| 2. Legislative Secretary | | 3,000 | 2,719.32 | 280.68 |
| 3. Office Expenses | | 1,300 | 823.79 | 476.21 |
| 4. Legislative Newsletter | (2,300) | 3,200 | 2,955.32 | 244.68 |
| 5. Legislative Office Over. | ( 00) | ( 450) | ( 552.88) | 102.88 |
| 6. Legilative Day | | 0 | 240.50 | ( 240.50) |
| 7. Unreimbursed Expenses | | 200 | 14.50 | 185.50 |
| Sub-Total U | | $ 9,950 | $ 7,670.09 | $2,279.91 |
| V. Other Expenses | | | | |
| 1. Local League Share of State FR | | $ 2,000 | $ 920.00 | $ 1,080.00 |
| 2. Contractual Services | (1,300) | 1,850 | 1,855.85 | ( 5.85) |
| 3. Payment to LWV-TEF**** | | 0 | 1,000.00 | (1,000.00) |
| Sub-Total V | | $ 3,850 | $ 3,775.85 | $ 74.15 |
| TOTAL EXPENSES | | $81,598 | $72,289.46 | $ 9,308.54 |

*Operating Fund is beginning balance plus income less expenses.
**Budget as adjusted, original amounts in ()'s.
***There is no actual income from reserves, so is not shown.
****A donation, $1,000, was made to LWV-T for Exercising Your Legal Rights, in TEF.

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND — MAY 1983
BALANCE SHEET AND BUDGET ANALYSIS, 11+ MONTHS
JUNE 1, 1982 - MAY 31, 1983

## BALANCE SHEET, MAY 18, 1983

ASSETS:

| | | |
|---|---|---|
| Cash, Republic Bank NOW Checking | $ 1,942.55 | |
| Merrill Lynch Ready Assets, Savings | 14,241.68 | |
| 6-mo Certificates | 20,000.60 | |
| 2½-yr Certificates | 20,948.42 | |
| Special Account, Lubbock | 344.50 | |
| Total Cash | | $ 57,477.75 |
| Other Assets: | | |
| Stock Portfolio (4/30/83) | $ 23,550.00 | |
| Accounts Receivable | 610.05 | |
| Pre-Paid Expenses | 95.19 | |
| Total Other Assets | | 24,255.24 |
| TOTAL ASSETS | | $ 81,732.99 |

LIABILITIES AND NET WORTH:

| | | |
|---|---|---|
| Liabilities: Sales tax Due | $ 3.92 | |
| Payable to LWV-Texas | ( 832.04) | |
| 1983-84 Income Rec'd | 180.00 | |
| Total Liabilities | | $( 648.12) |
| Net Worth: Restricted Grants* | $ 5,134.14 | |
| Endowment Fund | 26,600.00 | |
| Stock Fund (20% Dallas) | 23,550.00 | |
| Local League Funds | 12,673.22 | |
| Operating Fund | 14,423.75 | |
| Total Net Worth | | $ 82,381.11 |
| TOTAL LIABILITIES & NET WORTH | | $ 81,732.99 |

*Restricted Grants: Equipment for Office, $539.97; Nuclear Waste, $344.50; Texas Monthly, $2,006.11; Executives for Good Government, $2,243.56.

## BUDGET ANALYSIS, MAY 18, 1983

| | | Budget | Actual | Yet to Come |
|---|---|---|---|---|
| **INCOME** | | | | |
| A. Contributions | | | | |
| 1. Unrestricted Fund Raising | (8,360) | $ 7,360 | $ 6,597.37 | $ 762.63 |
| 2. Member Contributions | (1,000) | 2,000 | 10,039.55 | (8,039.55) |
| 3. Tributes and Memorials | | 150 | 50.00 | 100.00 |
| 4. Restricted Cash | | 50,000 | 9,955.00 | 40,045.00 |
| 5. Local League Restricted Funds | | 11,100 | 11,021.16 | 78.84 |
| Sub-Total A | | $ 70,610 | $ 37,663.08 | $ 32,946.92 |
| B. Interest and Dividends | | | | |
| 1. Interest on Savings | | $ 5,250 | $ 5,204.48 | $ 45.52 |
| 2. Stock Dividends (after sharing) | | 0 | 1,421.77 | (1,421.77) |
| Sub-Total B | | $ 5,250 | $ 6,626.25 | $(1,376.25) |
| C. Administrative Fees | | | | |
| 1. Local League Projects | | $ 450 | $ 726.27 | $ ( 276.27) |
| 2. Grant Administration | | 500 | 616.37 | ( 116.37) |
| 3. Texas Gov't Handbook | | 0 | 758.50 | ( 758.50) |
| Sub-Total C | | $ 950 | $ 2,101.14 | $ 1,151.14 |
| D. Sale of Publications | | | | |
| 1. VOTER GUIDES | | 4,250 | 2,811.50 | 1,438.50 |
| 2. Public Subscription Service | (1,300) | 1,100 | 1,060.00 | 40.00 |

(cont'd)

| | INCOME, Sale of Pubs (cont'd) | Budget | Actual | Yet to Come |
|---|---|---|---|---|
| df | 3. Current Issue Publications: | | | |
| | (a) Exercising Your Legal Rights | $ 2,475 | $ 2,741.66 | $ ( 266.66) |
| | (c) Leaders' Guide | 125 | 0 | 125.00 |
| | 4. Voter Service Publication | 600 | 65.50 | 534.50 |
| | 5. Prior Publications | 450 | 1,815.81 | (1,365.81) |
| | Sub-Total D | $ 9,000 | $ 8,494.47 | $ 505.53 |
| E. | Other Income | | | |
| | 1. In-Kind by outside Professionals | $ 2,480 | $ 0 | $ 2,480.00 |
| | 2. Unreimbursed Expenses by Board | 500 | 2,504.00 | 2,004.00 |
| | 3. Received from LWV-Texas (TEF contr) | 0 | 1,000.00 | (1,000.00) |
| | Sub-Total E | $ 2,980 | $ 3,504.00 | $ ( 524.00) |
| F. | Transfer from Reserves | $ 1,196 | | |
| | TOTAL INCOME | $ 89,986 | $58,388.94 | $30,401.06 |

| | EXPENSES | Budget | Actual | Left to Spend |
|---|---|---|---|---|
| N. | Shared Services and Administration | | | |
| | 1. Office Overhead, 9 months | $ 10,196 | $ 6,935.64 | $ 3,260.36 |
| | 2. Trustees Expenses, 9 months | 4,800 | 4,264.79 | 535.21 |
| | 3. VOTER and PR, 6 months | 1,520 | 991.54 | 528.46 |
| | 4. Mailings, 9 months | 1,640 | 299.19 | 1,340.81 |
| | 5. General Administration | 50 | 12.98 | 37.02 |
| | 6. Nat'l PMP for LWV-T M-A-Ls | 0 | 486.00 | 486.00 |
| | Sub-Total N | $ 18,206 | $ 12,990.14 | $ 5,215.86 |
| O. | Public Relations, Unrestricted | | | |
| | 1. VS/CI Chairperson | $ 100 | $ 91.57 | $ 8.43 |
| | 2. VOTER GUIDES | 4,000 | 3,230.19 | 769.81 |
| | 3. Public Subscription Service (975) | 775 | 737.79 | 37.21 |
| | 4. Voter Service Publication | 500 | 500.00 | 0 |
| | Sub-Total O | $ 5,375 | $ 4,559.55 | $ 815.45 |
| P. | Program, Unrestricted | | | |
| | 1. Current Issue Development | $ 250 | $ 228.53 | $ 21.47 |
| | 2. Exercising Your Legal Rights | 1,600 | 1,297.38 | 302.62 |
| | 3. Other Program Expenses | 25 | 182.82 | ( 157.82) |
| | 4. Unreimbursed Expenses by Board | 200 | 2,164.00 | (1,964.00) |
| | Sub-Total P | $ 2,075 | $ 3,872.73 | $ (1,797.73) |
| Q. | Restricted Projects and Publications | $ 50,000 | | |
| | 1. Texas Government Handbook | | 3,000.00 | |
| | 2. Gubernatorial Debate | | 7,839.74 | |
| | 3. Equipment Purchase | | 435.03 | |
| | 4. When You Go To Austin | | 2,223.87 | 36,501.36 |
| | 5. Unreimbursed Expenses by Board | 300 | 340.00 | ( 40.00) |
| | Sub-Total Q | $ 50,300 | $ 13,838.64 | $ 36,461.36 |
| R. | Local League | | | |
| | 1. Projects | 8,550 | 15,231.36 | (6,681.36) |
| | 2. Purchases | 3,000 | 2,201.02 | 798.98 |
| | Sub-Total R | $ 11,550 | $ 17,432.38 | $ (5,882.38) |
| S. | Professional In-Kind Assistance | $ 2,480 | $ 0 | $ 2,480.00 |
| | TOTAL EXPENSES | $ 89,986 | $ 52,693.44 | $ 37,292.56 |

Explanation for E3 and V3 in LWV-T: A donation was received from the Texas Trial Lawyers Association for use in the publication of the Exercising Your Legal Rights. The donation was specifically made to LWV-Texas. Since all the expenses of the pamphlet are in TEF, including office overhead, this seemed the best.

PRE-BOARD TREASURER, ATTACHMENT A MAY 1983

## STOCK PORTFOLIO

| | | Death 1/11/81 | | 4/30/83 | |
|---|---|---|---|---|---|
| Texas Utilities, | 60 shares | @ $18.25 = | $1,095.00 | @ $25.00 = | $1,500.00 |
| Mid South Utilities, | 50 " | 12.00 | 600.00 | 15.875 | 793.75 |
| Texaco, | 110 " | 45.83 | 4,991.80 | 36.25 | 3,987.50 |
| Exxon, | 100 " | 38.69 | 3,869.00 | 35.375 | 3,537.50 |
| Duke Power, | 75 " | 18,38 | 1,378.50 | 23.125 | 1,734.38 |
| A T & T | 25 " | 50.08 | 1,252.00 | 68.00 | 1,700.00 |
| American Home Prod. | 125 " | 30.00 | 3,750.00 | 46.25 | 5,781.25 |
| Idaho Power | 75 " | 21.63 | 1,662.25 | 31.875 | 2390.62 |
| M M M | 25 " | 61.63 | 1,540.75 | 85.00 | 2,125.00 |
| | | | $ 20,139.30 | | $ 23,550.00 |

| | Dividends, 1981 | Dividends, 1982 |
|---|---|---|
| Texas Utilities, | $ 111.00 | $ 122.40 |
| Mid South Utilities, | 81.00 | 83.00 |
| Texaco | 308.00 | 330.00 |
| Exxon | 300.00 | 300.00 |
| Duke Power | 156.00 | 168.00 |
| A T & T | 132.50 | 135.00 |
| American Home Products | 237.50 | 268.75 |
| Idaho Power | 193.50 | 207.00 |
| M M M | 75.00 | 80.00 |
| | $ 1,594.50 | $1,694.15 |

PRE-BOARD TREASURER, ATTACHMENT B MAY 1983

ITEMS NOT INCLUDED IN FINANCIAL REPORT, LWV-TEXAS

INCOME:

-Mal Dues from Pasadena, $625
-Some publications money, not over $50

EXPENSE CREDITS, this is really income

-Supply, postage, and office overhead for all May mailings
- " " " for last three months of board mailings
-TEF payback for items N4-9 and N11 for last three months, done by D. Clark
-TEF paybacks for items N1-3 and N10, I will do using an average of year's percentages.
-TEF payback for last board meeting, done by Diana
-TEF payback for last three months of 01, 02, 03c, 04b. Done by several people.
-TEF payback for 03a. I will do using an average percentage.
-TEF payback for last two issues of Voter, J. Lava will do
-TEF payback for last three months of mailings to LLP, SU, & Prov. E. Sturgis will do.

EXPENSES:

-One half a month's salary and payroll taxes for Joann and Sue.
-Entire cost of May Voter.
-Cost of Breakfast with Dot Ridings, $160
-Cost of Room and Travel one-way for one delegate to Nat'l Council
-May mailings to DPM and Standing Orders
-May mailings to LLP, SU, and Prov.
-Cost of closing Legislative Office, including half a month's salary for Debbie.
-Cost of board mailings for last three months of fiscal year.
-Wrapup expenses from a number of board members.

Memo to LWV-T/TEF People on Board
From Joan Lava
Re Telephone system(s) for S.O.

There is an unofficial consensus (anyone using the S.O. on a regular basis is included) that the phone system needs updating. The way things are set up is archaic, to say nothing of inefficiant, and frankly far more expensive than we can afford over the long term.

I have done some research, which I give you for what we hope will be serious consideration. The time is long past due for updating. We understand, J.V., that the big consideration is $$, which is why things haven't been done before this, but with the new and far-distanced baord, and potential lengthy phone calls ( and resulting $$ bills), the time has come to bite the bullet.

Ideally, for minimum long-range effectiveness, we should get push-button touchtone phones. It would allow us to use the two incoming lines far more efficiently; we could "conference" with several people in the office at once, instead of waiting "in line" to take a turn talking to an individual on the phone, and there is a non-Bell three-button phone (as opposed to the five-button type) that looks perfect as a compromise for our needs.

The above paragraph assumes two phone lines- our regular and the legislative line. Again, ideally, I am proposing that we keep the two lines. Our effectiveness , frankly, is cut seriously by not being available with someone working with the legislature in an on-going manner. Since Evelyn is willing to do the non-session work that needs doing- study, keeping up with committees, off-season lobbying, keeping our name and interests more visible, it seems that money will be well-spent by giving her a phone-- it's little enough.

If touchtone pushbutton phones are unacceptable for whatever reasons, then our alternative are the basic touchtones. This will get us into the 20th century, though not close to the 21st. We can cut our monthly long-distance phone bills a minimum of 25%, potentially 40% on in-state calls simply by going to this system. We all know this. The change will involve re-wiring (we can do this ourselves), buying (or leasing) the phones, and getting hooked into the touchtone system at the phone company. This is much less money than the three button system, but we will be getting less and my opinion in Sentence 2 stands. (Paragraph #1, or this one)

I don't think anyone is questioning the need. We all know the bottom line is money. If we can get some of the things or all of it donated, it would be great. If not, I still think it's an issue that the board should seriously consider at the June board meeting.

Joan

May 26, 1983

Phone costs researched by Joan Lava

Our present basic phone bill with 3 leased phones, 2 on the 472-1100 line and one on 472-1156 is $63.25/month. Then there are long distance charges of up to $300.

We want to be able to subscribe to a long distance service such as MCI or LDS or Sprint in order to reduce the LD bill. We also want to be able to make more than one call to the outside at one time. Most visitors to the office come to use the phone. Thus it becomes important to maintain the second line (472-1156).

In order to subscribe to a long distance service such as MCI, the phones must be touchtone. At this point we have rotary dials.

Converting to touchtone dialing and acquiring phones with pushbuttons (six across the bottom of the phone) would permit putting someone on hold and having a light go on to show which line is being used, plus giving the capability of answering any phone on either line from any of the three phones.

Such phones (with the six buttons) cannot be purchased from Bell, but can be leased. In the interest of good stewardship it seems prudent to stay with the "establishment" equipment and not venture into purchasing expensive equipment elsewhere.

Cost of installing three multi button touchtone phones: $366.00
Service calls would be free since we would not own the phones.

Monthly charge would be: 77.60

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Cost to convert to only touchtone phoning:

| | |
|---|---|
| Purchasing three phones @ approx. $75 per phone: | $225.00 |
| Hookup charge per line ($5.00 per line) one time: | 15.00 |
| Service order processing one time: | 18.50 |
| Site visit to be sure correct lines run to each phone--one time (we would convert to modular boxes ourselves): | 6.65 |
| Purchase of two modular boxes (we have one): | 5.00 |
| Initial conversion: | $270.15 APPROX. |

Monthly charge: 54.00

If we were to only convert to touchtone, we would retain the rotary we now have, i.e. if someone calls on 1100 and it is busy, the 1156 line rings, but someone must go to the other room to answer it. The phones with buttons across the bottom would eliminate the trips.

May 24, 1983
From: Lovelace
RE: Systel II

Another budgetary consideration.

One of the reasons we purchased the Remington Electronic typewriter is its capacity to interface with the Systel screen to produce a word processing system. At this point, the typewriter alone has a memory of 1000 characters or about 1/2 of one side of a page of typing.

Adding a Systel II screen would give unlimited memory in the form of disc storage (single density or about 35 pages per disc); merge/print functions which would allow adding different names and addresses stored on one list to a body of a letter; make changes in the text of a memo before printing. In short, word processing capability.

We could use such capability. We do repeat typing of some letters, such as welcoming new members at large, notifying leagues/state units officially of disbandment, letters to legislators.

We maintain mailing lists: LL presidents, DPM, Standing Orders, Members at Large not in state units, members at large in state units, Public Subscription Service subscribers. The list could certainly grow in light of talk about marketing subscriptions more aggressively.

We edit and revise text when it comes in less-than-perfect English and is to be sent to local Leagues.

More work can ALWAYS be done, but care will need to be taken to fit jobs to personnel parameters(i.e. bodies, and hours worked).

Why this particular piece of equipment? It would permit us to use the electronic typewriter to cut mimeo stencils. We are still tied to that technology because we cannot afford an offset, and the copier would be too slow when doing hundreds of copies of things which we do ALL the time.

We would not need to begin from scratch in setting up a word processing system: purchasing a computer, a screen, a printer.

Sue Morris, our part time assistant this past month until Debi finishes in the legislative office, knows word processing systems. At nights she works for MICOM. She has been a service rep for them and has sold their machines. She has also researched the competition, and can work four other word processing systems. The Systel plus typewriter is the easiest to learn outside of a $20,000 MICOM system. It is also the most logical to operate. Many word processing systems are complex to learn. The Systel is self-paced and easy to understand.

And about the cost. $2950. 1/3 from TEF; 2/3 from T. Or $1000 and $2000. In the 1982-83 budget, $2000 was allocated for purchasing an electronic typewriter. When the Remington/Systel combination was found, it became desirable to get the system which would give us the most capability for the money. $900 from T was spent for the Remington; $540 of TEF money from a restricted grant of $975 was spent. That leaves: $2950

$$\begin{array}{r} \$2950 \\ -\ 1640 \\ \hline \$1310 \end{array}$$

- more -

At least 1/3 of the entire cost can come from TEF. That is the conservative estimate. By many folks' reckoning, as much as 40% can be TEF money. But being conservative, an additional $460 can come from the Ed. Fund, leaving an unfunded balance in T of $900.
It may be obtainable from a corporation(s) that would like to donate it. Who knows!

And about a maintenance contract. We now pay $110 on the typewriter. For an electronic typewriter, this is a superb price. If we had purchased one of the other brands we were considering( Exxon, 3-M),we would have paid $432 or $295 respectively. And have only a typewriter--no screen, no word processing.

yr.

The maintenance contract on the Systel screen is $295./ Most contracts on word processing systems are upwards of $500./year.

There will be literature at the meeting.

To: The New Board
From: Diana Clark
Re: T and TEF Investment management strategies and goals

I have been increasingly uneasy for the past year with the board's process of management of our investments in TEF. Since the maturity of the original 6 year CD's representing the Houston Production Company liquidation funds, we have been buying a variety of very short-term and medium-term (2 1/2 yr) CD's, all of which mature on different dates. The treasurer has had to ask the office to phone around for the best rates; occassionally when she has gotten the information and made the decision, the original rate has de clined. This is not the treasurer's fault; I believe the treasurer should not have to have all the responsibility.

The other factor in my unease is having the TEF holding individual stocks. They are very good blue chips, but I do not believe we have the expertise or the time to devote to watching the stock market and trading around in it.

Originally I had planned to make some general recommendations to you about investing in some sort of a cash management account or fund primarily to relieve the board of the pressure of making important fiscal decisions on an ad hoc basis as we have been more or less doing for the past 8 years. Evidently Jeanette Vanderwater has been having the very same concerns and had asked Lynn Albers, formerly a financial investment advisor, and Jan's husband for advice. We supplied him with all the information including the stocks we own, CD's, Ready Assets accounts, etc. On Monday, May 18th, Lynn and Jan came into the office to discuss with me some of the options for us to consider. Jan taped the conversation and will play it for you at the June board meeting. I personally think his suggestions make a lot of sense and if it were up to me, I would follow them. What continues below is my outline of his remarks for you to be thinking about before the meeting and while you listen to the tape.

1. What the League wants is maximum return with a minimum of effort and fuss on the board's part. CD's are not flexible enough to guarantee the above.

2. We should consider using a professional money management firm. Lynn uses one called Fidelity which controls a number of different funds for different purposes. Merrill Lynch is another large firm (we already have TEF and T Ready Assets accounts. Dreyfuss is another well known and successful company.

3. A no-load mutual stock fund is diversified enough for our purposes. (No-load means no commission fees in buying or selling shares). We should put 50% of our stock and CD's into such a fund. N.B. The two CD's maturing in January, 1985 and paying around 13-14% should be held until maturity and then put into the funds I am describing.

4. 25% of our funds should go into a long-term mutual bond fund. The tape will discuss why.

5. 25% of our remaining funds should be in something like M/L Ready Assets or Fidelity Cash Reserve Funds. These are liquid assets but pay higher interest than do banks or savings & loans; even those who advertise higher interest,( experience has shown both Jeanette and me that these banks start out high, but do not stay that way once they have your dough.) The benefit to the banks is that they are insured. Lynn discounted that fact so long as we use one of the long standing larger funds such as described above.

6. Cost. With a no load mutual stock fund and long term bond fund (no-load also) there is no commission fees. Companies make their money from the collee tive interest generated, the same as ready assets and Fidelity Cash Reserve funds do now.

We can sell the stock through a "discount broker" for a much smaller fee than is charged by firms such as Merrill Lynch. Discount brokers are cheaper because they only buy and sell to order and don't maintain expensive research departments, etc. An Austin firm, Kelly Associates works with Fidelity and can arrange for the proceeds of a sale to go into whichever accounts we select.

7. Selecting the Funds. Each company will furnish prospectus-es (sic) for consideration. Or face-to-face meetings with the board or a committee can be arranged. The board needs to decide if they want maximum return for prudent as opposed to speculative investments before meeting with a fund rep.
8. Once a plan is set up, it can be added to or subtracted from any time with no more than a phone call; money may be moved from one fund to another, i.e. from the stock fund to bond fund, to "liquid assets" the same way.

9. When the board decides broad goals (see #7) it can appoint a committee to carry out the goals. The present cumbersome process of referring almost all decisions to the full board, with the necessary time delays can be avoided. And the final decisions do not have to fall on the president or treasurer. Such a system is also able to be passed on to future boards without each board having to go through the total exercise each two years or oftener.

All of the above, which refers to TEF money, can also apply to T money.

For instance, the reserve funds we now have in T, plus the $2000 we just received can be invested in the same proportions--50% no load mutual stock fund, 25% in long term bond fund and 25% in liquid assets--or whatever proportions the treasurer is comfortable with. In dealing with firms such as ML or Fidelity, the minimum amounts to start these accounts are not beyond our reach.

I hope you will seriously consider these ideas.

Best of luck and good wishes to all.

PRE-BOARD Jeanette Davis Develop ment

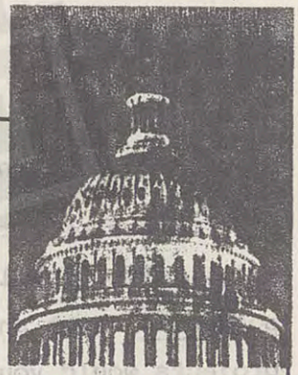
As you prepare for the board meeting (washing, cooking, cleaning, etc.) think of all the ways you could spend money if you had it in your portfolio (not on maids, cooks, chauffeurs, and hair dressers!). What projects would you design to accomplishwhat you've agreed to do? What seminars? Which committees at the state level would you follow if you had transportation monies? What publications and for whom?

To whet appetites get out your Texas Committee for The Humanities flyers and see what's been done. (If you're not on their mailing list get there.) Also read the accompaning editorial.

Remember when you are doing this, to raise money we have to have reasons of need and we must show how we will use the money.

More at board meeting.

For Pre-board



# Civics Gap: Alarming Challenge

**By Marvin Stone**

One fourth of this nation's 17-year-olds think it is against the law to start a new political party in the United States.

Nearly half of them cannot name their congressman or U.S. senators, and 30 percent of them don't know the name of their governor.

One 17-year-old in 6 thinks Congress can establish a national church. One in 10 says the President has a right to do anything he wants affecting the country, and 4 in 10 think the President can declare an act of Congress unconstitutional. One in 5 does not know that U.S. senators are elected.

Our education editor, Lucia Solórzano, who called these facts to our attention, makes the point that such widespread ignorance among America's high-school students is alarming. It not only raises grave concerns about the quality of the education in civics that the public schools provide; it also can have serious, long-range consequences for a nation whose system of self-government depends so heavily on an informed citizenry.

From Ernest L. Boyer, president of the Carnegie Foundation for the Advancement of Teaching and a former U.S. Commissioner of Education, comes this warning: "Unless we find better ways to educate ourselves as citizens, we run the risk of drifting unwittingly into a new kind of Dark Age."

Nearly all states require some instruction in government for high-school graduation. How, then, is it possible for so many students to know so little and hold such wrong ideas?

Much of the blame is placed by experts on dull teaching methods and on teachers' excessive reliance on textbooks that fail to relate theory to the actual workings of government. Some charge that civics education has given way in recent years to shallow courses in such things as "life adjustment."

Fortunately, some educators are starting to react to the problem. A number of experiments are being tried to make the study of civics more relevant and more interesting to teenagers.

In Oakland, Calif., students got firsthand experience in the workings of the State Legislature by lobbying for a bill to make the birthday of Martin Luther King, Jr., a school holiday.

Waukesha, Wis., school officials found that students thought of government as something existing only in far-off Washington, D.C. So they began teaching how government affects students' own cities and schools. In one exercise, ninth-grade students were asked to act as school-board members wrestling with a 30 percent cut in the school athletics budget. Says social-studies director Phillip Ferguson: "Students . . . are coming out with a stronger attitude about participating in the political process."

In Alexandria, Va., eighth-grade students were assigned to write speeches and issue papers for actual candidates. Reports student Todd Swartz: "Now we know how to tell who the best candidates are."

Despite such local efforts, the nationwide trend remains discouraging. Student knowledge about our government declined in the 1970s, according to periodic tests by the National Assessment of Educational Progress. That decline, the testers say, "should be the cause for a hard reassessment of the social-studies curriculum" in America's public schools.

We heartily agree. Obviously, more and better teaching is required. Yet we find instead that budget reductions have forced cutbacks instead of additions in many schools. Enrollment in civics courses has gone down.

One cost of youthful ignorance about government is reflected in election returns. Fewer than half of the 12.3 million Americans age 18 to 20 are registered to vote, and only 4.4 million of them actually voted in the last presidential election.

We think it's time for Americans to heed the warning of educator Boyer: "This upsurge of apathy and decline in public understanding cannot go unchallenged. In a world where human survival is at stake, ignorance is not an acceptable alternative."

Preboard June 1983
Jan Albers

First the good news -- Louise Cummins, Lubbock, has agreed to undertake the Redistricting study. Louise served on the state board in 78-79 and was our government director. She will not be with us at Navasota but she is already reading and thinking about the study.

In addition. the following have agreed to serve off-board and handle program items: Laura Keever-Energy, Isabel Miller-Solar Energy, Jody Westbrook-School Finance and hopefully Property Tax Reform, Dee Hayter-Solid Waste, Kathy Jacob-Air and if I can find time I hope to have some other issues covered by the board meeting. We really need to find someone to handle Government off-board and few ideas have surfaced. Would you all think about this and bring suggestions with you.**

All directors need to give some thought to calendar planning.

I hope program people will read carefully pages 29-34 in the state board Handbook (orange cover) and come prepared to discuss the job of program director and ask questions.

During program care meetings we will set goals and plan program activities for the next 12-18 months. We will also discuss which program publications should be updated and if there is a need for new publications.

In considering your own portfolio think about:

- Your overall goal and objections
- What strategy is necessary to achieve your goal and objectives
- What is your time frame and who besides you will be involved in your efforts
- How much of the program budget you will need

Remember that the program budget has to cover the activities of off-board chairs as well as program directors. We will make a determination in program care meetings as to how that money should be allocated.

The total board will need to consider taking a position on some of the constitutional amendments to be voted on this November that information will be presented at the board meeting.

** Diana will be handling justice offboard. If F&Is are to be updated, she won't do both adult and juvenile. If not too much writing will be necessary, she may do a. and j. AJ.

Snitched from the LWV-Houston board minutes...translate for state calendar purposes.

CALENDAR PLANNING--Calendar planning is not just the process of filling in dates on the calendar. Calendar planning covers the complete League picture for the year and should have very careful consideration. Every board (and off-board) member should be involved. Please fill in the following and bring to the Calendar Planning Meeting. This meeting will be in June. The date will be set as soon as we receive LWVUS and LWVT calendars. If you can't come to the meeting send your comments to the office.

CONSIDER:
Board--Each board member consider how your portfolio (and plans) will fit into the entire League picture.

Publications--What publications will be used? When should pubs be ordered? How and what pubs to promote at which general meetimg or other occasions.

Finance--How can League program be used to enhance the finance drive? Should certain doners be contacted when specific programs are in their interest?

PR--Debates? Voters Guides? Keys? elections, etc.? Could certain League programs and Voter Service be coordinated--yet kept separate? VS and Voting Rights? A program on Voting Rights, or campaign financing, or ?, preceeding an election? (as last year when we did ballot issues)

Legislative Chair--What time, plans, etc. for action on amendments, Federal scene, Legislative session in Austin? Lobby Day? etc.

Organization--Number of meetings, meeting places, etc. Briefings.

Membership--How can we use everything we do as a League membership promotional tool? What type of special membership meetings, or orientation would you like to schedule? Unit leader luncheon, etc?

VOTER Editor--Scheduling of material. Any special types of material you would like to see?

Office manager--scheduling time in the office for all League activities. Meetings, Focus, Update, backgrounder, workbooks, etc.

ALL BOARD MEMBERS:
1. What do you foresee as important issues in the following year in the city, state, county, national government?

2. How does this fit into the LWV picture?

3. What can be done?

4 What should the League do?

Calendar Planning-page 2

Individual Portfolios:

1. What League programs (this includes VS, PR, Membership, etc.) in your area are planned on the state and national levels?

   Local?

2. What could you do under your portfolio?

3. What would you like to do?

4. What would be the best time (in relation to what's happening? When state or national program will be ready, etc.?) spring? Fall? Winter?

. When would you like to do this? Be specific on month.

. What type of action do you foresee? Units? General meeting? workshop? Update? Backgrounder? Focus? VS? PR? etc., etc.,etc.,

. What would you suggest for portfolios other than your own?

May 1983

Preboard

REPORT ON ANNUAL REPORTS FROM LOCAL LEAGUES

FROM COPIES RECEIVED IN STATE OFFICE

As of May 25, the copy designated for the state League had been received from 16 local Leagues. These are listed below, along with comments pertaining to the state League

| | | |
|---|---|---|
| Bay Area | Gainesville | Richardson |
| Beaumont | Houston | San Antonio |
| Corpus Christi | Lubbock | San Marcos |
| Dallas | Marshall/Harr. Co. | Victoria |
| Denton | Montgomery Co. | Wichita Falls |
| | | unsigned |

The following comments were received in response to this statement:
If your local League board has any suggestions for changes or improvements in policies, procedures or services of the state board, please describe. Give reasons.

- Update Index to Local League Program (Bay Area)

- Allow more time for responses required (to Action Alerts, concurrences, etc.) State and national should recognize that local boards meet once a month and meetings scheduled in advance cannot always be changed on short notice. (Corpus Christi)

- Give earlier notice of what each state program publication is going to cost and the date of publication. We need that information in order to allocate money in the budget. (Dallas)

- More program committees. (Houston)

- State board is doing a good job under less than perfect circumstances--not enough money and not enough personnel. (Victoria)

One plaintive request from Gainesville to the national board makes such good reading:

> About our membership roll--it is better but still incorrect. You have people on our membership roll that we have never heard of. You also have my husband and me listed as Billie and Ruth Gandillon. I am Billie Ruth; he is Buddy. I do feel it is important to have a correct membership list. It shouldn't be that big a problem!

# # # # #

June 1983
Preboard Report

SUMMARY OF CONVENTION EVALUATION FORMS

128 forms were turned in. This is a very high response rate, perhaps due to the fact that the form was not a part of the workbook, but was passed out just prior to the final session.

Respondents were asked to numerically evaluate six items. The results follow. A perfect score would have been 6.

| | | | |
|---|---|---|---|
| Friday Workshops: | Local Program | 48 responses | score of 4.4 |
| | Cable TV | 24 responses | score of 5.2 |
| | LL Presidents | 23 responses | score of 5.1 |
| Counterpart Meetings (Sunday) | | 77 responses | score of 4.7 |
| Business Sessions | | 117 responses | score of 4.5 |
| Local Arrangements | | 113 responses | score of 4.8 |

Some interpreted "local arrangements" as League arrangements; some as hotel arrangements. We should have been more specific.

Most respondents mentioned the luncheon speakers. All comments were favorable--verging on the ecstatic. The Saturday evening entertainment was enjoyed by all who mentioned it. Evening bus tour, however, was deemed a bit lengthy. One delegate rued the fact that she hadn't gone to the bathroom first. . .

Only one mentioned the early bus tour on Friday. Negative comment. Felt not enough people can come early to make such functions worthwhile anymore.

Approximately ten made pleas for help with parliamentary procecure, convention rules, and language. One suggested repeating explanations that times for debate are also the only times to amend motions.

Several asked to continue the ban on smoking during sessions. Suggested exploring possibility of smoking and non-smoking areas during meals.

Predictably, more cheers for counterpart meetings--and calls for more of them. Members consider them definite highpoints and would like to have them early in the weekend. Then need a chance to exchange ideas and feed on " real life" stories from other LLs. They want help with problem solving. Please, in the future, designate tables before people are seated.

Six respondents wished for a more sprightly way to carry out business--taking votes, figuring out procedures, moving to microphones, etc.

Four requested more workshops in the schedule; concurrent ones if possible. Three asked for "enthusiastic, experienced, successful" workshop leaders. Note the score above of the Cable TV workshop.

Several (this time four) always request an activity used in Ft. Worth and praised ever since: mix & match tables for at least one meal, with places designated by some code, thus forcing mingling and separation of attendees from their traveling companions/roommates.

- more -

People who mentioned it (four) grew tired of budgetary nit picking and would have been delighted to have the committee available to answer questions somehow without every question taking up floor time.

Three wished for more caucus time. One suggested having evening caucuses begin at 9:30 so several could be attended in one evening.

Was dislike in a couple of Leagues for the hotel's separating delegates from same League in different buildings. Would be ideal if delegates from same League were in contiguous rooms.

Two would like some method whereby other local Leagues could be surveyed to determine support for specific national study items, facilitating lobby efforts.

And three people wanted all pages in the workbook numbered consecutively. There is a good reason why they have not been. Numbers cannot be assigned to pages until all material is received and prepared. Color coding sections permits sizeable poritions to be run off much earlier during that busiest time of the biennium. Do, however, make suggestions for ways to have section designations more clear. Since all suggestions came from the same League, appears to have been a case of contagious disgruntlement. Color coding was instituted two conventions ago at delegates' request. . . .

Final suggestion: have notepads in packets or available on tables at each session.

One heartfelt plea from an exhausted delegate to "spread the schedule out more." Perhaps Corpus can put Geritol on the tables?

Patty Crumley
Convention Voter editor
Board Room

To: State Board
From: Diana Clark

April 1983

Pre-convention board meeting, NorthPark Inn, Highway 75 at Park Lane, Dallas. Convening time: 1:00 in the Bowie-Reagan Room.

Room Assignments:

Clark/Sutherland 4104-6
Carpenter/Lovelace 4108
Price/Sturgis 2214
Vanderwater/Morrill 2116
Kidwell/McCormick 4208
Johnson/Davis 4228
Arizaga/Bonavita -2202
Lava/Miller-2310
Albers/Green
Brown/W.Brown 4119

If you would prefer different roommates just move your stuff around. Green will not be present until Friday, Miller is staying overnight only on Friday.

I have heard from Margie and Lois re being picked up at Love Field. D/FW arrivers need to contact Ethel or Georgia, please. Others?

Dinner on Thursday night is being provided for us by the Dallas Board, but will be held at my house. Probably happy hour will begin around 6:30. Dress is informal as some of us will probably have to sit on the floor! R & R will be provided by the Clarks but bring your own for the other nights.

Driving directions: To NorthPark Inn. From Austin, I-35 north. Follow signs to connect with 75 north...sign also says "Sherman".
From Houston, I-45 north which turns itself into 75 north "Sherman".
Exit at the Park Lane sign. Continue on frontage road to NorthPark Inn sign.

From NorthPark Inn to my house. Back on to 75 (Central Expressway) going south. Exit at Mockingbird Lane. Go west to the third stop light (Hillcrest) and turn left; go seven blocks south to full stop sign, turn right on Harvard. 3504 is the 3rd house in second block.

AGENDA

1:00 Minutes, Treasurer's Report
Review J. Vanderwater preboard
Budget Adjustments
Review of Convention Timed Agenda
National Council
Council '84 - Corpus Christi decision - Holiday Inn, Emerald Beach
Approval of Montgomery County application - become local League
deadline May 1 → VOTER format, contents, assignments - "A Day in the Life of a Legislative Director"
Legislative Day discussion - $5.00 & make it a budget item
Saving the State of Texas - Albers
Recommendations to LWVUS nominating committee Ethel, Diana, Georgia, Betty A.

3:30 TEF Session
Minutes, Treasurer's Report
Approval of LL projects for the minutes (all have received prior mail OK)

5-5:30 Adjourn

Pre-Board

Diana Clark

SURPRISE! We now have two luncheon speakers. Majority Leader Jim Wright changed his mind but Eleanor and I did not want to dis-invite Mollie Ivins.

Annual Reports-LWVUS

Those of you with individual pages-mostly program people-please be sure to bring completed sheets with you. For everyone the usual question from national:

> If your state League board has any suggestions for changes or improvements in policies, procedures or services of the national board and/or staff, please describe. Give reasons.

Please bring your suggestions in writing for everyone to share. The deadline for response is May 1.

National Council

Because of an early deadline I have already asked Lois to be one of the two delegates to the above. She consulted with the incoming program vp who declined to be the second delegate. Lois and I agreed to ask Ethel, who has accepted. I have one more packet for an observer or guest....anyone planning to be in the DC area around the 14th of May?

Investments

Fortunately, the Dallas board is not planning to ask for their share of the Burruss estate stock portfolio between now and the June board meeting. Therefore we do not have to decide this now.

Council '84-Corpus Christi

I had a very nice visit with the Corpus committee for Council. We visited two facilities -one directly on the shore, the other one block off the shore. Both want our business and have reserved the space for us but need confirmation very shortly.

Holiday Inn-Emerald Beach. Excellent meeting room spaces. One complimentary suite, sleeping rooms adequate. Lots of facilities for families, i.e. indoor pool, game rooms, golf. Similar in a way to the Kiva Inn in Abilene. Price of rooms $54 (single) - $64 doubledouble. Directly on shore. Decor in meeting rooms light and cheerful.

La Quinta Royale Motor Inn. One block from shore. Meeting rooms very similar to Holiday Inn. Sleeping rooms also similar but rates are a little less ($50 for single up to $70 for four in a doubledouble.) Not as many facilities for family entertainment but does have an indoor pool. Decor in meeting rooms darkish spanish style. One complimentary suite.

Corpus Christi had their annual meeting at a new Holiday Inn out near the airport. Margie will be bringing their rates with her. They should be less because of location, but my impression overall is that if we chose this one, delegates wouldn't know what city they were in...the virtue of coming to Corpus is the shoreline... isn't it?

PRE-BOARD JEANETTE VANDERWATER, TREASURER APRIL 1983

GENERAL INFORMATION

Copies of ledger sheets have been included with this mailing for those involved. The books are up-to-date as of March 31. The last deposit was made on March 24. I will be bringing the monthly folders, which include vouchers, for December, January, February, and March. If you need any others let me know before I leave for Conv.

LOCAL LEAGUE PER MEMBER PAYMENTS

San Antonio and Galveston owe for two quarters.

Brazos County and Denton are paid in full, except they disagree with my books on the total amount. Everyone else is paid in full and agrees with my books.

LEGISLATIVE DAY

The expenses of the day, minimal, have been posted to U3, Leg. Office. The registration fees collected, $433, were posted to D1, member contributions. I can change these postings if you like.

BUDGET PROBLEMS IN TEF

We have lots of money in TEF, so there really are no problems. I would like some direction as to where to post the income and the expenses of the publication - "When You Go To Austin". Could it be taken from the money that we got from Texas Monthly? Joan and Diana are more familar with their feelings on this than I.

The other restricted grant is the Executives for Good Government. Their letter states "These funds are contributed for use by the League's Education Fund in its discretion to further its non-partisan voter education activities in the state of Texas". I don't know if that fits!!

BUDGET PROBLEMS IN T

Here we have some things that need some attention! The following areas appear to be in trouble (not enough income or too much expense):

| | |
|---|---|
| -A2, MAL dues | Will we receive another $2,400 before May 31? |
| -B, Interest | This may be about $200 to $300 short. |
| -C4, Leg. News. | Will we sell another $700 worth of subscriptions? |
| -D, Fund Rais. | We need to raise from members, or non-members, after sharing, another $4,400 before May 31. Make that $4,800 if the registration fees collected March 8 are used for something else. |
| -01, Pres. | Diana needs some more money. |
| -R5, TV show | I understood that it was to be financed by $250 from Program and $150 from Interim Committees. That still leaves us $60 short. |

The following areas appear to have some extra money.

| | |
|---|---|
| -N11, Of. Over. | Paybacks for office overhead have already exceeded the budget, chiefly due to the debate, and will undoubtedly go another $500 to $1,000. |
| -T, Prog. | Chairs do not appear to be using the money. I got only one voucher from program chairs. for the March 8 day in Austin. |
| - Reserves | If we follow the budget exactly, we will end the year with about $5,000 in addition to the require reserve of $15,000. |

Following are areas that I have been concerned about in the past, but now appear to be all right.

| | |
|---|---|
| -TEF Paybacks | This will probably be all right, particularly if we include the portion of national PMP paid by TEF. I just don't want anyone to think about using that money elsewhere. |
| -R2, Voter | We have a problem. I'm hoping it can be solved within the amount available. |

BUDGET PROBLEMS IN T (cont'd)

Areas that appear to be OK (cont'd).

-03b, Bd. Meet. Unless there are lots of unsubmitted vouchers out there, it looks OK.

- elsewhere There are overages, and the opposite, in most of the sub-groups, but I think that those will all cancel out.

TREASURER'S BOOKS ARE BECOMING COMPUTERIZED!!

The Houston League, by way of a grant, has in its possession a computer terminal. This is not a computer, but a way into a computer. Houston league members are in the process of figuring out how to use this marvelous piece of equipment. I have already figured it out.

I have opened a non-profit account with the computer center at Rice University. The cost is $32 and is a one-time charge (may be yearly). In addition you pay for CPU time, hookup time, and other services. On Saturday and Sunday the rates are quite low, but the computer is unattended. The expensive part of this whole operation is programming services. That, my husband and I are donating free of charge. We don't have the program quite ready to go just yet, so this month's books were done by hand. Maybe by convention!! I do not intend to spend more money than is in the Treas. line item.

I hope others will think about ways to make use of this. It has to reside in Houston, but I think those board members in the Houston area could use it. They certainly did not object when I asked.

LEAGUE OF WOMEN VOTERS OF TEXAS — APRIL 1983

BALANCE SHEET AND BUDGET ANALYSIS, 10 MONTHS
JUNE 1, 1982 - MARCH 31, 1983

## BALANCE SHEET, MARCH 31, 1983

**ASSETS:**

| | | |
|---|---|---|
| Cash, Austin National Bank, Checking | $ 2,673.37 | |
| Office Account | 300.00 | |
| Petty Cash | 30.00 | |
| Merrill Lynch Ready Assets, Savings | 15,823.14 | |
| Long Term Certificate of Deposit | 5,892.93 | |
| Convention Account, Dallas | 500.00 | |
| Total Cash | | $ 25,219.44 |
| Accounts Receivable | | 638.07 |
| Receivable from TEF | | 708.27 |
| Other Receivable | | 56.11 |
| Pre-Paid Expenses | | 553.51 |
| TOTAL ASSETS | | $ 27,175.40 |

**LIABILITIES AND NET WORTH:**

| | | | |
|---|---|---|---|
| Liabilities: Sales Tax Payable | | $ 79.44 | |
| Payroll Taxes Payable | | 563.06 | |
| Other Payable, PAC | | 10.82 | |
| Total Liabilities | | | $ 653.32 |
| Net Worth: Reserve Fund | | 15,000.00 | |
| Operating Fund, *Balance 6/82, | $ 11,870.26 | | |
| Income | 48,287.40 | | |
| Expends | (48,671.03) | | |
| Adjustments | 35.45 | | |
| Balance, 3/31/83 | | 11,522.08 | |
| Total Net Worth | | | 26,522.08 |
| TOTAL LIABILITES AND NET WORTH | | | $ 27,175.40 |

*Previous Accruals, $7,136.00
Uncommitted Res. 4,734.26

## BUDGET ANALYSIS, MARCH 31, 1983

| | INCOME | | **Budget | Actual | Yet to Come |
|---|---|---|---|---|---|
| A. | Support | | | | |
| 1. | Local League Per Member Payments | | $ 26,685 | $ 23,265.98 | $ 3,419.02 |
| 2. | Dues, M-A-L and State Unit Members | | 4,375 | 1,987.50 | 2,387.50 |
| 3. | Provisional League | | 250 | 450.00 | ( 200.00) |
| | Sub-Total A | | $ 31,310 | $ 25,703.48 | $ 5,606.52 |
| B. | Interest on Savings | (2,600) | $ 2,000 | $ 1,407.38 | $ 592.62 |
| C. | Sale of Publications/Merchandise | | | | |
| 1. | Duplicate Presidents' Mailings | | $ 1,900 | $ 2,020.00 | $ ( 120.00) |
| 2. | Standing Orders | (1,260) | 960 | 948.00 | 12.00 |
| 3. | Publications on Hand | ( 700) | 1,200 | 1,045.01 | 154.99 |
| 4. | Legislative Newsletters | (2,500) | 2,380 | 1,694.56 | 685.44 |
| 5. | Advocacy Papers | | 100 | 162.42 | ( 62.42) |
| 6. | Action Brief | | 300 | 243.84 | 56.16 |
| 7. | Texas Pins | ( 00) | 425 | 239.85 | 185.15 |
| | Sub-Total C | | $ 7,265 | $ 6,353.68 | $ 911.32 |

**Reflects all adjustments, by board to date.
Original amount is in ()'s.

| | INCOME (cont'd) | | Budget | Actual | Yet to Come |
|---|---|---|---|---|---|
| D. | Contributions | | | | |
| | 1. Member Cash | | $ 660 | $ 1,807.64 | $(1,147.64) |
| | 2. State Fund Raising | | 11,150 | 5,140.00 | 6,010.00 |
| | 3. National Fund Raising | | 100 | 0 | 100.00 |
| | 4. Board Members, Unreimbursed Expenses | | 2,000 | 1,098.62 | 901.38 |
| | Sub-Total D | | $ 13,910 | $ 8,046.26 | $ 5,863.74 |
| E. | Other Income | | | | |
| | 1. Contractual Services | (4,200) | $ 6,500 | $ 6,526.60 | $ ( 26.60) |
| | 2. State Convention | | 12,000 | 0 | 12,000.00 |
| | 3. Fund Raiser at Convention | | 260 | 0 | 260.00 |
| | 4. In-Kind, Outside Professionals | | 1,600 | 250.00 | 1,350.00 |
| | Sub-Total E | | $ 20,360 | $ 6,776.60 | $ 13,583.40 |
| F. | From Reserves*** | | | | |
| | 1. Accruals from Previous Years | (5,136) | $ 7,136 | | |
| | 2. Uncommitted Reserves | 397 | ( 383) | | |
| | Total Reserves | 5,533 | $ 6,753 | | |
| | TOTAL INCOME | | $ 81,598 | $ 48,287.40 | $ 26,557.60 |

***As money from reserves is not kept in a separate bank account, it is not listed as actual income.

| | EXPENSES | | Budget | Actual | Left to Spend |
|---|---|---|---|---|---|
| N. | State Office | | | | |
| | 1. Equipment Maintenance | ( 850) | $ 1,290 | $ 1,135.40 | $ 154.60 |
| | 2. General Supplies | | 800 | 506.04 | 293.96 |
| | 3. Postage | | 700 | 1,063.62 | ( 363.62) |
| | 4. Telephone | | 1,600 | 989.90 | 610.10 |
| | 5. Insurance | ( 300) | 400 | 414.49 | ( 14.49) |
| | 6. Rent & Parking, 11 mo. | | 6,060 | 5,655.00 | 405.00 |
| | 7. Salaries | (18,480) | 18,720 | 15,387.00 | 3,333.00 |
| | 8. Payroll Taxes | (1,360) | 1,360 | 1,105.89 | 254.11 |
| | 9. Audit & Tax Reports | | 500 | 450.00 | 50.00 |
| | Professional In-Kind | | 800 | 0 | 800.00 |
| | 10. Equipment Purchases | (3,000) | 5,000 | 3,889.46 | 1,110.54 |
| | 11. Office Overhead | ((3,040)) | (4,240) | (5,351.83) | 1,111.83 |
| | 12. TEF Reimbursement, 9 months | | (10,196) | (6,935.64) | (3,260.36) |
| | Sub-Total N | (21,194) | $ 22,794 | $ 18,309.33 | $ 4,484.67 |
| O. | Board and Administrative | | | | |
| | 1. President | | $ 1,525 | $ 1,660.14 | $ ( 135.14) |
| | 2. Secretary and Treasurer | | 550 | 431.68 | 118.32 |
| | 3. Board of Directors: Tools | | 500 | 401.37 | 98.63 |
| | (b) Meetings, 4 to date | | 7,500 | 5,265.52 | 2,234.48 |
| | (c) Mailings, 9 months | | 2,000 | 1,298.76 | 701.24 |
| | Unreimbursed Expenses | | 400 | 267.34 | 132.66 |
| | 4. Administrative Committees, Budget | | 300 | 277.44 | 22.56 |
| | (b) Development | | 1,200 | 1,127.00 | 73.00 |
| | (c) Interim Committees | | 400 | 224.28 | 175.72 |
| | (d) Nominating | | 425 | 298.41 | 126.59 |
| | 5. TEF Reimbursement, 9 months | | (4,800) | (4,010.90) | ( 789.10) |
| | Other Unreimbursed Expenses, Administrative | | 400 | 288.50 | 111.50 |
| | In-Kind, by Professionals | | 800 | 250.00 | 550.00 |
| | Sub-Total O | | $ 11,200 | $ 7,779.54 | $ 3,420.46 |

| EXPENSES, (cont'd) | | Budget | Actual | Left to Spend |
|---|---|---|---|---|
| P. Convention/Council | | | | |
| 1. National Council - 1983 | | $ 1,500 | $ 0 | $ 1,500.00 |
| 2. State Convention - 1983 | | 12,000 | 0 | 12,000.00 |
| Sub-Total P | | $ 13,500 | $ 0 | $ 13,500.00 |
| Q. National Services ($486 paid by TEF) | | $ 1,944 | $ 1,458.00 | $ 486.00 |
| R. Public Relations | | | | |
| 1. Vice-President's Expenses | | $ 375 | $ 359.23 | $ 15.77 |
| 2. VOTER, 2 issues & part of third | (3,800) | 4,000 | 2,702.42 | 1,297.58 |
| 3. TEF Reimbursement | | (1,520) | ( 991.54) | ( 528.46) |
| 4. Publications/Merchandise | | | | |
| (a) Chair's Expense | | 50 | 15.71 | 34.29 |
| (b) Dup. Pres. Mailings | | 1,800 | 1,518.29 | 281.71 |
| (c) Standing Orders | (1,200) | 900 | 357.73 | 542.27 |
| (d) Pubs on Hand | ( 800) | 1,300 | 1,315.45 | ( 15.45) |
| (e) Advocacy Papers | | 400 | 417.64 | ( 17.64) |
| (f) Action Brief | | 300 | 308.41 | ( 8.41) |
| (g) Texas Pins | ( 00) | 425 | 409.89 | 15.11 |
| 5. TV Show | | 0 | 461.00 | ( 461.00) |
| Unreimbursed Expenses | | 400 | 239.52 | 160.48 |
| Sub-Total R | (7,605) | $ 8,430 | $ 7,113.75 | $ 1,316.25 |
| S. Organization | | | | |
| 1. Vice-President's Expense | | $ 250 | $ 180.60 | $ 69.40 |
| 2. Field Service | | 2,100 | 1,257.99 | 842.01 |
| 3. Workshops | | 760 | 691.74 | 68.26 |
| 4. New Leagues & New Units | | 100 | 57.51 | 42.49 |
| 5. Membership | | 250 | 204.96 | 45.04 |
| 6. Provisional League | | 100 | 110.19 | ( 10.19) |
| 7. State Unit Support | | 400 | 192.46 | 207.54 |
| 8. Mailings to State Unit Chairs | | 240 | 184.63 | 55.37 |
| 9. " " to M-A-L | | 1,520 | 793.11 | 726.89 |
| 10. " " to LLP | | 2,000 | 1,260.62 | 739.38 |
| 11. TEF Reimbursement | | (1,640) | ( 299.19) | (1,340.81) |
| Unreimbursed Expenses | | 400 | 287.98 | 112.02 |
| Sub-Total S | | $ 6,480 | $ 4,922.60 | $ 1,557.40 |
| T. Program | | | | |
| 1. Vice-President's Expenses | | $ 750 | $ 348.40 | $ 401.60 |
| 2. Program Action | | 2,400 | 908.99 | 1,491.01 |
| 3. Coalitions/Other | | 100 | 110.00 | ( 10.00) |
| Unreimbursed Expenses | | 200 | .78 | 199.22 |
| Sub-Total T | | $ 3,450 | $ 1,368.17 | $ 2,081.83 |
| U. Legislative Office | | | | |
| 1. Lobbying | | $ 2,700 | $ 1,292.00 | $ 1,408.00 |
| 2. Legislative Secretary | | 3,000 | 1,806.24 | 1,193.76 |
| 3. Office Expenses | | 1,300 | 542.83 | 757.17 |
| 4. Legislative Newsletter | (2,300) | 3,200 | 1,964.12 | 1,235.88 |
| 5. Leg. Office Overhead | ( 00) | ( 450) | ( 255.90) | ( 194.10) |
| Unreimbursed Expenses | | 200 | 14.50 | 185.50 |
| Sub-Total U | (9,500) | $ 9,950 | $ 5,363.79 | $ 4,586.21 |
| V. Other Expenses | | | | |
| 1. Local League Share of St. Fund Raising | | $ 2,000 | $ 500.00 | $ 1,500.00 |
| 2. Contractual Services | (1,300) | 1,850 | 1,855.85 | ( 5.85) |
| Sub-Total V | (3,300) | $ 3,850 | $ 2,355.85 | $ 1,494.15 |
| TOTAL EXPENSES | | $ 81,598 | $ 48,671.03 | $ 32,926.97 |

Jeanette Vanderwater, Treasurer

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND — APRIL 1983
BALANCE SHEET AND BUDGET ANALYSIS, 10 MONTHS
JUNE 1, 1982 - MARCH 31, 1983

## BALANCE SHEET, MARCH 31, 1983

**ASSETS:**

| | | |
|---|---|---|
| Cash: Republic Bank, NOW Checking | $ 1,183.03 | |
| Merrill-Lynch Ready Assets Savings | 9,114.42 | |
| 6-mo. Certificates of Deposit | 20,167.90 | |
| 2½ yr. Certificates of Deposit | 20,948.42 | |
| Special Account, Lubbock | 344.50 | |
| Total Cash | | $ 51,758.27 |
| Stock Portfolio, 4/1/83 | | 22,630.00 |
| Accounts Receivable | | 746.49 |
| Pre-Paid Expenses | | 25.00 |
| TOTAL ASSETS | | $ 75,159.76 |

**LIABILITIES AND NET WORTH:**

| | | |
|---|---|---|
| Liabilities: Sales Tax Due | $ 3.27 | |
| Payable to LWV-Texas | 708.27 | |
| 1983-84 Income Rec'd | 180.00 | |
| Total Liabilities | | $ 891.54 |
| Net Worth: *Restricted Grants | $ 7,127.01 | |
| Local League Fund on Deposit | 12,558.52 | |
| Endowment Fund | 26,600.00 | |
| Stock Fund (80% Operating & 20% Dallas) | 22,630.00 | |
| **Operating Fund (in addition to stock) | 5,352.69 | |
| Total Net Worth | | 74,268.22 |
| TOTAL LIABILITIES AND NET WORTH | | $ 75,159.76 |

| *Restricted Grants, Balances | | **Operating Fund: | |
|---|---|---|---|
| Equipment for Office | $ 539.97 | Balance 6/82 | $ (1,227.02) |
| Nuclear Waste | 344.50 | Income | 27,613.85 |
| Texas Monthly | 2,006.11 | Expends | (21,034.55) |
| Ex. for Good Government | 4,236.43 | Adjustments | .41 |
| | $ 7,127.01 | Balance 3/31/83 | $ 5,352.69 |

## BUDGET ANALYSIS, MARCH 31, 1983

| INCOME | | ***Budget | Actual | Yet to Come |
|---|---|---|---|---|
| A. Contributions | | | | |
| 1. Unrestricted Fund Raising | (8,360) | $ 7,360 | $ 3,752.37 | $ 3,607.63 |
| 2. Member Contributions | (1,000) | 2,000 | 7,039.55 | (5,039.55) |
| 3. Tributes and Memorials | | 150 | 35.00 | 115.00 |
| 4. Restricted Cash, Debate | | 50,000 | 9,724.00 | 40,276.00 |
| 5. Local League Restricted Funds | | 11,100 | 10,011.16 | 1,088.84 |
| Sub-Total A | | $ 70,610 | $ 30,562.08 | $ 40,047.92 |
| B. Interest and Dividends | | | | |
| 1. Interest on Savings | | $ 5,250 | $ 4,755.39 | $ 494.61 |
| 2. Stock Dividends (after sharing) | | 0 | 1,279.77 | (1,279.77) |
| Sub-Total B | | $ 5,250 | $ 6,035.16 | $ ( 785.16) |
| C. Administrative Fees | | | | |
| 1. Local League Projects | | $ 450 | $ 698.58 | $ ( 239.58) |
| 2. Grant Administrative Fees | | 500 | 616.37 | ( 116.37) |
| 3. Texas Government Handbook | | 0 | 737.25 | ( 737.25) |
| Sub-Total C | | $ 950 | $ 2,022.25 | $ (1,072.25) |

***Reflects all adjustments, by board, to date.
Original amount is in ()'s.

| INCOME (cont'd) | Budget | Actual | Yet to Come |
|---|---|---|---|
| D. Sale of Publications | | | |
| 1. VOTER GUIDES | $ 4,250 | $ 2,811.50 | $ 1,438.50 |
| 2. Public Subscription Service (1,300) | 1,100 | 1,060.00 | 40.00 |
| 3. Current Issue Pubs: (a) F & I | 1,200 | 2,603.86 | (1,403.86) |
| (b) Focus | 1,275 | 0 | 1,275.00 |
| (c) Leaders' Guide | 125 | 0 | 125.00 |
| (d) When You Go To Austin | 0 | 155.00 | ( 155.00) |
| 4. Voter Service Publication | 600 | 0 | 600.00 |
| 5. Prior Publications | 450 | 1,620.21 | (1,170.21) |
| Sub-Total D | $ 9,000 | $ 8,250.57 | $ 749.43 |
| E. In-Kind Assistance | | | |
| 1. Outside Professionals | $ 2,480 | $ 0 | $ 2,480.00 |
| 2. Unreimbursed Expenses, Trustees | 500 | 447.00 | 53.00 |
| Sub-Total E | $ 2,980 | $ 447.00 | $ 2,533.00 |
| F. Transfer from Reserves**** | $ 1,196 | | |
| TOTAL INCOME | $ 89,986 | $ 43,607.33 | $ 45,182.67 |

****See page 2, LWV-T for explanation.

| EXPENSES | Budget | Actual | Left to Spend |
|---|---|---|---|
| N. Shared Services and Administration | | | |
| 1. Office Overhead, 9 months | $ 10,196 | $ 6,935.64 | $ 3,260.36 |
| 2. Trustees Expenses, 9 months | 4,800 | 4,010.90 | 789.10 |
| 3. VOTER & Public Rel. | 1,520 | 991.54 | 528.46 |
| 4. Mailings to LLP, MAL, SU, 8 mo. | 1,640 | 299.19 | 1,340.81 |
| 5. Administration of LL Projects, etc. | 50 | 12.98 | 37.02 |
| 6. National PMP for MAL's of LWV-Texas | 0 | 486.00 | ( 486.00) |
| Sub-Total N | $ 18,206 | $ 12,736.25 | $ 5,469.75 |
| O. Public Relations/Unrestricted | | | |
| 1. VS/CI Chairperson | $ 100 | $ 91.57 | $ 8.43 |
| 2. VOTER GUIDES | 4,000 | 3,230.19 | 769.81 |
| 3. Public Subscription Service | 775 | 737.79 | 37.21 |
| 4. Voter Service Publication | 500 | 3.50 | 496.50 |
| 5. When You Go To Austin | 0 | 2,118.60 | (2,118.60) |
| Sub-Total O | 5,375 | 6,181.65 | ( 806.65) |
| P. Program/Unrestricted | | | |
| 1. Current Issue Development | 250 | 203.56 | 46.44 |
| 2. Publications: F & I | 800 | 1,283.27 | ( 483.27) |
| (b) Focus | 800 | 0 | 800.00 |
| 3. Other Program Expenses | 25 | 182.82 | ( 157.82) |
| Sub-Total P | $ 1,875 | $ 1,669.65 | $ 205.35 |
| Q. Restricted Projects & Publications# | $ 50,000 | $ 11,274.77 | $ 38,725.23 |
| Unreimbursed Expenses | 300 | 340.00 | ( 40.00) |
| Sub-Total Q | $ 50,300 | $ 11,614.77 | $ 38,685.23 |
| R. Local League Restricted Funds | | | |
| 1. Projects | 8,550 | 14,461.06 | (5,911.06) |
| 2. Purchases | 3,000 | 2,076.02 | 923.98 |
| Sub-Total R | $ 11,550 | $ 16,537.08 | $ (4,987.08) |
| S. Professional In-Kind Assistance | $ 2,480 | $ 0 | $ 2,480.00 |
| TOTAL EXPENSES | $ 89,986 | $ 48,846.40 | $ 41,139.60 |

#See report dated Feb.1983 for complete breakdown
Jeanette Vanderwater, Treasurer

VOTER Pre-Board Report

The critical nature and urgency of the VOTER situation was accurately evaluated by everyone and response was underwhelming.

Based upon a general consensus of JL[1], JL[2], and Jeanette V., we are recommending that there be some inexpensive (read "cheap") version of the VOTER for May and the entire situation be reevaluated by the new Board:

look, style, format, frequency of distribution, priority.

Since the May VOTER will be different, I am open to suggestions from any and all as to what you want the last issue of the year to be/do. Think about it for a few seconds so we can talk about it in Dallas. The agenda hasn't been set yet, so I don't know if there will be much time for non-convention items.

Did you know that the average American household has 18 pair of jeans among its various members and that the zipper did not gain wide acceptance until 1934 when it was put into men's trousers?

See you in Dallas.

Joan Lava

Preboard April 1983
Evelyn Bonavita

This is the final tally for Legislative Day. As you can see, if you consider seriously the paper costs of the packets, we went over the budget. I recommend raising the registration fee next time and continuing with attempts at pre-registration. Any ideas on why attendance was less than last time?

134 attended: $402.00
(9 paid didn't attend): $27.00

$13.30 was collected for coffee

TOTAL TAKEN IN: $442.30

EXPENSES:

Money owed to Leagues who paid but didn't attend: $24.00 (This doesn't count as expense)

LWV-Austin for catering: $125.00

60 chairs rented from Worth Beal @ .45/chair plus $15.00 delivery: $42.00

Coffee rented from Texas Law Center for 200 people: $30.00

2 plants plus basket containers: $7.28

Wine: $38.43

4 packets of name tags: $12.04

175 Legislative packets: $235.35
(175 folders: $40.95)
(135 ea. of 8 mimeos; agenda, Senate Office Changes, R&R Guide, Lobby Do's & Don'ts, Taking Action: $108.00)
(135 copies of Lobby Law Update: $13.50)
(135 copies of How a Bill is Passed: $13.50)
(135 We Support: $9.45)
(135 Legislative Priorities: $6.75)
(540 Advocacy papers: $43.20)

TOTAL EXPENDITURES: $490.10

| | |
|---|---|
| CREDITS: | $442.30 |
| SUBTRACT EXPENSES: | 490.10 |
| TOTAL DEBIT: | $ 47.80 |

April 1983

PREBOARD: Jan Albers

RE: Saving the state of Texas

I am asking for time on the board agenda to discuss the revenue picture for the next biennium, and to explore what the LWV-T could or should be doing to have an impact on budget decisions that are being made. I will bring some background material with me and will try to answer questions. Board members should prepare for this discussion by reading our positions on financing state government.

If we should decide to support an increase in taxes or some new tax, I think our strongest impact would occur if the convention approved any board decision. Hint: take two painkillers before arriving at meeting.

PR Preboard  Jeanette Davis

Update on the TV show (public access cable)
Please see my Feb. 18"Bluebird" sheet for background.

Toni Clem and I did the show on Legislative Day as planned. It is to be sent to the TV studios next week and will be broadcast around April 15. Michael Twombly is to let me know when exactly.

Michael Twombly is in addition to being Chairman of the Texas Committee of Organizations for the Handicapped, the Executive Director for theTexas Society for Autistic Citizens. Here is how this TV thing works:

1) The Autistic Society owns the cameras and equipment for recording the film used in the show.
2) Michael Twombly and 2 friends call themselves the Texas Community Access Network
3) Mr. Twombly invites organizations like us to do shows and pay the cost.
4) We do.
5) He then notifies the cable network stations in Texas which have public access and tells them he has this marvelous piece, gets their OK to show it and then distributes the film. (SEE 2)

Look back at numbers 3 and 4 for a moment. That entailed Toni and I ( with Toni doing most of this) supervising the cameraman (tellin him what to shoot); sitting on old suitcases from 1:30 pm until 10:30 pm editing off the tape onto another tape what we wanted the finished thing to look like (in what was supposed to be a studio but was indeed a closet full of electronic gear for producing video tape. It belongs to one of those friends in number 2)

Our video tape, which Mr. Twombly promised me our copy of the following week and I still don't have but it's coming in time for convention, is to be the pilot project for the Texas Community Access Network. He has 3 more to follow by other organizations.

My recommendations and thoughts:

1) Mr. Twombly is a young and <u>aggressive</u> person whom I think we can trust but has lots of "irons in the fire" now with the legislative session.
2) We can do as many of these as we want and can afford, however.....
3) There would have to be a person <u>on board</u> with expertise in producing television shows. I certainly don't have it and am uninterested in learning this valuable art sitting in a closet managing a suitcase handle.
4) This TV board member would have to be knowledgeable in all areas of the League because she is responsible for what is said in these tapes, how they look, and how they sound.
5) Presently M. Twombly & Co. aren't set up to help in <u>any</u> way except for working the equipment
6) For the money it cost($340 for a 20 minute tape) we shouldn't be doing any more of these until we know a great deal more about how to.

See you at Convention.
May the Easter Bunny have brought you a bright and shiny golden egg not like this one.

LEAGUE OF WOMEN VOTERS OF TEXAS — FEBRUARY 1983
BALANCE SHEET AND BUDGET ANALYSIS, 8 MONTHS
JUNE 1, 1982 - JANUARY 31, 1983

## BALANCE SHEET, JANUARY 31, 1983

**ASSETS:**

| | | |
|---|---|---|
| Cash, Austin National Bank, Checking | $ 2,390.59 | |
| Office Account | 300.00 | |
| Petty Cash | 30.00 | |
| Merrill Lynch Ready Assets, Savings | 18,625.96 | |
| Long Term Certificate of Deposit | 5,892.93 | |
| Convention Account, Dallas | 500.00 | |
| Total Cash | | $ 27,739.48 |
| Accounts Receivable | | 176.27 |
| Receivable from TEF | | 408.37 |
| Other Receivable | | 3.44 |
| Pre-Paid Expenses | | 135.67 |
| Total Assets | | $ 28,463.23 |

**LIABILITIES AND NET WORTH:**

| | | | |
|---|---|---|---|
| Liabilities: Sales Tax Due | | $ 57.14 | |
| Payroll Taxes Payable | | 424.20 | |
| Other Payable, PAC | | 10.82 | |
| Total Liabilities | | | $ 492.16 |
| Net Worth: Reserve Fund | | 15,000.00 | |
| Operating Fund, *Balance 6/1/82, | $ 11,870.26 | | |
| Income | 41,048.82 | | |
| Expends | (39,983.46) | | |
| Adjustments | 35.45 | | |
| Balance, 1/31/83 | | 12,971.07 | |
| Total Net Worth | | | 27,971.07 |
| Total Liabilities and Net Worth | | | $ 28,463.23 |

*Previous Accruals $7,136.00
Uncommitted Res. 4,734.26

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## BUDGET ANALYSIS, JANUARY 31, 1983

| | | | | |
|---|---|---|---|---|
| **INCOME** | | **Budget | Actual | Yet to Come |
| A. Support | | | | |
| 1. Local League Per Member Payments | | $ 26,685 | $ 19,823.24 | $ 6,861.76 |
| 2. Dues, M-A-L and State Unit Members | | 4,375 | 1,637.50 | 2,737.50 |
| 3. Provisional League | | 250 | 450.00 | (200.00) |
| Sub-Total A | | $ 31,310 | $ 21,910.74 | $ 9,399.26 |
| B. Interest on Savings | (2,600) | $ 2,000 | $ 1,210.20 | $ 789.80 |
| C. Sale of Publications/Merchandise | | | | |
| 1. Duplicate Presidents' Mailings | | $ 1,900 | $ 2,020.00 | $ (120.00) |
| 2. Standing Orders | (1,260) | 960 | 948.00 | 12.00 |
| 3. Publications on Hand | (700) | 1,200 | 918.32 | 281.68 |
| 4. Legislative Newsletters | (2,500) | 2,380 | 1,342.32 | 1,037.68 |
| 5. Advocacy Papers | | 100 | 91.82 | 8.18 |
| 6. Action Brief | | 300 | 243.84 | 56.16 |
| 7. Texas Pins | (00) | 425 | 239.85 | 185.15 |
| Sub-Total C | (6,760) | $ 7,265 | $ 5,804.15 | $ 1,460.85 |

**Reflects all adjustments, by board, to date.
Original amount is in ()s.

| INCOME (cont'd) | | Budget | Actual | Yet to Come |
|---|---|---|---|---|
| D. Contributions | | | | |
| 1. Member Cash | | $ 660 | $ 1,321.19 | $ (661.19) |
| 2. State Fund Raising | | 11,150 | 3,200.00 | 7,950.00 |
| 3. National Fund Raising | | 100 | 0 | 100.00 |
| 4. Board Members, Unreimbursed Expenses | | 2,000 | 825.94 | 1,174.06 |
| Sub-Total D | | $ 13,910 | $ 5,347.13 | $ 8,562.87 |
| E. Other Income | | | | |
| 1. Contractual Services | (4,200) | $ 6,500 | $ 6,526.60 | $ (26.60) |
| 2. State Convention | | 12,000 | 0 | 12,000.00 |
| 3. Fund Raiser at Convention | | 260 | 0 | 260.00 |
| 4. In-Kind, Outside Professionals | | 1,600 | 250.00 | 1,350.00 |
| Sub-Total E | (18,060) | $ 20,360 | $ 6,776.60 | $13,583.40 |
| F. From Reserves*** | | | | |
| Accruals from Previous Years | (5,136) | $ 7,136 | | |
| Uncommitted Reserves | 397 | (383) | | |
| Total Reserves | (5,533) | $ 6,753 | | |
| TOTAL INCOME | | $ 81,598 | $ 41,048.82 | $ 33,796.18 |

***As money from reserves is not kept in a separate bank account, it is not listed as actual income.

| EXPENSES | | Budget | Actual | Left to Spend |
|---|---|---|---|---|
| N. State Office | | | | |
| 1. Equipment Maintenance | (850) | $ 1,290 | $ 943.01 | $ 346.99 |
| 2. General Supplies | | 800 | 399.27 | 400.73 |
| 3. Postage | | 700 | 814.34 | (114.34) |
| 4. Telephone | | 1,600 | 791.61 | 808.39 |
| 5. Insurance | (300) | 400 | 365.83 | 34.17 |
| 6, Rent and Parking, 9 months | | 6,060 | 4,565.00 | 1,495.00 |
| 7. Salaries | (18,480) | 18,720 | 12,267.00 | 6,453.00 |
| 8. Payroll Taxes | (1,340) | 1,360 | 873.73 | 486.27 |
| 9. Audit & Tax Reports | | 500 | 450.00 | 50.00 |
| Professional In-Kind | | 800 | 0 | 800.00 |
| 10. Equipment Purchases | (3,000) | 5,000 | 3,889.46 | 1,110.54 |
| 11. Office Overhead | ((3,040)) | (4,240) | (4,275.29) | 35.29 |
| 12. TEF Reimbursement, 6 months | | (10,196) | (5,145.64) | (5,050.36) |
| Sub-Total N | (21,194) | $ 22,794 | $ 15,938.32 | $ 6,855.68 |
| O. Board and Administrative | | | | |
| 1. President | | $ 1,525 | $ 1,063.06 | $ 461.94 |
| 2. Secretary and Treasurer | | 550 | 334.84 | 215.16 |
| 3. Board of Directors, Tools | | 500 | 343.87 | 156.13 |
| (b) Meetings, 3 + part of fourth | | 7,500 | 4,728.07 | 2,771.93 |
| (c) Mailings, 5 months | | 2,000 | 785.87 | 1,214.13 |
| Unreimbursed Expenses | | 400 | 227.84 | 172.16 |
| 4. Administrative Committees, Budget | | 300 | 268.80 | 31.20 |
| (b) Development | | 1,200 | 1,078.10 | 121.90 |
| (c) Interim Committees | | 400 | 224.28 | 175.72 |
| (d) Nominating | | 425 | 265.80 | 159.20 |
| 5. TEF Reimbursement, 6 months | | (4,800) | (3,128.20) | (1,671.80) |
| Other Unreimbursed Expenses | | 400 | 275.00 | 125.00 |
| In-Kind, by Professionals | | 800 | 250.00 | 550.00 |
| Sub-Total O | | $ 11,200 | $ 6,717.33 | $ 4,482.67 |

| EXPENSES, (cont'd) | | Budget | Actual | Left to Spend |
|---|---|---|---|---|
| P. Convention/Council | | | | |
| 1. National Council - 1983 | | $ 1,500 | $ 0 | $ 1,500.00 |
| 2. State Convention - 1983 | | 12,000 | 0 | 12,000.00 |
| Sub-Total P | | $ 13,500 | $ 0 | $ 13,500.00 |
| Q. National Services ($486 paid by TEF) | | $ 1,944 | $ 1,458.00 | $ 486.00 |
| R. Public Relations | | | | |
| 1. Vice-President's Expense | | $ 375 | $ 157.58 | $ 217.42 |
| 2. VOTER, 2 issues + stock | (3,800) | 4,000 | 2,453.97 | 1,546.03 |
| 3. TEF Reimbursement, 6 months | | (1,520) | ( 991.54) | ( 528.46) |
| 4. Publications/Merchandise | | | | |
| (a) Chair's Expense | | 50 | 10.36 | 39.64 |
| (b) Duplicate Pres' Mailings | | 1,800 | 1,332.45 | 467.55 |
| (c) Standing Orders | (1,200) | 900 | 357.73 | 542.27 |
| (d) Pubs on Hand | ( 800) | 1,300 | 1,245.45 | 54.55 |
| (e) Advocacy Papers | | 400 | 157.09 | 242.91 |
| (f) Action Brief | | 300 | 308.41 | (8.41) |
| (g) Texas Pins | (00) | 425 | 409.89 | 15.11 |
| Unreimbursed Expenses | | 400 | 70.00 | 330.00 |
| Sub-Total R | (7,605) | $ 8,430 | $ 5,511.39 | $ 2,918.61 |
| S. Organization | | | | |
| 1. Vice-President's Expense | | $ 250 | $ 105.23 | $ 144.77 |
| 2. Field Service | | 2,100 | 1,162.99 | 937.01 |
| 3. Workshops | | 760 | 691.74 | 68.26 |
| 4. New Leagues & New Units | | 100 | 57.51 | 42.49 |
| 5. Membership | | 250 | 156.52 | 93.48 |
| 6. Provisional League | | 100 | 33.53 | 66.47 |
| 7. State Unit Support | | 400 | 123.30 | 276.70 |
| 8. Mailings to State Unit Chairs | | 240 | 161.68 | 78.32 |
| 9. Mailings to M-A-L | | 1,520 | 633.06 | 886.94 |
| 10. Mailings to LLP | | 2,000 | 1,028.00 | 972.00 |
| 11. TEF Reimbursement, 6 months | | (1,640) | (266.98) | (1,373.02) |
| Unrimbursed Expenses | | 400 | 252.32 | 147.68 |
| Sub-Total S | | $ 6,480 | $ 4,138.90 | $ 2,341.10 |
| T. Program | | | | |
| 1. Vice-President's Expense | | $ 750 | $ 146.76 | $ 603.24 |
| 2. Program Action | | 2,400 | 763.12 | 1,636.88 |
| 3. Coalitions/Other | | 100 | 75.00 | 25.00 |
| Unreimbursed Expenses | | 200 | .78 | 199.22 |
| | | $ 3,450 | $ 985.66 | $ 2,464.34 |
| U. Legislative Office | | | | |
| 1. Lobbying | | $ 2,700 | $ 1,292.00 | $ 1,408.00 |
| 2. Legislative Secretary | | 3,000 | 602.08 | 2,397.92 |
| 3. Office Expenses | | 1,300 | 271.40 | 1,028.60 |
| 4. Legislative Newsletter | (2,300) | 3,200 | 728.47 | 2,471.53 |
| 5. Leg. Office Overhead | (00) | (450) | (15.94) | (434.06) |
| Unreimbursed Expenses | | 200 | 0 | 200.00 |
| Sub-Total U | (9,500) | $ 9,950 | $ 2,878.01 | $ 7,071.99 |
| W. Local League Share of State Fund Raising | | $ 2,000 | $ 500.00 | $ 1,500.00 |
| X. Contractual Services | (1,300) | $ 1,850 | $ 1,855.85 | $ (5.85) |
| TOTAL EXPENSES | | $ 81,598 | $ 39,983.46 | $ 41,614.54 |

Jeanette Vanderwater, Treasurer

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND — FEBRUARY 1983
BALANCE SHEET AND BUDGET ANALYSIS, 8 MONTHS
JUNE 1, 1982 - JANUARY 31, 1983

## BALANCE SHEET, JANUARY 31, 1983

**ASSETS:**

| | | |
|---|---|---|
| Cash, Republic Bank, NOW Checking | $ 4,989.22 | |
| Merrill Lynch Ready Assets, Savings | 8,966.75 | |
| 6-mo. Certificates of Deposit | 20,167.90 | |
| 2½ yr. Certificates of Deposit | 20,948.42 | |
| Special Account, Lubbock | 344.50 | |
| Total Cash | | $ 55,416.79 |
| Stock Portfolio, 1/31/83 | | 21,848.13 |
| Accounts Receivable | | 301.41 |
| Pre-Paid Expenses | | 25.00 |
| TOTAL ASSETS | | $ 77,591.33 |

**LIABILITIES AND NET WORTH:**

| | | |
|---|---|---|
| Liabilities, Sales Tax Due | $ 0.30 | |
| Payable to LWV-Texas | 408.37 | |
| 1983-84 Income Rec'd | 160.00 | |
| Total Liabilities | | $ 568.67 |
| Net Worth, Restricted Grants* | 7,127.01 | |
| Local League Funds on Deposit | 13,409.93 | |
| Endowment Fund | 26,600.00 | |
| Stock Fund (80% Operating, 20% Dallas) | 21,848.13 | |
| **Operating Fund, in addition to Stock | 8,037.59 | |
| Total Net Worth | | 77,022.66 |
| TOTAL LIABILITIES & NET WORTH | | $ 77,591.33 |

| *Restricted Grants, Balances | | Operating Fund: | |
|---|---|---|---|
| Equipment for Office | $ 539.97 | Balance 6/1/82 | $ (1,227.02) |
| Nuclear Waste | 344.50 | Income | 24,151.29 |
| Texas Monthly | 2,006.11 | Adjustments | .41 |
| Exe. for Good Gov't | 4,236.43 | Expends | (14,887.09) |
| | $ 7,127.01 | Balance 1/31/83 | $ 8,037.59 |

## BUDGET ANALYSIS, JANUARY 31, 1983

| | INCOME | | ***Budget | Actual | Yet to Come |
|---|---|---|---|---|---|
| A. | Contributions | | | | |
| | 1. Unrestricted Fund Raising | (8,360) | $ 7,360 | $ 3,752.37 | $ 3,607.63 |
| | 2. Member Contributions | (1,000) | 2,000 | 7,014.85 | (5,014.85) |
| | 3. Tributes and Memorials | | 150 | 35.00 | 115.00 |
| | 4. Restricted Cash, Debate | | 50,000 | 9,724.00 | 40,276.00 |
| | 5. Local League Restricted Funds | | 11,100 | 9,732.04 | 1,367.96 |
| | Sub-Total A | | $ 70,610 | $ 30,258.26 | $ 40,351.74 |
| B. | Interest and Dividends | | | | |
| | 1. Interest on Savings | | $ 5,250 | $ 4,569.27 | $ 680.73 |
| | 2. Stock Dividends (after sharing with Dallas) | | 0 | 1,051.76 | (1,051.76) |
| | Sub-Total B | | $ 5,250 | $ 5,621.03 | $ ( 371.03) |
| C. | Administrative Fees | | | | |
| | 1. Local League Projects | | $ 450 | $ 668.63 | $ ( 218.63) |
| | 2. Grant Administrative Fees | | 500 | 616.37 | ( 116.37) |
| | 3. Texas Government Handbook | | 0 | 737.25 | ( 737.25) |
| | Sub-Total C | | $ 950 | $ 2,022.25 | $ (1,072.25) |

***Reflects all adjustments, by board, to date.
Original amount is in ()s.

| INCOME (cont'd) | | Budget | Actual | Yet to Come |
|---|---|---|---|---|
| D. Sale of Publications | | | | |
| 1. VOTER GUIDES | | $ 4,250 | $ 2,811.50 | $ 1,438.50 |
| 2. Public Subscription Service | (1,300) | 1,100 | 1,060.00 | 40.00 |
| 3. Current Issue Publications: | | | | |
| (a) Facts and Issues | | 1,200 | 0 | 1,200.00 |
| (b) Focus | | 1,275 | 0 | 1,275.00 |
| (c) Leaders' Guide | | 125 | 0 | 125.00 |
| 4. Voter Service Publication | | 600 | 0 | 600.00 |
| 5. Prior Publications | | 450 | 1,387.29 | ( 937.29) |
| Sub-Total D | (9,200) | $ 9,000 | $ 5,258.79 | $ 3,741.21 |
| E. In-Kind Assistance | | | | |
| 1. Outside Professionals | | $ 2,480 | $ 0 | $ 2,480.00 |
| 2. Unreimbursed Expenses by Trustees. | | 500 | 447.00 | 53.00 |
| Sub-Total E | | $ 2,980 | $ 447.00 | $ 2,533.00 |
| F. Transfer from Reserves**** | | $ 1,196 | | |
| TOTAL INCOME | | $ 89,986 | $ 43,607.33 | $ 45,182.67 |

****See Page 2, LWV-T

| EXPENSES | | Budget | Actual | Left to Spend |
|---|---|---|---|---|
| N. Shared Services and Administration | | | | |
| 1. Office Overhead, 6 months | | $ 10,196 | $ 5,145.64 | $ 5,050.36 |
| 2. Trustees Expenses, 6 months | | 4,800 | 3,128.20 | 1,671.80 |
| 3. VOTER and Public Relations, 6 months | | 1,520 | 991.54 | 528.46 |
| 4. Mailings, 6 months | | 1,640 | 266.98 | 1,373.02 |
| 5. General Administration | | 50 | 12.98 | 37.02 |
| Sub-Total N | | $ 18,206 | $ 9,545.34 | $ 8,660.66 |
| O. Public Relations, Unrestricted | | | | |
| 1. VS/CI Chairperson | | $ 100 | $ 91.57 | $ 8.43 |
| 2. VOTER GUIDES | | 4,000 | 3,230.19 | 769.81 |
| 3. Public Subscription Service | (975) | 775 | 737.79 | 37.21 |
| 4. Voter Service Publication | | 500 | 0 | 500.00 |
| Sub-Total O | (5,575) | $ 5,375 | $ 4,059.55 | $ 1,315.45 |
| P. Program, Unrestricted | | | | |
| 1. Current Issue Development | | $ 250 | $ 166.38 | $ 83.62 |
| 2. Publications | | 1,600 | 0 | 1,600.00 |
| 3. Other Program Expenses | | 25 | 182.82 | (157.82) |
| Unreimbursed Expenses | | 200 | 107.00 | 93.00 |
| Sub-Total P | | $ 2,075 | $ 456.20 | $ 1,618.80 |
| Q. Restricted Projects & Publications | | $ 50,000 | | |
| 1. Texas Government Handbook | | | 3,000.00 | |
| 2. Gubernatorial Debate | | | 7,839.74 | |
| 3. Equipment Purchase | | | 539.97 | 38,725.23 |
| Unreimbursed Expenses for Debate | | 300 | 340.00 | ( 40.00) |
| Sub-Total Q | | $ 50,300 | $ 11,614.77 | $ 38,685.23 |
| R. Local League Projects and Purchases | | $ 11,550 | $ 15,406.55 | $ (3,856.55) |
| S. Professional In-Kind Assistance | | $ 2,480 | $ 0 | $ 2,480.00 |
| T. National PMP for M-A-Ls of LWV-Texas | | $ 0 | $ 486.00 | $ ( 486.00) |
| TOTAL EXPENSES | | $ 89,986 | $ 41,568.41 | $ 48,417.59 |

Jeanette Vanderwater, Treasurer

January State Board Meeting
January 11, 12, 13
MEETING AT:
University Presbyterian Church
[redacted]

LWV-Texas
January 1983
Preboard Report
Days Inn Motel
[redacted]

SB 117

Motel is the one at which we stayed in September. Remember the budget. Also please remember that the phone at the meeting church is FOR EMERGENCY USE ONLY.

THE LEGISLATURE convenes at noon on Tuesday, the 11th. Evelyn has secured 12 tickets from Lloyd Doggett's office. She will parcel them out on a first-come basis. Let her know your wishes immediately.

LUNCH is on your own on Tuesday. BOARD MEETING STARTS at 2:00 P.M. Be prompt.

BRING your own R&R to the church.

ROOMMATES:

Suite: Clark Johnson Perrine Davis

1. Keever Brown
2. Bonavita McCormick
3. Lava Sutherland
4. Morrill Carpenter

TRIPLES: A. Arizaga Sturgis Miller
B. Vanderwater Kidwell Price

AGENDA
TUESDAY, JANUARY 11

2:00 Convention Committee: Sutherland, chair; Carpenter; Vanderwater; Price; all others not on Bylaws Committee

Bylaws Committee: Johnson, chair; Brown; Lava; Sturgis; Arizaga

3:45 First T Plenary Session
- Minutes
- Treasurer's Report
  - Budget Adjustment Requests
- President's Report

5:15 - 6:00 R&R
6:00 Dinner at church
7:30 VOTER & Pubs Committee (PR core): Davis, Lava, Miller, Kidwell, Price, Brown

New State Program Committee: everyone elee

WEDNESDAY, JANUARY 12

10:30 ~~9:00~~ A.M. Second T Plenary Session
- New budget presentation & discussion
- PMP

9:00 ~~10:30~~ Organization & Program cores meet (PR folks divide up--pick a core)
12:00 Lunch

(over)

WED. AGENDA (cont.)

1:15 TEF Plenary Session
- Minutes
- Treasurer's Report
- Development
- State Projects
  - WUTL II
- Local League Projects
  - Dallas

4:00 PR Core Report, including VOTER assignments

5:15 R&R
6:00 Dinner at church
7:30 ?Further Budget Discussion?

THURSDAY, JANUARY 13

9:00 A.M. Budget & PMP Approval
- Bylaws Approval
- Organization Core Report
- New Program Approval
- Program Core & Legislative Report
- Convention Agenda Approval
- Nominating Committee
- Unfinished Business
- Dates to Remember
  - Postboard deadline--January 21
  - Mailing date--January 28
  - Workbook materials due in S.O.--February 11
  - VOTER deadline--February 1

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THIS AGENDA is very flexible, with the exception of the 9:00 A.M. Budget Presentation. Donna Green has a new job with hours of 1:00 - 10:00 P.M., which leaves little free time. Please study the budget and PMP proposals carefully beforehand.

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*TEF PROJECT REQUEST:*

*LWV-Dallas is requesting $100.00 for membership in the Center for Non-Profit Management. The Center assists many Dallas organizations in designing finance campaigns, targeting appropriate corporations & foundations, record keeping, and related activities. LWV-Dallas feels membership will be an "invaluable means of placing our finance & development drive on a more professional basis."*

*Project Director to be Pamela Stein, 3416 Lindenwood, Dallas 75205*
*(214) 528-3637*

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PRE-BOARD JANUARY 1983

TREASURER, JEANETTE VANDERWATER

GENERAL INFORMATION

The financial reports are as of December 31, 1982, 7 months of the fiscal year. They were typed on December 27, 1982, but the office is closed so no activity will happen. No copies of ledger sheets are included with this mailing. I will bring them to the board meeting. If anyone wants copies sooner, let me know. I will bring to the board meeting monthly folders, containing vouchers, for September, October, November, and December. Again, if anyone needs anything from the June or July folders, let me know and I will bring those, too.

THE ACTION COMMITTEE

Income of $25 was received and expenditures of $90.64 were made. The account balance is about $10.00 and it needs to be raised. We can pass the hat at the board meeting. We can use T money, but we need to decide which budget it is to come from. Non-profits can donate up to $100 to action committees.

LEGISLATIVE NEWSLETTERS

I would like some direction from the board as to where to post the expenses of the Legislative Newsletters. I have looked back to the September pre-board and can suggest three options:

(1) I can post the costs of those newsletters sent to LLP, SB, MAL, and SU to those items. The costs of the rest of the newsletters will be posted to U4. This option may push some of the mailing items over budget.

(2) I can post the entire cost of the newsletters to U4. This will require a budget adjustment of about $900 more money in that item. I don't have any good suggestions of where to get it.

(3) Based on the numbers in the Sept. pre-board, about $900 of the cost of the newsletters, not including the promotional one, will be office overhead. Since these will be done by the legislative secretary, I think, could about half of that $900 be credited back to one of the U items rather than to N 11?

LEAGUE ACTION SERVICE

This is a mailing from National and consists of "Report from the Hill" and "Action Alert". It is included in the DPM. It is ordered on a calendar year basis and costs $10.50 per year. We usually order it for off-board chairs who do not get it via other means like their own local league. Lois, I need a list of those who need to get the subscription. I should send it in sometime in January. Last year we ordered it for Keever, Titus, and Hayter.

LOCAL LEAGUE PER MEMBER PAYMENTS

Statements were sent in mid-December to Treasurers. Four leagues have paid nothing to date, ~~El Paso~~, ~~Midland~~, ~~Pearland~~, and ~~Victoria~~. The one Provisional, Montgomery County, has paid nothing. One league has paid slightly less than half their yearly commitment, San Antonio. That was probably due to their request for an alteration in the membership count which we refused.

LOCAL LEAGUE TEF PROJECTS

We have had a flurry of activity this fall. The only approved projects not finished and checks sent are:

Austin, A Citizen's Guide to be done this spring. Since they now have their own education fund, this project will probably be withdrawn.

San Antonio, a Fall Voter's Guide, I haven't heard anything.

Montgomery County, a Fall Voter's Guide. The treasurer has talked to me and I think the final report will be ready soon.

PRE-BOARD (cont'd)

BUDGET PROBLEMS IN LWV-T

I will briefly go over the areas where we are not following the budget. Income from interest on savings may come up short, perhaps as much as $600. Income from Action Brief fell short by about $60, the expenses went over a little. Non-member contributions are lagging badly, but member contributions are already over by $400 and we should get more. Other good news in the Contractual Services. The income is already over by $1,150 with more to come. The expenses also went over, $550, but that should be complete. I think the postage item is all right; we have a large inventory in the machines, etc. Insurance will probably go over by about $100. There is good news in salaries. Since the office was short of help for a while last summer that item will be about $200 short. We can spend the money somewhere else or we can keep it mind in case we need some part-time help this spring. The office overhead item will definitely go over, but I don't know by how much. This is good news since it is a credit to the office accounts, and was caused by the use of the office by the debates. The board meeting item may turn out to be all right, it will be close. The VOTER item will almost certainly go over, unless Joan can find a <u>really</u> cheap place to get it printed. It will probably go over by about $150 to $200. I can't make any good guesses about the TEF to T paybacks. I had hoped to get more of that into this report, but my Christmas got in the way. T could be in trouble if the paybacks don't come up to budget. Both the income and the expenses of Publications on Hand have gone over budget. I will recommend one budget adjustment and that is to raise the Pubs on Hand, both income and expenses, by $300.

In summary, I don't think things look too bad. We still need to keep our expenditures within budget and we still need to beat the bushes for non-member contributions.

BUDGET PROBLEMS IN TEF

Again, non-member contributions are lagging and badly. On the bright side, we have lots of money thanks to our angel, Genett Burris. That contribution will keep us going for this year and a few more, but not indefinitely. Also on the bright side, interest and dividends will go way over budget, maybe $2,000 to $3,000. We have done very well on the whole item C which is fees, it is already $725 over budget and there will be more. There is about $130 of program expenses that I don't know where to put, and that is over budget.

There are two problems that we need to address. Voter Guides lost money instead of coming out ahead. Both income and expenses were under budget, but the income was lots more under. The Public Subscription Service has spent most of its budget and we have sent only two mailings. I will try to get together some data on this and give it to Jeanette Davis at the board meeting. In both of these cases we need to decide if (1) we are going to budget to get more income than spend and price the items to do so, or (2) plan to budget to spend more more than we are going to get for these items.

In summary, I am not too worried about TEF. Thanks to the bequest, we have plenty of money. We do need to think about a few year down the road as we may not get another bequest like that one.

LEAGUE OF WOMEN VOTERS OF TEXAS
BALANCE SHEET AND BUDGET ANALYSIS, 7 MONTHS
JUNE 1, 1982 - DECEMBER 31, 1982

JANUARY 1983

## BALANCE SHEET, DECEMBER 31, 1982

ASSETS:

| | | |
|---|---|---|
| Cash, Austin National Bank, Checking | $ 2,513.05 | |
| Office Account | 300.00 | |
| Petty Cash | 30.00 | |
| Merrill Lynch Ready Assets, Savings | 11,533.30 | |
| Long Term C. D. | 5,779.87 | |
| Convention Account, Dallas | 500.00 | |
| Total Cash | | $ 20,656.22 |
| Accounts Receivable | | 18.18 |
| Receivable from TEF | | 2,388.70 |
| Pre-Paid Expenses | | 135.67 |
| Total Assets | | $ 23,198.77 |

LIABILITITES AND NET WORTH:

| | | |
|---|---|---|
| Liabilities: Sales Tax Due | $ 29.99 | |
| Payroll Taxes Payable | 425.17 | |
| Total Liabilities | | $ 455.16 |
| Net Worth: Equipment Accrual | $ 2,000.00 | |
| Reserve Fund | 15,000.00 | |
| Operating Fund, Bal. 6/1/82, 9,870.26 | | |
| Income 34,299.55 | | |
| Expends (38,452.05) | | |
| Adjustments 25.85 | | |
| Bal. 12/31/82 | 5,743.61 | |
| Total Net Worth | | 22,743.61 |
| Total Liabilities and Net Worth | | $ 23,198.77 |

## BUDGET ANALYSIS, DECEMBER 31, 1982

| INCOME | *Budget | Actual | Yet to Come |
|---|---|---|---|
| A. Support | | | |
| 1. Local league Per Member Payment | $ 26,685 | $ 16,758.46 | $ 9,926.54 |
| 2. Dues, M-A-L and State Unit Members | 4,375 | 1,512.50 | 2,862.50 |
| 3. Provisional league | 250 | 0 | 250.00 |
| Sub-Total A | $ 31,310 | $ 18,270.96 | $ 13,039.04 |
| B. Interest on Savings | $ ~~2,600~~ 2,000 | $ 1,004.48 | $ 1,595.52 |
| C. Sale of Publications/Merchandise | | | |
| 1. Duplicate Presidents' Mailing | $ 1,900 | $ 2,020.00 | $ ( 120.00) |
| 2. Standing Orders | 960 | 948.00 | 12.00 |
| 3. Publications on Hand | ~~1,000~~ 700 | 902.62 | ( 202.62) |
| 4. Legislative Newsletters | 2,~~300~~ 250 | 218.96 | 2,281.04 |
| 5. Advocacy Papers | 100 | 29.70 | 70.30 |
| 6. Action Brief | 300 | 241.34 | 58.66 |
| 7. Texas Pins | 425 | 239.85 | 185.15 |
| Sub-Total C | $ 6,885 | $ 4,600.47 | $ 2,284.53 |

*Reflects all adjustments to date.

JANUARY 1983

| INCOME (cont'd) | Budget | Actual | Yet to Come |
|---|---|---|---|
| D. Contributions | | | |
| 1. Member Cash | $ 660 | $ 1,061.44 | $ ( 401.44) |
| 2. State Fund Raising | 11,150 | 3,000.00 | 8,150.00 |
| 3. National Fund Raising | 100 | 0 | 100.00 |
| Sub-Total D | $ 11,910 | $ 4,061.44 | $ 7,848.56 |
| E. Contractual Services | $ ~~4,200~~ 6,500 | $ 5,350.00 | $(1,150.00) |
| F. State Convention | $ 12,000 | $ 0 | $ 12,000.00 |
| G. In-Kind Assistance | | | |
| 1. Outside Professionals | $ 1,600 | $ 250.00 | $ 1,350.00 |
| 2. Board Members, Unreimbursed Expenses | 2,000 | 762.20 | 1,237.80 |
| Sub-Total G | $ 3,600 | $ 1,012.20 | $ 2,587.80 |
| H. Fund Raiser, Convention | $ 260 | $ 0 | $ 260.00 |
| TOTAL INCOME | $ ~~72,765~~ #74,645 | $ 34,299.55 | $ 38,465.45 |

| EXPENSES | Budget | Actual | Left to Spend |
|---|---|---|---|
| N. State Office | | | |
| 1. Equipment Maintenance | $ 1,290 | $ 845.48 | $ 444.52 |
| 2. General Supplies | 800 | 553.42 | 246.58 |
| 3. Postage | 700 | 1,038.23 | ( 338.23) |
| 4. Telephone | 1,600 | 701.50 | 898.50 |
| 5. Insurance | 400 | 365.83 | ( 65.83) |
| 6. Rent and Parking, 8 months | 6,060 | 4,040.00 | 2,020.00 |
| 7. Salaries | 18,720 | 10,707.00 | 8,013.00 |
| 8. Payroll Taxes | 1,360 | 757.65 | 602.35 |
| 9. Audit & Tax Reports | 500 | 0 | 500.00 |
| Professional In-Kind | 800 | 0 | 800.00 |
| 10. Equipment Purchase, Copy Machine | 3,000 | 3,045.00 | ( 45.00) |
| 11. Office Overhead | (3,740) | (3,196.29) | ( 543.71) |
| 12. TEF Reimbursement | (10,196) | (2,699.94) | (7,496.06) |
| Sub-Total N | $ 21,194 | $16,157.88 | $ 5,036.12 |
| O. Board and Administrative | | | |
| 1. President | $ 1,525 | $ 1,089.77 | $ 435.23 |
| 2. Secretary and Treasurer | 550 | 262.63 | 287.37 |
| 3. Board of Directors: | | | |
| (a) Tools | 500 | 343.87 | 156.13 |
| (b) Meetings, June | 7,500 | 1,887.47 | |
| September | | 1,274.68 | |
| November | | 609.22 | 3,728.63 |
| Unreimbursed Expenses | 400 | 184.84 | 215.16 |
| (c) Mailings, 5 months | 2,000 | 785.87 | 1,214.13 |
| 4. Administrative Committees | | | |
| (a) Budget | 300 | 268.80 | 31.20 |
| (b) Development | 1,200 | 1,027.04 | 172.96 |
| Professional In-Kind | 800 | 250.00 | 550.00 |
| (c) Interim Committee | 400 | 224.28 | 175.72 |
| (d) Nominating | 425 | 258.22 | 166.78 |
| 5. TEF Reimbursement | (4,800) | (1,267.00) | (3,533.00) |
| Unreimbursed Expenses, No 3b | 400 | 275.00 | 125.00 |
| Sub-Total O | 11,200 | 7,474.70 | 3,725.30 |

JANUARY 1983

EXPENSES (cont'd)

| | Budget | Actual | Left to Spend |
|---|---|---|---|
| P. Convention/Council | | | |
| 1. National Council - 1983 | $ 1,500 | $ 0 | $ 1,500.00 |
| 2. State Convention - 1983 | 12,000 | 0 | 12,000.00 |
| Sub-Total P | $ 13,500 | $ 0 | $ 13,500.00 |
| Q. National Services ($486 paid by TEF) | $ 1,944 | $ 1,458.00 | $ 486.00 |
| R. Public Relations | | | |
| 1. Vice-Presidents' Expense | $ 375 | $ 157.58 | $ 217.42 |
| 2. VOTER, 2 issues | ~~3,800~~ 4,800 | 2,437.97 | 1,362.03 |
| 3. TEF Reimbursement, Voter & Workshop | (1,520) | ( 991.54) | ( 528.46) |
| 4. Publications/Merchandise | | | |
| (a) Chair's Expense | ~~450~~ 50 | 10.36 | 39.64 |
| (b) Duplicate Presidents' Mailings | ~~1,800~~ | 941.58 | 858.42 |
| (c) Standing Orders | 900 | 263.24 | 636.76 |
| (d) Publications on Hand | 800 | 1,057.95 | ( 257.95) |
| (e) Advocacy Papers | 400 | 120.00 | 280.00 |
| (f) Action Brief | 300 | 308.41 | ( 8.41) |
| (g) Texas Pins | 425 | 409.89 | 15.11 |
| Unreimbursed Expenses | 400 | 70.00 | 330.00 |
| Sub-Total R | $ 7,730 | $ 4,785.44 | $ 2,944.56 |
| S. Organization | | | |
| 1. Vice-President's Expense | $ 250 | $ 83.18 | $ 166.82 |
| 2. Field Service | 2,100 | 1,081.60 | 1,018.40 |
| 3. Workshops | 760 | 691.74 | 68.26 |
| 4. New Leagues and New Units | 100 | 37.89 | 62.11 |
| 5. Membership | 250 | 134.44 | 115.56 |
| 6. Provisional League | 100 | 26.44 | 73.56 |
| 7. State Unit Support | 400 | 114.03 | 285.97 |
| 8. Mailings to State Unit Chairs | 240 | 126.23 | 113.77 |
| 9. Mailings to M-A-L | 1,520 | 633.06 | 886.94 |
| 10. Mailings to LLP | 2,000 | 786.94 | 1,213.06 |
| 11. TEF Reimbursement | (1,640) | ( 167.60) | (1,472.40) |
| Unreimbursed Expenses | 400 | 231.58 | 168.42 |
| Sub-Total S | $ 6,480 | $ 3,779.53 | $ 2,700.47 |
| T. Program | | | |
| 1. Vice-President's Expense | $ 750 | $ 146.76 | $ 603.24 |
| 2. Program Action | 2,400 | 739.93 | 1,660.07 |
| 3. Coalitions/Other | 100 | 75.00 | 25.00 |
| Unreimbursed Expenses | 200 | .78 | 199.22 |
| Sub-Total T | $ 9,500 | $ 1,478.96 | $ 8,021.04 |
| U. Legislative Office | | | |
| 1. Lobbying | $ 2,700 | $ 1,267.00 | $ 1,433.00 |
| 2. Legislative Secretary | 3,000 | 0 | 3,000.00 |
| 3. Office Expenses | ~~1,300~~ 850 | 211.18 | 1,088.82 |
| 4. Legislative Newsletter | ~~3,200~~ 300 | 0 | 2,300.00 |
| Unreimbursed Expenses | 200 | 0 | 200.00 |
| Sub-Total U | $ 9,500 | $ 1,478.18 | $ 8,021.82 |
| W. Local League Share of State Fund Raising | $ 2,000 | $ 500.00 | $ 1,500.00 |
| X. Contractual Services | $ ~~1,300~~ 1850 | $ 1,855.85 | $ ( 555.85) |
| TOTAL EXPENSES | $ ~~78,898~~ | $ 38,452.05 | $ 39,845.95 |
| Jeanette Vanderwater, Treasurer | # 39,398 | | |

LEAGUE OF WOMEN VOTERS OF TEXAS
RECOMMENDED BUDGET: JUNE 1, 1983 - MAY 31, 1984

| | ACTUAL 81-82 | BUDGET 82-83 | PROPOSED 83-84 | EXPLANATION |
|---|---|---|---|---|
| **INCOME** | | | | |
| A. Support | | | | |
| 1. Local League Support | $27,615.24 | $26,685 | $31,595 | Based on $9.00 PMP for 3480 members, with a league minimum of $300. |
| 2. Dues M-A-L's & State Units | 3,552.50 | 4,375 | 2,500 | Based on 100 members at $25.00. |
| 3. Provisional League | 250.00 | 250 | 550 | Based on one existing ($300) & one new ($250) |
| Sub-Total A | $31,417.74 | $31,310 | $34,645 | |
| B. Interest | $ 2,386.98 | $ 2,600 | $ 2,000 | Interest on investments and savings. |
| C. Sale of Publications | | | | |
| 1. DPM's | $ 1,960.00 | $ 1,900 | $ 1,900 | Duplicate President's Mailing, 95 @ $20 each. |
| 2. Standing Orders | 756.00 | 1,260 | 1,000 | 84 @ $12.00. |
| 3. Publications on Hand | 702.28 | 700 | 1,500 | Sale of publications from previous years. |
| 4. Legislative Newsletter | 56.00 | 2,500 | 100 | For possible special session. |
| 5. Advocacy Papers | 0 | 100 | 0 | Publications in support of issues. |
| 6. Action Brief | 0 | 300 | 0 | To promote ballot issue--for membership. |
| 7. "We Support" | 535.31 | 0 | 800 | New publication. |
| 8. Program Perspectives | 583.09 | 0 | 100 | New publication. |
| 9. Texas Pins | 803.70 | 0 | 0 | No anticipated income. |
| Sub-Total C | $ 5,396.38 | $ 6,760 | $ 5,400 | |
| D. Contributions | | | | |
| 1. Member Cash | $ 1,078.97 | $ 660 | $ 3,000 | Contributions by League Members. |
| 2. State Fund Raising | 4,051.00 | 11,150 | 8,000 | Non-member contributions, before sharing with LL's |
| 3. National Fund Raising | 0 | 100 | 0 | None anticipated. |
| 4. Unreimbursed Expenses | 1,657.74 | 0 | 2,000 | Board Member expenses. |
| Sub-Total D | $ 6,787.71 | $11,910 | $13,000 | |
| E. Contractual | $ 0 | $ 4,200 | $ 0 | None anticipated. |
| F. State Convention/Council | | | | |
| 1. Convention 1983 | $ 0 | $12,000 | $ 0 | Not held this year |
| 2. Council 1984 | 3,369.10 | 0 | 4,750 | Receipts of Council (registration fees, etc.). |
| Sub-Total F | $ 3,369.10 | $12,000 | $ 4,750 | |

| | ACTUAL 81-82 | BUDGET 82-83 | PROPOSED 83-84 | EXPLANATION |
|---|---|---|---|---|
| **INCOME (continued)** | | | | |
| G. In-Kind Assistance | | | | |
| 1. Outside Professionals | $ 826.61 | $ 1,600 | $ 1,500 | ~~Public relations firm and auditor~~. |
| 2. Board Members | 0 | 2,000 | 0 | Now listed under D-4. |
| Sub-Total G | $ 826.61 | $ 3,600 | $ 1,500 | |
| H. Money Raiser at Convention | $ 0 | $ 260 | $ 0 | No convention. |
| I. From Reserves | $ 0 | $ 5,533 | $ 1800 | None anticipated. For mimeograph. |
| TOTAL INCOME | $50,484.52 | $78,173 | $61,295 | |
| **EXPENSES** | | | | |
| N. State Office | | | | |
| 1. Equipment Maintenance | $ 933.28 | $ 850 | $ 1,600 | Maintenance of mimeo, four typewriters, postage meter and scale, mail machine, & copier. |
| 2. General Supplies | 1,023.72 | $ 800 | $ 1,000 | Supplies not charged to a specific budget item. |
| 3. Postage | 710.09 | 700 | 1,000 | Postage not charged to a specific budget item. |
| 4. Telephone | 1,709.49 | 1,600 | 1,200 | Phone calls not charged to a specific budget item |
| 5. Insurance | 327.56 | 300 | 450 | Premium on fire, liability, bonding, burglary, workman's compensation. |
| 6. Rent | 5,535.91 | 6,060 | 6,700 | Rental for office and parking. |
| 7. Salaries | 16,180.20 | 18,480 | 20,400 | $1,050 for Ex. Sec., $650 for part time clerk. |
| 8. Payroll Taxes | 1,168.52 | 1,340 | 1,480 | Social Security & unemployment taxes (St. & Fed.) |
| 9. Audit & Tax Reports | 500.00 | 500 | 500 | To prepare reports. |
| 10. Equipment Purchases | 1,383.68 | 3,000 | 0 | None anticipated. |
| 11. Office Overhead | (3,699.23) | (3,040) | (4,500) | Office overhead costs charged elsewhere. |
| 12. TEF Reimbursement | (9,350.58) | (10,196) | (11,550) | ~~34%~~ 39% of items N1 through ~~N10~~ N11. |
| Sub-Total N | $16,422.64 | $20,394 | $18,280 | 42% |
| | | | 980 | |
| | | | 17,300 | |
| O. Board and Administration | | | | |
| 1. President | | | | |
| a. Travel/per diem & representation | $ 637.00 | $ 500 | $ 1,200 | Trips to state office and other trips for league business. |
| b. Telephone | 906.02 | 900 | 900 | League phone in president's house. |
| c. Postage & Supplies | 113.26 | 125 | 100 | |

| | ACTUAL 81-82 | BUDGET 82-83 | PROPOSED 83-84 | EXPLANATION |
|---|---|---|---|---|
| **EXPENSES** | | | | |
| 2. Secretary & Treasurer | $ 473.31 | $ 550 | $ 550 | Long distance calls, supplies & postage. |
| 3. Board of Directors | | | | |
| a. Tools | 413.98 | 500 | 400 | National DPM's, etc. for board members. |
| b. Board Meetings | 8,342.02 | 7,500 | 7,385 | 4 board meetings and 1 mini meeting-18 on board. |
| c. Mailings to Board | 1,690.21 | 2,000 | 1,700 | Weekly mailings from state office. |
| (Unreimbursed Board Exp.) | 201.62 | 0 | 400 | |
| 4. Administrative Committees | | | | |
| a. Budget | 255.18 | 300 | 300 | Expenses for six members, one meeting. |
| b. Development | 671.90 | 1,200 | ~~1,600~~ 1400 | Expenses to raise funds. |
| c. Interim Committees | 222.75 | 400 | 250 | VP & Pres. meeting, Ad hoc meetings & expenses. |
| d. Nominating | 100.00 | 425 | 50 | Expenses of members, ~~one meeting~~. |
| 5. TEF Reimbursement | (5,564.12) | (4,800) | ~~(5,800)~~ 5600 | ~~58%~~ 38% of ~~all~~ items. me - Jean. |
| (Unreimbursed Expenses) | 429.21 | 0 | 400 | |
| Sub-Total O | $ 8,892.34 | $ 9,600 | $ 9,635 | |
| P. Convention/Council | | | | |
| 1. National Council 83 | $ 0 | $ 1,500 | $ 0 | No National Council this year. |
| 2. National Convention 84 | 1,215.00 | 0 | 1,500 | Expenses of ~~4~~ delegates. ~~(no suite)~~ |
| 3. State Convention 83 | 0 | 12,000 | 0 | No State Convention this year. |
| 4. State Council 84 | 3,416.58 | 0 | 4,750 | All council costs, including: travel, food, lodging for budget chair and others invited by State Board. No expenses of State Board. |
| (Unreimbursed Exp. Conv.) | 43.00 | 0 | 0 | |
| Sub-Total P | $ 4,674.58 | $13,500 | $ 6,250 | |
| Q. National Services---PMP | $ 1,430.00 | $ 1,944 | $ 1,200 | 100 members-at-large at $12 PMP. |
| R. Public Relations | | | | |
| 1. VP's Expenses | $ 239.45 | $ 375 | $ 375 | Travel, phone & supplies. |
| 2. VOTER | 4,644.17 | 3,800 | 4,200 | Four issues, using National's mailing list. |
| 3. TEF Reimbursement | (1,990.27) | (1,520) | (2,135) | 44% of R-1, 2, 4a, and 4b. |
| 4. Publications | | | | |
| a. Chair's Expenses | 8.22 | 50 | 50 | Phone and supplies. |
| b. Marketing Expenses | 0 | 0 | 200 | Cost of marketing publications. |
| c. DPM's | 1,922.15 | 1,800 | 1,800 | Matched by income, see item C-1. |
| d. Standing Orders | 894.10 | 1,200 | 1,000 | Matched by income, see item C-2. |
| e. Publications on Hand | 1,003.01 | 800 | 800 | National and others not charged elsewhere. |
| f. "We Support" | 732.69 | 0 | 800 | Other than those sent on DPM. |
| g. Program perspectives | 77.99 | 0 | 100 | Other than those sent on DPM. |

| | ACTUAL 81-82 | BUDGET 82-83 | PROPOSED 83-84 | EXPLANATION |
|---|---|---|---|---|
| **EXPENSES (continued)** | | | | |
| h. Texas Pins | $ 285.16 | $ 0 | $ 0 | No plans to sell. |
| i. Advocacy Papers | 0 | 400 | 0 | None anticipated. |
| j. Action Brief | 0 | 300 | 0 | None anticipated. |
| (Unreimbursed Expenses) | 65.00 | 0 | 400 | |
| Sub-Total R | $ 7,886.90 | $ 7,205 | $ 7,590 | |
| S. Organization | | | | |
| 1. VP's Expenses | $ 151.49 | $ 250 | $ 250 | Travel, phone and supplies. |
| 2. Field Service | 2,435.02 | 2,100 | ~~2,450~~ 2,150 | Representatives, director & special consultants. |
| 3. Workshops | 319.38 | 760 | 400 | Regional workshops. |
| 4. New League & New Units | 121.14 | 100 | 200 | Start up costs. |
| 5. Membership | 216.76 | 250 | 250 | Chair's exp. that aren't charged elsewhere. |
| 6. Provisional Leagues | 51.74 | 100 | ~~500~~ 250 | Two provisional leagues. |
| 7. State Unit Support | 657.98 | 400 | 400 270 | Advisory expenses. |
| 8. Mailings to Chair of State Units. | 1,032.76 | 240 | 250 170 | Board mailings to ~~6~~ 4 State Units (DPM's). |
| 9. Mail to all M-A-L's (including State Unit member) | 433.90 | 1,520 | 1,080 1450 | Mailings and new member packets. |
| 10. Mail to LL Presidents | 1,349.30 | 2,000 | 2,000 1600 | Ten monthly mailings. |
| 11. TEF Reimbursements | (688.04) | (1,640) | (940) | 25% of S-3, 8, 9, 10. |
| (Unreimbursed Expenses) | 180.38 | 0 | 400 | |
| Sub-Total S | $ 6,261.81 | $ 6,080 | $ 7,240 -590 6,650 | |
| T. Program | | | | |
| 1. VP's Expenses | $ 200.00 | $ 750 | $ 250 | Travel, phone & supplies. |
| 2. Program Action | 880.50 | 2,400 | 1,000 | Expenses of program chairs. Legislative |
| 3. Coalitions, etc. | 60.00 | 100 | 100 | Dues to other organizations. |
| 4. Voter insert for amendment | 305.00 | 0 | 0 | None anticipated. |
| (Unreimbursed Expenses) | 738.53 | 0 | 400 | |
| Sub-Total T | $ 2,184.03 | $ 3,250 | $ 1,800 | |
| U. Legislative Office | | | | |
| 1. Lobbying | $ 0 | $ 2,700 | $ 0 | No regular session. |
| 2. Legislative Secretary | 0 | 3,000 | 0 | No regular session. |
| 3. Office Expenses | 219.92 | 1,300 | 0 | No regular session. |
| 4. Legislative Newsletter | 148.14 | 2,300 | 0 | No regular session. |
| 5. Accrual for Next Session | 4,836.00 | 0 | ~~4,800~~ 4320 | |
| 6. Special Legislative Session | 813.90 | 0 | ~~1,500~~ 850 | Anticipated special session. |
| Sub-Total U | $ 6,017.96 | $ 9,300 | $ 6,300 930 5,370 | Contingency for |

| | ACTUAL 81-82 | BUDGET 82-83 | PROPOSED 83-84 | EXPLANATION |
|---|---|---|---|---|
| EXPENSES (continued) | | | | |
| V. In-Kind Assistance | $ 826.61 | $ 3,600 | $ 1,500 | Outside professionals. |
| W. LL Share of State Fund Raising | $ 805.00 | $ 2,000 | $ 1,500 | Percentage of state fund raising. |
| X. Contractual Services | $ 0 | $ 1,300 | 0 | No anticipated election reporting. |
| Y. Support for TEF | $ 1,227.02 | $ 0 | $ 0 | None anticipated. |
| TOTAL EXPENSES | $56,628.89 | $78,173 | $61,295 | |

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND
RECOMMENDED BUDGET: JUNE 1, 1983 - MAY 31, 1984

| | ACTUAL 81-82 | BUDGET 82-83 | PROPOSED 83-84 | EXPLANATION |
|---|---|---|---|---|
| **INCOME** | | | | |
| A. Contributions | | | | |
| 1. Fund Raising Unrestricted | $ 4,645.00 | $ 8,360 | $ 8,000 | Total after sharing has been posted to A-5. |
| 2. Member Contributions | 2,597.89 | 1,000 | 2,500 | |
| 3. Tributes, Memorials, Bequests | 0 | 150 | 200 | |
| 4. Restricted Grants | 4,435.00 | 50,000 | 50,000 | Total gift less administrative fee & sharing. |
| 5. Local League Restricted | 13,948.61 | 11,100 | 11,100 | Total gift less administrative fee. |
| 6. Unreimbursed Expenses | 674.93 | 0 | 500 | |
| Sub-Total A | $26,301.43 | $70,610 | $72,300 | |
| B. Interest and Dividends | $ 5,790.90 | $ 5,250 | $ 5,500 | Interest & dividends from investments & savings. |
| C. Administrative Fees | | | | |
| 1. Local League Accounts | $ 347.76 | $ 450 | $ 450 | Five % on local league projects subject to administrative fee. |
| 2. Grants/restricted | 500.00 | 500 | 2,500 | Administrative fee on grants. |
| Sub-Total C | $ 847.76 | $ 950 | $ 2,950 | |
| D. Sale of Publications | | | | |
| 1. VOTERS GUIDES | $ 4,380.70 | $ 4,250 | $ 6,250 | Direct cost & office overhead for Primary Election |
| 2. Public Subscription Svc. | 1,140.00 | 1,300 | 1,300 | 65 subscriptions at $20 each. |
| 3. Current issue publications | | | | |
| a. Facts & Issues | 3,979.50 | 1,200 | 1,200 | One Facts & Issues to be published. |
| b. Focus | 0 | 1,275 | 1,275 | |
| c. Leaders Guides | 181.25 | 125 | 200 | |
| d. VS Publication | 0 | 600 | 600 | One Voters Service publication to be published. |
| 4. Publications on Hand | 100.02 | 450 | 450 | Ed Fund publications from previous years. |
| Sub-Total D | $ 9,781.47 | $ 9,200 | $12,275 | |
| E. In-Kind Assistance | | | | |
| 1. Outside Professionals | $ 407.00 | $ 2,480 | $ 2,480 | ~~Public relations firm and auditor~~. |
| 2. Board Members | 0 | 500 | 0 | |
| Sub-Total E | $ 407.00 | $ 2,980 | $ 2,480 | |
| F. Transfer from Reserves | $ 1,227.02 | $ 1,196 | $ 0 | |
| TOTAL INCOME | $44,355.58 | $90,186 | $95,505 | |

| | ACTUAL 81-82 | BUDGET 82-83 | PROPOSED 83-84 | EXPLANATION |
|---|---|---|---|---|
| **EXPENSES** | | | | |
| N. Shared Services and Administration | | | | |
| 1. Shared Services | | | | |
| a. Office Overhead | $ 9,350.58 | $10,196 | $11,550 | 34% of Item N(LWV-T budget) based on time spent. |
| b. Trustees Meeting & Exp. | 5,564.12 | 4,800 | 5,600 | 38% of Item O(LWV-T budget). |
| c. VOTER | 1,990.27 | 1,520 | 2,135 | 51% of VOTER costs. |
| d. Mailings & Workshops | 688.04 | 1,640 | 940 | 25% of Item S-3, 8, 9, 10(LWV-T budget). |
| 2. Administration | 5.26 | 50 | 100 | Supervision of local league accounts. |
| Sub-Total N | $17,598.27 | $18,206 | $20,325 | |
| O. Public Relations, Unrestricted | | | | |
| 1. Voters Service & Citizen Ed. | | | | |
| a. VS/CI Chair | $ 101.82 | $ 100 | $ 175 | Travel, phone and supplies. |
| b. VOTERS GUIDES | 3,869.23 | 4,000 | 6,250 | For 1984 Primary Election and possible amendments. |
| c. Public Subscrip. Svc. | 874.04 | 975 | 975 | Costs of service for the public (offset by D-2). |
| d. VS Publications | 0 | 500 | 500 | New or reprint to be determined by the Board. |
| e. VS Projects | 317.95 | 0 | 300 | To be decided. |
| 2. Unreimbursed ~~Contributions~~ Expenses | 0 | 0 | 250 | |
| Sub-Total O | $ 5,163.04 | $ 5,575 | $ 8,450 | |
| P. Program, Unrestricted | | | | |
| 1. ~~Current Issue~~ Develop. Information & Education | $ 206.61 | $ 250 | $ ~~600~~ 1200 | New program items ~~including leaders guide.~~ Two New P and ongoing program information |
| 2. Publications | | | | |
| a. Facts & Issues | 2,919.46 | 800 | 900 | Production & printing of one issue. |
| b. Focus | 0 | 800 | 800 | Production & printing of four. |
| c. Leaders' Guide | 312.50 | 0 | ~~300~~ | ~~Moved to P-1.~~ For one new program |
| 3. Program Resources Expenses | 101.64 | 25 | 150 | Includes Texas Register & other resources. |
| 4. Unreimbursed ~~Contributions~~ | 674.93 | 0 | 250 | |
| Sub-Total P | $ 4,215.14 | $ 1,875 | $ 2,700 | |
| Q. Publications & Projects, Restricted Grants | $ 4,325.87 | $50,000 | $50,000 | To be determined by Board. |
| R. Local League Restricted Funds | | | | |
| 1. Projects | $ 7,274.87 | $ 8,550 | $ 8,550 | Projects approved by State Board minus 5%. |
| 2. Purchases | 1,839.55 | 3,000 | 3,000 | Authorized ~~expenditures~~ not subject to adm. fees. (local) |
| 3. Reg. Fees, Elec. Laws Conf. | 97.50 | 0 | 0 | |
| 4. PMP to National | 255.75 | 0 | 0 | |
| Sub-Total R | $ 9,467.67 | $11,550 | $11,550 | |

| | ACTUAL 81-82 | BUDGET 82-83 | PROPOSED 83-83 | EXPLANATION |
|---|---|---|---|---|
| EXPENSES (continued) | | | | |
| S. In-Kind Assistance | | | | |
| 1. Outside Professionals | $ 407.00 | $ 2,480 | $ 2,480 | Public Relations firm & auditor. |
| 2. Board Members | 0 | 500 | 0 | |
| Sub-Total S | $ 407.00 | $ 2,980 | $ 2,480 | |
| TOTAL EXPENSES | $41,176.99 | $90,186 | $95,505 | |

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND — JANUARY 1983
BALANCE SHEET AND BUDGET ANALYIS, 7 MONTHS
JUNE 1, 1982 - DECEMBER 31, 1982

## BALANCE SHEET, DECEMBER 31, 1982

**ASSETS:**

| | | |
|---|---|---|
| Cash, Republic Bank, NOW Checking | $ 2,833.11 | |
| Merrill Lynch Ready Assets, Savings | 15,839.50 | |
| Short Term, C. D. 's | 10,000.00 | |
| Long Term C. D. 's | 30,283.96 | |
| Special Account, Lubbock | 344.50 | |
| Total Cash | | $ 59,301.07 |
| Stock Portfolio, 12/23/82 | | 21,080.63 |
| Accounts Receivable | | 1,646.76 |
| Pre-Paid Expenses | | 25.00 |
| TOTAL ASSETS | | $ 82,053.46 |

**LIABILITIES AND NET WORTH:**

| | | |
|---|---|---|
| Liabilities: Sales Tax Due | $ 40.61 | |
| Payable to LWV-T | 2,388.70 | |
| Total Liabilities | | $ 2,429,31 |
| Net Worth: Restricted Grants | | |
| Debates/Voters Service | 7,173.44 | |
| Office Equipment | 975.00 | |
| Nuclear Waste | 344.50 | |
| Total Restricted Net Worth | | $ 8,492.94 |
| Local League Funds | | 13,097.59 |
| Endowment Fund | | 26,600.00 |
| Stock Fund | | 21,080.63 |
| Operating Fund (Balance 6/1/82, $(1,227.02) ) | | 10,352.99 |
| TOTAL NET WORTH | | $ 79,624.15 |
| TOTAL LIABILITIES AND NET WORTH | | $ 82,053.46 |

## BUDGET ANALYSIS, DECEMBER 31, 1982

| INCOME | *Budget | Actual | Yet to Come |
|---|---|---|---|
| A. Contributions | | | |
| 1. Unrestricted Fund Raising | $ 7,360 | $ 3,252.37 | $ 4,107.63 |
| 2. Member Contributions | 2,000 | 6,770.03 | (4,770.03) |
| 3. Tributes and Memorials | 150 | 35.00 | 115.00 |
| 4. Restricted Cash, Debate | 50,000 | 9,724.00 | 40,276.00 |
| 5. Local League Restricted | 11,100 | 9,401.99 | 1,698.01 |
| Sub-Total A | $ 70,610 | $ 29,183.39 | $ 41,426.61 |
| B. Interest and Dividends | | | |
| 1. Interest on Savings | $ 5,250 | $ 3,585.19 | $ 1,664.81 |
| 2. Dividends on Stock | 0 | 966.16 | ( 966.16) |
| Sub-Total B | $ 5,250 | $ 4,551.35 | $ 698.65 |
| C. Administrative Fees | | | |
| 1. Local League Projects | $ 450 | $ 667.79 | $ ( 217.79) |
| 2. Grant Administrative Fees | 500 | 312.18 | 187.82 |
| 3. Texas Government Handbook | 0 | 694.50 | ( 694.50) |
| Sub-Total C | $ 950 | $ 1,674.47 | $ ( 724.47) |

*Reflects all budget adjustments to date.

| INCOME (cont'd) | Budget | Actual | Yet to Come |
|---|---|---|---|
| D. Sale of Publications | | | |
| 1. VOTER GUIDES | $ 4,250 | $ 2,811.50 | $ 1,438.50 |
| 2. Public Subscription Service | 1,100 | 1,060.00 | 40.00 |
| 3. Current Issue Publications, | | | |
| (a) Facts and Issues | 1,200 | 0 | 1,200.00 |
| (b) Focus | 1,275 | 0 | 1,275.00 |
| (c) Leader's Guide | 125 | 0 | 125.00 |
| 4. Voter Service Publication | 600 | 0 | 600.00 |
| 5. Publications on Hand | 450 | 1,368.89 | ( 918.89) |
| Sub-Total D | $ 9,000 | $ 5,240.39 | $ 3,759.61 |
| E. In-kind Assistance | | | |
| 1. Outside Professionals | $ 2,480 | $ 0 | $ 2,480.00 |
| 2. Board Members, Unreimbursed Expenses | 500 | 447.00 | 53.00 |
| Sub-Total E | $ 2,980 | $ 447.00 | $ 2,533.00 |
| TOTAL INCOME | $ 88,790 | $ 41,096.60 | $ 47,693.40 |

| EXPENSES | Budget | Actual | Left to Spend |
|---|---|---|---|
| N. Shared Services and Administration | | | |
| 1. Office Overhead | 10,196 | 2,699.94 | 7,496.06 |
| 2. Trustees Expenses | 4,800 | 1,267.00 | 3,533.00 |
| 3. VOTER and Public Relations | 1,520 | 991.54 | 528.46 |
| 4. Mailings | 1,640 | 167.60 | 1,472.40 |
| 5. General Administration | 50 | 2.98 | 47.02 |
| Sub-Total N | $ 18,206 | $ 5,129.06 | $ 13,076.94 |
| O. Public Relations, Unrestricted | | | |
| 1. VS/CI Chairperson | $ 100 | $ 69.81 | $ 30.19 |
| 2. VOTER GUIDES | 4,000 | 3,230.19 | 769.81 |
| 3. Public Subscription Service | 775 | 737.79 | 37.21 |
| 4. Voter Service Publication | 500 | 0 | 500.00 |
| Sub-Total O | $ 5,375 | $ 4,037.79 | $ 1,337.21 |
| P. Program, Unrestricted | | | |
| 1. Current Issue Development | $ 250 | $ 132.93 | $ 117.07 |
| 2. Publications: Facts and Issues | 800 | 0 | 800.00 |
| Focus | 800 | 0 | 800.00 |
| 3. Other | 25 | 157.82 | ( 132.82) |
| Unreimbursed Expenses | 200 | 107.00 | 93.00 |
| Sub-Total P | $ 2,075 | $ 397.75 | $ 1,677.25 |
| Q. Restricted Projects and Publications | $ 50,000 | | |
| 1. Texas Government Handbook | | $ 3,000.00 | |
| 2. Gubernatorial Debate | | 6,908.84 | 40,091.16 |
| Unreimbursed Expenses, Debate | 300 | 340.00 | ( 40.00) |
| Sub-Total Q | $ 50,300 | $10,248.84 | $ 40,051.16 |
| R. Local League Projects and Purchases | | | |
| 1. Projects | $ 8,550 | $ 14,003.42 | $ (5,453.42) |
| 2. Purchases and Nat'l PMP | 3,000 | 1,385.42 | 1,614.58 |
| Sub-Total R | $ 11,550 | $ 15,388.84 | $ (3,838.84) |
| S. Professional In-Kind Assistance | $ 2,480 | $ 0 | $ 2,480.00 |
| T. National PMP for LWV-T MAL's | $ 0 | $ 486.00 | $ ( 486.00) |
| TOTAL EXPENSES | $ 89,986 | $ 35,688.28 | $ 54,297.72 |

Jeanette Vanderwater, Treasurer

DEC 28 1982

Pre-Board Jeanette Davis

Publication Catalog Decision Making Time! Please come with all the info about your pubs. What you want to keep; what you want to discard; what you want reprinted (secure the financing); etc..

NEWS CONFERENCE: There will be a news (press) conference immediately following the board meeting announcing our legislative priorities. Diana, Lois, and Evelyn will be the "leads". All program chairs please be prepared to give more detailed information to the media if needed.

VOTER Pre-Board
Joan Lava

I am not planning to make any changes in the format or appearance of the Texas VOTER at this point, but I have some questions about its purpose. The present Board might want to take some time during this meeting or the next to discuss what it considers the point and focus of the VOTER to be. The new Board might appreciate some experienced views.

Jill Hays' method of having you type in column-widths helped to give a good idea of space use. I will ask you to continue this.

Have patience. I've never even done our local VOTER.

PREBOARD FOR JANUARY JOHNSON

Nothing going on here. Just want you to know I'm still around.

Have received no LL suggestions regarding state bylaws to date (December 17). Nice to know we're perfect. Have indeed received very little on bylaws changes around the state.

Field service folk: one anomaly --Wichita Falls submitted for review bylaws which were adopted May 1982 some of which were deemed to be effective immediately and others "subject to approval of the state board". Interesting.

Dallas toyed with a provision for removal of officers. Talked with their chair, but they've decided not to go forward. Any obvious explanation for this?

REPRODUCTIVE CHOICE AND PUBLIC POLICY

have received no consensus report copies from Texas leagues. In perusing Voters however, the consensus appears to be concurrence with the proposed position in Tx. Have noted that some leagues were concerned by the low number of participants and I am concerned that a few leagues chose a telephone poll of members as their methodology. Curious whether that might change the result.

We're gone Dec 18 to 28 maybe everything will be in the mail stack I find then.

December 20, 1982
Preboard
Beth Brown, Org Veep

Your cards, letters, and phone calls have meant more than you can know or I can express. A heartfelt thank you must suffice. My radiation therapy is over Dec. 23, and I look for better times after that. I plan to be at SB meeting; we shall wait to see what the medical profession and nature have to say about that.

Thank heaven for little girls named Eleanor, Ethel, and Diana. It is they who have kept the organizational flag flying while my mind was concentrated elsewhere. I am current with reading mail and filing, but have done little really constructive otherwise.

I had planned a person-to-person meeting with Montgomery County early in December to get them moving on application for recognition as a local league. I still hope to get there in January to evaluate how they are progressing. President Judy Zirkle is very positive and determined and an experienced leaguer. They are gaining members and doing good voters service and program and generally make me feel good. But I need to get together with them to be sure. I live only 20 miles away; my inability to drive has hampered me. That should be behind me by Jan. 1. The only negative is that I doubt that they will be ready for recognition by convention. I now aim for June 1. If not, the next organization dept. will have the honor.

Eleanor has my report about Pasadena. Helen Hunter and I were hopeful after Helen gave them the full treatment in June, but it now appears that they are not now, nor will they ever be, ready for provisional or local league recognition. In many areas they are doing as much as many small local leagues do. But they simply do not comprehend the structure and organization of a local league, and the old heads are once again prevailing with the old ways. Helen told them what and how to do, they took copious notes, but they are not gaining members and there are grave doubts that a board can be secured by annual meeting in March. Helen and I have no more techniques or tricks to get them moving. Our recommendation is that they be left to muddle along as a state unit. Helen will continue to stay in touch and advise when possible. They are fine representation for the League and are not likely to do harm to our image. Any further progress is entirely up to them.

Way back in June, we organization types set what I thought were modest goals for the year. Montgomery County and Pasadena represented two of them. The other two were (1) a new State Board Handbook, and (2) a new Fundamentals for Local League Boards. The latter has even been promised to locals by convention. My thought had been that a June start would enable us to get them in and out of state office before the legislative session and preparation for convention took priority. I still nurse tiny hopes that the SB handbook can get done in time to be of some value to the next board. There is, I fear, no hope for Fundamentals. Composition by committee takes an inordinate amount of time, and my health emergency didn't help. So much for advance planning and goal setting.

MORE

There is one piece of good news. Eleanor's handbook on discussion units that was mentioned in September will go to locals in the January mailing. Wait 'till you see it!

This is a sloppy and discursive preboard for the simple reason that my life is a mite sloppy and disorganized right now. Gee, how I look forward to seeing y'all again!

FOR: State Board Pre-Board

FROM: Evelyn Bonavita [redacted]

Legislative Secretary

We have a new legislative secretary. Her name is Debbie Morris, and she will start on Monday, January 3, 1983. Her number, which is also the legislative office number, is 472-1156. Debbie has worked in the Austin Public Library until this month; she wants to travel, and thinks she'd need to wait until summer for that so could use a part-time job to tide her over.

Legislative Session

As we are all very aware, January 11, as well as being the first day of the January board meeting, is the first day of the 68th Legislative Session. As they did last time, legislators will be doling out tickets to those friends and supporters who want to attend the opening session. Senator Doggett of Austin has promised to save some for LWV board members who would like to be there, but I must let his office know just how many of us that will be. (I also thought Jeanette Davis might prevail upon Senator Jones once again if all of us want to be there.) Please drop me a note or let the office know right away whether you want to attend.

Legislative Day

The State Bar of Texas has okayed our using the Law Center for our Legislative Day---BUT not on March 9 since it's booked then. We can have it on Tuesday, March 8, which is not quite as good from the point of view of legislators in town but is better than Thursday. I'll ask for a formal moving of the date at the meeting.

Legislative Newsletter--Sample

Even as we speak (as they say on Hill Street Blues) the sample Legislative Newsletter is being folded--all 4,000 copies of it--in preparation for the sticking of non-existent labels on. Today is, incidentally, December 17. By the time you receive this, there will be 4,000 eager, happy LWV members statewide signing their $10 checks for subscriptions. All of here at the office hope there will not be 4,000 eager, happy subscribers because if there are, all of here at the office will be gone. It seems that a 4,000-item bulk mailing that is run off on our mimeograph machine and folded with our folding machine is not nearly as easy as it sounds in the abstract. I'll have a full report later.

BOARD REPORT

Laura Keever

I know that you will all be pleased to know that this will be brief. However, I did want you to know that I made a statement before the Sunset Commission regarding some changes relating to TENRAC, and one of the changes was adopted! It related to requiring the advisory committees to have a balanced representation. It is my understanding that this will now be written into the legislation to be submitted during the session.

I further understand that the nuclear processor-collector industry has formed a group to lobby to change the law we got passed last session (specifically to take out the environmental portions). They are furious with the regulations my committee wrote--which are not onerous, but they do follow the law. So there is no doubt that I will be following that during the session.

Isabelle, I presume that you will be following the solar and conservation legislation (which TENRAC endorsed last week). Let me know if I need to do anything about that.

I hope to see all of you at least the first day of the board meeting, if not the first two days.

LWV of Texas
September, 1980
I. A. 2.
Administration
Action - State
State Board, Capitol Corps

LWV-T Legislative Office
[redacted]

~~POLICY~~ GUIDE FOR LWV-T LEGISLATIVE ACTIVITY

This policy guide is intended to aid the capitol corps, staff, program chairs, legislative director, and others concerned with implementing LWV-T program. Its contents may not be divulged to nonmembers or to the general public. It will be revised before each legislative session. if needed

General Organization

All major policy decisions concerning program priorities and their implementation either during the session or the interim are made by the state board. The making of decisions concerning support of, or opposition to, specific legislation or those concerning strategy is delegated by the state board to a legislative committee composed of the president, the program vice-president, the legislative director, and the program chair concerned. Its decisions are subject to review by the state board.

This committee is also charged by the state board with maintaining an orderly legislative operation to insure a smooth flow of information and coordinated action among the persons involved in legislative activity.

Procedure for scrutiny of, decision, and action on legislation

1. Program chairs may have drafts of bills that may be introduced during the session. They should inform the legislative director that they have the bills so there will be no duplication of effort in securing copies. The legislative director should also know about any state or local League activity or testimony during the interim before legislative committees. Copies of testimony must be sent to the state office.

2. Procedure for new bills or complete committee substitutions that committee chairs have not seen and reviewed:

a. The Legislative office will scan the titles of new bills introduced daily during the session, note those of League interest and ~~obtain~~ send copies to the appropriate program chair.

b. These copies will be sent immediately to the appropriate program chair, who will (by return mail, ~~if possible~~ or phone) identify the bills that must be carefully watched and those that are of low priority. Capitol corps members will be notified about the important bills and will be encouraged to obtain copies and familiarize themselves with their features. They should also seek out, on behalf of the program chair, any available analyses of an important bill, background material such as its legislative history, the identity and strength of supporters and opponents, who is carrying its companion bill, if any, etc. This information should be sent to program chairs as it is obtained.

c. Program chairs must prepare, for important bills, an analysis for [redacted] the executive committee that will be used as the basis for decision making. Make the [redacted] as brief as possible [redacted] It should Make it easy for yourself, but we need the information. This report should include:

(over)

(1) For a complex bill, a section-by-section analysis, if available.
(2) If pertinent, past League activity of support or opposition, as well as its legislative history.
(3) The extent to which it implements or negates League position.
(4) The potential effect of the proposed legislation.
(5) The feasibility of the bill's passage. (Consider its prospects in committee, the governor).
(6) Recommended position:
____Support the bill - full speed ahead
____Support the bill - minimal Action
____Support the bill with amendments. (Write out each League-proposed amendment in full with reasons for advancing it. Describe the means by which it may be introduced -- at a committee hearing, through a particular legislator in committee or on the floor, etc.)
____Support the concept, but not the bill specifically. (Because the League has a strong position on the issue, we might want to support the intent of the bill, even though it does not have even a remote chance of passage. Perhpas a letter from the president to the sponsor expressing this support would be sufficient. This gesture might cause the legislator to vote for bills for which we are actively lobbying. Coordinating follow-up is crucial.)
____Oppose the bill. (actively or minimally)
____No position. Give reasons if pertinent.

Information for Legislative Newsletter

d. Program chairs will read each important bill carefully and, as soon as possible after receipt, write a summary including the following information:
(1) Identification of the bill by Senate or House number, a descriptive title, and its chief sponsor or sponsors.
(2) The problem the bill addresses and the solution it proposes. i.e. a brief analysis of the bill.
(3) Why the League is supporting or opposing the bill.
(4) How the bill fits League program positions.
(5) Amy immediate action to be taken, if any.

This summary may be used in whole or in part in the Legislative Newsletter. It should, therefore, be succinct and written in a form that can be easily used by local League members who contact their legislators. ~~Refer to Report from the Hill for style~~.

Put on p. 6

e. ~~Program chairs and~~ The legislative director ~~are~~ is responsible for maintaining a program item legislative office file for the use of the legislative director, capitol Corps, and program chairs. It should contain all publications, positions, previous actions and testimony regarding that item, and should be updated frequently.

Leg. Dir. job

f. A lobby log should be kept and program chairs, state board members, legislative director, and capitol corps members should note when legislators or other state officials were visited for substantive lobbying or interviews. Substantive notes of any such visits should be put in the program item legislative office file (or the legislator's file).

~~3. Meetings for short-range strategy planning for specific bills will be called by the legislative director whenever necessary and will include, in addition to the legislative director, the appropriate program chair, and the appropriate capitol corps members. Implementation may occur only with the approval of the program vice-president and/or president.~~

Complying with the Lobby Law (Art. 6252-9c, Vernon's Texas Civil Statutes)

Each state board program chair and the legislative director should register as a League lobbyist before the legislative session, even through she may never spend League money in the reportable categories (postage, telegraph, publication, printing, and reproduction, entertainment, gifts and loans) to influence legislation.

The legislative director will decide whether or not individual capitol corps members and the legislative office secretary should register and instruct them accordingly. If they are not registered, they must never spend League money or cause the League to spend money on direct communication with members of the legislative or executive branches of government. If the capitol corps member simply acts as a messenger and delivers material from the program chair to a legislator, the cost of the material delivered (if paid for by the League) must be reported by the program chair.

TO REGISTER

1. Complete registration form as shown on sample (forms and sample at leg.office).
2. Make sure attachments A and B are included.
3. Have signature witnessed by notary public. (Notaries in the Secretary of State's Office will perform this service as long as they are not besieged by hordes of applicants.)
4. File or mail form and attachments to: Enforcement Division, Office of Secretary of State, Capitol Bldg., Austin, TX 78711.

TO REPORT

1. Complete form as shown on sample between the 1st and 10th day of each month the legislature is in session; otherwise, every three months.
2. If you have not been reimbursed for any expenditures made or have not had the state League spend money in the reportable categories, write zeros in the appropriate places.
3. If you have given a member of the executive or legislative branches xeroxed copies of testimony of League publications or any such material for which the League has paid, with the intent of influencing legislation, obtain a statement of the cost of the material from the state office for your files and report it on the form. These expenditures do not have to be itemized, but you should be able to produce the documentation if it is ever requested.
4. If you send a telegram or other written communication to influence legislation, its cost will have to be reported.
5. If you buy a meal for a member of the executive or legislative branches in order to talk about pending legislation, be sure to report it if the League reimburses you for the meal. You never know whether that person will report it under HB 1 or HB 4.
   (HB 1 is an act requiring certain state officers and employees to file financial statements every year covering certain interests, activities, and gifts.)
   (HB 4 is an act requiring disclosure of campaign finance activities of candidates, political committees, and office-holders.)
6. Each report must be notarized before it is filed.

TERMINATION OF REGISTRATION

1. If you do not contemplate any additional lobbying activity after the legislative session, fill out a Termination Notice Form (sample in leg. office) and have it notarized.
2. You will have to file a report covering activities up to the time of termination at the appropriate time.

(over)

## REMINDERS

If you are registered as a lobbyist, you may not go on the floor of either house of the legislature while that house is in session, except on invitation of that house. (Sometimes a legislator may not be able to leave the floor to confer with you, and without thinking, send word that you should come there. Both of you will be in trouble if you go on the floor.)

If you do not file the reports as required, you may have to pay the state an amount three times the amount that would have been reported, plus court costs.

## CAPITOL CORPS

The capitol corps is an off-board committee of the League of Women Voters of Texas. It is composed of League members who live in or near Austin and who have agreed to act as observers and information gatherers for the state board, program chairs, and the legislative director. What the corps accomplishes and reports is often the key to successful League legislative efforts.

1. Corps members will be assigned according to interest to one or more program items. A portfolio of pertinent information (League publications, background material, program positions, previous League action, testimony) is on file for each program area in the League office. Each corps members should become familiar with the material in the portfolio assigned.

2. The corps members' major role is that of observers, attending and reporting on hearings, committee meetings, or legislative sessions. The member not only reports on the substance of the meetings, but also the attitudes shown by the participants, the relative strength of supporters or opponents of bills, the tension at the meeting (or lack of it). Designated League members of the Capitol Corps may act as liaison between the state board and the legislators and their staffs, answering questions or explaining general League position, and may lobby at the direction of the legislative director or program chair. On occasion, the member may be requested to read testimony prepared by the program chair.

3. Another important responsibility is that of gathering information on important bills for the legislative director or program chair. Legislative director and/or capitol corps member will investigate possible sources of such material --agencies, committee staffs, and legislators' offices. This material would include section-by-section analyses of bills, legislative histories of bills (introduced before? same sponsors? previous amendments? supported or opposed by which interest groups? what changes in legislature (including key committees) since last introduction?), copies of companion bills and the name(s) of sponsors. Austin newspapers and conversations with reporters and representatives of other interest groups often yield a great deal of information about the amount of support or opposition a specific bill has. Such information should be given directly to the Legislative office.

PROGRAM CHAIRS

Program chairs may have monitored agencies and worked with legislative committees during the interim, and may have had input into proposed legislation before the session. Their work continues during the session in formulating suggestions for bills, but the primary focus is now on bills that have been introduced. (See Procedure...legislation.)

Program chairs must be thoroughly familiar with the nuances of consensus positions in their assigned program areas, and must be prepared to explain in detail League position with reference to a particular bill. The chairs must keep fully informed about a bill in which the League is interested, and to that end should develop sources of information that are reliable.

Every effort should be made by program chairs to work in Austin with the capitol corps, visit key legislators, meet with representatives of groups with similar legislative goals, try to have input in subcommittee meetings that may be redrafting a bill, persuade a committee to report out a bill favorably, or give public testimony on a bill. They must inform the legislative director about any activities planned and the persons who will be involved. Any public statement before a legislative committee on behalf of the League must first be approved by the president, and/or program vice-president.

Away from Austin, the chairs should check regularly on committee meetings and bill status by calling the legislative toll-free number. They can then direct the capitol corps members to listen or look for specific items of special interest.

Program chairs are responsible for maintaining a legislative office file on their program item for the use of the legislative director and capitol corps. The file should contain all publications, positions, previous actions and testimony regarding that item, and it should be updated frequently.

Background material for the Legislative Newsletter or Action Alerts should be provided immediately upon request by the legislative director. Material should also be provided for use by local Leagues in their community lobbying efforts. The chairs should attempt to be present whenever a local League sends its members to lobby on bills in their areas of specialization.

Copies of statements and/or letters must be sent to the president, program vice-president and Legislative office.

LEGISLATIVE DIRECTOR

The legislative director is responsible for coordinating the various elements of legislative activity; for example, making sure that the means used by program chairs to achieve legislative goals are compatible and that capitol corps members understand the strategy. To accomplish this end, the director must be in constant touch with program chairs and insist that they notify the director about any activity they undertake. The director must be aware of any testimony contemplated and, if possible, should be consulted before it is given.

The director is responsible for the operation of the legislative office and for the performance of the capitol corps and must report, as required, to the executive committee or to the state board. The director supervises the publication of the Legislative Newsletter and the issuance of Action Alerts.

(over)

## LEGISLATIVE OFFICE SECRETARY

The secretary for the legislative office in Austin will be hired by the legislative director for a wage and amount of time specified by the state board. The secretary's duties will be supervised by the state legislative director.

Among the duties of the secretary are the following:

1. General office management
2. Typing stencils, operating mimeograph machine, mailing copies of the Legislative Newsletter, Action Alerts, and any other memoranda that must go to local Leagues or board members from the legislative office.
3. Maintaining files on members of the legislature in the leg. office. Each file will contain the legislator's name, district, Leagues in the district, committee membership, interview forms (if any), newspaper clippings, voting record, and any other information that is available about the legislator. These files are for the use of League members only.
4. Maintaining an accurate file of local League presidents and legislative chairs, their current addresses and telephone numbers.
5. Maintaining a file on legislative programs of other organizations with names of individuals to contact.
6. Helping to keep the legislative director, capitol corps members, and program chairs advised of committee hearings, and anticipated floor action on specific legislation, and making assignments for observing if necessary.
7. Working with the legislative director, the secretary will help keep track of legislation introduced that may be of interest to the League, get copies of the legislation if possible, and maintain status records on legislation of League interest.

## LEGISLATIVE NEWSLETTER

The legislative director may delegate the editing and make-up of the newsletter, but must check content for conformity with LWV policies.

Brief summaries and descriptions of the legislative progress of a bill may be printed including accounts of League activities to modify its contents. No designation of League support or opposition to a bill or to an amendment should be published until the ~~executive~~ legislative committee has acted.

Insert info from p. 2

~~Frequently the content of a bill changes so radically or swiftly late in the session that a summary and comments by program chairs are impossible to obtain. The newsletter may use material from other sources such as newspapers if they are credited properly~~.

If the League withdraws support of a bill it previously supported, the change should be reported immediately. If a decision to support a bill is reached only after a bill has passed (because League-supported amendments have been included), an explanation should be given in the final issue of the newsletter.

The Legislative Newsletter is funded in part by the state League and in part by subscriptions of ~~$7.50~~ $10.00 per session. The legislative director must keep a careful accounting of the costs of production and mailing and report to the state board. Frequency of publication is determined by the legislative director in consultation with the state board.

Action Alerts:

Action Alerts calling for immediate response by local Leagues may take three forms:

1. Inclusion in the Legislative Newsletter;
2. Special emergency mailing to LL presidents;
3. Emergency telephone calls to certain LLs whose legislator may hold a swing vote.

committee director then consults with VP & Pres. to

After consultation with the program chairs ~~and corps member(s)~~, the legislative ~~director~~ determines the form of the Alert and the nature and amount of background information needed for response. Preference is given to priorities set by the state board unless an exception is granted by the executive committee. (Program chairs who contact local Leagues on their own initiative must keep the legislative director informed.)

Action Alerts should:

1. Be as specific as possible
2. Be on readily identifiable (conspicuous) paper or letterhead
3. Have a good explanation of points to be made
4. List legislators of specific committees pinpointed for lobbying (if applicable).
5. Remind where copies are to be sent
6. Have a tear-off to return to State Office in case a call or telegram was sent.

The legislative director is responsible for instructing and reminding local Leagues that they must respond to Action Alerts in some way:

1. If a legislator is contacted by letter, a carbon copy of the letter must be sent to the legislative office. In any case, the tear off must be returned to the Legislative office.

NOTE: Provisional Leagues do not respond unless they have received prior approval from their advisors.

complying w/ lobby law
Legislative Office job descriptions

Send to Catherine by Oct. 14 if not sooner - rest of committee by a week later - Lois & Jan Albers

LEGISLATIVE INTERVIEW - FORM II

LWV of Texas
October 24, 1980
LL Pres. Mailing; MAL
K. A. 2.
Action - State

Return to: LWV-Texas [redacted]

This form is designed to guide you in interviewing your legislators about prospects for legislative action on state program items during the 67th session of the Legislature. It is not for publication; do not give or mail form to the legislator. Deadline for returning is January 31, 1981.

Name of Legislator_____ Party_____

Senate or House District No._____ County_____

Format of Interview_____
(Reception, coffee, lunch, office, etc.)

Local League(s) Participating_____
(Omit if a member at large

_____ Number present if a meeting_____

1. What problems, if any, do you see with redistricting?

2. Would you support legislation to provide funds for development of community-based correction programs as alternatives to imprisonment?
If yes, do you have a preference as to the type(s) of program(s)?

____expanded use of probation
____expanded use of parole
____court residential treatment centers
____work release programs
____alcohol and drug treatment centers
____halfway houses
____community service programs
____other, please explain

If no, why?

3. What do you think are the most pressing problems in the area of public school finance, and how should the state address them? (I.e., recent court decisions re: taxpayer equity, integration, illegal alien education; teachers' demands for increased salary.)

4. What should the legislature do to encourage the reuse of municipal and industrial waste and to assure safe disposal of hazardous waste?

- more -

Legislative Interview Form (cont.)

5. Would you support legislation to permit the sale of state tax-exempt bonds to finance low-interest loans for residential and commercial solar energy devices?

6. What are your personal legislative interests or goals for the 67th session?

---

If you have enough time, ask the legislator the following questions:

a. Would you support Texas' ratification of the DC amendment?

b. Would you support or oppose legislation to provide for a statewide juvenile probation system? If so, what kind?

____combined with the Texas Youth Council (TYC)
____combined with the Adult Probation Commission
____a separate juvenile probation commission
____other; please explain

c. What are your views on Texas' water problems and what do you think are potential solutions?

QUESTION TO BE ANSWERED BY THE INTERVIEWER:

What other information did you gather from this interview?

Signed _____ _____
Portfolio

LWV of _____

Brief yourself on the issues before the interview.
Write up your report as soon after the interview as possible.

# DEBATE 82

League of Women Voters of Texas
Education Fund

[redacted]

September 1982 Preboard

FROM: Joan Lava

The situation re the debate is about the same: date, time, location.

However, the candidates have not agreed to let us put out a news release until some more issues are resolved, audience size for one.

The Texas Association of Broadcasters has, however, sent a notice to AP/UPI telling the stations about the debate and general details so the stations can begin clearing the time. More detailed information will be going out in the TAB regular mailing (about Sept. 10) and we appreciate the association's help with this.

We have almost come to an agreement on our contract with TM. There, too, some fine tuning has been done.

If you have time, or can find a League member in your area who has time, it would be of great help to call the stations in your area to encourage them (probably it will narrow down to one station in each market) to carry the debate. You can give general information and refer any debate questions to me via the state office, and any technical questions to KVUE in Austin (KVUE phone: [redacted].

A letter will be going out very soon to the advisory committee updating them and asking them to lend verbal support.

PLEASE CALL ME WITH ANY PANELISTS/MODERATOR SUGGESTIONS NOW. WE WILL BE WORKING ON THIS NEXT.

LWV-TEF

LOCAL LEAGUE PROJECT REQUEST

LWV-Corpus Christi plans to publish a Voters Guide for state and local candidates prior to November general election.

Local Voters Guides will no longer be a joint project of Caller-Times & LWV-CC. They plan to purchase a set of negatives from LWV-TEF and prepare four pages on local candidates. Above to be combined in a 12-page Guide printed by a local firm. They plan to distribute with help of local media publicizing central pickup locations.

Anticipated completion date: Oct. 11.

Project Director: Nita Clark, [redacted]

Budget: Income from LL Ed. Fund money on deposit: $982.00

Expenditures: Printing $912.00
Purchase of negatives from TEF 70.00
$982.00

The Dallas Morning News Sunday, August 22, 1982

# New director to supervise budget board

By Sam Kinch Jr.
*Austin Bureau of The News*

AUSTIN — Hardly anyone outside the circle of state officials, bureaucrats and lobbyists who deal with the Legislative Budget Board directly knows the man who runs it.

Yet the powerful board has the most responsibility for recommending the amount of money each state agency receives from the Legislature.

And now there's a new man in charge.

James P. (Jim) Oliver, 47, will become director of the Legislative Budget Board Sept. 1, supervising a staff of 55 with a budget of $2.4 million and reconciling the desires of 250 agencies with the politics of 181 legislators.

Not bad for a Caldwell, Texas, man with a BBA degree who, at 23, found himself in 1960 faced with the choice of moving to Chicago or finding another job.

Oliver was running a natural gas pipeline in the Cut 'n' Shoot-New Caney area of East Texas. The new job found him by telephone as he was on his way out of the plant to a bowling party.

"Vernon McGee had seen my resume at the University of Texas," Oliver said. "The idea of going back to Austin was attractive, but I'd never heard of the Legislative Budget Board. McGee is a very impressive and persuasive man, and he talked me into it — almost with that one call."

The timing was important. In 1960, the Legislative Budget Board was just over 10 years old. McGee, the first board director, recalled that he had a staff of "just five or six (budget) examiners." The entire 2-year state budget wasn't more than a major state agency eats up in a couple of weeks now.

The budget board, although small, was disproportionately influential. The board came into existence as one of a number of 1949 reforms designed to provide more independent sources of policy-

See BUDGET on Page 12AA.

# Budget board gets new chief

Continued from Page 1AA.

making information for legislators.

By 1966, McGee and the board were deemed a too-powerful influence on state government, and McGee's 2-year contract as director was not renewed. Ben Barnes, then House speaker and later lieutenant governor, engineered the coup. But Gov. John Connally was widely viewed as the instigator.

McGee went on to a long career as a management consultant, returning to state government occasionally — and briefly — to help solve specific problems.

In McGee's place, the 10 lawmakers on the budget board named Thomas M. (Tom) Keel, a less outspoken and perhaps more diplomatic man who had been McGee's deputy. Oliver, then the chief examiner, was elevated to Keel's job as deputy.

Between 1967 and 1982, of course, state government went through a series of major changes: The War on Poverty and other Great Society programs pumped billions of federal dollars into Texas; rapidly rising oil and gas prices, along with a boom in migration to the state, provided the money and the demand for more and more varied state services; a mushrooming state bureaucracy developed its own momentum as a lobbying force.

As state revenues doubled, then tripled and doubled again — almost entirely without new taxes — the importance of the budget board multiplied, too.

The board originally was conceived as a central gathering-place for information about the needs of state agencies for appropriations. As it evolved, the board became a generator, rather than a mere receptor of budget data.

Within the past decade, the budget board has assumed a variety of responsibilities. It designs the form in which agencies submit their budget requests and holds hearings with the governor's budget office on the justification for the requests.

The board staff makes recommendations to the 10-legislator board for what should be in the budget, and it provides staff assistance to the legislative committees that work on the budget.

The board also tells legislators what a proposed bill is going to cost the state (or cities or school districts) and how much they can spend without violating the constitutional section that limits the budget to the growth of the Texas economy as a whole.

It monitors the appropriations conference committee, so that final, precise budget figures are ready for the comptroller to make sure the budget doesn't violate the constitutional "pay-as-you-go" provision.

When the legislators leave Austin, the board oversees the agencies that spend the money. Before the next budget cycle, the board also measures how effectively state programs are carried out and whether the programs are needed.

With Keel "retiring" as board director to become fiscal chief for the University of Texas System, Oliver steps into the $60,000-a-year post.

Oliver, a soft-spoken, diplomatic man with a subtle sense of humor, has the distinction of being the first budget board chief also to have run the governor's budget office. Oliver's 4-year tour of duty with former Gov. Preston Smith included broad exposure to program development in such diverse areas as health, criminal justice, local government, the aging and traffic safety.

Keel summed up Oliver's background: "He's trained for this job for 22 years."

Oliver is modest about the importance of his new job.

"I think sometimes you (news media) exaggerate the influence of the LBB staff, because it is by no means the final word on budget matters," Oliver said. "I think it's fair to say that the (legislator) members of the LBB are much more important than the staff. And unless you follow the whole process, year-around, you don't realize that there are literally thousands of changes in fine-tuning, that there's an opportunity for anybody in the Legislature to change it if he wants to and can get the votes."

Out of millions of items in the budget board staff's recommendations, however, only a relative handful are altered in the budget process. That's power — particularly when you're talking about $1,800 or $2,000 in state money spent for every man, woman and child in the state.

To: State Board Preboard
From: Lois Carpenter Sept., 1982
Subj: Program

You may recall that at the June board meeting we discussed having someone from the Legislative Budget Board come to the Sept. meeting to visit with us about state budgetary procedures and the LBB. This month it was announced that LBB Director Tom Keel is "retiring" to become fiscal chief for the UT system and that Deputy Director Jim Oliver will take over as the new Director on Sept. 1. We have therefore invited Oliver to be our guest on either Tues. or Wed. afternoon and anticipate that he will be able to do so. Accordingly, I am asking Joann to copy and distribute with the preboard a recent newspaper article about Jim Oliver and the LBB for your background information.

So far I still agree with the June 6 "Austin Report" that ". . .the 1983 legislative festivities will be marked by increased partisan squabbling and more concern over money." Politicians and candidates keep talking about major issues being water, crime, energy, education, etc. But solving any of those problems hinges on the availability of money. Furthermore, when the question being considered involves dividing the financial pie, there is going to be squabbling--partisan or otherwise. If any of you are hearing anything different, Evelyn and I would like to know!

Final decisions need to be made at this meeting on our legislative priorities. Then we must decide wh at we want printed in the legislative priorities flyer and what issues will be pushed with advocacy papers. Please, all program directors who want one of their items to be a priority, come to this meeting prepared to made a case for your issue. Off-board associate directors, if you have not already sent in a preboard pleading your cause, send in something that can be distributed at the board meeting.

At the June board meeting we decided on how we would divide the LWV-T program action budget item (T.2.), an amount of $2400. (That is $450 more than alloted for the 1981 session.) Our decision was as follows:

| | |
|---|---|
| Water (Catherine) | $380 |
| Energy (Isabel and Laura) | 380 |
| Administration of Justice (Lois) | 380 |
| Human Resources (Barbara) | 380 |
| Women Under Texas Law (Lavora) | 280 |
| Modernizing State Government (Lavora) | 100 |
| Solid & Hazardous Wastes (Dee and ??) | 200 |
| Government & Voting Rights (Lynne) | 100 |
| Prop. Tax Reform, Financing State Govt, Public School Finance (Jan A.) | 100 |
| Air Quality (Meg) | 75 |
| D.C. Voting Rights Amendment (Mary) | 25 |
| TOTAL | $2400 |

We may want to reconsider these amounts for several reasons:

- .Barbara's ballot-issue item with extra costs, such as sending out the slide show, is going to need more
- .I should need less for AJ since I already have a $750 V-P budget which is $200 more than Prog. V-P had for the last session
- .Now that we have Mary Holt (Yeah!) to work on the D.C. amendment, shouldn't we provide her more than a pittance?

.There is no one covering hazardous waste now--but we probably don't want to give up on that entirely
.All of this will be affected by the priorities we select

I will send out information for the local Leagues on program making in the Oct. 1 mailing. Do any of you have suggestions of lively issues we might mention? Jan Albers has already suggested redistricting. Any others?

Please come to the meeting with your suggested questions for legislative interviews and suggestions for changes in the legislative action guidelines--see Evelyn's preboard.

With high hopes for no more surgeries, backs out of kilter, or family emergencies within our "sisterhood," I expect to see all of you, hale and hearty, on Sept. 13.

SEPTEMBER 1982 PREBOARD

From: Catherine Perrine
Re: Water and other matters, including Amendment No. 6

Time does not allow the recounting of the various meetings, reports, and recommendations that have occupied my summer, as revisions of the Texas Water Plan creep toward the Governor's before-the-legislative-session deadline. The Governor's Water Task Force will be meeting on September 2 to consider the recommendations proposed by the "issues" committees, and TENRAC will consider these recommendations on September 15. (I plan to play hookey from State Board meeting to attend the latter meeting.)

Needless to say, I recommend that water legislation be a priority item for the coming session. Lots of positive ideas about better management and conservation of water are surfacing, and now is the time to capitalize of these.

About Amendment 6: This is the amendment that increases the maximum interest rate on state bonds to 12% (the present limit is 6%). It would affect bonds already authorized, but unissued, for water development, water quality, park development, and student loans. The largest amounts are the water bond authorizations ($219 million).

Those of you with long memories may remember that our Advocacy Paper on water issues for the last legislative session recommended increasing the interest rate on these bonds so that they could be sold under current bond market conditions. The Water Development Fund, when used with discretion as it has been in recent years, serves a very useful function in facilitating such projects as wastewater treatment and water supply facilities for small towns that have difficulty marketing their bonds on the commercial market. Our support position derives from our water quality positions.

My recommendation is that we SUPPORT AMENDMENT NO. 6, notifying local Leagues of the reasons and issuing at least one press release. But not another major campaign, please. Keep the spotlight on Barbara and the needs of the state's children-in-poverty.

Aug. 16, 1982

PRE-BOARD REPORT
LSG JUDICIARY
SELECTION OF JUDGES
LAVORA S. ARIZAGA

We reached our consensus on the selection and tenure of judges in 1965. I didn't understand then and I still don't understand why the study was restricted to appellate judges. In Beaumont we thought that the arguments for merit selection and non-partisan elections were equally as good for district judges as for appellate judges. However, the questions related to appellate judges so we answered them that way. In these many years since our consensus all the bills and constitutional amendments ( or nearly all--I'm not <u>really</u> positive) that have proposed merit selection for judges include district judges and we have supported them usually making it clear that our position was in support of the plan for appellate judges. When asked why we were not speaking in support of the plan for district judges as well our response was that it was not that we were opposed but only that our members had not addressed that particular point. (I found it rather embarrassing to do that, particularly since even by the time of the constitutional convention it had been ten years since we had reached our original position.)

I propose that we, the state recommend to the Local Leagues that we drop the word "appellate" from our position on judicial selection and tenure, because I really believe that would reflect our position more accurately. If, of course it doesn't, we would hear about it from the local leagues.
I would like a little time on the agenda of the September board meeting to discuss this.

August 30, 1982
Pre-Board
Eleanor Sutherland

SEP - 1 1982

Re: Plans for State Convention/Dallas '83

Pat Sabin has investigated options in events which can be planned around the convention in Dallas, with particular emphasis on any Friday a.m. and p.m. socializing and entertainment.

North Park Inn (convention hotel & site), luncheons, $7.80 to 10.20 (grat. & tax included)
dinners, $9.54 - $13.75 & up

Dallas planned tour via Dallas Transit Service buses, leased by the hour, 50-person capacity, price later. Current plans for the Dallas League are a housing tour with a stop for lunch midpoint--will confer with tour planner about this before board meeting.

"Advice to Women", an hour-long program containing writings from Shakespeare to Ann Landers--song, poetry, dance and drama--addressing the subject of how women are supposed to behave. This is $3.50 per person and can be performed in a place with a catered supper. Has had excellent reviews. Produced by Theatre Three, Dallas.

Catered supper at a site within walking distance of Northpark Inn, $6.50 - $8.50 includes the banquet room and space for the performance.

Pat Sabin's suggestion for Convention Events Agenda:

Friday morning: Free time to take North Park Inn vans and investigate Northpark Mall (Neiman Marcus, Lord & Taylor, Joske's, Penney's, Crate & Barrell--newest shop, et al.). Or walk next door to Caruth Plaza (Abercrombie & Fitch, Koslow's Furs, many attractive eateries)

optional tour

~~Friday~~ Sat. evening / Fri. evening / tender / on your own: Board buses early evening (shortly after adjourning plenary session) for quick tour (housing & preservation areas?) & return for catered meal and entertainment. Alternative is a catered dinner at Aldredge House in the historic Swiss Avenue district and return for caucuses.

Saturday noon: ~~Free time for lunch on your own.~~ Keynote speaker

Saturday evening: President's reception around outdoor pool--free beer, cash bar, followed by nice dinner/banquet at North Park Inn.

Plan for P.R. advantage by having well known speaker--get good local attendance and statewide coverage by the media.

The swimming pool at the inn is out doors. ~~The site is removed enough from highway and other impediments so that walking is possible, including the return trip from the place where the "Advice to Women" performance would be held.~~ Non-walkers can request the North Park Inn van for pickup.

The Dallas League's convention committee has not met to date, but will have firm estimates about all of the above as soon as possible, giving us a budget which will set out fees, etc.

TO: STATE BOARD and FIELD SERVICE REPS ONLY
FROM: Ethel Sturgis, FSD

Pre-Board
September 1982

1. Please bring to the board meeting my "Report on Field Service Meeting" (yellow sheet, dated July 1982), and the "I Wish the League Would" pages (the part of the Council minutes you received at the June board meeting). Beth has agreed to discuss with the organization corps the suggestions relating to Organization in both reports, and then present to the board the committee's recommendations, requesting approval when required.
2. Only San Marcos and Edinburg/McAllen have been authorized to reduce their VOTER mailings, thus only selected board members will be receiving them through S.O.
3. Leaguers seem to have had an unusually busy summer! FSRs have either not tried or not been able to reach a number of local Leagues as of this writing, but contact will have been made with all LLs within the next two weeks...However, Field Service has handled board training for 10 Leagues, with training dates set for El Paso, Gainsville, Waco, and Wichita Falls in September or October.
4. Field Service has its bright side--watching Leagues develop creative ways to increase membership and solicit support--, and its discouraging side--noting that one third of the LLs prepared a calendar that omitted state &/or national study items, and an equal number adopted a budget with incorrect PMP figures!
5. I will miss seeing you all at the board meeting, but the scenic Black Hills and Mount Rushmore will do well as a substitute!

## UPDATE ON LOCAL LEAGUES

AMARILLO: Registered displeasure that none of the PR workshops were scheduled on weekends.

ARLINGTON: Planning two candidates' rallies--the usual that covers U.S. Representatives, state legislative races, etc., and a "Judicial" rally that will cover races for state Attorney General and for the district and local judges in Tarrant County.

AUSTIN: Voted at annual meeting for a membership study to "consider the expansion of the community basis of the LWV-Austin".

BAY AREA: Considering a new unit--Galveston County to include Dickinson and League city.

BEAUMONT: Probably will not participate in Public Policy on Reproductive Choices study.

CORPUS CHRISTI: Rowena trained program people in June. Margie and Pauline handled other training earlier...Problems with newspaper over Primaries Voters Guide appear to be resolved--thanks to Margie.

DALLAS: Presented a Certificate of Appreciation for "exceptional and distinguished volunteer service" by Governor Clements, 4/22/82. (SPOTLIGHT column, please)... Myrtle trained 8 new "dynamic board members" (her quote) in August...League has had major problems with their finance drive the past few years...League is working with cable company to present numerous candidates' forums prior to the November election.

DENTON: Polly and I trained this board in June; included a goal setting session. One objective they selected was to provide some Voters Service in Lewisville where they felt it was much needed, and they will try to establish a unit there. This League surpassed their finance goal, is in GOOD shape, and in GOOD hands.

EDINBURG/MCALLEN: This Valley League lives! In August, I trained this small but excellent board--all of whom work...They selected VIM (Visibility, Information, Membership) as their goal, and worked on related objectives and strategies, ie: membership objective--12 new members by 1/1/83 (from 30 to 42); strategy--"Each one reach one". Their major stumbling blocks related to 1.) understanding League

processes in general--integrating state and national studies into their calendar and budget, when and where to look for deadlines, etc., and 2.) figuring out how to keep their League workload within bounds...Wish them well!

EL PASO: Leaguers registered voters, provided information about League for one day at Dalton's Book Store. Shared profits; netted $300! (President's Letter, please)

GALVESTON: Successful membership cruise of Galveston wharves...Set up booth for two day Freshman orientation at UTMB to register voters and provide information about LWV (for SPOTLIGHT or President's Letter--probably latter; they have had their share in the SPOTLIGHT column)...LWV-G pays for board lunches at annual meeting.

HOUSTON: Policy change deleted the requirement that a board member resign if running for partisan political office!

IRVING: Myrtle provided two hour nuts and bolts training in August...League slow getting started this year...President, as individual, appeared before IISD & wrote city council. Board asked her to "limit her public statements and letters to items which the LWV-I has studied and on which we have reached consensus". She said she could not promise to do this...LWV planning candidates' forums on cable this fall.

ODESSA: I sense this League needs some strengthening...Polly has not been able to reach president...Look for report in November pre-board.

PEARLAND: Rowena indicates this League doesn't seem anxious for a visit from FSR, but she feels a visit is needed and will try to arrange one...This League worked one day at Recycle Center, received 80% of proceeds made that day. (SPOTLIGHT, please)

PLANO: Rachel and I spent a full day training individual board members...President is planning to contact area suburban Leagues with the idea of approaching the Dallas Times-Herald to publish a shared Voters Guide for suburban Dallas Leagues...Local newspaper is VERY anti-League and sometimes causes this League much grief...League is in GOOD shape, with excellent leadership.

RICHARDSON: Won 3rd place award in LWV-US Program Making Contest (SPOTLIGHT item).. Created a RICHARDSON RESIDENTS' GUIDE TO THE PRIMARIES that included polling places, races applicable to Richardson residents, etc.; distributed 4000...July VOTER included list of unsuccessful finance calls! Rachel trained total board one evening.

SAN ANTONIO: Pauline visited a board meeting in May and provided a mini-training.

TARRANT COUNTY: Overall in good shape, but there are some administrative problems--ie: slow and minimal dissemination of information and material from state and national; lack of board training for new members...New board has creative ideas... On-board Voters Guide chair is Rachel Gooch's son!

TYLER: Rachel trained board in July. She reports their strengths include: willing, experienced leadership which trains new leadership; a diversity of membership including blacks and men; a strong sense of purpose; growing membership resulting from dinner meetings, Saturday brunches in private homes, frequent blurbs on local radio. Weaknesses: League feels outside the power structure in a very conservative community; League seems to lack community recognition; no regular finance drive because of active opposition from strong former president (but they do compensate for this); small membership...They are interested in producing their own membership slide show.

VICTORIA: I, unexpectedly, trained this board en route to Edinburg/McAllen; six attended on short notice! We discussed their problems--deficit spending being one of them--and set some plans for improvements. Their eager membership chair will help them grow, and I envision a brighter future for this League.

Preconvention Board Meeting
Thursday, April 11, 1985
Forum Room, Austin Hilton Inn
[redacted]

1:00 P.M.

Please arrive in time to start at 1:00 P.M.

LWV-Texas
April 3, 1985
Preboard Report

Room assignments:

Suite: Carpenter/Sutherland/Sturgis/~~Lovelace~~ 916 Sheridan (1st night) – 914

Doubles: McMahan/Vanderwater – 407 Perrine/Arizaga – 601 Cummins/Davis – 410
Bonavita/Gooch – 401 McCormick/Sheridan 9 Ferstl/Rodgers – 612

Single: Smith – 175

Without Jan Albers and Margie, the ranks are down to only 16. Franci is paying the extra half of a single room. She needs to study for a Saturday A.M. exam. Convention absences will include (and, I hope, be limited to): Franci Saturday morning; Sondra must leave shortly after the Saturday luncheon for a district Toastmasters competition in Plano; Rowena must leave Saturday evening in order to drive to Corpus Sunday on some church business.

Dinner on Thursday night is being provided by the Austin board and will be held in Joan Lava's lovely new home at [redacted] Maps will be furnished at the board meeting.

We indicated some months ago that we would decide at the preconvention board meeting on the Council '86 location. Invitations have been received from Galveston, Brazos Co., and El Paso. Invitations for Convention '87 have come from Tarrant Co. and El Paso. Houston also plans to issue an invitation, but we have nothing in writing yet. (Houston had invited us two years ago, too.) El Paso wants us for EITHER Council or Convention--not both.

None of the council locations is easy to get to. Membership in these Leagues is: Galveston--68; Brazos Co. --122; El Paso--89. We had convention in El Paso in 1975, and Council in Galveston in '74, I think. If we have ever had either one in Brazos Co., I am unaware of it. We will have board members from both Brazos Co. and El Paso in this biennium.

The LWV of Pennsylvania is recommending to the LWVUS Nominating Committee Nancy Neuman for the next LWVUS President. Do we want to consider endorsing this? Other suggestions for national officers?? Remember, we are already recommending Betty, Diana, and Ethel as board members.

Jeanette Vanderwater will take convention minutes and write them up. She needs an assistant at her elbow. Any volunteers? Myrtle will take board meeting minutes. Bless them both!!

We have received a proposal from Carol Kallendorf, Ph.D., of Kallendorf Communication Services in College Station. She would like to present a two-hour writing workshop at the June board meeting. Objective: Give LWV-T leaders concise and practical guidelines for improving their writing. Format: Combination lecture and discussion, with liberal use of examples to demonstrate essential principles of clear writing and careful editing. Material: Bound volume for each participant, to include outline of workshop information, guidelines for clear and concise writing, editing tips, and short exercises for additional practice. Topics: How to avoid jargon, write a clear and direct sentence, eliminate wordiness, and more. Cost: $230 which includes workshop, materials, and travel expenses.

- more -

Carol K. presented her proposal in writing and in person to Joann, showing Joann the kinds of material she uses. I have visited with her on the phone. Joann and I strongly recommend this.

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THIS IS JEANETTE DAVIS' PREBOARD:

Contributions received since last board meeting:

| | | |
|---|---|---|
| Tracor | TEF | $400 |
| Western Marketing | TEF | 100 |
| Southwestern Bell | TEF | 500 |
| Tandy Corp. | TEF | 2000 |
| Gulf States | T | 1000 |

Requests are out to: Ralph Rogers, Texas Industries Foundation
Dresser Foundation
Kempner Fund
Texas Utilities

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VARIOUS THINGS:

Margie appended this note to the minutes when she sent them:

> Please add a note when the minutes go out expressing my thanks for the very full notes and close attention to the tape recorder. It made the transcription easy. I loved the personal greetings recorded, too. I truly missed being there and I'm sorry to miss Legislative Days also.

* * * * * *

BEFORE you arrive in Austin, please let the state office know what supplies you may need, if any. Joann plans to pretend she is out of town with no access to the supply cabinet.

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If you have large manila envelopes in A-1 shape, please bring them to Austin. The office is out of envelopes to recycle, and those large ones cost us 9¢ - 15¢ each, depending on the size.

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**AGENDA**

**Thursday, April 11, 1985**

**1:00 P.M. LWV-T PLENARY SESSION**

- ✓ Minutes
- ✓ Treasurer's Report
- ✓ Budget Adjustments
- ✓ President's Report
- ✓ Recommendations to LWVUS Nominating Comm.
- ✓ Council '86 Decision – Brazos Co.
- ✓ Legislative Days Evaluation – Beth Brown money decision for June
- ✓ VOTER Assignments
- ✓ Review of Convention Timed Agenda (to be distrib. at bd. mtg.)

**4:00 P.M. TEF PLENARY SESSION**

- ✓ Minutes
- ✓ Treasurer's Report
- ✓ Development/Capital Fund Drive
- Local League Projects:
  - ✓ --Ratify mail approval of Richardson's and Irving's
  - ✓ --San Antonio, November VG--no TEF name. Withhold funds?
  - --New projects:
    - ✓. Tarrant Co.
    - ✓. Corpus Christi
  - ✓ --Reports on projects approved in January?

VOTER – May 1

Human interest on leg. – story of a bill? – EB

Convention re-cap – Lois

Presidents remarks to convention – excerpts – Lois

Appointed directors – Lois

Spotlight on LL's – Rachel

Approval of sale of mailing labels to Council on Family Violence – Lois

Capital Fund Drive – Betty Anderson

Old members – Myrtle

New state units or provisional? – Ethel

Contributions – Jeanette Rivers

TREASURER PRE-BOARD JEANETTE VANDERWATER
APRIL 1985

The financial reports were done on March 29 and represent 10 months of the fiscal year. Ledger lists have been mailed to the vice-president's and to Lois. Be sure to check these to see that all postings have been done correctly. The same computer printed reports (balance sheet/budget analysis) will be distributed to the local league president's at convention. A one-page graphics showing estimated income and expenses for the fiscal year will be distributed to all convention delegates. You may get some questions. Try to answer as many as you can. Refer any questions you can't answer to me.

CHANGE IN TREASURER'S IN JUNE

I will ask Joann to get signature cards and we will try to sign them between June 1 and June 5. If we can do this, then Myrtle will be able to pay your expenses at the June board meeting. I plan to attend that meeting just the first day so that I can bring the new board up-to-date on what the financial situation looks like at the end of fiscal 1984-1985.

I would like to close the books for fiscal 1984-1985 on June 20, 1985. If you have expenses that should be included in this year's books, but will not receive the bill until after the end of the fiscal year, try to get an exact amount to me by June 20. If that is not possible, then the bill will have to apply to the 1985-1986 budget year. This should be no problem unless the expense is fairly high. Let me know about all these late bills before the end of the fiscal year.

FINANCIAL SITUATION, LWV-TEXAS

It really looks OK if the rest of the fund raising comes in, we need another $2500.. There are a few other areas that you need to be aware of. The income from the Legislative Newsletters fell short by $560. Will the expenses also fall short? The expenses of the office and for some of the administrative lines will go over. We have done very well on board meetings, which should help to compensate for the problems in the office and administrative. The TEF reimbursements seem to be running low in both organization and the Voter. The office overhead reimbursement also seems to be running low.

FINANCIAL SITUATION, LWV-TEXAS EDUCATION FUND

Again, it really looks OK if the rest of the fund raising comes in. We need another $4000 from all unrestricted sources after all the sharing has been taken out. The "When You Go To Austin" spent $253 more than was in the Texas Monthly and the contributions received for it. To make the books tidy, can we move $253 from unrestricted reserves to restricted?

| Office Fund Income | | Office Fund Expense | | On Hand | |
|---|---|---|---|---|---|
| Rent, Cap Ex Serv | 1,061.16 | Down Payment | 35,920.62 | Decorating All. | |
| " LWV-T | 1,460.00 | Condo Dues | 501.29 | | 15,070.00 |
| Contributions | 59,100.50 | Insurance | 332.50 | Available to Pay | |
| | | Ad to rent 105 | 164.50 | on Loan | |
| | | Fund Raising | 3,064.42 | | 7,894.25 |

# LEAGUE OF WOMEN VOTERS OF TEXAS

## BALANCE SHEET MARCH 31, 1985

### ASSETS

| | | |
|---|---|---|
| M1A | AUSTIN NATIONAL BANK CHECKING | 2950.88 |
| M1B | OFFICE ACCOUNT | 300.00 |
| M1C | PETTY CASH | 30.00 |
| M1D | CONVENTION ACCOUNT, AUSTIN | 500.00 |
| M2A | MERRILL LYNCH READY ASSETS | 15042.09 |
| M2B | LONG TERM CERTIFICATE | 10914.75 |
| M3A | ACCOUNTS RECEIVABLE | 44.40 |
| M3B | TEF RECEIVABLE | 3383.96 |
| M3C | OTHER RECEIVABLE | -0.00 |
| M4 | PRE-PAID EXPENSES, 1985-86 | 67.00 |
| | TOTAL ASSETS | $ 33233.08 |

### LIABILITIES AND NET WORTH

| | | | |
|---|---|---|---|
| J1A | SALES TAX PAYABLE | | 35.91 |
| J1B | PAYROLL TAXES PAYABLE | | 607.42 |
| J1C | OTHER PAYABLE | | -0.00 |
| J2A | RESERVE FUND | | 15000.00 |
| J2B | ENDOWMENT FUND | | 2000.00 |
| J3 | PRE-RECD INCOME(1984-85) | | 0.0 |
| J4 | PRE-RECD INCOME(1985-86) | | 0.0 |
| K1 | OPERATING FUND, BAL JUNE 1, 1984 | 9363.52 | |
| | INCOME LESS EXPENDS | 6226.23 | |
| | OPERATING FUND MARCH 31, 1985 | | 15589.75 |
| | TOTAL LIABILITIES AND NET WORTH | | $ 33233.08 |

### BUDGET ANALYLSIS JUNE 1, 1984 THROUGH MARCH 31, 1985

| | | BUDGET | ACTUAL | REMAIN |
|---|---|---|---|---|
| | INCOME | | | |
| A1 | LOCAL LEAGUE PER MEMBER PAYMENTS | 31790. | 31238.97 | 551.03 |
| A2 | MEMBERS JOINING NATL. | 15. | 122.00 | -107.00 |
| A3 | DUES, M-A-L & STATE UNIT MEMBERS | 3375. | 2750.00 | 625.00 |
| A4 | PROVISIONAL LEAGUE | 500. | 0.0 | 500.00 |
| | SUB-TOTAL A | $ 35680. | $ 34110.97 | $ 1569.03 |
| B1 | INTEREST ON SAVINGS | 1600. | 1543.72 | 56.28 |
| | SUB-TOTAL B | $ 1600. | $ 1543.72 | $ 56.28 |
| C1 | DUPLICATE PRESIDENT'S MAILINGS | 2650. | 2650.00 | 0.0 |
| C2 | STANDING ORDERS | 300. | 300.00 | 0.0 |
| C3 | PUBLICATIONS ON HAND | 1500. | 1117.41 | 382.59 |
| C4A | LEG NEWSLETTERS, SPECIAL SESSION | 100. | 25.00 | 75.00 |
| C4B | LEG NEWSLETTERS, REGULAR SESSION | 1400. | 836.88 | 563.12 |
| C5 | ADVOCACY PAPERS | 700. | 252.33 | 447.67 |
| C6 | ACTION BRIEFS | 400. | 0.0 | 400.00 |
| C9 | TEXAS PINS | 100. | 88.35 | 11.65 |
| | SUB-TOTAL C | $ 7150. | $ 5269.97 | $ 1880.03 |
| D1 | MEMBER CONTRIBUTIONS | 1095. | 615.64 | 479.36 |
| D2 | STATE FUND RAISING | 8250. | 6085.00 | 2165.00 |
| D4 | BOARD MEMBERS, UNREIMBURSED EXP | 2400. | 857.84 | 1542.16 |
| | SUB-TOTAL D | $ 11745. | $ 7558.48 | $ 4186.52 |

| | | | | | |
|---|---|---|---|---|---|
| | CONTRACTUAL | | 4500. | 5634.15 | -1134.15 |
| | SUB-TOTAL | E | $ 4500. | $ 5634.15 | $ -1134.15 |
| F1 | CONVENTION 1985 | | 12000. | 0.0 | 12000.00 |
| F3 | LEGISLATIVE DAY: 1985 | | 750. | 0.0 | 750.00 |
| | SUB-TOTAL | F | $ 12750. | $ 0.0 | $ 12750.00 |
| G1 | IN-KIND ASSISTANCE | | 1000. | 0.0 | 1000.00 |
| | SUB-TOTAL | G | $ 1000. | $ 0.0 | $ 1000.00 |
| | TOTAL INCOME | | $ 74425. | $ 54117.29 | $ 20307.71 |
| | FROM RESERVES | | $ 7750. | | |
| | TOTAL | | $ 82175. | | |

| | EXPENSES | BUDGET | ACTUAL | REMAIN |
|---|---|---|---|---|
| M1 | EQUIPMENT MAINTENANCE | 1600. | 1662.25 | -62.25 |
| M2 | GENERAL SUPPLIES | 1000. | 1528.01 | -528.01 |
| M3 | POSTAGE | 1200. | 1552.00 | -352.00 |
| M4 | TELEPHONE | 1400. | 1453.79 | -53.79 |
| M5 | INSURANCE | 600. | 233.09 | 366.91 |
| M6 | RENT AND PARKING | 7240. | 5000.00 | 2240.00 |
| M7 | SALARIES | 21360. | 17800.00 | 3560.00 |
| M8 | PAYROLL TAXES | 1670. | 1453.72 | 216.28 |
| M9A | AUDIT AND TAX REPORTS | 500. | 500.00 | 0.0 |
| M9B | OFFICE OVERHEAD | -7315. | -3500.13 | -3814.87 |
| M9C | EQUIPMENT PURCHASES | 2300. | 35.61 | 2264.39 |
| M9D | TEF REIMBURSEMENT | -12620. | -9710.04 | -2909.96 |
| | SUB-TOTAL M | $ 18935. | $ 18008.30 | $ 926.70 |
| O1A | PRESIDENT: TRAVEL & PER DIEM | 1000. | 150.00 | 850.00 |
| O1B | PRESIDENT: TELEPHONE | 1500. | 2003.82 | -503.82 |
| O1C | PRESIDENT: POSTAGE & SUPPLIES | 100. | 38.08 | 61.92 |
| O2 | SECRETARY AND TREASURER | 750. | 741.22 | 8.78 |
| O3A | BOARD TOOLS | 600. | 524.80 | 75.20 |
| O3BA | BOARD MEETING: JUNE | 2100. | 1637.64 | 462.36 |
| O3BB | BOARD MEETING: SEPTEMBER | 1800. | 1567.98 | 232.02 |
| O3BC | BOARD MEETING: NOVEMBER | 1060. | 810.60 | 249.40 |
| O3BD | BOARD MEETING: JANUARY | 1800. | 1551.60 | 248.40 |
| O3BE | BOARD MEETING: APRIL | 2300. | 0.0 | 2300.00 |
| O3C | BOARD MAILINGS | 2300. | 1787.47 | 512.53 |
| O3D | UNREIMBURSED EXPENSES: BD MEETINGS | 400. | 224.73 | 175.27 |
| O4A | BUDGET COMMITTEE | 400. | 357.94 | 42.06 |
| O4B | DEVELOPMENT | 700. | 973.69 | -273.69 |
| O4C | INTERIM COMMITTEES | 300. | 152.83 | 147.17 |
| O4D | NOMINATING | 465. | 578.31 | -113.31 |
| O4E | BY-LAWS | 0. | 0.0 | 0.0 |
| O5 | TEF REIMBURSEMENT | -7030. | -4940.39 | -2089.61 |
| O6 | UNREIMBURSED EXP: ADMINISTRATIVE | 400. | 283.01 | 116.99 |
| | SUB-TOTAL O | $ 10945. | $ 8443.33 | $ 2501.67 |
| P1 | NATIONAL COUNCIL: 1985 | 1500. | 0.0 | 1500.00 |
| P2 | STATE CONVENTION: 1985 | 12000. | 0.0 | 12000.00 |
| | SUB-TOTAL P | $ 13500. | $ 0.0 | $ 13500.00 |
| Q | NATIONAL SERVICES | 1035. | 1048.13 | -13.13 |
| | SUB-TOTAL Q | $ 1035. | $ 1048.13 | $ -13.13 |
| R1 | VICE-PRESIDENT'S EXPENSES | 375. | 110.34 | 264.66 |
| R2 | VOTER | 4000. | 2442.19 | 1557.81 |
| R3A | PUB DIRECTOR EXPENSE | 50. | 55.14 | -5.14 |
| R3B | MARKETING | 200. | 21.00 | 179.00 |

| | | | | |
|---|---|---|---|---|
| R2 | DUPLICATE PRESIDENT'S MAILINGS | 2650. | 1793.94 | 856.06 |
| R3D | STANDING ORDERS | 300. | 126.84 | 173.16 |
| R3E | PUBLICATIONS ON HAND | 1000. | 923.99 | 76.01 |
| R3F | ADVOCACY PAPERS | 800. | 290.96 | 509.04 |
| R3G | ACTION BRIEFS | 400. | 0.0 | 400.00 |
| R4 | TEF REIMBURSEMENT | -1850. | -215.83 | -1634.17 |
| R5 | UNREIMBURSED EXPENSES | 400. | 11.50 | 388.50 |
| | SUB-TOTAL R | $ 8325. | $ 5560.07 | $ 2764.93 |
| S1 | VICE-PRESIDENT'S EXPENSE | 300. | 195.66 | 104.34 |
| S2 | FIELD SERVICE | 2000. | 624.22 | 1375.78 |
| S3 | WORKSHOPS | 2500. | 604.88 | 1895.12 |
| S4 | NEW LEAGUES AND NEW UNITS | 300. | 516.96 | -216.96 |
| S5 | MEMBERSHIP | 250. | 140.79 | 109.21 |
| S6 | PROVISIONAL LEAGUE | 400. | 0.0 | 400.00 |
| S7 | STATE UNIT SUPPORT | 625. | 205.11 | 419.89 |
| S8 | MAILINGS TO STATE UNIT CHAIRS | 410. | 329.65 | 80.35 |
| S9A | MAILINGS TO MEMBERS AT LARGE | 1400. | 1451.65 | -51.65 |
| S9B | MAILINGS TO LOCAL LEAGUE PRESIDENTS | 2000. | 1196.03 | 803.97 |
| S9C | TEF REIMBURSEMENT | -1080. | -506.03 | -573.97 |
| S9D | UNREIMBURSED EXPENSES | 400. | 175.03 | 224.97 |
| | SUB-TOTAL S | $ 9505. | $ 4933.95 | $ 4571.05 |
| T1 | VICE-PRESIDENT'S EXPENSES | 500. | 85.02 | 414.98 |
| T2A | PROGRAM ACTION: HAZ WASTE & LAND USE | 550. | 481.67 | 68.33 |
| T2B | PROGRAM ACTION: VOTING RIGHTS | 100. | 22.30 | 77.70 |
| T2C | PROGRAM ACTION: EXEC, LEG, JUD | 75. | 3.94 | 71.06 |
| T2D | PROGRAM ACTION: STATE LOCAL REL | 75. | 0.0 | 75.00 |
| T2E | PROGRAM ACTION: ENERGY, COAL, OIL, | 200. | 2.42 | 197.58 |
| T2F | PROGRAM ACTION: ENERGY, SOLAR | 75. | 0.0 | 75.00 |
| T2G | PROGRAM ACTION: SOLID WASTE | 75. | 7.37 | 67.63 |
| T2I | PROGRAM ACTION: REDISTRICTING | 550. | 132.40 | 417.60 |
| T2K | PROGRAM ACTION: WOMEN UNDER TX LAW | 550. | 14.03 | 535.97 |
| T2L | PROGRAM ACTION: AD OF JUSTICE | 250. | 24.76 | 225.24 |
| T2M | PROGRAM ACTION: HUMAN RESOURCES | 550. | 101.04 | 448.96 |
| T2N | PROGRAM ACTION: WATER | 550. | 187.68 | 362.32 |
| T2O | PROGRAM ACTION: AIR/TRANSPORTATION | 200. | 63.12 | 136.88 |
| T2Q | PROGRAM ACTION: UNASSIGNED | 200. | 35.57 | 164.43 |
| T3 | COALITIONS AND OTHER | 200. | 40.00 | 160.00 |
| T5 | UNREIMBURSED EXPENSES | 400. | 150.82 | 249.18 |
| | SUB-TOTAL T | $ 5100. | $ 1352.14 | $ 3747.86 |
| U1 | LOBBYING | 2250. | 1671.60 | 578.40 |
| U2 | LEGISLATIVE SECRETARY | 3680. | 2213.82 | 1466.18 |
| U3 | OFFICE EXPENSE | 1300. | 260.01 | 1039.99 |
| U4 | LEGILATIVE PRIORITIES BROCHURE | 150. | 125.35 | 24.65 |
| U5 | LEGISLATIVE NEWSLETTERS, REG SESS | 3000. | 1002.86 | 1997.14 |
| U6 | SPECIAL LEGISLATIVE SESSION | 650. | 215.64 | 434.36 |
| U7 | OFFICE OVERHEAD | -650. | -209.44 | -440.56 |
| U8 | LEGISLATIVE DAY | 850. | 614.60 | 235.40 |
| U9 | UNREIMBURSED EXPENSES | 400. | 12.75 | 387.25 |
| | SUB-TOTAL U | $ 11630. | $ 5907.19 | $ 5722.81 |
| V1 | IN-KIND ASSISTANCE | 1000. | 0.0 | 1000.00 |
| | SUB-TOTAL V | $ 1000. | $ 0.0 | $ 1000.00 |
| W1 | LL SHARE OF STATE FUND RAISING | 1500. | 1160.00 | 340.00 |
| | SUB-TOTAL W | $ 1500. | $ 1160.00 | $ 340.00 |
| X1 | CONTRACTUAL SERVICE | 700. | 1477.95 | -777.95 |
| | SUB-TOTAL X | $ 700. | $ 1477.95 | $ -777.95 |
| | TOTAL EXPENSES | $ 82175. | $ 47891.06 | $ 34283.94 |

# LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

## BALANCE SHEET MARCH 31, 1985

### ASSETS

| | | |
|---|---|---|
| M1A | REPUBLIC BANK, NOW CHECKING | 7039.07 |
| M1B | MERRILL LYNCH READY ASSETS | 15838.66 |
| M1C | KEYSTONE ACCOUNT | 5101.37 |
| M2A | SHORT TERM CERTIFICATES | 10000.00 |
| M2B | LONG TERM CERTIFICATES | 37576.54 |
| M2C | STOCK PORTFOLIO | 66212.38 |
| M3A | ACCOUNTS RECEIVABLE | 213.88 |
| M4 | PRE-PAID EXPENSES | 357.50 |
| M5 | OTHER RECEIVABLE | 0.0 |
| M6 | CONDO, 1212 GUADALUPE | 164830.00 |
| | TOTAL ASSETS | $ 267169.40 |

### LIABILITIES AND NET WORTH

| | | | |
|---|---|---|---|
| J1A | SALES TAX PAYABLE | | 0.61 |
| J1B | T PAYABLE | | 3383.96 |
| J1C | ACCOUNTS PAYABLE | | 0.0 |
| J1D | 1984-85 INCOME/OTHER PAYABLE | | -0.00 |
| J1E | 1985-1986 INCOME | | 40.00 |
| J2A | MORTGAGE, REPUBLIC FIRST,MIDLAND | | 130000.00 |
| J3A | ENDOWMENT FUND | | 26600.00 |
| J3B | STOCK FUND, OPERATING | | 20503.90 |
| J3C | STOCK FUND, DALLAS SHARE | | 5125.98 |
| K1 | REST NET WORTH, BAL JUNE 1, 1984 | 5976.75 | |
| K2 | L L NET WORTH, BAL JUNE 1, 1984 | 17778.54 | |
| K3 | OPERATING FUND, BAL JUNE 1, 1984 | 1246.50 | |
| K4 | CONDO EQUITY, 1212 GUADALUPE, 11/30/84 | 34830.00 | |
| | INCOME LESS EXPENDS | 21712.96 | |
| * | [redacted] FUND MARCH 31, 1985 | | 81544.75 |
| | TOTAL LIABILITIES AND NET WORTH | | $ 267169.40 |

### BUDGET ANALYLSIS JUNE 1, 1984 THROUGH MARCH 31, 1985

| | INCOME | BUDGET | ACTUAL | REMAIN. |
|---|---|---|---|---|
| A1 | UNRESTRICTED FUND RAISING | 8000. | 4915.00 | 3085.00 |
| A2 | MEMBER CONTRIBUTIONS | 1000. | 100.72 | 899.28 |
| A3 | TRIBUTES AND MEMORIALS | 200. | 0.0 | 200.00 |
| A4A | KEYSTONE PROJECT | 15000. | 25954.43 | -10954.43 |
| A4B | SENATORIAL DEBATES | 5000. | 25.00 | 4975.00 |
| A4C | OFFICE FUND | 25000. | 61621.66 | -36621.66 |
| A4D | WHEN YOU GO TO AUSTIN | 5000. | 325.00 | 4675.00 |
| A5 | LOCAL LEAGUE RESTRICTED FUNDS | 11100. | 6805.80 | 4294.20 |
| A6 | UNREIMBURSED EXPENSES BY TRUSTEES | 2750. | 393.45 | 2356.55 |
| | SUB-TOTAL A | $ 73050. | $100141.06 | $-27091.06 |
| B1 | INTEREST ON SAVINGS | 5500. | 5712.16 | -212.16 |
| B2 | STOCK DIVIDENDS | 1800. | 1078.60 | 721.40 |
| | SUB-TOTAL B | $ 7300. | $ 6790.76 | $ 509.24 |
| C1 | LOCAL LEAGUE PROJECTS | 450. | 224.81 | 225.19 |
| C2 | GRANT ADMINISTRATIVE FEES | 1000. | 1752.37 | -752.37 |
| C3 | TEXAS GOVERNMENT HANDBOOK | 150. | 417.25 | -267.25 |
| | SUB-TOTAL C | $ 1600. | $ 2394.43 | $ -794.43 |

| | | | | |
|---|---|---|---|---|
| | VOTER GUIDES | 3000. | 2382.45 | 617.55 |
| D2 | PUBLIC SUBSCRIPTION SERVICE | 2400. | 2508.00 | -108.00 |
| D3AA | FACTS AND ISSUES: INTESTACY | 800. | 1344.63 | -544.63 |
| D3AB | FACTS AND ISSUES: WUTL: REPRINT | 700. | 113.26 | 586.74 |
| D3AC | FACTS AND ISSUES: DOMESTIC VIOLENCE | 3000. | 4775.25 | -1775.25 |
| D3BA | FOCUS #1 | 500. | 0.0 | 500.00 |
| D3BB | FOCUS #2 | 500. | 0.0 | 500.00 |
| D4 | PRIOR PUBLICATIONS | 500. | 115.53 | 384.47 |
| | SUB-TOTAL D | $ 11400. | $ 11239.12 | $ 160.88 |
| E1 | OUTSIDE PROFESSIONALS: IN-KIND | 2500. | 0.0 | 2500.00 |
| | SUB-TOTAL E | $ 2500. | $ 0.0 | $ 2500.00 |
| | TOTAL INCOME | $ 95850. | $120565.37 | $-24715.37 |
| | FROM RESERVES | $ 7350. | | |
| | TOTAL | $103200. | | |

| | EXPENSES | BUDGET | ACTUAL | REMAIN |
|---|---|---|---|---|
| N1 | OFFICE OVERHEAD | 12100. | 9710.04 | 2389.96 |
| N2 | TRUSTEES EXPENSES | 7030. | 4940.39 | 2089.61 |
| N3 | PUBLIC RELATIONS INCL: VOTER | 1850. | 215.83 | 1634.17 |
| N4 | MAILINGS TO LLP: NAL: & SU | 1080. | 506.03 | 573.97 |
| N5 | ADMINISTRATION OF LL PROJECTS | 100. | 31.96 | 68.04 |
| N6 | CAPITAL EXPENDITURES | 520. | 0.0 | 520.00 |
| N7 | PORTION OF NATL EMP FOR NAL | 345. | 349.37 | -4.37 |
| | SUB-TOTAL N | $ 23025. | $ 15753.62 | $ 7271.38 |
| O1 | VS/CI CHAIRPERSON | 175. | 7.98 | 167.02 |
| O2 | VOTER GUIDES | 3000. | 2235.28 | 764.72 |
| O3 | PUBLIC SUBSCRIPTION SERVICE | 2400. | 1089.56 | 1310.44 |
| O4 | VS PROJECTS | 500. | 366.73 | 133.27 |
| O6 | UNREIMBURSED EXPENSES | 2500. | 0.0 | 2500.00 |
| | SUB-TOTAL O | $ 8575. | $ 3699.55 | $ 4875.45 |
| P2 | INF & EDUC: PREVIOUS STUDIES | 1650. | 1341.37 | 308.63 |
| P3 | COALITIONS AND ORGANIZATIONS | 150. | 107.50 | 42.50 |
| P4AA | FACTS AND ISSUES: INTESTACY | 800. | 425.94 | 374.06 |
| P4AB | FACTS AND ISSUES: WUTL: REPRINT | 700. | 717.07 | -17.07 |
| P4AC | FACTS AND ISSUES: DOMESTIC VIOL | 3000. | 3651.78 | -651.78 |
| P4BA | FOCUS: #1 | 500. | 0.0 | 500.00 |
| P4BB | FOCUS: #2 | 500. | 0.0 | 500.00 |
| P5 | UNREIMBURSED EXPENSES | 250. | 393.45 | -143.45 |
| | SUB-TOTAL P | $ 7550. | $ 6637.11 | $ 912.89 |
| Q1 | WHEN YOU GO TO AUSTIN | 2500. | 2609.13 | -109.13 |
| Q2 | VOTER SERVICE PROJECT | 2500. | 0.0 | 2500.00 |
| Q3 | DEBATE: FALL 1984 | 20000. | 0.0 | 20000.00 |
| Q4 | KEYSTONE PROJECT | 25000. | 22386.62 | 2613.38 |
| Q5 | OFFICE FUND | 0. | 39983.33 | -39983.33 |
| | SUB-TOTAL Q | $ 50000. | $ 64979.08 | $-14979.08 |
| R1 | LOCAL LEAGUE PROJECTS | 8550. | 4670.75 | 3879.25 |
| R2 | LOCAL LEAGUE PURCHASES | 3000. | 3112.30 | -112.30 |
| | SUB-TOTAL R | $ 11550. | $ 7783.05 | $ 3766.95 |
| S | PROFESSIONAL IN-KIND ASSISTANCE | 2500. | 0.0 | 2500.00 |
| | SUB-TOTAL S | $ 2500. | $ 0.0 | $ 2500.00 |
| | TOTAL EXPENSES | $103200. | $ 98852.41 | $ 4347.59 |

Pre-Board Report
April 1985

TO: State Board, Off-Board, FSRs
FROM: Ethel Sturgis, Organization VP

1. Policies and decisions relating to LLs, provisional Leagues, and state units.

The recommendations below will be presented in the form of a motion to insure that they are covered in the minutes. Since it will be a short board meeting, please come prepared to support--or challenge, with reasons--so that we can cover this quickly. The recommendations relating to state units and LLs have been approved by the board within the past year, but somehow did not show up in the minutes. The recommendations relating to provisional Leagues are new to our board; the policies currently in force date from the '79-'81 era and are noted in parentheses. The recommendation about membership needed to ne updated. The recommendations are as follows:

✓ State Units--State units may not add on local dues, but membership contributions are acceptable.

✓ Local Leagues--A local League that disbands may not reorganize as a state unit for at least one year.

Provisional Leagues

✓ --Dues amounts (regular and HH) shall be the same as for MALs, but paid to provisional League; other decisions made locally--grace period, anniversary or annual, etc. (Currently dues are $25.)

✓ --40 required to organize a privisional League at the outset; 25 if develop from state unit. (No change)

✓ --8 required for the provisional League's board. (currently this is 10.)

✓ --Provisional League boards shall formulate specific guidelines regarding political activities of board members. (No change)

✓ --Local program may be adopted only after local government survey is done. (no change)

✓ --1,000 state Voters Guides (or velox or negatives) are provided free for first year only for provisional Leagues that originally organize as such; this does not apply to state units that grow to provisional status. Expense is charged to Provisional Leagues in T budget. (Currently 2,000 copies authorized for all provisionals.)

✓ --Provisional Leagues must purchase a minimum of 2 national and 2 state DPMs for the first year only. (Currently, they must purchase 3 of each, plus 1 National Publication Service, LWV-T sharing one-half the cost.)

✓ --(Delete the requirement that they must purchase a local subscription service at a minimum of $3 per member.)

Membership--Membership application forms shall be included in all state Voters Guides and in other T and TEF pubs when appropriate. Dues stated shall be the same as MAL dues. Memberships received from LL areas will be forwarded to appropriate LL; LL will be expected to accept state dues rate (whether more or less than theirs) for first year. (Currently, amount stated @$25 and details incomplete--see 9/83 T minutes, bottom of Page 12.)

2. Delegate/observer fee for state units and possible provisional League.

I will move to waive the additional $5 for this Convention only that would be applicable if the bylaw passes to allow state units and provisional Leagues one delegate at Conventions.

3. Notes and comments from the MOD Committee meeting I attended at the national office in March.

A. You have probably already heard that membership nationally is down by something over 1,800. NOT GOOD NEWS.

B. There will be round-table discussions at national Council to draw out recommendations for changes in Qualifying as a Provisional League, Qualifying as a Local League, Standards for Local Leagues, Standards for State Leagues, and Qualifying as an Inter-League Organization. These are on pages 5 through 9 of In League. PLEASE look them over and share your ideas with your delegates. Also consider guidelines that have been or might be issued by the national board interpreting the requirements.

C. Among the mass of paper they gave me was a report on a survey of members that were dropped, done by the LWV-Illinois. Excerpts from it follow; I will have the full report with me at Convention. I found it interesting...

"A mail survey of former members of the LWVIL was conducted in June and July, 1984. The names and addresses were provided by LWVUS from their "drop" lists...

Questionnaires were sent to 1400 persons appearing on this list. The LWVIL was not identified in any way as being the sponsor of the survey. Rather, in the cover letter the sponsor was identified only as "a major non-profit organization..." The first question listed 9 organizations (including the League, of course) and asked about membership in each. Clearly, the questionnaire could not be identified as being sponsored by LWV. There were a total of 10 questions.

The most interesting survey result to me was that 44% of those responding thought they were still members of the League!!!! 4% said they never had been members!

One out of 5 of all women surveyed say that the League was the most satisfying organization in which they have been involved. Reasones listed were all the familiar ones.

The League also was most often named the least satisfying--by 17%! Reasons: Doesn't accomplish much/is pointless, not constructive; deals with the wrong issues; has too much bickering; is one sided/biased/too political; run by just a few people. (Does this sound like us???!!!)

Enough said; I'll gladly share the full report if you want to know more...

DIANE'S PRE-BOARD MARCH 26, 1985

KEYSTONE PROJECT--The Phase II training manual is drafted and due for review and comment at a 3-30 workshop in Houston. We're still aiming for publication by May 31.

All funding is received or contracts signed except EPA's. We've worked with exceptionally nice people, but government redtape is another story. We will get no indirect costs on EPA's $5000 because it is too hard and time-consuming to negotiate such an agreement with the feds. We had to renegotiate our contract with the Keystone Center, splitting it into two to make it possible for EPA to fund one part. Other than that, we have received $1000 from Exxon Chemical Americas, $2000 from Shell Oil, $2000 from Chemical Waste Management, and have signed contracts with TDWR for $2000 and TDH for $1000.

LWVEF GRANT--Our $300 proposal was funded. It will purchase their waste reduction slide-tape show, print and distribute 300 extra notices to the June Roundtable meeting where we will discuss waste reduction after watching the tape. I abandoned the thought of applying to buy slide-tape equipment once I considered the logistics of sharing it, which would have been our justification for buying it.

CONTACTS WITH OTHER LEAGUES--Speeches on haz waste and the Keystone process were given to LLs in Irving, Tarrant Co., Plano/Richardson; cable shows taped in TC and Richardson. Notified LWV-El Paso that the speaker they'd invited to discuss the report of the Gov.'s Haz Waste Task Force was indeed a TF member but had never attended a meeting.

LWV-Mass NR Director, Dana Duxbury, has invited me to a June 19-21 meeting on source reduction, presumably in Boston; her card just said "save these dates--I'm paying."

LWV-Nebraska asked for detailed advice about their proposed siting law; sent reams of Keystone materials.

CONTACTS WITH THE OUTSIDE WORLD--Spoke to regional haz waste conference of Air Pollution Control Assn. on ocean incineration.

Attended second Keystone Center workshop on the role of the ocean in haz waste mgt. We were joined by "pure" oceanographers who were to help us understand ocean processes. After nearly coming to blows with "them" over their lack of reality, and they with "us" over our lack of scientific expertise, discussion became fruitful! We meet again in July.

PROGRAM WORKSHOP AT CONVENTION--Louise, Evelyn, Barbara, and I discussed what to do while we we had our only chance to see any other program people, at Leg Days. The plan calls for me to do an intro on why consensus is important and the elements of consensus building; Barbara to follow with some handouts and advice/interaction on writing consensus questions, position statements, being a discussion leader, etc.; Louise to make all this memorable by writing songs (they're great) to interweave with the presentation as well as a mock consensus on whether milk should be the state beverage. All other program people are to be there as resources and singers. Since the previously chosen title didn't make it to the convention materials anyway, I am suggesting a new one that's a bit catchier: "Consensus: Dinosaur or Megatrend."

Please note that this was not to be a counterpart session, according to discussion at the January board meeting. Since it is described as such in the Convention Workbook, it will have to be corrected at the start of convention. I don't foresee a problem since I can't imagine anyone's coming to convention primarily to attend a program counterpart session.

LEGISLATIVE SESSION--despite all that precedes this, most of my time is actually being spent on legislation. About 40 haz waste bills were filed, most of which we can ignore as long as action proceeds on the omnibus bills. We worked with the Sierra Club and the Chemical Council to worm a bill out of the Gov's office, finding sponsors for backup bills if this plan had failed. (The three of us traveling the Capitol together and in harmony caused a few glances of amazement.) We're now working with both groups to draft a committee substitute to the omnibus bill that we're all willing to sign off on. Progress is being made. Our presence is expected on this issue: when Evelyn had to leave a late-starting hearing before testifying, I had complaints that we had submitted only written testimony.

All of this leads me to my next point, which is that my T budget is shot. It's been used primarily for plane fare to Austin for these lobbying efforts as well as phone bills. I am already absorbing what I can personally, so I hope you will consider adjusting the budget to let me continue to do more. I realize full well what the constraints are and that other people are also working hard. I'm just hoping for some miracle income to the T budget!