

L. W. V. OF TEXAS EDUCATION FUND

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Mrs. Darvin M. Winick, President  
League of Women Voters of Texas  
Dickinson Plaza Center  
Dickinson, Texas 77539

Dear Veta:

The Trustees are pleased to announce the approval of the request for TEF funds to finance the research materials used in the League's legislative program. The \$950 for the Texas Legislative Service will be available about November 1, as requested.

Trustees, however, found it necessary, due to diminishing funds, to reduce somewhat the amount approved for subscriptions for various League board members. After consultation with and on the recommendation of the LNV/T board members of the Board of Trustees, a revised total of \$224.65 was approved, and our check for that amount is enclosed.

The suggested use of these funds is:

One year subscriptions (June 1974 - June 1975):

AUSTIN REPORT	5 @ 18.22 each	91.10
TEXAS OBSERVER	5 @ 7.35 each <i>48.40</i>	36.75
NATIONAL CIVIC REVIEW	3 @ 7.50 each	22.50
TEXAS WATER REPORT	1 @ 25.00 each	25.00

The remainder to be as proposed in the project request

	49.30
	<u>\$224.65</u>
	<u>950.00</u>
Balance due November 1	
Total approved for project	\$1,174.65

We sincerely hope this meets with your approval, and are pleased to be able to continue our assistance.

Warm personal regards,

Mrs. Maurice H. Brown

cc: Brasher, Gooch, Fritz



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
BOARD OF TRUSTEES MEETING  
HOWARD JOHNSON ASTROWORLD MOTEL  
HOUSTON, TEXAS

September 12, 1974

MINUTES

The meeting was called to order by the Chairman, Mrs. Darvin M. Winick, at 1:35 P. M.

PRESENT

Mrs. John A. Anderson  
Mrs. Albert Barstis  
Mrs. T. R. Coker  
Mrs. Edward C. Fritz  
Mrs. Barney Glickman  
Mrs. Robert S. Gooch  
Mrs. John Hunter  
Mrs. C. J. Leabo  
Mrs. I. A. Naman  
Mrs. Darvin M. Winick

ABSENT

Mrs. Irwin Brand  
Mrs. Wilfred Higgins  
Mr. Herbert Wincorn

CHAIRMAN'S OPENING/ MARKS: Mrs. Winick announced that Mrs. Barney Glickman has been appointed by the LWV/T to the Board of Trustees of the TEF to fill the vacancy created by the resignation of Mrs. R. J. Jochim.

Added to the Agenda: Adoption of TEF Budget

LWV/Houston Project Request

MINUTES: The minutes of the June 14, 1974, Board of Trustees meeting were approved as mailed.

TREASURER'S REPORT: The Treasurer's Report, as presented by Mrs. Fritz, is attached to these minutes. It was requested that in the future the Treasurer's Report be mailed with the agenda, and that those local Leagues from which Overhead Expenses have already been deducted be indicated by an asterisk.

BUDGET: Mrs. Anderson moved, seconded by Mrs. Gooch, that the TEF Operating Budget for 1974-75, attached to these minutes, be adopted. Motion CARRIED. The LWV/T office will keep as accurate a record as possible of secretarial time, supplies, postage, etc., used by the TEF in order to provide a basis for estimating future budgetary expenses, not only for the current year, but in the event of a merger of the LWV/T and the TEF.

CHAIRMAN'S REPORT: Mrs. Winick appointed the following Merger Study Committee:

Mrs. John Hunter, Chairman  
Mrs. T. R. Coder  
Mrs. Albert Barstis  
Mrs. Robert S. Gooch  
Mrs. Maurice Brown  
Mrs. Darvin M. Winick

State Board Representative  
State Board Representative  
TEF Representative  
TEF Representative  
Past TEF Chairman  
Ex officio



Tentative Agenda: September-October : Preliminary committee correspondence  
 November 14: Face to face committee meeting, following  
 Action Meeting in Arlington  
 November: Preliminary report to local Leagues Committee  
 January: Recommendations to local Leagues Convention Workbook:  
 Final committee report  
 Convention: Discussion, vote, and implementation, if approved

"Some Thoughts and Suggestions for the Merger Study Committee", prepared by Mrs. Brown, are to be attached to these minutes.

TEF CALENDAR: The following calendar for Board of Trustees Meetings was approved;

January 30: Houston  
 March 5: Austin  
 June: To be announced

Local Leagues will be so advised in order that Project Requests may be received in time to be considered by the Board of Trustees at regularly scheduled meetings.

PROJECT REQUESTS:

LWV/Houston-Know Your County Government: Mrs. Hunter reported that this is an up-date of the 1969 edition. Various sections have been sent to the appropriate county departments. Final draft is to be ready in late September.

LWV/Houston- Houston School Facts: Mrs. Leabo reported that the research has been completed. The rough draft has been completed and sent to the reading committee. Publication will probably be in late September.

LWV/Tarrant County- Voters Guides: Mrs. Winick reported that no receipted bills have been received. It was pointed out that the local Leagues are not complying with the checklist for TEF financed projects.

LWV/Dallas-Voters Guides: Mrs Fritz reported that the requested funds have been sent.

PROJECT REQUEST:

LWV/Houston- Voters Guides for November 5 election: Mrs. Gooch moved, seconded by Mrs. Glickman, that the request for \$800.00 to be applied toward the purchase and distribution of 35,000 state Voters Guides and printing and distribution of 40,000 local Voters Guides be approved. Motion CARRIED.

OTHER BUSINESS: Lack of time precluded a definitive discussion on project preparation charges and local League Education Fund percentage toward the LWV/T budget as scheduled in the agenda. The next meeting of the TEF Board of Trustees will be at 1:00 P. M., January 30, 1975, in Houston. The meeting was adjourned at 4:00 P. M.

Submitted by,  
 Mrs. Albert Barstis  
 Secretary

Attachments:

Treasurer's Report  
 Adopted Budget  
 Some Thoughts and Suggestions for the Merger Study Committee



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
Fund Operating Income & Expenses, 7-1-73 thru 6-30-74

INCOME

Unrestricted	\$1,160.00	
Memorial	83.00	
Dividend	600.00	
Interest	431.48	
Overhead	705.15	
Receipts on Fund Project	<u>25.00</u>	\$3,004.63

EXPENSES

Trustees Meetings	1,486.69	
Administration		
Printing	281.57	
Duplicating	32.39	
Postage	27.14	
Long Distance Calls	26.05	
Supplies	121.55	
Mailings to Local Leagues	23.93	
Expense of column in Texas Voter	32.67	
Liaison with State League	30.40	
Fund Projects	<u>3,095.75</u>	\$5,158.14
Excess of Expenses over Income		<u>\$2,153.51</u>

FUND PROJECTS

Voting Rights Project	525.00
Financing State Government	450.00
National Municipal League Project	346.10
Voters Keys Project	1,550.00
Legislation Educational Materials	<u>224.65</u>
	\$3,095.75



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
Operating Income & Expenses, 6-14-74 thru 9-11-74

ASSETS

Cash on Hand	\$4,227.36	
Time Deposit	2,543.49	
Savings Account	<u>4,318.89</u>	\$11,089.74

INCOME

Interest	114.87	
Unrestricted	12.00	
Memorial	5.00	
Overhead	34.00	
Restricted to Local Leagues	470.50	
Voters Key Project	125.00	761.37
		<u>\$11,851.11</u>

EXPENSES

Trustees Meetings	318.37	
Postage	6.22	
Long Distance Calls	24.53	
Supplies	27.70	
Fund Project	224.65	
Miscellaneous	138.37	
Local League Projects	2,207.71	
Overhead Charges	<u>34.00</u>	2,981.55
		<u>\$8,869.56</u>

ASSETS

Cash on Hand	\$1,892.31	
Time Deposit	2,543.49	
Savings Account	<u>4,433.76</u>	\$8,869.56



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Adopted Budget  
July 1, 1974 - June 30, 1975

INCOME

Dividend Payment	\$ 500.00
Interest Earned	400.00
Memorial Gifts	100.00
Project Administration Fees	700.00
Unrestricted Income	<u>500.00</u>
TOTAL	\$2,200.00

EXPENDITURES

Trustees Meetings	\$1,200.00
Administration	
Printing and Supplies	450.00
Postage	75.00
Long Distance Calls	75.00
Public Relations	<u>400.00</u>
TOTAL	\$2,200.00



# LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Balance Sheet 9-11-74

## ASSETS

Cash on Hand	\$1,892.31
Time Deposit	2,543.49
Savings Account	<u>4,433.76</u>
	<u>\$8,869.56</u>

## LIABILITIES

Local League Trust Funds	\$6,555.16
Capital Account	<u>2,314.40</u>
	<u>\$8,869.56</u>

## Local League Trust Funds

Amarillo	100.00
Austin	1.00
Bay Area	50.00
Beaumont	140.00
Dallas	933.54
Denton	455.16
Edinburg-McAllen	20.00
Houston	2,067.61
Lubbock	365.00
Midland	232.62
Richardson	40.00
San Antonio	275.00
San Marcos	140.00
Sherman	10.00
Tarrant County	1,657.23
Waco	20.00
Wichita Falls	<u>50.00</u>
	\$6,555.16



# LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Local League Income & Expenses, 7-1-73 thru 6-30-74

## Income

\$12,468.16

## Expenses

### Projects

Overhead Expense

Defunct Accounts Paid to Ed Fund

\$8,755.45

705.15

120.00

9,580.60

\$2,887.56

## Local League Projects

Austin - Voters Guides

371.50

Brazos County

33.25

Brazosport - Voters Guides

641.25

Corpus Christi - Voters Guides

484.50

Houston - Environmental Project

225.00

Texas Pollution Reports

108.00

Our Good Earth Pamphlet

190.00

Voters Guides

1,068.75

National Municipal League Project

76.00

Voter Keys

2,850.00

Comprehensive Planning Slide Show

100.00

Spring Branch School Publication

599.45

Lubbock - Voters Keys

25.00

San Antonio - Voters Guides

114.05

Sherman - Know Your Community

95.00

Tarrant County - Know Your Elected Officials  
Local & State Voters Guides

200.00

1,249.20

Tyler - City Guide Project

332.50

\$8,755.45

6-30-73 Local League Trust Funds

5,558.81

Excess of Income over Expenses

2,887.56

6-30-74 Local League Trust Funds

\$8,446.37



SOME THOUGHTS AND SUGGESTIONS FOR THE MERGER STUDY COMMITTEE -- from D. Brown

1. Look at changes needed in Trust Agreement and League Bylaws.
2. Plan for keeping LLs informed as committee work progresses.
3. Vote needed at 1975 Convention to take effect immediately -- before the election of officers and directors of LNV/T. Do you want to consider making TEF board only those elected by Convention -- and not include appointed directors? This would keep TEF board at present 13 members and would require amending only the term of office section in Trust Agreement.
4. Should the TEF continue to elect its own officers? Probably yes; TEF must also adopt its own operating budget -- Convention/Council delegates approve but do not adopt.
5. Look at policy sheets of both TEF and LNV/T for needed changes.
6. Should be both board and non-board members of the LNV/T and TEF on the committee.
7. Plan for handling LL project requests and escrow accounts from the very beginning and inform the LLs of the procedures soon.
8. Consider regional project supervisors as presently set up.
9. State Board Trustee will have to set up dual filing system -- keeping TEF and LNV materials separated. Not a major problem until now since majority of TEF board has been non-SB.
10. Will need to work out guidelines and job analyses -- should probably be something about this in both policy sheets.
11. Must notify IRS of changes and get approval. Then file amendments with Deed Records, Travis County.
12. Might be good idea to find a tax lawyer willing to look over proposals and help with change.
13. SUGGESTED COMMITTEE MAKE-UP: 2 members of state board - Coker, Hunter  
2 non-SB members of TEF - Barstis, Gooch  
Chairman - Hunter  
State president, ex-officio - Winick  
Past Ed Fund Chm. - Brown
14. Suggested time-table: Sept/Oct - First correspondence and face-to face meeting of committee  
Nov. - First report to LLs (preliminary)  
Jan - Recommendations to LLs for study  
Convention Workbook - Final report  
Convention - Discussion/ debate/vote/implementation



Monday, June 17, 1974

FILE FOR  
FUTURE REFERENCE

*Chris*  
To: Program Core cc: SO, Jochim  
From: Betty Anderson  
Re: Subscriptions and Lively issues

The Texas Education Fund Board approved the \$950 item for Texas Legislative Service for the 1975 regular session and interim period. However, we reduced the subscription item to \$175.35. Therefore, it will be necessary to share publications next year. I suggest that the following persons get the subscriptions and share with the designated person, if there is something pertinent in the publication regarding her portfolio.

Carol, I think we used the wrong subscription rates Friday at the meeting. The current periodicals indicate the following rates:

Periodical	# of Subscriptions	Rate	Person getting subscr.	Share with
<u>Austin Report</u>	5	\$15	Betty Anderson Chris Brasher Betty Conner Henrietta Cragon Bobette Higgins	Jo C. Fumi S. Peggy F. Barbara G. Meg T.
<u>Texas Observer</u>	5	\$ 8 <i>(940)</i>	<i>(Oct. renewal)</i> Chris Brasher Betty Conner Jo Coker Barbara Glickman Meg Titus	Henrietta Fumi Peggy F. Bobette H.
<u>National Civic Review</u>	2	\$15	Betty Anderson Chris Brasher	Prog. Core
<u>Texas Water Report</u>	1	\$25	Meg Titus	Bobette

SEPT. VOTER--Lively Issues for state program making

My deadline is July 1st to get material to Marti, and I have not heard from all of you (which I was supposed to by June 1) If you have any ideas on where you want your item to go, please let me know immediately.



# League of Women Voters of Texas

## EDUCATION FUND

TO: The Local Leagues in Texas

FROM: TEF Board of Trustees

ATTENTION -- ATTENTION

EFFECTIVE JULY 1, 1974:

1) The new chairman of the LWV of Texas Education Fund is Veta (Mrs. Darwin) Winick. Please change your state board mailing list to reflect this change in leadership.

2) The new address of the LWV of Texas Education Fund is:

LWV of Texas Education Fund  
Dickinson Plaza Center  
Dickinson, Texas 77539

All Ed Fund correspondence, checks for deposit to local League accounts, project requests, etc., should be sent to the new address.

3) Other TEF officers for 1974-75 are:

Vice Chairman - Helen (Mrs. John) Hunter  
Secretary - Gladys (Mrs. Albert) Barstis  
Treasurer - Genie (Mrs. Edward) Fritz



League of Women Voters of Texas Education Fund  
Annual Meeting - June 14, 1974

CHAIRMAN'S ANNUAL REPORT

Eight years ago this month, the Board of Trustees of the League of Women Voters of Texas Education Fund held its first and organizational meeting. After those eight years, I close out my service to the TEF with a real feeling of accomplishment. The treasurer can tell you better than I just how many tax-deductible dollars have funded LWV and TEF projects in those years -- but I do know that from an opening grant of \$300 for organization and operating expenses from the LWV/Texas, our last quarterly board meeting financial statement showed that we had assets of \$12,222. Much of that sum is in trust for the local Leagues but we have been the channel through which many thousands of dollars have passed.

Our first fund-raising effort - when we asked every local League member in Texas to contribute - raised over \$1500. And that was what really made the TEF a going concern. Shortly thereafter, Judge and Mrs. Garwood gave the Fund 100 shares of stock in the Houston Production Company with an approximate value of \$125 a share. The stock has produced annual dividend income of from \$500 to \$600 for the TEF. The largest grant to date for a project was the Sears Foundation contribution of \$9000 for the reprinting of TEXAS CONSTITUTIONAL REVIEW. Close behind was the approximately \$8000 realized from the LWV 50th anniversary fund-raising effort. With these funds, we have produced leaflets, a TV show, books, research materials, study guides, newsletters, most of which were available without charge to all Texans.

Money is, of course, the prime reason for our existence but I do think we have made unusually good use of the funds entrusted to us. And I am proud of our record.

Now, as I make my last report to you, I want to suggest some directions the Fund might follow in the years ahead. For, as we know, the past is prologue to the future and that future is here now. Parenthetically, earlier boards spent meeting time worrying and agonizing about whether the Fund even had a future.

The move toward combining the boards of the LWV/T and TEF is undoubtedly the most logical first step into the future. That there are pitfalls in this path, however, must be considered. Will there be a tendency, however unintentional, to be less than careful in approving use of tax-deductible money on state League projects? Will there be a tendency, however unintentional, to give state proposed projects precedence over local projects? Will the state board member who has state League responsibilities have the necessary time to give to proper supervision of local projects?

There are, of course, obvious advantages. For openers, staff help for the chairman if she also happens to be the state League president; a reduction in TEF meeting expenses although perhaps 1/4 to 1/3 of the state board meeting expense will be chargeable to the Ed Fund so this may be illusory; a full and continuing Board of Trustees elected by the members of the League and accountable to those members. Full knowledge of all League operations and the necessary information to make proper judgments on proposals from the state League board will be a definite plus. And, not finally really but my last point for now, office equipment to do the job that has to be done - again if the chairman happens also to be the state president of the League.



For this first trial year of combined operations, may I make a few suggestions?

- 1) The chairman ought to be the state League president.
- 2) The vice chairman can be any of the state League's vice presidents or a non-LWV board member, so long as she is kept properly informed of everything that transpires.
- 3) The secretary's job can be held by the present TEF secretary or someone else elected to that position.
- 4) My strongest recommendation is that the two organizations should have separate treasurers.
- 5) The newly-elected state board members on the TEF board should be involved quickly in both local and state project supervision to help acquaint them with the procedures.
- 6) Steps should be taken very soon to make the production and distribution of Voters Guides an Ed Fund project and they should be available without charge or at cost only to the local Leagues and the public. Other publications that can be produced with deductible money should be so produced and at minimum cost to those who will use them. It doesn't make sense to me that either the LWV or the TEF should make money on the publications that are the life-blood of League membership.

One point remains to be made regarding the election of officers for the TEF: In the future, it will no longer be necessary to elect officers for the Board of Trustees every year, if the merger is accomplished. This is one of the details that will need to be worked out as you probe the possibilities.

And now I want to talk to you for just a few minutes about the heart and soul of the Texas Education Fund -- fund-raising. I know that there are several avenues that we have not pursued. We have never, for instance, made a really concerted effort to raise large tax-deductible gifts from the members of the League itself - and I think there are some who would give. I can give you one or two names off the top of my head. Nor have we made a concerted effort to get the LWV of Texas Education Fund into the wills of some of our members. I haven't even done that myself and I have the feeling that I probably should have!

Another approach might be the seeking of gifts of stock from members or from anyone who is willing to give such gifts, as Judge Garwood did. During the course of a very frustrating finance fiasco in my local League this year, it occurred to me that there might be possibilities for the TEF in areas that have been left to the local Leagues in the past. Now that the new Campaign Finance Act has made corporate gifts harder to get by the local Leagues, we need to stress to them the absolute necessity for seeking deductible money. And the time seems right for a concerted effort at statewide fund-raising. It's surprising to me that so few League leaders are aware of what parts of the League's budgets at local and state levels can be financed with deductible money. We have only two Leagues in Texas which really use the TEF to its full potential in helping meet the budget and even they miss some good opportunities. Even those Leagues with sizable deposits with the Ed Fund are using it only for Voters Guides.

What I am trying to say to you is this: Now that the TEF is a strong, fiscally solvent, going concern, let's use it. Let's make a real educational effort during the next year or two to demonstrate its real worth to the League in Texas. And to do this will require that someone find a way somehow to tell the story of how to use the Fund to its full potential to every League in the state. A crash program in training for finance workers throughout the state seems to me to be the logical next step for the LWV/T and the TEF. Despite the fact that such efforts cannot be financed with deductible money, ways need to be found to reach every local League



with sound financial training. It will pay dividends that we can only guess at, at the present moment. And it should be practical, not theoretical. There are members in the Houston and Tarrant County Leagues who have put their knowledge to sound use and the projects they have undertaken with deductible money are paying off for them. We should use their skills and their experience.

In summary then, the past eight years have brought the TEF to the threshold of real service to the citizens of Texas. We have done some great things; what the TEF does in the future is up to the members of the League in Texas. The passing of the torch should serve to light the way to a day when enough money to do what needs to be done will not be a major concern -- we know the money is in our state; we have the means to use it; and we have every opportunity to get it so we can use it. GOOD HUNTING -- but, remember, the best hunters go fully prepared for the hunt!

# # # # #

Mrs. Maurice H. Brown, Chairman  
LWV of Texas Education Fund  
June 14, 1974



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

1974 Annual Meeting & Board of Trustees Meeting  
Airport Marina Hotel  
Dallas/Fort Worth Regional Airport

June 14, 1974

MINUTES

The meeting was called to order by the Chairman, Mrs. Maurice H. Brown, at 10:15 A. M.

Present

Mrs. John A. Anderson  
Mrs. Irwin Brand  
Mrs. Maurice H. Brown  
Mrs. Edward C. Fritz  
Mrs. Robert S. Gooch  
Mrs. Ronald Jochim  
Mrs. Thomas R. Coker, guest  
Mrs. I. A. Naman, guest

Absent

Mrs. Albert Barstis  
Dr. J. William Davis  
Mrs. Carl Herman, Jr.  
Mr. Herbert Wincorn  
Mrs. Darvin M. Winick

CORRESPONDENCE: Mrs. Brown reported that the "Uncle Sam in Action" organization had requested Citizens Handbooks. This publication is no longer distributed because of its outdated material; however, a Voters Key was sent. Mrs. Brown also reported that she had sent cards for memorials for Bill Joor.

The chairman distributed copies of "Development of Mini-Budget for Deductible or Non-Deductible Proposals," which she had ordered from national office.

CHAIRMAN'S ANNUAL REPORT FOR 1974: The Chairman's Annual Report, as read by Mrs. Brown, is attached to these minutes. Members applauded the chairman's report and expressed their appreciation for her many years of leadership to the League of Women Voters of Texas and to the Texas Education Fund.

Discussion of the report followed.

The need to reach every local League with sound financial training. Mrs. Naman asked if TEF money could be used to conduct a workshop on the functions of the TEF. Mrs. Brown answered that if a finance workshop were conducted with TEF funding, it would have to be very carefully structured. The members also discussed the possibility of partial funding by TEF for finance workshops, which would include a section on using the Education Fund effectively.



.Whether the LWV or the TEF should make money on the publications that are the lifeblood of League membership. The question was asked and discussed: whether League publications should be priced to make money or to encourage wide distribution. The Texas Education Fund can make money on publications if that is not the "main purpose," however, the philosophical question was not resolved.

.Other suggestions for the year of transition:

.Appoint a joint study committee, composed of state board and non-state board members, to prepare a report on the proposed merger of the two boards. This report could be included in the 1975 Convention Workbook.

.Get a tax lawyer if the trust agreement needs extensive amendment. If only a limited number of amendments (such as to enlarge the board) is necessary, Judge W. St. John Garwood could possibly assist.

.Revise the policy sheet.

.Suggestions for the future included:

.Consider larger quarters and a staff person in the state office--paid through tax-deductible monies.

MINUTES: The minutes of the March 15, 1974, meeting were approved as mailed.

TREASURER'S REPORT: The treasurer's annual report was projected by Mrs. Fritz. The current treasurer's annual report is attached to these minutes.

MERGER REPORT FROM COUNCIL DISCUSSION: Mrs. Gooch reported limited response from the merger report at Council. Local Leagues had received notification of the proposed merger before Council. She reported that Jan Wilbur of Houston had asked if there would be an additional delay in approving projects. A delegate from Tarrant County asked a question of clarification and noted some advantages of merger. Diane Clark indicated that the LWV of Dallas would be interested in paying a portion of their pledge from tax-deductible funds if that became possible. A show of hands at Council indicated approval of taking steps toward merger during the next year.

NOMINATING COMMITTEE REPORT: Mrs. Jochim presented the nominating committee report:

Chairman  
Vice-chairman  
Secretary  
Treasurer

Mrs. Darvin M. Winick  
Mrs. John Hunter  
Mrs. Albert Barstis  
Mrs. Edward C. Fritz

Members of the nominating committee submitting the report were Mrs. Jochim, chairman, and Mrs. Anderson and Mrs. Gooch.



Mrs. Brown asked for other nominations. Mrs. Brand moved that the slate of officers be approved as presented. Mrs. Anderson seconded the motion, and the motion carried.

#### PROJECT REPORTS:

LWV/Houston: Copies of recent Houston publications were circulated: Our Good Earth, Voters Key--LWV of Houston, Spring Branch School Facts. The script for the slide show, "To Plan or Not to Plan" was also available. The four projects have been completed, but all the financial statements are not in.

LWV/Tarrant County: Mrs. Gooch reported that Voters Guides were bought and also produced for the primary.

LWV/Tyler: Copies of "Survey of City Services" were available. The number of copies Tyler plans to sell was not known. The League can recover local funds since they used more local funds than TEF funds. If they recover full costs and they begin to make money, the profit goes back to the Education Fund. The members agreed that the policy needed continual review.

LWV/Waco: Mrs. Brown reported that the Waco project did not get off the ground, due to the lack of fund-raising.

LWV/Corpus Christi: Primary Voters Guides were purchased.

LWV/Texas: Mrs. Coker reported that 100,000 Voters Keys were printed, and that 50,000 were distributed free. Mrs. Fritz reported that Denton and Lubbock had purchased Keys with their TEF funds.

LWV/Austin: Voters Guides for the Austin School Board Election, April 6 and for the Primary, May 4, were available for review.

#### PROJECT REQUESTS:

Following lunch, Mrs. Brown presented the two project requests.

LWV/Amarillo: The LWV of Amarillo had requested help in financing a Facts for Voters pamphlet. The chairman reported that she had written to the League explaining that the Fund was a channel, not a source, of funds for such projects.

LWV/Texas: Members discussed the request for \$1350 for the purchase of educational materials to be used in the legislative office and by the legislative chairman and resource chairmen. Mrs. Anderson moved that the request be approved with the following changes:



Austin Report	--	5	subscriptions	instead	of	10
Texas Observer	--	5	subscriptions	instead	of	10
Nat. Civic Review--	3	"	"	"	"	6
Texas Water Report-	1	"	"	"	"	2.

The total budget request was reduced by \$175.35. Mrs. Fritz seconded the motion for the request of \$1174.65. The motion carried.

#### OTHER BUSINESS

Mrs. Jochim asked the Board if it would be willing to publish a Voters Guide for the proposed constitution for the November election, if the LWV of Texas chose not to publish one. In the discussion which followed, the amount of woman power and the need of objectivity were mentioned. No action was taken.

The next meeting of the LWV/TEF Board of Trustees was tentatively set for September 12, 1974 at 1:00 p.m. in Houston.

Respectfully submitted,

*Betty Anderson*

Betty Anderson  
Acting Secretary



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
Statement of Income & Expenses, 3-15-74 thru 6-13-74

3-15-74 ASSETS

Cash on Hand	5,294.57	
Time Deposit	2,508.76	
Savings Account	<u>4,318.89</u>	\$12,122.22

INCOME

Unrestricted	145.00	
Memorial	70.00	
Interest	34.73	
Overhead	350.25	
Fund Project (Voter's Key Project)	25.00	
Restricted for Local Leagues	<u>7,692.00</u>	<u>8,316.98</u>
		\$20,439.20

EXPENSES

Trustees Meeting 3-15-74	388.48	
Administration		
Printing	28.88	
Duplicating	12.43	
Postage	15.30	
Long Distance Calls	7.64	
Supplies	31.70	
Fund Projects	1,551.38	
← Local League Projects		
Projects	6,843.40	
Overhead Charges	350.25	
Transfer of Funds to TEF	<u>120.00</u>	<u>9,349.46</u>
		\$11,089.74

6-13-74 ASSETS

Cash on Hand	4,227.36
Time Deposit	2,543.49
Savings Account	<u>4,318.89</u>
	\$11,089.74

BALANCE SHEET

ASSETS

Cash on Hand	\$4,227.36
Time Deposit	2,543.49
Savings Account	<u>4,318.89</u>
	\$ 11,089.74

LIABILITIES

Local League Trust Funds	8,327.37
Capital Account	<u>2,762.37</u>
	\$11,089.74



LOCAL LEAGUE TRUST FUNDS  
6-13-74

Bay Area	50.00
Beaumont	140.00
Dallas	2,855.25
Denton	517.16
Edinburg-McAllen	20.00
Houston	2,030.11
Lubbock	365.00
Midland	232.62
Richardson	40.00
San Antonio	200.00
San Marcos	140.00
Sherman	10.00
Tarrant County	1,657.23
Waco	20.00
Wichita Falls	50.00

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\$8,327.37





League of Women Voters Education Fund

# memorandum

This is going on DPM.

April 1974

TO: State and Local League Presidents

FROM: Lucy Wilson Benson, Chairman

Before using the PROJECT REQUEST FORM FOR ORDERING EDUCATION FUND PUBLICATIONS please read the January 1974 NATIONAL BOARD REPORT, page 8, which explains when and how the form is to be used.

Briefly, the Form is not to be used unless:

- Your League has previously sent to the League of Women Voters Education Fund at least \$50.00 in tax-deductible contributions that you raised locally, thereby establishing a restricted account with the Education Fund.
- and you place a minimum order of \$25.00 for Education Fund publications.

In other words, the PROJECT REQUEST FORM FOR ORDERING EDUCATION FUND PUBLICATIONS may be used when the above conditions are met.

For an explanation of how to use the Education Fund for other projects, see the Guidelines for State and Local League Use of Tax-Deductible Money (Publication No. 361).

All other publication orders (for LWVUS or LWVEF publications) should be made on the regular PUBLICATION ORDER BLANK. All orders should be prepaid.

**Contributions to the Fund are deductible for income tax purposes**



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Board of Trustees Meeting  
Airport Marina Hotel  
Dallas/Fort Worth Regional Airport

March 15, 1974

MINUTES

The meeting was called to order by the Chairman, Mrs. Maurice H. Brown, at 10:25 A. M.

PRESENT

Mrs. John Anderson  
Mrs. Albert Barstis  
Mrs. Maurice H. Brown  
Dr. J. William Davis  
Mrs. Edward C. Fritz  
Mrs. Robert S. Gooch  
Mrs. Carl Herman, Jr.  
Mrs. Ronald Jochim  
Mrs. Darvin M. Winick  
Mrs. Thomas R. Coker, Guest

ABSENT

Mrs. Irwin Brand  
Mrs. Karl Schmitt  
Mr. George W. Strong  
Mr. Herbert Wincorn

RESIGNATIONS: It was moved by Mrs. Herman, and seconded by Mrs. Anderson, that the resignations of Mr. George W. Strong and Mrs. Karl Schmitt be accepted. Motion CARRIED. Since both terms of office expire in 1974, it was agreed that these directors not be replaced.

AGENDA: Project Requests from Dallas and Brazosport were added.

CHAIRMAN'S REPORT: Mrs. Brown reported that Mrs. Brand would be in attendance provided she returned from New York in time.

Correspondence was had with LWV/Brazosport in re procedure for submitting a project request. The LWV/Galveston reported that the newspaper would print the Voters Guide free of charge as a contribution to that League, and inquired whether this could be a tax deductible project for the newspaper. It was suggested that the newspaper be asked how it usually handles such matters.

Correspondence was had with LWV/Houston re its proposed slide-tape show project. A letter was received from the Shell Company Foundation re its 1974 contribution to the TEF to be credited to the LWV/Houston.

An inquiry was received from LWV/Dallas re a gift to the TEF and use of funds on deposit. The LWV/Corpus Christi inquired how to handle checks made out to the TEF.

Mrs. Brown also reported on correspondence received from Mrs. Harold Murphree, national board member, re merger of the LWV/T and TEF boards. Mrs. Brown reported that she will not be able to attend State Council in April.

MINUTES: It was moved by Mrs. Anderson, and seconded by Mrs. Jochim that the minutes be approved as mailed with the following correction: Page 1, Project Reports, LWV/Texas, in second sentence delete "State Financing" and insert "Financing State Government and Absentee Voting



and Election Authorities". Motion CARRIED.

TREASURER'S REPORT: The Treasurer's Report as presented by Mrs. Fritz is attached to these minutes. She reported that overhead in the amount of \$290.90 had been deducted from funds on deposit for Dallas, Tarrant County and Houston.

It was moved by Dr. Davis, and seconded by Mrs. Jochim, that parking be an appropriate expense for TEF board members. Motion CARRIED.

The LWV/Texas City-LaMarque has been disbanded. The \$20.00 on deposit will be transferred to the TEF. Mrs. Fritz will inquire of the Gulf Coast Regional ILO what disposition is to be made of the \$80.00 on deposit.

PROJECT REPORTS:

LWV/Texas: Mrs. Coker, state Voters Service Chairman, was present to answer questions re publication and distribution of the VOTER'S KEY. The correct total for the proposed budget approved by mail is \$1366.89. The VOTER'S KEY will be available April 1. Orders are to be filled from the State Office. Local Leagues will receive free a minimum of 450 copies plus four for each 1,000 population served. Local Leagues will be advised as to the number of free copies each will receive. Additional copies will be available as follows: 5¢ per copy, \$2.75 per hundred, and \$25.00 per thousand, shipping costs included. The TEF may expect a minimum return of \$1,550.00 if all are sold at \$25.00 per thousand. A total of 100,000 copies has been ordered.

The amount budgeted for committee expenses was questioned. No funds for distribution costs were included in the proposed budget. It was moved by Dr. Davis, seconded by Mrs. Herman, that the following amended budget be approved:

Research, typing, supplies, etec.	\$ 101.75
Committee expenses	100.00
Typesetting	73.00
Printing	1,100.00
Distribution costs	175.25
Total	<u>\$1,550.00</u>

Motion CARRIED. Since LWV/Houston is publishing its own VOTER'S KEY, Mrs. Coker will inquire if it wants the free copies. It was moved by Mrs. Gooch, and seconded by Mrs. Winick, that local Leagues be permitted to use existing escrow accounts for the purchase of VOTER'S KEYS without having to submit a project request. Motion CARRIED.

LWV/Tarrant County: It was moved by Mrs. Gooch, and seconded by Mrs. Herman, that an adjusted budget in the amount of \$1,249.20 for the purchase of state VOTERS GUIDES and the printing of local VOTERS GUIDES be approved. Motion CARRIED.

LWV/Houston: Mrs. Herman reported that 1,500 copies of the Spring Branch School Survey were being printed and would be ready for distribution in about 10 days.

LWV/Houston: Mrs. Herman reported that the VOTER'S KEY would be ready for distribution on March 22.



PROJECT REQUESTS:

LWV/Austin: It was moved by Dr. Davis, and seconded by Mrs. Anderson, that the revised application for use of funds in the amount of \$371.50 on deposit with the TEF for publication of local VOTERS GUIDES be approved. Motion CARRIED.

LWV/Brazos County: It was moved by Mrs. Winick, and seconded by Mrs. Fritz, that a project request in the tentative amount of \$250.00 to publish 5,000 copies of a brochure TEENAGERS AND THE LAW be approved contingent upon receipt of the necessary funds. Motion CARRIED. Mrs. Barstis is Regional Supervisor for the project.

LWV/Corpus Christi: It was moved by Mrs. Anderson, and seconded by Mrs. Jochim that a project request in an amount not to exceed \$450.00 less TEF overhead for the publication of primary VOTERS GUIDES be approved. Motion CARRIED.

LWV/Houston: It was moved by Mrs. Anderson, and seconded by Mrs. Herman, that a project request in the amount of \$100.00, to be withdrawn from environmental funds on deposit with the TEF, to produce a 30-minute slide-and-tape show describing comprehensive planning in Houston be approved. Motion CARRIED.

LWV/Tyler: It was moved by Mrs. Winick, and seconded by Mrs. Jochim, that a project request to publish the results of a survey on city services be approved contingent upon receipt of additional information as to format, budget, number of copies, etc. Motion CARRIED. Mrs. Barstis is Regional Supervisor for the project.

LWV/Waco: It was moved by Mrs. Winick, and seconded by Mrs. Jochim, that a project request in the amount of \$210.00 for the purchase of 5,000 state VOTERS GUIDES and printing of 5,000 local VOTERS GUIDES be approved contingent upon receipt of funds. Motion CARRIED.

LWV/Dallas: It was moved by Mrs. Anderson, and seconded by Mrs. Herman, that a project request in the amount of \$800.00 to apply toward the publication of 35,000 primary VOTERS GUIDES be approved. Motion CARRIED.

LWV/Brazosport: It was moved by Mrs. Winick, and seconded by Mrs. Jochim, that a project request in the amount of \$675.00 less TEF overhead, to mail 12,500 state and local VOTERS GUIDES to registered voters be approved contingent upon deposit of the necessary funds. Motion CARRIED.

PROJECT REQUEST FORM: Mrs. Brown appointed Mrs. Fritz and Mrs. Coker to work on revising the project request form to incorporate the use of the mini-budget.

LWV/T and LWV/TEF MERGER: A discussion was held as to the feasibility, method, and timing of merging the two boards. Any change would need the consent of the current TEF board of trustees. It was agreed that a special mailing outlining the recommendations of the TEF trustees be sent to local League presidents, seeking local League reaction and questions to be brought to state Council.

It is recommended that the seven vacancies, to be filled by the LWV/T Board of Directors, on the LWV/TEF Board of Trustees for 1974 should be named from among present state board members; that the Board of Trustees thus organized should explore the possibility of continuing TEF operations with identical boards; that the appointment of a joint



TEF/LWV ad hoc structure committee in the 1974-75 fiscal year should have priority to explore the need, if any, for changes in LWV bylaws and the TEF Trust Agreement, the mechanics of the change, and the advantages and disadvantages of such a change; and that the possibility of local Leagues paying a percentage of their state pledge with deductible money from their escrow funds with the TEF be explored.

In the absence of Mrs. Brown from Council, Mrs. Gooch will make the presentation and be available to answer questions.

The annual meeting of the LWV/TEF Board of Trustees will be held June 14, 1974, at the Airport Marina Hotel, Dallas/Fort Worth Regional Airport.

The meeting was adjourned at 3:10 P. M.

Respectfully submitted,

*Gladys P. Barstis*

Mrs. Albert Barstis  
Secretary

Attachment  
Treasurer's Report



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
Statement of Income & Expenses, 1-10-74 thru 3-14-74

1-10-74 ASSETS

Cash on Hand	3,695.17	
Time Deposit	2,474.50	
Savings Account	4,318.89	\$10,488.56

INCOME

Interest	34.26	
Overhead	290.90	
Restricted for Local Leagues	2,035.00	2,360.16
		\$12,848.72

EXPENSES

Trustees Meeting 1-10-74	155.27	
Administration		
Duplicating Expense	2.66	
Column in Texas Voter	32.67	
Fund Project--NML Conference	50.00	
Local League Projects	200.00	
Overhead Charges	285.90	726.50
		\$12,122.22

3-14-74 ASSETS

Cash on Hand	5,294.57	
Time Deposit	2,508.76	
Savings Account	4,318.89	
		\$ 12,122.22

BALANCE SHEET

ASSETS

Cash on Hand	\$5,294.57
Time Deposit	2,508.76
Savings Account	4,318.89
	\$12,122.22

LIABILITIES

Local League Trust Funds	\$7,948.02
Capital Account	4,174.20
	\$12,122.22



LOCAL LEAGUE TRUST FUNDS  
3-14-74

Austin	390.00
Beaumont	140.00
Corpus Christi	200.00
Dallas	2,370.25
Denton	372.16
Edinburg-McAllen	20.00
Gulf Coast Regional	80.00
Houston	943.56
Lubbock	390.00
Midland	72.62
Richardson	40.00
San Antonio	200.00
Tarrant County	2,389.43
Texas City-La Marque	20.00
Tyler	250.00
Waco	20.00
Wichita Falls	50.00

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\$7,948.02



# League of Women Voters of Texas

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## EDUCATION FUND

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1416 Royal Oaks Drive  
Waco, Texas 76710  
March 19, 1974

TO: Local League Presidents

FROM: Board of Trustees, LWV of Texas Education Fund

When the TEF was organized in 1966, Internal Revenue Service regulations required that it be governed by a Board of Trustees completely separate from the Board of Directors of the LWV of Texas. Since organization, the Board of Trustees has been elected in accordance with that ruling and its membership has included both men and women, the latter including past state board members, local League members, and two or three serving state board members.

The TEF is not and can never be part of the LWV/Texas but it is now possible to operate the two organizations with identical boards. The Tax Reform Act of 1969 has been so interpreted, which resulted in the change in 1970 to identical boards for the LWVUS and the LWVUSEF. All state Ed Funds organized since then operate with identical boards.

There are both advantages and disadvantages to such a system at the state level in Texas -- and the operation of the TEF and the LWV/Texas is our only concern. What works somewhere else may or may not work here. But we do need to find out which is the better method of operation in Texas, and we need to find out if the advantages outweigh the disadvantages or vice versa. Therefore to that end, the Board of Trustees of the Texas Education Fund recommends:

- 1) The seven vacancies, to be filled by the LWV Board of Directors, on the LWV/TEF Board of Trustees this year, should be named from among present state board members.
- 2) The Board of Trustees thus organized should explore the possibility of continuing TEF operations with identical boards.
- 3) Local League reaction and questions should be sought.
- 4) The appointment of a joint TEF/LWV ad hoc structure committee in the 1974-75 fiscal year should have priority to explore the need, if any, for changes in LWV bylaws and the TEF Trust Agreement, the mechanics of the change, and, above all, the advantages and disadvantages of such a change.
- 5) The possibility of the local Leagues paying part of their state pledge with deductible money from their escrow funds with TEF should be explored.

(OVER)



Mrs. Robert S. Gooch, TEF Vice Chairman, will be at Council in April in Irving to discuss these recommendations and to answer your questions. We hope your delegates will be prepared to participate in this opening discussion of what is best for both the TEF and the LWV/Texas. We will particularly need input from those Leagues which have been using the TEF so successfully.

FOR YOUR INFORMATION:

The membership of the present Board of Trustees is divided thus:

<u>Non-state board members</u>	<u>Term expires</u>	<u>State board members</u>	<u>Term ends</u>
Mrs. Albert Barstis	1975	Mrs. John Anderson	1974
Mrs. Irwin Brand	1975	Mrs. Ronald Jochim	1975
Mrs. Maurice Brown	1974	Mrs. Darvin Winick	1974
Dr. J. Wm. Davis	1974		
Mrs. Edward C. Fritz	1975		
Mrs. Robert S. Gooch	1975		
Mrs. Carl Herman Jr.	1974		
*Mrs. Karl Schmitt	1974		
*Mr. George W. Strong	1974		
Mr. Herbert Wincorn	1975		

\*Mrs. Schmitt's and Mr. Strong's resignations were accepted with regret at the March 15 meeting of the Trustees. Their places will remain vacant until the new fiscal year begins July 1.



1108 Highland Drive  
San Marcos, Tx 78666  
March 15, 1974

Mrs. Dorothy Brown  
LNV of Texas Education Fund  
1116 Royal Oaks Drive  
Waco, Texas 76710

Dear Dorothy:

Again it is time to make my plea for funds from the Texas Ed Fund to carry on the work of the legislative office. I just realized it is too late for the March meeting of the Board to consider this request, but hope that it will be on the agenda for the next meeting. I did not put in a request last fall, as I felt that we could save this amount of money for the legislative subscription service during the Constitutional Convention, since the last grant ran until January 1974. Thus I thought I had plenty of time before the next session. However, it did not occur to me that program chairmen are relying on having the subscriptions to periodicals renewed this spring with deductible money, since this is strictly an educational item. Since this was budgeted for under TEF and not under their regular budgets, \$400 is the amount requested for this portion of the budget, with \$950.00 for the Texas Legislative Service. The ESI service was not satisfactory, as they did not supply bills, for one thing; so we are considering going back to the Texas Legislative Service, which is more expensive. Since the \$950 will not cover both the legislative session and the interim entirely, I will not request the legislative service to start until around November, when election returns and pre-session materials will start up, and to run until as long as the money lasts.

So actually, this request for funds could be made in two parts -- with one check for \$400 to cover the cost of subscriptions to the periodicals to start in June -- with the remainder, if available, to be deposited in November.

I realize that there will be other requests for funds, but we will appreciate the consideration of the Texas Education Fund Board in granting funds for the important work of the legislative executive committee.

Since the amount of \$1350 is placed in the proposed budget for 1974-75, is there any possibility of getting some commitment in regard to these funds so we will have some idea as to how to proceed on the budget request when it is presented at Council in April?

Best regards,

Sincerely,

Mrs. T. L. Brasher  
Legislative Chairman, LNV/T

Attachment

cc: SO, Winick, Anderson, Holmes, Jochim



REQUEST FORM

March 15, 1974

To: League of Women Voters of Texas EDUCATION FUND  
2416 Royal Oaks Drive  
Waco, Texas 76710

From: Mrs. Thomas L. Brasher, Legislative Chairman  
League of Women Voters of Texas  
1108 Highland Drive  
San Marcos, Texas 78666

Purpose of the Request:

\$1350 for purchase of educational materials to be used in the legislative office and by the legislative chairman and resource chairmen.

Details of the project to be considered, including plans for execution:

C  
O  
P  
Y  
During a legislative session, the League has been subscribing to a legislative service which provides much valuable information used in the legislative office and by the legislative chairman, program vice-president, and resource chairmen, such information being passed on to local leagues and their communities. This request also includes subscriptions to various other educational materials used by the legislative chairman, resource chairmen, president and program vice-president in gathering information that is needed to be informed and up-to-date on governmental issues. Since the regular session of the 64th Legislature will convene in January 1975, this request for funds will be reflected in the 1974-75 budget to be considered for adoption at Council in April 1974.

Proposed budget for use of the grant (including overhead):

Texas Legislative Service for the 1975 Regular Session and sustaining service for the interim period, including any special sessions..... \$950.00

One-year subscriptions (June 1974-June 1975) to:

Austin Report - 10 @ \$18.22 each	182.20
Texas Observer - 10 @ \$7.35 each	73.50
National Civic Review - 6 @ \$7.50 each	45.00
Texas Water Report - 2 @ \$25.00 each	50.00
Replacement Sheets for Texas Legislative Procedures Manual	15.00
Texas Election Code - 1974-75 Revised Edition	5.00
Subscriptions to other coalition organization Newsletters	22.30

Total \$ 1350.00

Distribution plans for printed material (if part of project):

Subscriptions to periodicals are necessary for State Board President, Program Vice-President, Legislative Chairman, and Program Resource Chairmen for researching material for educational information to be distributed to local Leagues and their communities.

New sheets will be necessary for the Texas Legislative Procedures Manual which we obtained last session, due to prospective changes in the Texas Constitution, Rules of the House & Senate, etc. This is an estimated figure to cover cost of replacement sheets.

Submitted by: Chris Brasher  
for Mrs. Darvin Winick, President, LWV/T

cc: SO, Winick, Anderson, Holmes, Jochim



March 5, 1974

To: Jochim      cc: SO, Anderson, Hunter  
From: Brasher  
Re: Legislative Research Materials

C  
O  
P  
Y

You shook me up for a minute about the subscription bill, but on thinking back, it seems I recall that something was said at the last board meeting that since I was not subscribing to any legislative service during this non-legislative year (since there was no money in the Ed fund) that if any of the program people wanted their subscriptions, they would have to get them out of their own program money. I talked to Veta this past week, and she suggested that all subscriptions be held up until we meet at Council. New subscriptions should come out of the new money, as there is very little left elsewhere. My subscription to the legislative service will not start until June or later....depending on the current cost of the Texas Legislative Service, and whether I will be given money for it through the Ed Fund. Since this is just March, I had not yet spoken to Mr. Fish about going back to their legislative service, and what kind of deal they will give me... for the next legislative session.

Carol, I am wondering if perhaps that Brasher you ran into during the finance drive is a long-lost relative of Tom's.....his father had two step-brothers which the family lost track of during the years! Did he give you a contribution? Tom's only brother passed away Sunday.....he was Supt. of lung hospital in Mt. Vernon, Mo.



MEMORANDUM FROM:

*League of Women Voters of Texas*  
DICKINSON PLAZA CENTER • DICKINSON, TEXAS 77539

Feb. 25, 1974

To: Brasher  
From: Jochim  
Re: Legislative Research Materials  
cc: SO, Anderson, Hunter, file

Only \$5.30 left in this TEF Account and am in receipt of bill for \$15.75 for Helen Hunter's subscription to Austin Report. What do I do now???

Will hold bill pending until I hear from you.

Hi -  
Ran into a  
man who spells  
& pronounces name  
same as you while  
I was on Midland Luv  
finance drive -  
Used it as opening  
conversation.  
Thank!  
C.



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

FEB 1 1974

BOARD OF TRUSTEES MEETING

RAMADA INN SOUTH-Austin

January 10, 1974

MINUTES

The meeting was called to order by the Chairman, Mrs. Maurice Brown, at 1:30 P. M.

PRESENT:

Mrs. John Anderson  
Mrs. Irwin Brand  
Mrs. Maurice Brown  
Mrs. Carl Herman  
Mrs. Darvin Winick

ABSENT:

Mrs. Albert Barstis  
Dr. J. William Davis  
Mrs. Edward Fritz  
Mrs. Robert Gooch  
Mrs. Ronald Jochim  
Mrs. Karl Schmitt  
Mr. George Strong  
Mr. Herbert Winck

Chairman's Report: Mrs. Brown reported a generous donation of \$1,000 from Mrs. Irwin Brand. She reported on correspondence with the League of Women Voters of Sherman concerning their Know Your City booklet. The consensus was to fund the publication. She also reported on correspondence with the state League re time desired by the Education Fund at President's Council. Discussion about the presentation followed, but no consensus was reached. Mrs. Brown reported for Mrs. Fritz, that 15 local Leagues had participated in the National Municipal League/Education Fund travel equalization project at a cost of about \$300.

Minutes: It was moved by Mrs. Herman, seconded by Mrs. Anderson, that the Minutes of the previous meeting be approved as mailed. Motion carried.

Project Reports:

LWV/Houston: Mrs. Herman reported that the Spring Branch School Survey is almost ready to go to the printer. The Houston LWV requested permission to use the logo of the real estate firm funding the project and permission was granted.

LWV/Texas: Mrs. Anderson reported that Leaders Guides published by the state on State Financing are finished and in use.

Project Requests:

LWV/Houston: The request for approval of the printing of Voters Keys using the logo of the funding business was approved. The Chairman is to write the League explaining that the logo is to be in good taste. It was decided not to establish any firm guidelines for the use of such logos, but to treat each case individually. Mrs. Winick moved that approval be granted, Mrs. Anderson seconded, and the motion carried.

LWV/Tarrant County: Requested use of \$962 (by phone) to publish local Voters Guides and to defray the cost of state Guides. Mrs. Herman moved approval, Mrs. Winick seconded, and the motion carried.



Fund Business: Mrs. Brand presented the report reproduced below of the Exploratory Committee. There was discussion of the possibility of adopting the plan used in Pennsylvania whereby local Leagues are allowed to pay part of their pledge with tax-deductible dollars. After finding out how this is working in Pennsylvania, the Texas League may adapt the plan to fit our State. Mrs. Winick said that people in Dallas and Houston are need to make statewide calls.

Future Meeting Sites: Mrs. Brown mentioned the future problem of finding a site near the new Dallas/Fort Worth airport.

Combination of Boards: Mrs. Brand's report brought out the advisability of combining the boards of the LWV/Texas and the LWV/Texas Education Fund. Legal advice will be needed; the consensus was the investigation should be started to the end that the combination could be made perhaps by 1975.

The next meeting of the Board of Trustees will be March 15 in Dallas.

The meeting adjourned at 3:00 P. M.

Mrs. Carl Herman  
Acting Secretary

EXPLORATORY COMMITTEE RECOMMENDATIONS:

1. "We get the ball rolling and show the local Leagues it can be done" - in fund-raising. Trustees and State Finance Committee go ask for contributions to carry on the work of the Ed Fund. We raise whatever we can and report to the local Leagues that we have X dollars and therefore can lower their pledges by X%.
2. LWV/Pennsylvania has a system wherein 30% of local League support may be paid in the form of contributions received for the Ed Fund. Any unrestricted local money in escrow with the Ed Fund can also be applied to the pledge.
3. Let's start the process of combining the Ed Fund and LWV/T boards. This would clarify the fact that the TEF is the actual educational arm (program development and voters service etc.) and would give members a more realistic picture and control over the over-all operations. It would also cut Ed Fund Board expenses.
4. We could involve businessmen or other males by setting up a State Advisory Committee (financial questions or any other suggestions).

Submitted by,  
Mrs. Irwin Brand, Chairman  
Mrs. Ronald Jochim  
Mrs. Carl Herman  
Mr. Herbert Wincorn



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
Statement of Income & Expenses, 9-27-73 thru 1-10-74

9-27-73 ASSETS

Cash on Hand	4,229.92	
Time Deposit	2,440.71	
Savings Account	<u>3,135.38</u>	\$ 9,806.01

INCOME

Unrestricted	1,015.00	
Memorial	8.00	
Dividend	600.00	
Interest	217.30	
Overhead	64.00	
Restricted for Local Leagues	<u>1,306.00</u>	<u>3,210.30</u>
		\$13,016.31

EXPENSES

Trustees Meeting	324.46	
Administration		
Printing	213.72	
Duplicating	9.90	
Postage	5.62	
L.D. Calls	10.00	
Supplies	64.35	
Mailings to Local Leagues	23.93	
Fund Project--NML Conference	294.72	
Local League Projects	<u>1,581.05</u>	<u>2,527.75</u>
		\$10,488.56

1-10-74 ASSETS

Cash on Hand	3,695.17
Time Deposit	2,474.50
Savings Account	<u>4,318.89</u>
	\$10,488.56

BALANCE SHEET

ASSETS

Cash on Hand	\$3,695.17
Time Deposit	2,474.50
Savings Account	<u>4,318.89</u>
	\$10,488.56

LIABILITIES

Local League Trust Funds	6,398.92
Capital Account	<u>4,089.64</u>
	\$10,488.56



LOCAL LEAGUE TRUST FUNDS  
1-10-74

Austin	390.00
Beaumont	115.00
Dallas	1,545.00
Denton	167.16
Edinburg-McAllen	20.00
Gulf Coast Regional	80.00
Houston	801.36
Lubbock	355.00
Midland	72.62
Richardson	40.00
San Antonio	150.00
Sherman	100.00
Tarrant County	2,392.78
Texas City-La Marque	20.00
Wichita Falls	50.00

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\$6,398.92



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND - BOARD OF TRUSTEES  
July 1, 1973 to June 30, 1974

	PHONE #	TERM EXPIRES
Mrs. John Anderson 5017 West 15th Street Lubbock, Texas 79416	806-795-4077	1974
Mrs. Albert Barstis P. O. Box 23958 - TWU Station Denton, Texas 76204 Secretary	817-387-8069	1975
Mrs. Irwin Brand 801 LaCruz El Paso, Texas 79902	915-532-9180	1975
Mrs. Maurice H. Brown 1416 Royal Oaks Drive Waco, Texas 76710 Chairman	817-772-2953	1974
Dr. J. William Davis Texas Tech University P. O. Box 4290 Lubbock, Texas 79409	806-795-0504 (home) 806-743-3126 (office)	1974
Mrs. Edward C. Fritz 4144 Cochran Chapel Road Dallas, Texas 75209 Treasurer	214-352-8370	1975
Mrs. Robert S. Gooch 3562 Cromart Court S. Fort Worth, Texas 76133 Vice Chairman	817-921-4657	1975
Mrs. Carl Herman Jr. 5302 Willers Way Houston, Texas 77027	713-621-5966	1974
Mrs. Ronald Jochim 3307 Camarie Midland, Texas 79701	915-694-7162	1975
Mrs. Karl Schmitt 2603 Pinewood Terrace Austin, Texas 78757	512-452-2290	1974
Mr. George W. Strong Room 827- Esperson Building Houston, Texas 77002		1974
Mr. Herbert Wincorn 7226 Birchwood Drive Dallas, Texas 75240	214-239-5797	1975
Mrs. Darvin M. Winick Route 2, Box 81 Dickinson, Texas 77539	713-534-3420 (home) 713-337-1722 (office)	1974



October 1973

Subscriptions: paid for this fiscal year

Anderson	Texas Observer (personal)	Nat'l Civic Review	Austin Rept.	Nat'l DPM
Avena	X		X	
Brasher	X	X	X	X
Coker				X
Conner	X	X	X	X
Glickman			X	personal
Higgins	X		<del>person</del> X	X
Hunter	X	X	X	X
Sugihara	personal		X	
Titus		X	X	X
SO	X	X		



# League of Women Voters of Texas

## EDUCATION FUND

1416 Royal Oaks Drive  
Waco, Texas 76710  
October 1, 1973

TO: Presidents of the Local Leagues  
FROM: Trustees of the LWV of Texas Education Fund  
RE: National Municipal League Conference, Dallas, November 14-17, 1973  
and other matters of interest

### I. NATIONAL MUNICIPAL LEAGUE CONFERENCE TRAVEL EQUALIZATION

You will remember that announcement was made at the League's state convention in Beaumont in April that an attempt would be made to raise funds to provide a travel equalization plan for representatives from each local League in Texas to attend the National Municipal League Conference in Dallas in November.

We have been unable to raise sufficient funds to carry out the project as originally proposed by the Trustees. But we are happy to announce that, using some of the TEF reserve fund, we have worked out a plan that will pay partial travel expense for one delegate from each League. Full information on the Conference has been or will be sent to you by the NML; expenses other than the travel equalization will be the responsibility of the local League. If you have funds on deposit with the TEF, those expenses would be a legitimate use of your funds.

A Travel Equalization Chart and Request Form are attached. Please return the request for the travel equalization payment to the address thereon no later than October 25, 1973.

### II. TEXAS EDUCATION FUND PUBLICATIONS

A revised TEF Manual (THE LEAGUE OF WOMEN VOTERS AND TAX-DEDUCTIBLE GIFTS) is being prepared. Two copies will be mailed to each League as soon as they come from the printer. One copy should be placed in the president's file; the other is for the use of the voters service chairman, the finance chairman, and treasurer. The TEF flyer, ALL ABOUT DEDUCTIBLE MONEY, is also being reprinted -- there are no changes in it. Copies can be ordered from the League state office after October 15. The flyer is extremely useful for finance workers' kits and a copy should also be in each board member's file. Price remains the same: 10¢ each, 15 for \$1.00.

### III. TRUSTEES MEETING

The next meeting of the Trustees will be January 10, 1974 in Austin.



League of Women Voters of Texas Education Fund  
1416 Royal Oaks Drive Waco, Texas 76710

October 1, 1973

CHART OF PAYMENT TO BE MADE TO ONE DELEGATE FROM EACH LEAGUE TO EQUALIZE  
TRAVEL TO DALLAS FOR THE NATIONAL MUNICIPAL LEAGUE CONFERENCE NOVEMBER 14-17

ZONE I - \$5.00

Dallas  
Denton  
Garland  
Irving  
Richardson  
Tarrant County

ZONE II - \$10.00

Corsicana  
Lamar County  
Sherman  
Tyler  
Waco  
Wichita Falls

ZONE III - \$15.00

Austin  
Brazos County  
San Marcos

ZONE IV - \$20.00

Bay Area  
Baytown  
Brazosport  
Deer Park  
Dickinson  
Galveston  
Houston  
Montgomery County  
Pasadena  
Pearland  
San Antonio  
Texas City/LaMarque  
Victoria

ZONE V - \$25.00

Abilene  
Amarillo  
Beaumont  
Corpus Christi  
Lubbock  
Midland  
Odessa  
South Jefferson County

ZONE VI - \$50.00

Brownsville  
Edinburg/McAllen  
El Paso  
Harlingen

Yes, the following will be a delegate to the NML Conference in Dallas Nov. 14-17, 1973

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_

LEAGUE: \_\_\_\_\_

LEAGUE PORTFOLIO \_\_\_\_\_

ZONE: I, II, III,  
IV, V, VI.  
(Circle correct  
zone. See Above)

Return to LWV of Texas Education Fund no later than October 25, 1973.



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Board of Trustees Meeting  
Guardian Savings & Loan Conference Room  
5501 W. Lovers Lane, Dallas  
September 28, 1973

MINUTES

The meeting was called to order by the Chairman, Mrs. Maurice H. Brown, at 10:10 A. M.

PRESENT:

Mrs. John Anderson  
Mrs. Albert Barstis  
Mrs. Irwin Brand  
Mrs. Maurice H. Brown  
Mrs. Edward C. Fritz  
Mrs. Robert S. Gooch  
Mrs. Carl Herman, Jr.  
Mrs. R. J. Jochim  
Mr. Herbert Wincorn

ABSENT:

Dr. J. William Davis  
Mrs. Karl Schmitt  
Mr. George W. Strong  
Mrs. Darvin M. Winick

CHAIRMAN'S REPORT: Mrs. Brown reported on correspondence with Mr. W. N. Cassella, Jr., Executive Director of the National Municipal League re availability of funds for attendance at the NML Conference. No such funds are available. Mrs. Brown also had correspondence with the LWV/T State Finance Committee re future financing of the state League.

An inquiry was received from the LWV/El Paso re use of TEF funds for Voters Guides. El Paso was informed that it has no money on deposit at the present time.

The LWV/Dallas had received a \$100.00 check made out to the LWV/Dallas from the Otis Engineering Company, but it was understood that this was to be an annual contribution to the TEF. Dallas will be requested to clarify this matter with Otis.

AGENDA: Add Project Request from LWV/San Antonio.

MINUTES: It was moved by Mrs. Anderson, and seconded by Mrs. Gooch, that the minutes of the July 13, 1973, meeting be approved as mailed. Motion carried.

TREASURER'S REPORT: The Treasurer's Report as presented by Mrs. Fritz is attached to these minutes.

PROJECT REPORTS:

LWV/Texas: Mrs. Jochim reported that a balance of \$56.45 remains in the Land Use account. This amount may be used for research materials.

LWV/Texas: Mrs. Anderson reported that the every member material on absentee voting and financing state government has been approved and is at the printer. This material will come as an insert in the September Voter, and is marked as being funded by the TEF. The Leader's Guides are in the process of being compiled.



LWV/Tarrant County: Mrs. Fritz reported that the pamphlet on YOUR ELECTED OFFICIALS has been published and copies received by the TEF. No financial report has been received to date.

Mrs. Herman asked for clarification on how much "say" a project director may have as to content in Local League publications. Very little on such publications as YOUR ELECTED OFFICIALS, but considerable editorial comment on program material.

LWV/TEF: Mrs. Brown reviewed the plans that the TEF had considered for financing local League attendance at the National Municipal League Conference in Dallas November 14-17. After considerable discussion, it was moved by Mrs. Herman, and seconded by Mrs. Anderson, that the TEF chairman write to local League's that limited funds are available to pay travel expenses for one delegate to the NML Conference in Dallas, November 14-17, on a first come, first served, travel equalization plan. Motion carried. One "no" vote. It was moved by Mrs. Anderson, and seconded by Mrs. Herman, that an upper limit of \$750.00 be made available for this project. Motion carried. One abstention.

#### PROJECT REQUESTS:

LWV/Houston: It was moved by Mrs. Herman, and seconded by Mrs. Jochim, that a project request in the amount of \$827.00 to cover printing and distribution of 30,000 local Voters Guides for the City of Houston and Houston Independent School Board November 6, 1973, elections be approved. Motion carried. Houston was to be cautioned to be as objective as possible in formulating future questionnaires.

LWV/Houston: It was moved by Mrs. Jochim, and seconded by Mrs. Herman, that a project request in the amount of \$265.00 to cover purchase and distribution of 10,000 LWV/T Voters Guides for the November 6, 1973, amendment election, be approved. Motion carried.

Mrs. Fritz commented that it is the practice of the Treasurer to compute the 5% TEF overhead at the time funds are deposited with the TEF.

LWV/Austin: It was moved by Mrs. Anderson, and seconded by Mrs. Herman, that a project request in the amount of \$321.00 to cover publication and distribution of 10,000 Austin School Board Voters Guides and 6,000 Democratic Primary Voters Guides be approved, contingent on the following: that the questionnaires be approved by the Regional Supervisor (Mrs. Schmitt); that the Republican Primary election be included; and that an amended budget may be filed at a later date. Motion carried.

LWV/San Antonio: Mrs. Brown reported that a telephone request had been received requesting approval to use funds on deposit in the amount of \$114.00 to purchase LWV/T Voters Guides for the November 6, 1973, amendment election. It was moved by Mrs. Herman, and seconded by Mrs. Brand, that this project request be approved. Motion carried.

#### OTHER REPORTS:

1973-74 Operating Budget: A proposed operating budget was presented by Mrs. Anderson. After discussion, it was moved by Mrs. Anderson, and seconded by Mrs. Herman, that the operating budget, as amended, be



adopted. Motion carried. A copy of the adopted budget is attached to these minutes.

Fund Raising Coordination with LWV/Texas: Mrs. Gooch reported on the meeting with the LWV/T state finance committee. It was agreed that the prime purpose would be to seek funds to pay the tax-deductible portion of the LWV/T budget, thereby relieving the local Leagues, at least in part, of the fund raising burden; the state finance committee is to take the initiative. Local Leagues will need to be made aware of the fact that such activity would be financially profitable for them. This could be explained to them during local League board training.

Initially, there are certain basic needs, such as: a list of projects; a list of potential state-wide contributors; and information relating to those contributors including opportune times to make contacts.

Mrs. Gooch reported on the contact with Mrs. Baird's Bread. The TEF is invited to try again next spring.

Mrs. Brown appointed the following committee to explore the functions (i.e. Voters Service and Program Development) the TEF might take over that would be beneficial to local Leagues and to report at the next TEF board meeting and at Council in the spring:

Mrs. Irwin Brand, Chairman  
Mrs. Carl Herman, Jr.  
Mr. Herbert Wincorn  
Mrs. R. J. Jochim, LWV/T Liaison

Mrs. Brown suggested that it is time to begin consideration of the merger of the TEF and LWV/T boards.

Revision of Policies and Operating Procedures (Revised July 1969): It was moved by Mrs. Jochim, and seconded by Mrs. Fritz, that Section III. E. be deleted. Motion carried.  
It was moved by Mrs. Brand, and seconded by Mrs. Anderson, that the second sentence of Section IV. A. be deleted. Motion carried.  
It was moved by Mrs. Herman, and seconded by Mrs. Fritz, that Section IV. B. be amended to read: The Fund's Policies and Operating Procedures shall be on file with the League of Women Voters of Texas. Motion carried.

TEF Manual: The following changes are to be made in the TEF Manual, and 100 copies be produced:

Page 2: Delete the third paragraph.  
Page 3: Delete.  
Page 4: Becomes page 3.  
Pages 5 and 6: Become pages 6 and 7. Amend next to last question on page 6 to read: Can the TEF hold . . . . Delete the last question and answer on page 6.  
Page 7: Becomes page 5.  
Page 9: Update list of projects.  
Pages 10, 11, and 12: Delete.  
Page 13: Becomes page 5.

TEF Flyer: It was agreed that an additional 1,000 copies of the TEF Flyer be printed.



The next meeting of the Board of Trustees of the LWV/T Education Fund will be held in Austin on January 10, 1974, from 1:00 P. M. to 5:00 P. M. This is following the LWV/T board meeting.

The meeting was adjourned at 2:45 P. M.

*Gladys P. Barstis*

Mrs. Albert Barstis  
Secretary

Attachments:

Treasurer's Report  
Adopted Budget 1973-74



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Statement of Income & Expenses, 7-1-73 thru 9-27-73

7-1-73 ASSETS

Cash on Hand	\$4,409.69	
Time Deposit	2,410.39	
Savings Account	<u>3,135.38</u>	\$9,955.46
<u>Income</u>		
Memorial	5.00	
Interest on Time Deposit	30.32	
Restricted for Local Leagues	<u>1,315.16</u>	<u>\$1,350.48</u>
		\$11,305.94

EXPENSES:

Trustees Meeting	300.11	
Administration		
xeroxing	4.62	
supplies	20.20	
Fund Projects		
Voting Rights	525.00	
Financing State Government	450.00	
Local League Projects	<u>200.00</u>	<u>1,499.93</u>
		\$ 9,806.01

9-27-73 ASSETS

Cash on Hand	4,229.92	
Time Deposit	2,440.71	
Savings Account	<u>3,135.38</u>	\$9,806.01



# LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

## BALANCE SHEET

September 27, 1973

<u>ASSETS</u>		<u>LIABILITIES</u>	
Cash on Hand	\$4,229.92	Local League Trust Funds	\$6,673.97
Time Deposit.	2,440.71	Capital Account	<u>3,132.04</u>
Savings Account	<u>3,135.38</u>	TOTAL	\$9,806.01
TOTAL	\$9,806.01		

## LOCAL LEAGUE TRUST FUNDS

Austin	\$390.00
Beaumont	115.00
Brazos County	35.00
Dallas	1,445.00
Denton	167.16
Edinburg-McAllen	20.00
Gulf Coast Regional	80.00
Houston	1,371.36
Lubbock	355.00
Midland	72.62
Richardson	40.00
San Antonio	120.05
Tarrant County	2,392.78
Texas City-LaMarque	20.00
Wichita Falls	<u>50.00</u>
TOTAL	\$6,673.97



September 28, 1973

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Adopted Budget  
July 1, 1973 - June 30, 1974

INCOME

Dividend Payment	\$ 500.00
Interest Earned	125.00
Memorial Gifts	100.00
Project Administration Fees	300.00
Unrestricted Income	<u>750.00</u>

TOTAL	\$1,775.00
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EXPENDITURES

Trustees Meetings	\$1,200.00
Liaison with State Board	100.00
Printing and Supplies	375.00
Postage	50.00
Telephone	<u>50.00</u>

TOTAL	\$1,775.00
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Submitted by,

BUDGET COMMITTEE

Mrs. John Anderson, Chairman  
Mrs. Edward C. Fritz  
Mrs. Carl Herman, Jr.



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

POLICIES AND OPERATING PROCEDURES

Adopted September 1966  
Revised September 1968  
Revised July 1969  
Revised September 1973

I. Purpose

The EDUCATION FUND is organized and shall be operated exclusively for educational purposes in the general area of government and public policy in the United States and in the State of Texas.

II. Program

The EDUCATION FUND shall carry out its purpose through research, publication of educational materials, and other appropriate projects. These projects may be initiated either by local, regional, or statewide groups, or by the FUND itself.

III. Policies

- A. No project or publication may be undertaken without the approval of the Board of Trustees.
- B. The League of Women Voters of Texas shall be kept advised of all EDUCATION FUND activities.
- C. The FUND shall solicit contributions in a manner that will not interfere with the fund-raising activities of the League of Women Voters.
- D. All projects shall be under the direction of a Trustee or someone designated by the Trustees.
- E. The annual meeting of the Board of Trustees shall be held following the regular statewide meeting of the League of Women Voters of Texas. The terms of office of the Trustees shall begin at that annual meeting. At the annual meeting, the Trustees shall choose a chairman, a vice chairman, a secretary and a treasurer from among its members. The vice chairman shall preside in the absence of the chairman. A vacancy in any office specified above for any reason shall be filled by the Board of Trustees from its remaining members for the unexpired portion of the term.
- F. All checks, drafts, or notes issued in the name of the FUND shall be signed on behalf of the FUND by the chairman or the treasurer.
- G. Carbon copies of all correspondence shall be sent to the chairman.
- H. Communications to the public and all Leagues of Women Voters shall go in the name of the chairman.
- I. The chairman shall notify the other members of the Board of Trustees of the time, place, and the nature of the business of each meeting at least two weeks before the meeting.



#### IV. General Procedure

- A. The FUND shall send copies of its minutes, budgets, and treasurer's reports to the League of Women Voters of Texas and shall make available other reports for them on request or when it is deemed appropriate.
- B. The FUND's Policies and Operating Procedures shall be on file with the League of Women Voters of Texas.
- C. Contributions: Prior to solicitation of contributions, the Board of Trustees shall consult with the League of Women Voters of Texas and the appropriate local League.
- D. Projects
  - 1. All project proposals shall include a statement of the purpose of the project and of the means to be used to accomplish the purpose. Also included shall be a budget for the project and suggestions for financing it.
  - 2. The budget for any project shall include a reasonable amount for overhead expenses incurred by the FUND.
  - 3. The FUND shall not set up a revolving fund for any other organization.
  - 4. All projects shall meet the criteria set forth by the FUND.
- E. Trustee Expenses: A Trustee may be reimbursed for expenses incurred in performing his duties for the FUND by submitting a voucher therefor to the treasurer.

# # # # #



# League of Women Voters of Texas

## EDUCATION FUND

### CHAIRMAN'S ANNUAL REPORT 1973

Any year-end report to the board of any organization should be more than a recap of what has been done during the past year. It is more than a little useless to simply report to the Trustees that we underwrote a certain number of projects or deposited a certain number of dollars for future use of other groups. This has been another active year but you are as aware of what we have done as I am. We are now a visible and viable organization of merit to both ourselves and the League of Women Voters. How we got that way, you know; how we remain that way and increase our usefulness and effectiveness is more important for discussion today.

Incorporated into what I want to report to you today as the major portion of my annual report are some of the remarks included in my report to the League's convention in Beaumont in April. The main reason for repeating them here is the need for both groups - the TEF and the LWV - to be thinking of what the Fund's purpose is and might become.

And so - quoting now from that report :

"The real crux of what I want to say to you here today concerns the Ed Fund itself and the state League. This is the year the 50th anniversary pledges to the Ed Fund run out. There is just one more payment due from one source and then the Ed Fund, with no source of income, will be unable to finance the section of the state budget that can be financed with deductible money. In this category is the leadership material for the election laws study, the public school financing study, the upcoming land



use study. Deductible money was also used for the Citizen's Handbook and other voters service material and the legislative research material. All of these have been available to you at cost or without cost through the 50th anniversary pledges to the TEF.

So, the question I raise here today affects not only the TEF and the LWVT but also every local League in the state.

Where is the money to come from to keep the Ed Fund and the LWVT operating?

Would you be willing to take on the responsibility of raising deductible dollars for the use of the state League which is ultimately for your benefit? Or does the TEF become simply a banking operation for a few local Leagues with no ultimate benefit for all the Leagues in the state?

Have you considered the possibility of making the TEF (and the state League) the beneficiary of an honorarium to your outgoing presidents? Do you consider the TEF first for memorials to the loved ones of League members? Would you consider a system of some sort for continuing contributions by League members to the Ed Fund?"

END QUOTE.

One of the major problems that must be corrected is the need for solutions to the question of who does the work we set for ourselves. Who will do the fund-raising that may become necessary? Who will oversee the projects we approve for both the local Leagues and the state League? The lack of supervision we are able to provide for some of the projects has become apparent. We fail to receive final reports or even copies of the publications we sponsor. The techniques and directions for reporting are spelled out in several places, including the letter approving the project in the first place but nothing really takes the place of personal



supervision, it seems.

In the very serious matter of fund-raising, I feel we are running the risk of duplicating or perhaps superseding the efforts of a newly-activated state League finance committee. How can - or should - we coordinate those efforts? Is fund-raising for the TEF a separate concern or should one combined committee undertake it for both organizations? Have we the personnel and the funds to provide members for such a committee? Can we afford not to coordinate our efforts?

Because of the fact that all 50th anniversary pledges have now been paid, we need to look to the future with a different approach. Money for state League projects will not be so readily available until we find new sources of income.

The treasurer's annual report will show this to have been another productive and busy year. That the TEF has proved its worth to the LWV is quite apparent from that report. What the future holds is a question that must be confronted by both organizations -- and yesterday may prove to have been a little late! The time for action is now.

Mrs. Maurice H. Brown  
Annual Report to TEF  
July 13, 1973



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

1973 Annual Meeting & Board of Trustees Meeting  
League of Women Voters of Dallas Conference Room  
2626 West Mockingbird Lane, Dallas  
July 13, 1973

MINUTES

The meeting was called to order by the Chairman, Mrs. Maurice H. Brown, at 10:20 A. M. Since the annual meeting scheduled for June 15, 1973, was postponed, this meeting is to be considered as the 1973 Annual Meeting, as well as the first Board of Trustees meeting for 1973-74.

PRESENT:

Mrs. John Anderson  
Mrs. Albert Barstis\*  
Mrs. Irwin Brand\*  
Mrs. Maurice H. Brown  
Mrs. Edward C. Fritz\*  
Mrs. Robert S. Gooch\*  
Mrs. Carl Herman, Jr.  
Mrs. Darvin M. Winick

ABSENT:

Dr. J. William Davis  
Mrs. R. J. Jochim\*  
Mrs. Karl Schmitt  
Mr. George W. Strong  
Mr. Herbert Wincorn\*  
Judge W. St. John Garwood\*\*  
Mrs. B. H. Passmore\*\*  
Mrs. Arthelia Cook Smith\*\*

\* Appointed for 1973-75

\*\* Appointment expired 1973

AGENDA: It was agreed that the following changes be made in the agenda as mailed:

Trustees present would act as the Nominating Committee.  
Add these project requests hand delivered to the chairman on July 13:  
Bay Area - Voter Information Flip Chart  
Tarrant County - Your Elected Officials  
LWV/T - Financing State Government  
Drop the Deer Park project request since it was not received.

CHAIRMAN'S ANNUAL REPORT for 1973: The Chairman's Annual Report, as read by Mrs. Brown, is attached to these minutes.

MINUTES: The minutes of the March 23, 1973, meeting were approved as mailed.

TREASURER'S ANNUAL REPORT: The Treasurer's Annual Report, as presented by Mrs. Fritz, is attached to these minutes. The sum of \$80 is being held in the trust fund pending final decision by the Gulf Coast Regional ILO whether or not to disband.

NOMINATING COMMITTEE: Acting as the Nominating Committee, those trustees present nominated and elected the following officers for the year 1973-74:

Chairman: Mrs. Maurice H. Brown  
Vice Chairman: Mrs. Robert S. Gooch  
Secretary: Mrs. Albert Barstis  
Treasurer: Mrs. Edward C. Fritz



BUDGET: Mrs. Brown appointed the following Budget Committee:

Chairman: Mrs. John Anderson  
Mrs. Edward C. Fritz  
Mrs. Carl Herman, Jr.

The proposed budget for the operation of the TEF is to be presented at the next meeting of the Board of Trustees.

PROJECT REPORTS:

LWV/Texas: Mrs. Barstis reported that the Land Use project had been completed. Mrs. Jochim will make the financial report. Any balance remaining may be used by Mrs. Higgins, EQ (Land Use) Chairman for additional research materials. The Leader's Guide was printed on recycled paper.

Baytown: Mrs. Herman reported that the Voter Information booklet had not been printed to date due to the fact that the print shop had been flooded. Funds in the amount of \$403.74 have been sent to Baytown.

Tarrant County: Mrs. Fritz reported that the accounting for the Voters Guide project had been received. Since the project's cost was \$27.14 less than budgeted, this amount will be deducted from a future project request.

LWV/Texas: Mrs. Winick reported that the remaining available funds provided for the Legislature Office will be applied to on-going expenses.

CORRESPONDENCE: Mrs. Brown reported than an inquiry was received from the LWV/San Antonio asking if someone could give an electric typewriter for use in the League office through the TEF. The reply was "no."

A letter from Deer Park was received by Mrs. Jochim, and passed on to Mrs. Brown, inquiring about the use of donated funds for publication of the City Survey. Mrs. Brown had written to Deer Park explaining the procedures.

Judge Garwood wrote Mrs. Brown that he regretted that he would be unable to continue as a trustee but other commitments would not permit. Assurance was given that the TEF could expect the usual annual dividend from the Houston Production stocks. There is a possibility that this stock may be more productive in the future.

A telephone call from San Antonio requested information on the handling of income resulting from the sale of one share of American Express stock. The sum of \$50.05 is now on deposit with the TEF.

The Ford Foundation furnished a list of its grants in Texas, together with an offer of assistance in preparing future grant requests.

A column for the July LWV/T Voter was not prepared since insufficient notice had been received by Mrs. Brown.

A phone call from the Houston League indicated that Houston had mailed letters requesting tax deductible funds using the list from National which released the names of those who had contributed to the 50th.



A letter was received from a woman in San Antonio wanting to use the Citizens Handbook for citizenship courses to be given at Randolph Field.

#### PROJECT REQUESTS:

Brazos County: Mrs. Winick moved, seconded by Mrs. Herman, that the project request submitted by Brazos County be approved contingent upon clarification of the funding of the project. Motion carried. Brazos County has \$35 on deposit with the TEF.

LWV/Texas: A letter from Mrs. Sugihara, Voting Rights Chairman, proposed extensive changes in the project request dated June 2, 1973. A second project request concerning Financing State Government was submitted by Mrs. Anderson.

After discussion concerning the use of TEF funds budgeted by the LWV/T, which resulted in amended budgets for both proposed projects, Mrs. Herman moved, seconded by Mrs. Winick, that both project requests be approved. Motion carried. The amended budgets are as follows:

Voting Rights:	
Committee use and research	\$100.00
300 Leader's Guides	200.00
Typing	50.00
Postage	100.00
Voter supplement (1 page)	75.00
Total	<u>\$525.00</u>

Financing State Government:	
Committee use and research	\$ 50.00
300 Leader's Guides	200.00
Typing	50.00
Voter supplement (2 pages)	150.00
Total	<u>\$450.00</u>

Tarrant County: Because of the popularity of its Your Elected Officials pamphlet, Tarrant County requested that this project request be amended to cover publication of 10,000 rather than 3,000 copies, at a total cost of \$541.70. Mrs. Winick moved, seconded by Mrs. Herman, that this amended project request be approved. Motion carried.

Bay Area: Approval was requested for a project to cover publication of 2,000 copies of a Voter Information flip chart at a cost of \$351.02. The project request did not indicate the source of funds to be used and no funds are on deposit with the TEF. Mrs. Anderson moved, seconded by Mrs. Herman, that the project request be approved contingent upon the availability of funds. Motion carried.

LOCAL LEAGUE PROJECTS SUPERVISION: In an effort to assist the local Leagues to fulfill all the requirements connected with project requests, it was agreed that a projects supervision plan be implemented on a one-year trial basis. A copy of the approved plan and designated regional supervisors is attached to these minutes.



FUND RAISING: Mrs. Winick briefly outlined the plans of the LWV/Texas statewide finance committee. The committee will meet on September 10 in Houston. Mrs. Herman and Mrs. Gooch were appointed to the committee as TEF representatives. Mrs. Brown will serve as liaison.

Mrs. Brown raised the question how can we, as trustees of the TEF, raise operating funds, if other sources are not available. After discussion, it was agreed that any further discussion be delayed until after the September 10 meeting. In the meantime, Mrs. Fritz and Mrs. Gooch will contact Mrs. Baird's Bread Co. for a possible contribution.

Local Leagues have indicated the need for some type of pledge card suitable for deductible contributions. This matter will be explored further.

NML Conference: Nothing has been done to date about raising funds to make it possible for the TEF to sponsor attendance of local and state League representatives at the National Municipal League Conference to be held in Dallas in November. Mrs. Anderson is to gather information about selected members of the NML Council as to whether or not they could be possible sources of funding for such a project. This information will be given to Mrs. Brown, who in turn will make the necessary contacts.

The next meeting of the board of trustees will be held in the LWV/Dallas conference room, 2626 W. Mockingbird Lane, on September 28.

The meeting was adjourned at 2:50 P. M.

Respectfully submitted,

*Albys P. Barstis*

Mrs. Albert Barstis  
Secretary

3 Attachments:

Chairman's Annual Report  
Treasurer's Annual Report  
Local League Projects Supervision Plan



July 13, 1973

LOCAL LEAGUE PROJECTS SUPERVISION PLAN

1. Divide the state into regions with a trustee as a regional supervisor.
2. Trustee reminds local League when reports are due, what reports are necessary, etc.
3. State project supervision will be provided by the TEF vice-chairman or by appointment at time of approval.
4. Five regions will be set up as follows: East Texas, North Texas, West Texas, South Texas, Gulf Coast.
5. The following Leagues will be in the regions as indicated:

WEST TEXAS

(Mrs. R. J. Jochim,  
Regional Supervisor)

Abilene  
Amarillo  
El Paso  
Lubbock  
Midland  
Odessa  
Plainview/Hale County

NORTH TEXAS

(Mrs. Edward C. Fritz,  
Regional Supervisor)

Dallas  
Denton  
Garland  
Irving  
Richardson  
Tarrant County  
Waco  
Wichita Falls

EAST TEXAS

(Mrs. Albert Barstis,  
Regional Supervisor)

Brazos County  
Corsicana  
Hunt County  
Lamar County  
Montgomery County  
Sherman  
Tyler

South Texas

(Mrs. Karl Schmitt,  
Regional Supervisor)

Austin  
Brawnsville  
Corpus Christi  
Edinburg/McAllen  
Harlingen  
San Antonio  
San Marcos  
Victoria

GULF COAST

(Mrs. Carl Herman, Jr.,  
Regional Supervisor)

Bay Area  
Baytown  
Beaumont  
Brazosport  
Deer Park  
Dickinson  
Galveston  
Houston  
Pasadena  
Pearland  
South Jefferson County  
Texas City/Lamarque



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Statement of Income & Expenses, 7-1-72 thru 6-30-73

7-1-72 Assets

Cash on Hand	\$6,326.63	
Time Deposit	2,292.84	
Savings Account	<u>135.38</u>	\$ 8,754.85

Income

50th Anniversary	2,000.00	
Unrestricted Income	807.00	
Restricted Income	100.00	
Memorial Income	100.00	
Dividend Income	500.00	
Interest Income	117.55	
Overhead Income	259.56	
Refunds & Receipts on Fund projects	652.58	
Funds Restricted for Local Leagues	<u>6,882.12</u>	<u>11,418.81</u>
		\$20,173.66

Expenses

Trustees Meetings	632.28	
Liaison with State Board	238.45	
Printing & Supplies	169.73	
Postage	16.95	
Long Distance Calls	32.48	
Mailings to Local Leagues	23.00	
Miscellaneous	40.59	
Fund Projects	1,899.70	
Local League Projects	<u>7,165.02</u>	<u>10,218.20</u>
		\$ 9,955.46

6-30-73 Assets

Cash on Hand	4,409.69
Time Deposit	2,410.39
Savings Account	3,135.38



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
Fund Operating Income & Expenses, 7-1-72 thru 6-30-73

Income

50th Anniversary	\$2,000.00	
Unrestricted Income	807.00	
Restricted Income	100.00	
Memorial Income	100.00	
Dividend Income	500.00	
Interest Income	117.55	
Overhead Income	259.56	
Refunds & Receipts on Fund Projects	<u>652.58</u>	
		\$4,536.69

Expenses

Trustees Meetings	632.28	
Administration		
Liaison with State Board	238.45	
Printing & Supplies	169.73	
Postage	16.95	
Long Distance Calls	32.48	
Mailings to Local Leagues	23.00	
Miscellaneous	40.59	
Fund Projects	<u>1,899.70</u>	
		<u>3,053.18</u>

Excess of Income over Expenses

\$1,483.51



# LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

## Balance Sheet

6-30-73

<u>Assets</u>		<u>Liabilities</u>	
Cash on Hand	4,409.69	Local League Trust Funds	5,558.81
Time Deposit	2,410.39	Capital Account	4,396.65
Savings Account	<u>3,135.38</u>		
	\$9,955.46		<u>\$9,955.46</u>

## Local League Trust Funds

Austin	390.00
Beaumont	115.00
Brazos County	35.00
Dallas	1,365.00
Denton	157.00
Edinburg-McAllen	20.00
Gulf Coast Regional	80.00
Houston	246.36
Lubbock	355.00
Midland	72.62
Richardson	40.00
San Antonio	120.05
Tarrant County	2,492.78
Texas City-La Marque	20.00
Wichita Falls	<u>50.00</u>
	\$5,558.81



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Board of Trustees Meeting  
Commodore Perry Building, Austin  
March 23, 1973

MINUTES

The meeting was called to order by the Chairman, Mrs. Maurice H. Brown, at 10:00 A. M.

PRESENT:

Mrs. John Anderson  
Mrs. Albert Barstis  
Mrs. Maurice H. Brown  
Mrs. Edward C. Fritz  
Judge W. St. John Garwood  
Mrs. R. J. Jochim  
Mrs. B. H. Passmore  
Mrs. Karl Schmitt

Mrs. Arthelia Cook Smith  
Mr. George W. Strong  
Mrs. Darvin M. Winick

ABSENT:

Dr. J. William Davis  
Mrs. Carl Herman, Jr.

CHAIRMAN'S REPORT: Mrs. Brown reported that the Southwest Citizens Participation Congress, Inc., San Antonio, had requested copies of the CITIZENS HANDBOOK, as well as assistance with a five-state area voter registration project. The organization was informed that it should contact state League presidents in the area for assistance with the project. A third-grade teacher in Odessa also had requested copies of the CITIZENS HANDBOOK.

The Baytown and Midland Leagues had ordered the TEF flyer.

A letter was received from a San Antonio League member requesting information about the TEF. She suggested that local Leagues should be required to raise money for the education fund, as is done in Illinois.

Mrs. Brown reported on the remarkable progress of the Florida EF, which was organized in the spring of 1972. It has a combined board, and has conducted a continuing fund raising campaign. Each issue of the state Voter lists the "angels" who have contributed. Projects funded include a conference on education; a film project funded by a \$35,000 grant from a Chicago firm; and an environmental conference. A total of \$42,432.50 had been raised by December 5, 1972. Out-going local League presidents are honored by a contribution to the education fund. Other states with active education funds are Pennsylvania, Iowa, and Illinois.

Mrs. Brown commented that perhaps we have been too careful about promoting the use of the TEF by local Leagues. The TEF can add to the prestige and visibility of the local League in its community. A suggestion was made that three local Leagues be asked to make a presentation at convention on how they have used TEF funding.

An inquiry was received from Houston re sales tax exemptions. Since they are financing projects with a combination of deductible and non-deductible moneys, they would not be exempt from paying sales tax on these projects.



MINUTES: Corrections: Paragraph 2, page 1, Chairman's Report, the first sentence should read: Mrs. Brown, with written approval from eleven TEF board trustees, had approved the Beaumont and Houston project requests received in November. Add: The chairman's approval of a Midland project request was confirmed by the board of trustees. Page 2, third line, Human Resources Newsletter, should read: .... ready in time for the state convention. Mr. Strong moved, seconded by Mrs. Smith, that the minutes be approved as corrected. Motion carried.

TREASURER'S REPORT: The Treasurer's report, as presented by Mrs. Fritz, is attached to these minutes. The Lubbock account will be credited with \$55.00, originally considered as unrestricted funds for use by the TEF. If a local League account is in an amount less than \$5.00, the amount will be credited to the TEF and the account closed. One thousand dollars is due from the Tandy Corporation. Mrs. Fritz will write to them. The 1972-73 TEF budget, a nine-months treasurer's report, and a report on local League trust funds will be included in Convention Workbook II. The Treasurer's year-end report will go with the chairman's annual report to the local Leagues.

PROJECT REPORTS:

Houston: In the absence of Mrs. Herman, Mrs. Brown reported that Houston had distributed 50,000 state and 50,000 local VOTER'S GUIDES, financed as follows: \$1,851.90 by local League funds; \$1,299.12 by TEF funds.

Beaumont: Mrs. Schmitt reported that Beaumont had published its KNOW YOUR CITY handbook. She had not received a copy of the draft for her approval before it went to the printer. No credit was given to the TEF. The financial report will be sent to Mrs. Fritz when it is completed. Beaumont inquired whether the cost of raising funds could be included in the cost of a project. The answer is "NO".

Baytown: Mrs. Herman reported to Mrs. Brown that Baytown had made no report on the publication of its Voter Information booklet.

San Marcos: Mrs. Fritz reported that the KNOW YOUR CITY - COUNTY handbook project had been completed. Credit was given to the TEF.

Land Use Project: A revised budget in the amount of \$879.00 was submitted by the state EQ chairman, Mrs. Wilfred Higgins, to cover cost of committee expenses and preparation of a Leader's Guide. Mrs. Winick moved, seconded by Mrs. Jochim, that the revised budget be approved. Motion carried.

Pearland: Mr. Strong reported that the first draft of the copy for the KNOW YOUR CITY handbook was unacceptable. Copy was rewritten and approved by Mrs. Brown via telephone.

It was suggested that a check list for local Leagues should be attached to the letter approving a project request, to remind local Leagues that checks should be made payable to the LWV/TEF; that a draft of the publication should be sent to the project coordinator for approval; that credit should be given to the TEF in the publication; that a final report be made to the TEF on financing the project; and that three copies of the publication be sent to the TEF.



Tarrant County: Mrs. Fritz reported that no financial reports had been submitted by Tarrant County re Voter's Guides and Your Elected Officials projects.

PROJECT REQUESTS:

San Antonio: Mrs. Anderson moved, seconded by Mrs. Schmitt, that the project request submitted by the LWV of San Antonio to publish a VOTER'S GUIDE for the city council election, approved via telephone by Mrs. Brown, be approved in the amount of the funds available. Motion carried. Mrs. Passmore was asked to inform San Antonio that their account showed \$321.00 rather than \$370.00 as indicated in the project request.

Brazos County: In re a tentative proposal submitted to publish a pamphlet listing elected officials, Brazos County will be informed that the TEF will approve such a project when the funds are raised and a proper project request is submitted to the board of trustees.

COMMITTEE REPORTS: Mrs. Anderson, chairman, reported on the National Municipal League Convention to be held in Dallas, November 14-17, 1973, with a view to the feasibility of the TEF funding local League attendance at the convention. Practically all of the program proposed for the convention parallels League program. Emphasis will be on Texas Constitutional Revision. Mr. Strong moved, seconded by Mrs. Anderson, that we favor sending 100 League representatives from the local Leagues and state board to the National Municipal League Convention in November; that we establish a total budget in the amount of \$5,000.00 to be financed by using a portion of the TEF Time Deposit funds and such grant funds that can be raised by the TEF. Motion carried.

It was suggested that careful consideration be given to the selection of delegates since they should be people who can relate well with convention program people, and who will be able to bring the information back to their local Leagues and communities.

Mrs. Brown presented possible plans for a land use conference. If such a conference is to be held, it should be in early fall prior to local League meetings on land use. Several plans were considered: a one-day conference, a noon-to-noon conference, and one following the Florida plan. The feasibility of regional conferences was also discussed. Any conference held would be a LWV/T project, funded by the TEF, and planned by a joint LWV/T and TEF committee. Judge Garwood moved, seconded by Mrs. Smith, that the land use conference be postponed to a future year. Motion failed (one abstention).

Mrs. Fritz moved, seconded by Mrs. Jochim, that any formal action be postponed at this time but explore funding for regional land use conferences with final decision to be made at the next meeting of the board of trustees, and that a formal proposal be requested from the state board. Motion carried. Mrs. Anderson will talk to Mrs. Higgins, state EQ chairman, who had been invited to attend the board of trustees but was unable to do so.



REPORT TO STATE CONVENTION: Mrs. Brown discussed the points to be made in her report to the delegates at state convention.

The annual meeting of the Board of Trustees will be held in Austin on June 15, 1973.

The meeting was adjourned at 1:15 P. M.

Respectfully submitted,

*Gladys P. Barstis*

Mrs. Albert Barstis  
Secretary



LWV OF TEXAS EDUCATION FUND  
Statement of Income & Expenses, 1-19-73 to 3-22-73

1-19-73 Assets:

Cash on Hand	4,080.52	
Time Deposit	2,350.88	
Savings Account	<u>3,135.38</u>	\$9,566.78

Income:

Unrestricted	71.00	
Memorial	40.00	
Interest on Time Deposit	29.57	
Overhead	63.75	
Restricted for Local Leagues	<u>1,435.07</u>	<u>1,639.39</u>
		\$11,206.17

Expenses:

Trustees Meetings	187.43	
Liaison with State Board	48.40	
Minutes	7.20	
Forms	20.70	
Supplies	2.50	
L.D. calls	13.30	
Fund Project (Legislative Ed Materials)	1,010.70	
Local League Projects	<u>1,829.92</u>	<u>3,120.15</u>
		\$8,086.02

3-22-73 Cash on Hand	2,570.19	
Time Deposit	2,380.45	
Savings Account	<u>3,135.38</u>	
		\$8,086.02

BALANCE SHEET 3-22-73

Assets:

Cash on Hand	\$2,570.19
Time Deposit	2,380.45
Savings Account	<u>3,135.38</u>
	\$8,086.02

Liabilities:

Local League Trust F.	3,520.33
Capital Account	<u>4,565.69</u>
	\$8,086.02



LWV OF TEXAS EDUCATION FUND

Local League Trust Funds  
3-22-73

Austin	\$310.00
Brazos County	.50
Dallas	765.00
Denton	140.00
Edinburg	20.00
Gulf Coast Regional	80.00
Houston	628.43
Lubbock	300.00
Midland	22.62
Richardson	20.00
San Antonio	321.00
Tarrant County	842.78
Texas City-La Marque	20.00
Wichita Falls	50.00



March 3, 1973

To: State Office

From: Chris Brasher

Re: Subscriptions paid for under TEF request

National Civic Review - Office, Anderson, Conner, Coker, Hunter, Brasher

(Since Braunagel is going off Board, and Anderson also gets, I could get the sixth copy, as Janice May says the Legislative Chairman should always get this.) Budgeted - 6 copies at \$7.50 - \$45.00. If prices change, let me know for next budget request.

Texas Observer -

Office, Brasher, Conner, Higgins, Anderson, Hunter, Litras, Avena, and Sugihara.

This publication should go only to State Program people, SO, and Program VP.

Since Fritz is going off, Avena should get it and Sugihara should be added.

Austin Report -

Office, Brasher, Anderson, Litras, Conner, Higgins, Hunter, Avena, Sugihara.

Here again, only program people should be getting this. There is no need for both the office and Veta getting copies, and Avena and Sugihara should get it starting now....or when subscription expires.

I think Holmes gets a personal subscription which she takes to the office. If necessary, I could take mine when I am through with it, if later on she no longer gets two copies.

Ann: If prices ever change on these subscriptions, get that information to me, so when I make my request from TEF, this can be adjusted. That is one reason we got into a bind last time, not enough was budgeted.....

We have one additional copy of The Texas Observer and the Austin Report budgeted - 10 copies of the Austin Report @ 18.22 for a total of \$182.20 and 10 copies of the Texas Observer at \$7.35 for a total of \$73.50. If you think the additional copy should go to someone else, o.k., but I deliberately padded this so if we need extra money for mailing bills, xeroxing, etc., we could take it from this item. Dorothy Brown said we could do that if all of the money was not spent. For instance, we did not include the "Gold Books" for presidents and legislative chairmen, so this \$70.00 will have to come from somewhere else. Also, if we have more than one special session, we will be hurting again.



MEMORANDUM FROM:

*League of Women Voters of Texas*

DICKINSON PLAZA CENTER • DICKINSON, TEXAS 77539

February 19, 1973

To: Brasher  
From: State Office  
Re: Subscriptions for Board Members

Dear Chris:

The renewal notices are starting to come on for the Austin Report, etc.  
Also, Bobette sent me a note requesting I subscribe to the Texas Observer for her as her personal subscription is running out.

According to the record that Lillian sent me last August the subscriptions go to the following people:

National Civic Review - Office, Braunagel, Conner, Anderson, Coker, Hunter  
Texas Observer - Office, Braunagel, Brasher, Conner Higgins, Anderson, Coker, Hunter, Litra  
Austin Report - Office, Litras, Conner, Anderson, Holmes, Higgins, Braunagel, Brasher, Winick, Hunter.

over



I fail to understand why we get two copies of the Austin Report here in the office. One is addressed to the office, the other to Veta. We really do not need this duplication as we both read it in the office.

What is your pleasure on who should get what?

Love,  
Ann



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Board of Trustees Meeting  
2603 Pinewood Terrace, Austin  
January 19, 1973

MINUTES

The meeting was called to order by the Chairman, Mrs. Maurice H. Brown, at 10:10 A. M.

PRESENT:

Mrs. John Anderson  
Mrs. Albert Barstis  
Mrs. Maurice H. Brown  
Mrs. Edward C. Fritz  
Judget W. St. John Garwood  
Mrs. Karl Schmitt  
Mrs. Arthelia Cook Smith  
Mr. George W. Strong

ABSENT:

Dr. J. William Davis  
Mrs. Carl Herman, Jr.  
Mrs. T. A. Knauf (resigned)  
Mrs. B. H. Passmore  
Mrs. Darvin M. Winick

CHAIRMAN'S REPORT: Mrs. Brown reported that she had received a memo from the LWV/Texas Voter Editor stating that she had requested the state Treasurer to bill the TEF for one-twelfth of the cost of the October Voter. The bill had not yet been received. In response to the article in the October Voter, the Galveston and Houston Leagues had submitted suggestions for future TEF projects.

Mrs. Brown, with written approval from eleven TEF board members, had approved the Midland project request received in October. The two Tarrant County project requests received by special delivery mail on January 18 were added to the agenda, as well as the project request received late from Baytown. The Austin League requested a report on its balance in the TEF, which was \$310.

Mrs. Brown reported communication with the state EQ Chairman, Mrs. Wilfred Higgins re TEF techniques. There had been correspondence with Houston re money matters and with San Antonio answering questions re the use of TEF funds. Thank you letters had been sent to Humble Oil (Mr. Keeble), Mrs. Peg Brand, and Mrs. Florence Zeigler for contributions to the TEF.

A letter received from the Finance Chairman of Tarrant County requested permission for that League to publish the VOTER'S KEY and sell it to other local Leagues if the state League is not going to publish it in 1973. Tarrant County will be informed that this is LWV/Texas business. More requests for the CITIZENS HANDBOOK have been received. The LWV/Texas plans to up-date and publish it in 1973.

The TEF budget adopted at the September Board of Trustees meeting is to be included with these minutes.

MINUTES: Mrs. Schmitt moved, seconded by Mrs. Anderson, that the minutes of the September 7, 1972, Board of Trustees meeting be approved as mailed. Motion carried.



TREASURER'S REPORT: The Treasurer's Report as presented by Mrs. Fritz is attached. A contribution from a Dallas League member who wishes to remain anonymous, originally added to the Dallas account, was transferred to the TEF. As far as feasible, it is to be used to pay for an increased number of publications for the Dallas League. The \$80 in the Gulf Coast Regional account will be carried until the TEF learns officially whether or not it is still functioning.

RESIGNATION: Mrs. Smith moved, seconded by Judge Garwood, that the resignation of Mrs. T. A. Knauf be accepted and that the LWV/Texas be notified of the vacancy. Motion carried.

PROJECT REPORTS:

Houston: In the absence of Mrs. Herman, Mrs. Brown reported that no final accounting had been received to date on the Voter's Guide project. One hundred thousand Voter's Guides were published, with about one-half being paid for by business.

KUHT-TV: In the absence of Mrs. Herman, Mrs. Brown reported that KUHT-TV had withdrawn its request for a grant. It was agreed that this was good since viewers reported that the Texas Constitution Revision film had not been objective.

Beaumont: Mrs. Schmitt reported that she had written requesting a report on the progress of the KNOW YOUR CITY project, but had not received a reply.

San Marcos: Mrs. Fritz reported that San Marcos had requested \$35 in September to pay for the typing of the KNOW YOUR CITY-COUNTY handbook, which amount was sent in December; also that additional contributions had been received. The account was closed in January when a check in the amount of \$1,019 was sent. There may be some incidental expenses which San Marcos will have to pay itself. Mrs. Brown will follow-up with a letter requesting copies of the publication and an accounting of the project.

Human Resources Newsletter: Mrs. Fritz reported that the third and final Human Resources Newsletter on the Food Stamp Program will be ready in time to be included in the State Convention Workbook I.

Tarrant County: Mrs. Brown reported that 20,000 copies of an 8-page Voter's Guide had been published. Business paid for 4,000. The final accounting showed an unexpended balance of \$15.20.

El Paso: Mrs. Brown reported that no accounting had been received, but \$38 had been sent for the purchase of state Voter's Guides.

Corpus Christi: Mrs. Brown reported that no accounting had been received but \$95 had been sent for the purchase of state Voter's Guides.

Midland: Mrs. Brown reported that a project request in the amount of \$32 was received October 9, 1972, to purchase 2,000 state Voter's Guides. Mrs. Anderson moved, seconded by Judge Garwood, that the project be approved. Motion carried. (See Chairman's Report)



Houston: Mrs. Fritz stated that deductible contributions made to Houston for various projects has made record keeping difficult, particularly since they have not sent in the required individual project requests, as per example the recently received Hershey contribution which was accompanied only by a letter of explanation. Mrs. Anderson moved, seconded by Mrs. Schmitt, that the proposal for use of the Hershey money be approved, but that for TEF records Houston be requested to submit the proposal on a project request form. Motion carried. A letter so informing Houston will also include an explanation of the TEF policy for taking the 5% overhead charge off the top.

PROJECT REQUESTS:

LWV/Texas Legislative Materials: After discussion as to what amount of the grant should be sent to the LWV/Texas at this time, Judge Garwood moved, seconded by Mrs. Anderson, that the full amount, \$1,010.70, be sent. Motion carried.

Pearland: Mrs. Fritz moved, seconded by Judge Garwood, that the project request submitted by the LWV of Pearland for the publication of 2,000 copies of a 16-page KNOW YOUR CITY booklet with a budget of \$500 be approved contingent upon receipt of the funds and review of the copy by the project director. Motion carried. Mr. Strong was appointed Project Director.

Baytown: Mrs. Anderson moved, seconded by Mrs. Smith, that the project request submitted by the LWV of Baytown for the publication of 1,500 copies of a voter information pamphlet with a budget of \$525 be approved, contingent upon receipt of the funds and review of the copy by the project director. Motion carried. Mrs. Herman was appointed Project Director.

Tarrant County: Judge Garwood moved, seconded by Mr. Strong, that a project request submitted by the LWV of Tarrant County for the immediate publication of 1,000 copies of a short version of KNOW YOUR ELECTED OFFICIALS and publication of 3,000 copies of an extended version at a later date at a total cost of \$295 be approved. Motion carried.

Mrs. Anderson moved, seconded by Mr. Strong, that a project request submitted by the LWV of Tarrant County for the publication of Voter's Guides for several city and school elections at a cost of \$643.30 be approved. Motion carried.

Mrs. Fritz was instructed to send a check to cover the cost of both projects, less the overage of \$15.20 from a prior project.

FUND-INITIATED PROJECTS: A discussion on possible future TEF funded projects was held. Galveston had suggested the development of a course outline for election judges and officials to be used by all Election Boards. Houston had suggested a leadership conference and publications on HOW TO DO RESEARCH and KNOW YOUR STATE OF TEXAS.

Board members' suggestions included conferences on the following: conflict between energy and environment; water; the role of the constitution in environment and resource management; the differences between the Constitutional Commission and the Constitutional Convention; the



differences between being a delegate to the Constitutional Convention and being a legislator; a school for Constitutional Convention delegates; exclusionary zoning; and statewide land use. A publication to be prepared by the LWV/Texas on League TCR positions was also mentioned.

The annual convention of the National Municipal League is to be held in Dallas in November 1973. The theme is to be constitutional revision, and will be geared to Texas. Mrs. Anderson, Chairman, Mrs. Schmitt and Mr. Strong were appointed as a committee to investigate the possibilities of making the convention available to a limited number of delegates from each local League. The committee is to report to the TEF Chairman prior to the next board meeting.

The possibilities of a conference on statewide land use were to be explored by Mrs. Brown.

The next meeting of the Board of Trustees will be held March 23 in Austin.

The meeting was adjourned at 2:15 P. M.

Respectfully submitted,

*Gladys P. Barstis*

Mrs. Albert Barstis  
Secretary



LWV of Texas Education Fund  
Statement of Income & Expenses, 11-1-72 to 1-19-73

11-1-72 Assets:

Cash on Hand	\$5,072.69	
Time Deposit	2,321.68	
Savings Account	<u>135.38</u>	
		\$7,529.75

Income:

Restricted	100.00	
Unrestricted	<del>7</del> 16.00	
50th Anniversary	1,000.00	
Dividend	500.00	
Overhead	155.51	
Interest on Time Deposit	29.20	
Restricted to Local Leagues	1,270.00	
Refund for Schobl Finance F & I	<u>380.50</u>	
		<u>4,151.21</u>

\$11,680.96

Expenses:

Liaison with State Board	71.03	
Postage	.90	
Supplies	4.30	
Misc. Administration	108.75	
Local League Projects	<u>1,929.20</u>	
		<u>2,114.18</u>

\$ 9,566.78

1-19-73 Assets:

Cash on Hand	4,080.52	
Time Deposit	2,350.88	
Savings Account	<u>3,135.38</u>	
		\$ 9,566.78



# Local League Trust Funds

1-19-73

Austin	\$ 310.00
Brazos County	100.00
Dallas	745.00
Edinburg-McAllen	20.00
Gulf Coast Regional	80.00
Houston	598.68
Lubbock	300.00
Midland	22.62
Richardson	20.00
San Antonio	150.00
Tarrant County	1,548.88
Texas City-LaMarque	20.00

\$ 3,915.18

## Balance Sheet 1-19-73

### Assets:

Cash	\$4,080.52
Time Deposit	2,350.88
Savings Account	3,135.38
	<u>3,135.38</u>
	\$9,566.78

### Liabilities:

Local League Trust Funds	\$3,915.18
Capital Account:	<u>5,651.60</u>
	\$9,566.78



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

ADOPTED BUDGET 1972-1973

INCOME

50th Anniversary Pledges	\$1,000.00
Dividend Payment	500.00
Interest Earned	125.00
Memorial Gifts	50.00
Project Administration Fees	100.00
Profits or Unrestricted Project Funds	<u>575.00</u>
Total Receipts	\$2,350.00

EXPENDITURES

Trustees Meetings	\$1,500.00
Liaison with State Board	250.00
Printing and Supplies	125.00
Postage	25.00
Telephone	50.00
Clerical, Newsletter	200.00
Education Fund Flyer	<u>200.00</u>
Total Expenditures	\$2,350.00

Submitted by,

Budget Committee  
Mrs. Carl Herman, Jr., Chairman  
Mrs. Edward C. Fritz  
Mrs. T. A. Knauf



Nov. State Board 1972

LEAGUE OF WOMEN VOTERS OF TEXAS

EDUCATION FUND

<u>PUBLIC SCHOOL FINANCING</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Committee	\$300.00	\$163.28	\$136.72
Resource Materials	50.00	34.26	15.74
Telephone Calls	30.00	25.28	4.72
Leader's Guide			
(Publishing Costs)	600.00	-0-	600.00
Postage & Handling	87.50	-0-	87.50
Supplies	100.00	-0-	100.00
Facts & Issues	380.50	380.50	-0-
Total	\$1,548.00	\$603.32	\$944.68

HUMAN RESOURCES NEWSLETTER

Balance Forwarded	259.27		
Publications Costs			
(LWV of Texas)		124.34	135.27

LEGISLATIVE MATERIAL

Balance Forwarded	121.34		
Publications		121.34	-0-

ELECTION LAWS PROJECT

Balance Forwarded	341.01		
Publishing Costs			
(LWV of Texas)		172.52	168.49

Balance on deposit September 30, 1972

\$1,248.44



# League of Women Voters of Texas

## EDUCATION FUND

September, 1972

TO: Local Leagues  
FROM: TEF Board of Trustees  
RE: Deductible money and how to use it

Enclosed are two different but similar pieces of information for your use in raising and spending deductible money in the local League. We hope it will help to answer your questions.

1) Two copies of a new Page 1 for the TEF Manual, "THE LEAGUE OF WOMEN VOTERS and TAX-DEDUCTIBLE GIFTS", presented to you at the State Convention of the League in Dallas in 1971. Please destroy the present Page 1 in that Manual and replace it with this one. The new page reflects some policy changes in handling deductible funds for the League by the TEF and gives more detailed information on the structure of the Fund.

2) Ten copies of a brand-new flyer about the use of deductible money. Information contained in the flyer is much the same as that contained in the Manual in simpler form. We suggest that the flyer be part of the finance workers' kits in your fund-raising drives and that a copy be placed in your permanent file for the president and the treasurer.

Additional copies of the flyer are available at a modest cost... the ten copies being sent with this memo are free. Order extra flyers for finance workers, for every Board member, for anyone concerned with raising and spending money in your League. See back of flyer for price -- at this writing the exact cost has not been determined.



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Board of Trustees Meeting  
Howard Johnson's Astroworld  
September 7, 1972

MINUTES

The meeting was called to order by the chairman, Mrs. Maurice H. Brown, at 1:00 P. M.

Present:

Mrs. John Anderson  
Mrs. Albert Barstis  
Mrs. Maurice H. Brown  
Mrs. Carl Herman, Jr.  
Mrs. T. A. Knauf  
Mrs. Karl Schmitt  
Mrs. Darvin M. Winick

ABSENT:

Dr. J. William Davis  
Mrs. Edward C. Fritz  
Judge W. St. John Garwood  
Mrs. B. H. Passmore  
Mrs. Arthelia Cook Smith  
Mr. George W. Strong

In the absence of Mrs. Smith, Chairman, Mrs. Schmitt presented the following report of the Nominating Committee:

Chairman - Mrs. Maurice H. Brown  
Vice Chairman - Dr. J. William Davis  
Secretary - Mrs. Albert Barstis  
Treasurer - Mrs. Edward C. Fritz

Mrs. Schmitt moved, seconded by Mrs. Winick, that the report of the Nominating Committee be accepted. Motion carried.

CHAIRMAN'S REPORT: Mrs. Brown reported that she had received two requests for the CITIZENS HANDBOOK. She has arranged with the League of Women Voters of Dallas to use that League's conference room for the March 2 meeting and possibly the June 15 meeting of the Board of Trustees. Correspondence with the League of Women Voters of Texas City-LaMarque indicated that considerable confusion exists on their part on how to use the \$20.00 they have on deposit with the TEF.

MINUTES: Mrs. Winick moved, seconded by Mrs. Schmitt, that the minutes of the June 29, 1972, Board of Trustees meeting be approved as mailed. Motion carried.

TREASURER'S REPORT: In the absence of Mrs. Fritz, Mrs. Brown presented the attached Treasurer's Report.

BUDGET: Mrs. Herman, Chairman of the Budget Committee, presented the proposed budget for 1972-73. After careful consideration, \$450.00 was added to INCOME under "Profits or Unrestricted Project Funds," increasing that figure from \$125.00 to \$575.00, for a total budgeted INCOME of \$2,350.00. Under EXPENDITURES, it was considered that the amount budgeted for Trustees Meetings was inadequate for 13 Trustees. Therefore, this figure was increased from \$1,250.00 to \$1,500.00. A new item was added, \$200.00 to cover the costs of the production of a Texas Education Fund flyer. Total EXPENDITURES were increased to \$2,350.00. Mrs. Herman moved that the proposed budget as amended be adopted. The motion was seconded and carried.



POLICY STATEMENT FOR TEF MANUAL: The proposed revised policy statement for the TEF Manual was presented by Mrs. Schmitt. The following sentence was substituted for the last sentence of the first paragraph: "Classed as a 501 (c) (3) organization by the Internal Revenue Service, the Education Fund may accept contributions which are deductible by the donor for income tax and estate tax purposes." Paragraph (c) was amended to read as follows: "The above mentioned requirement of prior approval by the Trustees of each project is to ensure that it qualifies under the Internal Revenue Service's criteria of eligibility for tax-deductible support." Mrs. Winick moved, seconded by Mrs. Herman, that the revised Policy Statement be approved. Motion carried. Two copies of the approved Policy Statement will be sent to each local League for insertion in their Manuals.

PROJECT REPORTS:

LWV of Texas School Financing: Mrs. Barstis reported that six pieces of resource material had been sent to each local League. The Leader's Guide has been approved and should be in the hands of the local Leagues within 10 days. The State Board has decided to print the Facts and Issues so that it may benefit from the profits, therefore this part of the project was withdrawn from TEF funding, and \$380.50 will be returned to the TEF. Approximately \$200.00 has been spent by Mrs. Fritz for committee meetings and telephone calls. Mrs. Fritz has prepared excellent material on a very complex subject.

Houston: Mrs. Herman reported that the KNOW YOUR CITY GOVERNMENT book has been printed. Because of a misunderstanding "relative to the recovery of funds over and above local League expense and their return to TEF for unrestricted use," Houston requested that they be permitted to withdraw the project from TEF sponsorship. It was moved by Mrs. Schmitt that Houston be allowed to withdraw their request for TEF sponsorship of the KNOW YOUR CITY GOVERNMENT project. The motion was seconded and carried.

San Marcos: Mrs. Knauf reported that the project is at a standstill due to insufficient funds. San Marcos requested if it would be permissible to include a memorial page in the book. Permission granted.

PROJECT REQUESTS:

El Paso: Requested that the \$40.00 on deposit in the TEF be used for state Voters Guides. Mrs. Herman moved, seconded by Mrs. Winick, that approval be granted. Motion carried.

LWV of Texas Legislative Materials: Mrs. Thomas L. Brasher, State Legislative Chairman, submitted a request in the amount of \$1,010.70 to cover the cost of educational materials for the calendar year 1973. Such materials have been funded by the TEF in the past. Mrs. Herman moved, seconded by Mrs. Anderson, that the project be approved. Motion carried, subject to a determination of the funding at the November Board of Trustees meeting.

Tarrant County: Requested approval of a project in the amount of \$554.20 to publish Tarrant County Voters Guides. Mrs. Anderson moved, seconded by Mrs. Herman, that the project be approved. Motion carried.



Corpus Christi: Requested approval to use the \$100.00 on deposit with the TEF to pay for Voters Guides. Mrs. Schmitt moved, seconded by Mrs. Winick, that approval be granted. Motion carried. (It was noted at this point that many of the local Leagues are failing to follow prescribed procedures in applying for project approval.)

KUHT-TCR Film: Requested TEF funding in the amount of \$1,095.00 to cover the cost of statewide distribution and publicity and promotion of the film. After considerable discussion, Mrs. Herman moved, seconded by Mrs. Anderson that the project be funded contingent upon TEF approval of the script and if the funds can be raised. Motion carried: 3 - yes; 2 - no; 2 abstentions). KUHT will be requested by the LWVT to send copies of the script to Mrs. M. S. Braunagel and Judge Garwood for reading and approval. Mrs. Delia Mares will be contacted as to the possibility of raising the necessary funds.

Houston: In lieu of the project request covering the KNOW YOUR CITY GOVERNMENT book, a request in the amount of \$1,786.05 was submitted to cover the cost of printing and distribution of 50,000 combined state-local Voters Guides for the November 1972 election. Mrs. Schmitt moved, seconded by Mrs. Winick, that the request be approved with the understanding that the Houston League would fund the difference (they do not have sufficient funds on deposit to cover the project). Motion carried.

FUND BUSINESS: It was moved by Mrs. Winick, seconded by Mrs. Anderson, that a Texas Education Fund flyer be produced. Motion carried. Mrs. Winick moved that 10 free copies be sent to each local League, and that the remaining flyers be sold at cost. The motion was seconded and carried. The total number to be ordered will depend upon the printing cost. Mrs. Brown appointed the following committee to prepare the flyer: Mrs. Barstis, Chairman, Mrs. Winick and Mrs. Brown. The flyer will be printed in Waco. Distribution target date: October 1.

The next meeting of the Board of Trustees will be November 16 at Howard Johnson's Astroworld.

The meeting was adjourned at 3:40 P. M.

Respectfully submitted,

Mrs. Albert Barstis  
Secretary



LWV of Texas Education Fund  
Statement of Income & Expenses, 7-1-71 to 6-30-72  
(exclusive of Local League Trust Funds)

Income

50th Anniversary	\$2,450.00	
Unrestricted	632.49	
Memorial	15.00	
Dividend	500.00	
Interest on Time Deposit	111.15	
Overhead Income	<u>137.25</u>	
		\$3,845.89

Expenses

Trustees Meetings	840.39	
Administration--Miscellaneous	241.42	
Postage	13.34	
L. D. Calls	30.37	
Supplies	108.18	
Mailings to Local Leagues	445.30	
Fund Projects (Net)	<u>1,087.04</u>	<u>2,766.04</u>

Increase in Capital \$1,079.85

Balance Sheet (6-30-72)

Assets:

Cash	\$6,326.63
Time Deposit	2,292.81
Savings Account	<u>135.38</u>
	\$8,754.85

Liabilities:

L.L. Trust Funds	\$5,841.71
Capital Account	<u>2,913.14</u>
	\$8,754.85



# LWV of Texas Education Fund

## Statement of Income & Expenses, 6-22-72 to 9-4-72

### 6-23-72 Assets:

Cash on Hand	\$7,503.77	
Time Deposit	2,292.84	
Savings Account (See Below)		\$9,796.61

### Income

Unrestricted	10.00	
Interest on Time Deposit	28.84	
Overhead Income	101.75	
Restricted for Local Leagues	595.00	
From Fund Projects		
Voters Keys Receipts	64.00	799.59
		\$10,596.20

### Expenses:

Trustees meeting	224.35	
Administration		
Miscellaneous	5.90	
L.D. Calla	11.92	
Supplies	13.48	
Mailings to Local Leagues	23.00	
Fund Projects		
School Financing	1,548.00	
Voters Keys--handling charge	10.00	
Local League Projects		
Houston--Environmental project	50.00	
For State EQ Chm.	45.31	
Overhead expense	25.00	
Tarrant County--Overhead exp.	76.75	2,033.71
		\$8,562.49

### 9-4-72 Assets:

Cash on Hand	6,240.81	
Time Deposit	2,321.68	
	\$8,562.49	
Savings Account (adjusted to agree with bank's records)	135.38	
Total Assets	\$8,697.87	



Local League Trust Funds  
(9-4-72)

Austin	\$100.00
Beaumont	105.50
Brazos County	100.00
Corpus Christi	100.00
Dallas	745.00
Edinberg-McAllen	20.00
El Paso	40.00
Gulf Coast Regional	80.00
Houston	1,609.62
Lubbock	300.00
Midland	57.50
Richardson	20.00
San Marcos	400.00
Tarrant County	2,094.09
Texas City-La Marque	<u>20.00</u>
	<u>\$5,791.71</u>



August 19, 1972

To: The 40-hour wonder (Lillian Knauf)  
From: Bat-Brain (Chris Brasher)

cc: SO, Braunagel, Counts, *Wackerbarth*

It's no wonder we've come up short. Look at the differences in the prices of the subscriptions from what was requested! not to mention that it was for just one year.. We will also have to go over with Veta who gets those subscriptions. If Rose Lancaster's hasn't been changed to Lois, it should, and now that Nancy Holmes is on the Board, she should be getting one of those copies...maybe instead of Peg Lampton, as Peg is not a program resource person. Bremberg's should be switched immediately to Higgins.

COPY  
I am also enclosing copy of ESI rates of what we are subscribing to. Prices listed are one-half of the usual price. This is a special rate for us and he asked that we keep this confidential. In the request to TEF you will note that I asked for \$100 per month....this is cheaper than the previous \$150 per month from the Texas Legislative Service, but higher than what is quoted in the ESI rate page. This is due to the fact that the only disadvantage to ESI is that we are entitled to only one copy of the bill analysis, whereas we had unlimited availability to the number of bills we wanted. I think the advantages of the added services overcome this though, as we can always duplicate the analysis sheet or have the secretary or me type out copies for resource chairmen, etc. Mr. Marks also offered use of their printing shop for a small price if we ever needed it. I can also go in for free coffee and a place to drop my coat or whatever if I ever need it. Will also tell you all about the possible arrangement for an office if I can ever get hold of Nancy Holmes.

As an added thought, has anyone ever thought of the possibility of getting the DPMs paid for by TEF? Or is this impossible because of the Time for Action service?

Lil, I called Russell Fish of the Texas Legislative Service, and it seems we had a lack of communication or something, but the billing is right. In fact the LWV actually came out \$50 ahead. When the request for the legislative service was made to the TEF, we were already into March, and the request amount was to start in April, I presume...you will note that the xeroxed form on the request form for TEF funds March was scratched out and April inserted. Well, the \$450 was for two months of regular service - April and May at \$150 per month. The balance of \$150 was to pay the Texas Legislative Service a balance of \$150 for the months of January, February, and March...as their service went up to \$150 instead of \$100 per month. But as our budget was already made up, we told him we would only pay him \$100 for these three months, and then catch up in the remaining two months - April and May. May By all rights, we should have paid TLS \$450 balance in April and May. Instead we only paid \$100 per month for the whole five months...a total of \$500 when it should have been \$750. The remaining \$300 for the sustaining service. Instead we paid as I said, \$100 per month for the session (\$500) and \$500 for the interim ....which is still \$50 short of what we had contracted for. So we actually came out \$50 ahead. I did not realize that the \$150 per month amount had not been paid. Does this clear up the muddy waters or add more to the pollution of our finances? (I am enclosing the contract, such as it is, from the Texas Legislative Service.)

I will also get you a signed copy of the arrangement with Mr. Marks of ESI such as I have it typed up in enclosed copy. O.K?



August 9, 1972

LEGISLATIVE SERVICE

@ \$150.00 per month.....\$450.00  
Sustaining Service..... 300.00

Election Code..... 7.00

\$750.00

7.00

Austin Reports

Texas Observer..... 176.00

National Civic Review..... 30.00

206.00

Total Budgeted

\$963.00

March 1971-July 1972

DESCRIPTION	BUDGET	ACTUAL	VARIANCE
Legislative Service	\$450.00	\$320.00	\$130.00
* Sustaining	300.00	500.00	(200.00)
Election Laws (Code)	7.00	7.30	(.30)
Austin Report		141.01	
Texas Observer	176.00	62.60	( 27.61)
Civic Review	30.00	45.00	( 15.00)
TOTALS	\$963.00	\$1,075.91	(\$112.91)

\$250.00 of the sustaining service was paid August 10, 1972....

Original Subscriptions Paid by the T.E.F.

NAME	SUBSCRIPTION	AMOUNT	Budgeted
L.W.V. of Texas			
Lancaster			
Conner			
Anderson			
Lampton			
Hunter	National Civic Review	\$ 45.00	

✓ Texas L.W.V. (Braunagel) Texas Observer

✓ Lancaster

✓ Brasher

✓ Fritz

✓ Bremberg (Higgins)

✓ Anderson

✓ Lempton

✓ Conner

✓ Hunter

✓ Litras

666

62.60

✓ Litras

Austin Report

141.01

✓ Conner

✓ Anderson

✓ Bremberg (Higgins)

✓ Fritz

✓ Lancaster (Braunagel)

✓ Brasher

✓ Winick

✓ L.W.V. of Texas

✓ Hunter

141.01



Subscriptions Paid by the League of Women Voters of Texas  
As of renewal date.

NAME	SUBSCRIPTION	AMOUNT
No names on billing	National Civic Review	\$ 45.00
	66	
Litras Conner Anderson Bremberg Fritz Brasher.	Austin Report	6) 109.50 18.22
	(pd. April 1972)	
L.W.V. of Texas Lampton Hunter	Texas Observer	7.35 7.35 7.35

Budgeted

6  
45  
1430

15.00

All of the subscriptions for the Texas Observer are past due.  
Can only pay what the billings I receive!.



May 4, 1971

Austin Report Observer  
Post Office Box 12368  
Capitol Station 78703  
Austin, Texas 78711

Gentlemen:  
Gentlemen:

Please enter a one year subscription to the Texas Observer for the  
Please enter a one year subscription to the Austin Report for the following  
and bill the League of Women Voters of Texas, Dickinson Plaza Center,  
Dickinson, Texas 77539.

Mrs. James Lancaster  
Mrs. James Lancaster

[REDACTED]

Mrs. Thomas Brasher  
Mrs. Thomas Brasher

[REDACTED]

Mrs. Edward Fritz

[REDACTED]

Mrs. B. E. Bremberg

[REDACTED]

Mrs. John Anderson

[REDACTED]

Thank you.  
Dallas, Texas 75218

Mrs. Frank Gallaher  
Secretary

Mrs. Frank M. Gallaher

cc: Lancaster, Brasher, Fritz, Bremberg, Anderson, Fritz, Conner, Hunter  
Litras, Knauf

cc: Lancaster, Brasher, Fritz, Bremberg, Anderson, Lampton, Fritz,  
Conner, Hunter, Litras

Mrs. Edward Fritz  
Mrs. Edward Fritz

[REDACTED]

Mrs. R. E. Conner

[REDACTED]

Mrs. John Hunter

[REDACTED]

Mrs. Thomas Litras

[REDACTED]

LWV of Texas Center

[REDACTED]



April 15, 1971

To: Wackerbarth, Fritz, Winick, Lancaster  
From: Brasher

Have subscriptions to the Austin Report, the Texas Observer and the National Civic Review been ordered. If not, who is supposed to do this?

Money was allotted from BEF for 8 copies each of Austin Report and Tex. Observer and 6 for Nat. Civic Review.

C Copies of AR and TO should go to the Resource Chairmen, Program VP, President & Legislative Chairman. However, since we have six resource chairmen now, that leaves us one short....namely me! So I suggest that we take my subscription out of my legislative budget, and when the renewal comes I will just send it in for payment. OK? Same for Texas Observer.

I am not getting National Civic Review now, so don't know who these go to.

COPY



REQUEST FORM

TO: League of Women Voters of Texas EDUCATION FUND  
1416 Royal Oaks Drive  
Waco, Texas 76710

FROM: Mrs. Thomas L. Brasher, Legislative Chairman  
League of Women Voters of Texas  
1(?)08 Highland Drive  
San Marcos, Texas 78666

Purpose of the Request:

~~\$993~~ <sup>\$963</sup> for  
Purchase of educational materials

Details of the Project to be considered, including plans for execution:

Subscription to Texas Legislative Service for the period from April 1971 to January 1973.

2 copies of the Texas Election Code @ \$3.50 each.

8 Austin Reports @ \$15.00 each and 8 Texas Observers @ \$7.00 each from April 1971 to March 1972.

6 subscriptions to the National Civic Review @ \$5.00 each

Membership in the National Municipal League

Proposed budget for use of the grant (including overhead):

Texas Legislative Service – Cost for Regular Session, 62<sup>nd</sup> Legislature, 1971  
For period March 1971 to June 1971 @ \$150 per month -----\$450.00

Texas Legislative Service Cost for Sustaining Services, including Called  
Session, from June 1971 to January 1973 -----\$300.00

Election Code

Austin Reports and Texas Observers

National Civic Review

~~Membership to the National Municipal League~~

Distribution plans for printed material (if part of project):

7.00

\$176.00

30.00

30.00 Total of

Subscription copies are necessary for State Board President, Program Vice-President, Legislative Chairman, Program Resource Chairman for researching material for educational information to be distributed to Local Leagues and their members and communities.

DATE: February 17, 1971

Submitted by:

(Signed by Mrs. Thomas L. Brasher)

Mrs. Darrin Minick, President, LWV of Texas

Use extra sheets if necessary.

\$963<sup>00</sup>  
Approved  
2/19/71

1,000  
37  
-----  
\$963



REQUEST FORM

TO: League of Women Voters of Texas EDUCATION FUND  
1416 Royal Oaks Drive  
Waco, Texas 76710

FROM: Mrs. Thomas L. Brasher, Legislative Chairman  
League of Women Voters of Texas  
1(?)08 Highland Drive  
San Marcos, Texas 78666

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Texas Legislative Service Cost for Sustaining Services, including Called  
Session, from June 1971 to January 1973 -----\$300.00

Election Code

Austin Reports and Texas Observers

National Civic Review

~~Membership to the National Municipal League~~

Distribution plans for printed material (if part of project):

7.00  
\$176.00  
30.00  
~~30.00~~ Total of

Subscription copies are necessary for State Board President, Program Vice-President, Legislative Chairman, Program Resource Chairman for researching material for educational information to be distributed to Local Leagues and their members and communities.

DATE: February 17, 1971

Submitted by:  
(Signed by Mrs. Thomas L. Brasher)

Mrs. Darrin Minick, President, LWV of Texas

Use extra sheets if necessary.

\$963<sup>00</sup>  
Approved  
2/19/71

1,000  
37  
\$963



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

TRUSTEES ANNUAL MEETING

June 29, 1972

MINUTES

The meeting was called to order by the chairman, Mrs. Maurice Brown, at 10:00 A. M. The following Trustees were present: Mrs. Albert Barstis, Dr. William Davis, Mrs. Edward Fritz, Judge W. St. John Garwood, Mrs. Carl Herman, Mr. Charles Keeble, Mrs. Karl Schmitt, Mrs. Arthelia Smith, and Mrs. Darvin Winick, Absent were Mrs. T. A. Knauf, Mrs. Charles Linehan and Mrs. B. H. Passmore.

The chairman reported on correspondence as follows:

- From Mrs. Bremberg, Environmental Quality Chairman of the state League of Women Voters re the use of funds set aside for her with the TEF;
- From Baker & Botts, a Houston law firm, requesting information about the TEF with respect to a gift from the Childers Foundation;
- From the League of Women Voters of Houston with questions about the funding of their project;
- From the League of Women Voters of Dallas about a gift of \$500.00;
- From several other local Leagues requesting information.

Mrs. Brown presented the attached Annual Chairman's Report.

Judge Garwood moved acceptance of the Minutes of the meeting of April 7 as mailed; Mrs. Smith seconded and the motion passed.

Mrs. Fritz presented the attached Treasurer's report. There was some discussion about the effective use of the cash on hand.

Mrs. Schmitt reported on the meeting with Mr. Byrne of the IRS, Judge Garwood and herself about the tax status of the TEF. Her notes are attached as part of these Minutes. The meeting resulted in the Texas Education Fund having a clearer understanding of our right to charge for publications. The important criteria is that the material be educational rather than whether a profit is made. If a local League uses part non-deductible money for a project funded mainly by the TEF, it may charge to recover all the non-deductible money used. After lengthy discussion about any profit a local League might make, Judge Garwood moved and Dr. Davis seconded the motion that:

All local Leagues shall be informed that it is the policy of the TEF that all funds recovered by local Leagues over and above the local League expense of a project shall be returned to the Texas Education Fund for the unrestricted use of the TEF.

The motion was passed unanimously.

Mrs. Winick moved and Mrs. Schmitt seconded that overage of funds should be returned to the TEF on a quarterly basis. Motion passed.

PROJECT REPORTS:

Houston: Mrs. Herman reported that the "Know Your City" book is at the printers.  
San Antonio: No report received.



San Marcos: No recent report has come in to the TEF. The leader of the project has moved away. Judge Garwood moved and Mrs. Herman seconded the motion that the San Marcos League should be written a letter from the chairman asking them what they wish to do with the funds on hand in their name. Motion passed. Mrs. Winick suggested delaying the letter until September when League activities will resume.

Brazosport: Haven't received a report yet.

VOTERS KEY to 1972: Some confusion exists about the validity of a bill for \$28.00 for handling from the State Office. Judge Garwood moved and Mr. Keeble seconded that the \$28.00 bill be checked and, if found correct, be paid. Motion passed.

HUMAN RESOURCES NEWSLETTER: The last one is published.

Brazos County: No new information.

#### PROJECT REQUESTS:

The League of Women Voters of Texas requested funds of \$1,548.00 to publish and distribute information for League members about financing public school education. Judge Garwood moved and Dr. Davis seconded the motion that the project be approved. Motion passed, with Mr. Keeble abstaining.

Dr. Davis moved and Judge Garwood seconded the motion that the "Facts and Issues" published in connection with this project be charged for. Motion passed. Price for the "Facts and Issues" will be set in consultation with the TEF when all costs are known.

Lamar University at Orange request for funds to help purchase land and buildings: On motion by Judge Garwood, second by Mrs. Winick, the request was denied.

Texas City/LaMarque LWV has asked for funds but has not yet sent in a formal request. The chairman was directed to write to them with the reminder that all projects funded by the TEF must have prior approval and telling them that the check sent in will be held for their future use but cannot be returned for a project already completed.

#### FUND BUSINESS:

Mrs. Brown appointed Judge Garwood and Mrs. Schmitt to reword Page 1, section d of the TEF Manual regarding uses of the TEF by the local Leagues.

Mrs. Barstis was appointed Project Chairman for the new League of Women Voters of Texas project on financing public education.

The chairman appointed a Nominating Committee: Mrs. Smith, Chairman; Mrs. Passmore and Mrs. Schmitt.

A Budget Committee was appointed: Mrs. Herman, Chairman; Mrs. Knauf and Mrs. Fritz.

Mr. Keeble reported on his meeting with the Houston Production Company president, Mr. Mellinger. He felt that the Company would buy stock at \$100.00 per share but no higher. Judge Garwood noted that the book-value of the stock is more than that. Mr. Keeble moved and Mrs. Winick seconded the motion that the TEF retain the stock for the present. Motion passed.

Tentative future dates for meetings are August 25, November 16, March 2 and June 15.

Mrs. Winick initiated a discussion of the financial problems of the state League as a result of new financial procedures initiated by the national League and indicated that the TEF would be called on for more support of state League educational projects.

The meeting adjourned at 2:15 P. M.

Respectfully submitted,  
Mrs. Carl Herman, Secretary



LWV of Texas Education Fund  
Statement of Income & Expenses, 4-1-72 to 6-22-72

4-1-72 Assets:

Cash on Hand	\$5,460.73	
Time Deposit	2,264.53	
Savings Account	<u>136.32</u>	\$7,861.58

Income

50th Anniversary	166.66	
Unrestricted	5.00	
Interest	28.31	
Overhead	35.50	
Restricted for Local Leagues	2,260.00	
From Fund Projects	245.50	
Voters Keys	401.10	
Election Laws F & I	<u>401.10</u>	\$3,142.07

\$11,003.65

Expenses

Trustees meetings	115.10	
L.D. Calls	4.65	
Supplies	7.89	
Duplicate Presidents Mailing	15.00	
Preparation of Minutes	26.71	
Fund Projects		
Voters Keys--Handling, L.D. calls	153.64	
Election Laws--L.D. calls	3.73	
Local League Projects	<u>744.00</u>	1,070.72

\$9,932.93

6-22-72 Assets:

Cash on Hand	\$7,503.77	
Time Deposit	2,292.84	
Savings Account	<u>136.32</u>	

Submitted by,

Mrs. Edward C. Fritz, Treasurer



LWV of Texas Education Fund  
Balance Sheet - 6-22-72

Assets:

Cash	7,503.77
Time Deposit	2,292.84
Savings Account	<u>136.32</u>
	\$9,932.93

Liabilities:

Local League Trust Funds	\$5,393.77
Capital Account	<u>4,539.16</u>
	\$9,932.93

Statement of Local League Trust Funds

Austin	100.00
Beaumont	105.50
Brazos County	100.00
Corpus Christi	50.00
Dallas	245.00
Edinburg-McAllen	20.00
El Paso	40.00
Gulf Coast Regional	80.00
Houston	1,704.93
Lubbock	300.00
Midland	57.50
Richardson	20.00
San Marcos	400.00
Tarrant County	<u>2,170.84</u>
	\$5,393.77

Balance in Ed Fund Project Accounts  
Cr.

Voters Keys	192.19
Election Laws	213.47

Submitted by,

Mrs. Edward C. Fritz, Treasurer



## ANNUAL MEETING REPORT

LWV of Texas Education Fund  
Statement of Income & Expenses, 7-1-71 to 6-22-72

7-1-72	Assets		
	Cash on Hand	981.64	
	Time Deposit	2,181.69	
	Savings Account	<u>129.84</u>	\$3,293.17
	Income		
	50th Anniversary	2,450.00	
	Unrestricted	632.49	
	Memorial	15.00	
	Dividend	500.00	
	Interest	117.63	
	Overhead	35.50	
	Restricted for Local Leagues	5,297.50	
	From Fund Projects		
	Voters Keys	1,900.80	
	Election Laws	<u>817.20</u>	\$11,766.12
			<u>\$15,059.29</u>
	Expenses:		
	Trustees meetings	616.04	
	Liason with State Board, Misc.	241.42	
	Postage	13.34	
	L.D. Calls	30.37	
	Supplies	97.20	
	Mailings to Local Leagues	445.30	
	Fund Projects		
	Voters Keys	1,708.61	
	Printing	1,408.25	
	Postage	101.78	
	Handling	120.00	
	Other	<u>&amp;&amp;&amp;78.58</u>	
	Election Laws	603.73	
	Printing F & I	600.00	
	L.D. Calls	<u>3.73</u>	
	Guide for Jurors	1.20	
	Local League Projects		
	Tarrant County--Voters Keys	165.00	
	"      "      --Govt. Packet	150.00	
	"      "      --Adminis. Obstacles	34.00	
	Houston--Environmental Conf.	169.00	
	Houston--Environmental Materials	141.15	
	San Antonio--Voters Guides	200.00	
	Brazosport--Voters Guides	<u>510.00</u>	5,126.36
			<u>\$ 9,932.93</u>
6-22-72	Assets:		
	Cash on Hand	7,503.77	
	Time Deposit	2,292.84	
	Savings Account	136.32	

Submitted by,

Mrs. Edward C. Fritz, Treasurer



June 29, 1972

TO: LWV of Texas Education Fund Board of Trustees  
FROM: Mrs. Karl Schmitt  
RE: Interview with Mr. George Byrne of Internal Revenue Service

At the Board's direction Judge Garwood and I interviewed Mr. Byrne on May 30 concerning profits and the tax deductible status of the Fund.

May Leagues use a combination of Fund money and taxable money to finance publications or projects, and may they make a profit from these activities?

Yes, the primary purpose should not be to make money, however. The price may be set to recover all their own money and if this results in a profit, then anything over and above their expenses should go to the Education Fund. In Mr. Byrne's opinion this does not set up a revolving fund and should be considered new money for future projects.

The Ed Fund has no responsibility in setting prices for local Leagues except for the guideline that the primary purpose and intention of these projects should be educational in nature. They should meet all normal Fund criteria for acceptance.

Mr. Byrne pointed out that local Leagues may use this profit for a specific purpose to publicize their efforts. He used the example of a \$100 prize in an essay writing contest on good government. This use would have to meet the approval of the Fund.

The Ed Fund itself may also publish and sell its literature. He did see the necessity of the Fund making some money to guarantee its survival. It all comes down to primary purpose and intent -- the educational nature of the Fund should be uppermost.

Mr. Byrne would like to see the state Board take an active part in screening requests from local Leagues before they come to the Fund. We informed him that we did not function that way, and he did not insist that we change our method of operation.

What constitutes action and must we use only pro/con approach?

He was adamant on this point. Any material that persuades people to a point of view, even if such a point of view is not clearly stated, would be considered action.



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND - BOARD OF TRUSTEES  
July 1, 1972 to June 30, 1973

	TERM EXPIRES
Mrs. John Anderson [REDACTED]	1974
Mrs. Albert Barstis [REDACTED]	1973
Mrs. Maurice H. Brown [REDACTED]	1974
Dr. J. William Davis Texas Tech University [REDACTED]	1974
Mrs. Edward C. Fritz [REDACTED]	1973
Judge W. St. John Garwood [REDACTED]	1973
Mrs. Carl Herman Jr. [REDACTED]	1974
Mrs. T. A. Knauf [REDACTED]	1973
Mrs. B. H. Passmore [REDACTED]	1973
Mrs. Karl Schmitt [REDACTED]	1974
Mrs. Arthelia Cook Smith [REDACTED]	1973
Mr. George W. Strong, Asst. Director Southwest Center for Urban Research [REDACTED]	1974
Mrs. Darwin M. Winick [REDACTED]	1974



## CHAIRMAN'S ANNUAL REPORT

to the

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND and the LEAGUE OF WOMEN VOTERS

This has been the year that the local Leagues have begun to utilize the Education Fund as a resource for carrying on their work despite limited local budget funds. This has been the year that the state League has found the value of the Education Fund for meeting its budgetary problems. This has been the year that the Education Fund itself has lived up, almost, to its potential. This, in short, has been an active year.

One of the most useful accomplishments of the fiscal year which ends June 30 has been the increase in the size of the TEF Board of Trustees. From its organization with 7 Trustees in 1966, we have watched it grow to its present membership of 13, growth made necessary and possible by the expanded uses of the TEF by the local and state Leagues. Those of us who have been involved since those lean organization days of 1966 and 1967 - Mrs. Fritz, Mrs. Linehan and myself - share a feeling of pride in the TEF's accomplishments.

To refresh you briefly on the sheer volume of printed material that has been produced under our aegis in 6 years, we can point with pride to 50,000 copies of TEXAS CONSTITUTIONAL REVIEW, 300,000 copies of A GUIDE FOR JURORS, 95,000 VOTERS KEYS to 1972, 25,000 copies of A CITIZEN'S HANDBOOK, 8,000 copies of 2 Facts and Issues on voting rights, 200 copies of the leader's resource material on the same project, and approximately 1,000 copies of the Human Resources Newsletter. With the exception of the Voters Key and the 2 Facts and Issues, all have been made available free of charge to the citizens of Texas. This is a pretty fair record for a 6 year old organization that came into existence on a \$300 grant from the LWV of Texas.

As we end this fiscal year and I make this Annual Report to you, we enjoy a healthy bank balance, with both unrestricted funds for our use and funds set aside for use by specific local Leagues. The move to a banking operation for the local Leagues has proven itself in projects undertaken in Houston, in Tarrant County, in San Antonio, in San Marcos, in Brazos County, and in the Lake Jackson-Freeport area, projects beyond the scope of those local Leagues when they had to depend entirely on non-deductible dollars for their support.

What of the future? Any Annual Report would be useless, in my opinion, if it stopped only with what has been done and did not look ahead to what might and should be done.

Will the TEF remain simply a savings bank for the deposit of state and local League funds with little imaginative planning of its own? Has the time not come for the TEF to take the initiative and create its own projects to some extent? Not since its early days when the TEF, on its own initiative, produced A GUIDE FOR JURORS have we launched a project -- and that one involved a reprinting of a leaflet formerly produced by the state League.

Has the time perhaps come for the TEF to get out of the publishing business, temporarily at least, and plan something creative that is more people-oriented? One of the most frequently recurring problems in the League of Women Voters (and I have a feeling it is also apparent in other organizations) is a devastating lack of leadership training, not only for presidents and chairmen of groups, but for those who should assume responsibility for committee chairmanships, discussion leadership, and the like. Is there a possibility that the



TEF might plan and bring to fruition a leadership training conference of some kind? Could we put together a panel of experts in the field who would present such a conference to that army of volunteers we know exists?

Is there a subject of statewide importance that needs to be discussed pro and con by a representative groups of Texas citizens, under TEF sponsorship? Is there anything we might arrange to help young men and women (18 to 25) learn how to be effective in state and local government and at the same time help adults now involved in the political process to learn of the interests of the young voters? Do we want to even consider a grant such as that requested by the Lamar University at Orange Capital Foundation? Is there any other possibility in the education field -- a scholarship program in political science, for instance?

This Board should, at a meeting early in its new fiscal year, discuss the possibilities open to it in these and other areas of citizen education. It might even be the time for this Board to take the lead in developing some new kind of citizenship tool -- we have had to table plans for reprinting either A CITIZEN'S HANDBOOK or A GUIDE FOR JURORS (both of which we continue to receive requests for) until prospective Court, legislative and/or constitutional revision activities have been accomplished. But is there a need for a replacement of some kind in the interim? Are the citizens of Texas aware of the issues that face them as a possible consequence of the aforementioned Court, legislative, and revision activities? Is there a place for the TEF in providing such information?

That there are choices to be made and possible new avenues for the TEF to explore is apparent. Can we, will we, meet the challenge? Our future depends on it; we must justify the confidence shown in us by those who have granted us unrestricted funds for such possible programs.

In summary, this has been a very good year. We have fulfilled our obligations. Where do we go from here? The future awaits. What is your pleasure?

# # # # #

Mrs. Maurice H. Brown, Chairman  
LWV of Texas Education Fund  
Annual Meeting  
June 29, 1972



LWV OF TEXAS  
APRIL 1972

To: Board of Directors, League of Women Voters of Texas  
From: Board of Trustees, League of Women Voters Education Fund  
Re: 1972 Election of Trustees for the TEF

According to the provisions of the Trust Agreement under which the Texas Education Fund operates, seven Trustees will need to be elected to two-year terms beginning July 1, 1972.

The following present members of the Board of Trustees are serving terms which expire this year:

Mrs. Maurice H. Brown  
Mr. Charles C. Keeble  
Mrs. Carl Herman, Jr.  
Mrs. Charles M. Linehan  
✓ Mrs. Darvin M. Winick (an automatic post as LWV state president)  
✓ (Dr. J. William Davis (Dr. Davis and Mrs. Schmitt were recently  
✓ Mrs. Karl Schmitt) elected to one-year terms to complete the  
expansion of the Board and should probably  
now be elected to two-year terms.)

Hold-over Trustees with one more year to serve are:

Mrs. Edward C. Fritz  
Mrs. Albert Barstis  
Judge W. St. John Garwood  
Mrs. T. A. Knauf  
Mrs. B. H. Passmore  
Mrs. Arthelia Cook Smith

Election of the Trustees should be held at a meeting of the Board of the LWV of Texas prior to June 1, 1972 in order that new Trustees may take office on July 1 and attend the final meeting of the retiring Board in late June. Custom has been for this election to be held at the LWV Board meeting following the state Council or Convention.

\* \* \* \*



Herman

Brown

Anderson

Lecznar

Strong

Brand

Keeble

Byers



LWV of Texas  
April 1972

To: State Board

From: Mrs. Darvin M. Winick, President

Re: Pre-Board Report--Suggestions for 1972 Election of Trustees for  
Texas Education Fund

John Bebout —

Bo Beyers —

Peg Brand ✓

Dr. Ralph Conant —

~~Mrs. John W. Hunter~~

Mrs. William Joor —

Mrs. D. P. Jordan —

~~Mrs. C. J. Leabo~~

~~Mrs. Thomas Litras~~

Helen Noe

Dot Schmidt —

George Strong

Jerry Watson —

*Betty Anderson*  
*Margaret Lieznar*

\* \* \* \* \*



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

TRUSTEES MEETING  
January 20, 1972

MINUTES

The meeting was called to order by the Chairman, Mrs. Maurice Brown, at 1:15 P. M. The following Trustees were present: Dr. J. William Davis, Mrs. Edward Fritz, Mrs. Carl Herman, Mr. Charles C. Keeble, Mrs. T. A. Knauf, Mrs. Charles Linehan, Mrs. Karl Schmitt, and Mrs. Darvin Winick. Absent were: Mrs. Albert Barstis, Judge W. St. John Garwood, Mrs. B. H. Passmore, and Mrs. Arthelia Smith.

Mrs. Brown welcomes two new members to the Board: Mrs. Schmitt and Dr. Davis.

Mrs. Brown reported on correspondence as follows:

Request for 100 copies of A CITIZENS HANDBOOK.

A letter from the Tarrant County LWV thanking the TEF for the money transmitted to it for the Government Resource packets.

Acknowledgement from the IRS of the recent changes in TEF bylaws.

Questions from the budget chairman of the Dallas LWV about how to use TEF.

Request for A GUIDE FOR JURORS which had to be refused since the pamphlet is so out of date.

Mrs. Linehan moved approval of the Minutes as mailed; second by Mrs. Fritz, passed.

Mrs. Fritz presented the attached Treasurer's report.

PROJECT PROGRESS REPORTS:

Election Laws Project: Mrs. Winick reported that each League had received free two packets containing two FACTS AND ISSUES, a Leaders' Guide and a Poll Watcher's Kit. If Leagues want additional copies, they will be charged for them by the state office of the LWV.

Voters Key: Mrs. Winick reported that 55,000 copies had been printed and that most had been distributed. Mr. Keeble moved: That the balance on hand be sold until all costs have been recovered and then the remaining copies be distributed free to the Leagues in proportion to which they had ordered the Keys for the purpose of distributing the free ones to educational institutions. Mrs. Winick seconded the motion which passed unanimously.

San Marcos survey: Mrs. Knauf reported the manuscript is not yet ready.

Houston Environmental Quality: Mrs. Fritz reported that \$500 had been donated for the use of the Houston League in the field of environmental quality. The money was to be divided as follows: \$100 for subscriptions to Pollution Reports; \$200 for use of the Houston Environmental Quality Chairman; \$200 for the use of the State Environmental Quality Chairman. The Trustees approved allowing Mrs. Brown to approve the project of the State Environmental Quality Chairman.

PROJECT DISCUSSION:

Abilene LWV requested approval of reprinting its pamphlet on Environmental Quality. Upon motion of Mrs. Herman, second by Mrs. Linehan, the project was approved contingent upon receipt of the necessary funds from Abilene.



Guide for Jurors: Mrs. Brown reported that since the pamphlet is very much out of date, she ordered the printer to destroy all that remained; Mrs. Schmitt suggested that the local Leagues be told to destroy any copies they have on hand.

Austin Request: The Austin League may want the TEF to sponsor a report on Environmental Quality on the Colorado River; the request is not yet official.

Citizens Handbook: Mrs. Winick reported that the book is out of date in many parts and the Voters Service Chairman of the State League does not have time at the present to update it. It was also pointed out that many of the changes are still subject to litigation and, therefore, reprinting should be delayed.

Houston Project: The Houston League asked for approval of its project to update and reprint a "Know Your City" booklet. Mr. Keeble moved, Mrs. Herman seconded a motion for approval of the project contingent upon receipt of funds and upon TEF proofing of the manuscript. Motion passed. Mrs. Herman was appointed project director.

FUND BUSINESS:

The Trustees agreed to sell the Fund's 100 shares in the Houston Production Company for a minimum of \$120 per share, after offering it at \$135 per share.

Mrs. Brown will write a letter to the IRS to determine if the TEF can pay the expenses of the President of the LWV of Texas to meetings of the Citizens for Texas, a coalition interested in the revision of the Texas Constitution.

The Memo from the national Education Fund concerning Bequests and Memorials will be followed by a supplemental one from the TEF.

Mrs. Smith will have a column on behalf of the TEF in the May Texas VOTER which will include a condensed version of Mrs. Brown's report to the League's State Council meeting in April.

Mrs. Fritz reported that another Human Relations Bulletin will be ready soon.

The date of the next meeting was set for April 7, 1972 in Austin.

The meeting adjourned at 3:35 P. M.

Respectfully submitted,

Mrs. Carl Herman Jr.  
Secretary



# LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Financial Statement for the period September 23, 1971 through January 19, 1972

9/23/71 Checking Account

\$478.83

## INCOME

50th Anniversary	\$1,000.00
Unrestricted funds	530.00
Memorials	10.00
Dividend (Houston Prod. Co.)	500.00
Voters Key receipts	611.50
Restricted for local League use	1,000.00
Austin	100.00
Houston	500.00
San Antonio	150.00
San Marcos	250.00
	<u>\$1,000.00</u>

\$3,651.50

3,651.50  
\$4,130.33

## EXPENSES

Trustees Meeting	206.75
Administration	
Copying expense	13.31
Postage	8.06
Supplies	6.50
Fund Projects	1,030.57
Guide for Jurors	1.20
Voters Keys	1,029.37
Local League Projects	291.15
Tarrant County (Govt. Resource Packets)	150.00
Houston	
(Subscription to Pollution Report)	100.00
(Expenses for Mrs. Philip Keever)	41.15

\$1,556.34

1,556.34

1/19/72 Checking Account

\$2,573.99

Submitted by,

Mrs. Edward C. Fritz  
Treasurer



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

BALANCE SHEET

ASSETS

Checking Account	\$2,573.99
Savings Account	129.84
Time Deposit	<u>2,236.57</u>
	\$4,940.40

LIABILITIES

Local League Trust Funds	\$2,224.27
Austin	100.00
Beaumont	5.50
Dallas	95.00
Houston	431.43
Lubbock	300.00
Midland	57.50
San Antonio	150.00
San Marcos	250.00
Tarrant County	<u>834.84</u>
	\$2,224.27

Capital Account	<u>2,716.13</u>
	\$4,940.40

Submitted by,

Mrs. Edward C. Fritz  
Treasurer



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

BOARD OF TRUSTEES

1971 - 1972

Mrs. Maurice H. Brown

Chairman

Mr. Charles C. Keeble  
Humble Oil & Refining Co.

Vice Chairman

Mrs. Carl Herman Jr.

Secretary

Mrs. Edward C. Fritz

Treasurer

Mrs. Albert Barstis

Mrs. B. H. Passmore

Judge W. St. John

Mrs. Arthelia Cook Smith

Mrs. T. A. Knauf

Mrs. Darvin M. Winick

Mrs. Charles M. Linsan



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

TRUSTEES MEETING

September 24, 1971

MINUTES

The meeting was called to order at 10:15 A. M. by the Chairman, Mrs. Maurice Brown. The following Trustees were present: Mrs. Albert Barstis, Mrs. Brown, Mrs. Edward C. Fritz, Judge W. St. John Garwood, Mrs. T. A. Knauf, Mrs. Charles M. Linehan, Mrs. Arthelia Cook Smith, and Mrs. Darvin Winick. Absent were Mrs. Carl Herman Jr. and Mr. Charles C. Keeble.

It was announced that the State Board of the League of Women Voters has named the two remaining Trustees to the TEF but that replies had not yet been received from those invited to serve.

MINUTES of the previous meeting were approved as mailed.

TREASURER'S REPORT was presented in two parts, which are appended to these Minutes: the final report for last year ending July 1, 1971, and the current report for the period July 1 to September 24.

PROJECT PROGRESS REPORTS:

There was discussion of the role of the TEF in relation to preparation of materials by the grantee. The draft of a checklist for TEF project directors was edited and given final approval after corrections were made. An "advice to publishers" page was also edited and approved for distribution to those with TEF-financed publishing projects. (Copies attached to these Minutes.)

Election Laws Project: Materials prepared by the committee of the LWV of Texas were distributed and discussed. The one committee meeting will be held in Dallas on October 1 and Mrs. Smith was asked to attend, as TEF project director.

Human Resources Newsletter Project: In the absence of Mrs. Herman, project director, it was reported by the editor, Mrs. Fritz, that the Newsletter copy is ready to be published and mailed. There was discussion about color and other format aspects, applying questions from the new checklist to this publication which is to be mailed to persons outside the LWV as well as to League members.

Copies on hand of A GUIDE FOR JURORS are now out-of-date and Mrs. Brown was authorized to destroy the surplus after consultation with Judge Garwood.

NEW PROJECT REQUESTS:

1. An application for project funds to publish a VOTER'S KEY TO 1972 by the LWV of Texas was APPROVED, with the provision that the flyers would be sold for five cents each, \$2.50 per hundred, or \$22.00 per thousand. The budget for 15,000 was accepted, with the addition of \$7.50 for packaging into 100s, for a total project cost to TEF of \$332.50.

Discussion of administrative aspects of funded projects resulted in a policy statement regarding all TEF publications: they are tax exempt and not subject to sales tax.



2. An application from the LWV of Tarrant County for project funds from their Trust Fund to "provide packets of resource materials to teachers of United States and Texas Government in ten area high schools, on a trial-test basis" in the amount of \$150.00 was approved.

3. An application for project funds for a revision of the 1963 "Survey of Hays County and the City of San Marcos" from the LWV of San Marcos was APPROVED on condition that the necessary funds are raised by the local League. Preliminary estimates of publication costs range from \$800 to \$1,400.

OTHER BUSINESS:

After extensive discussion, it was agreed that the Chairman be authorized to offer to sell TEF's 100 shares of Houston Production Company stock, at such time as she deems appropriate after January 1, 1972, by letter to the Company's president in Houston. A suggested wording of the letter was approved by Trustees.

It was agreed that no action would be taken at this time on development of a brochure for gifts and bequests to the LWV of Texas Education Fund.

It was agreed that the TEF would request regular space in the Texas VOTER (one column or more, with a newly-designed head), in place of a separately published TEF NEWSLETTER. Mrs. Brown will write the first column.

Date of the next meeting was set for January 14, 1972 in Austin.

Respectfully submitted,

Arthelia Cook Smith for  
Mrs. Carl Herman Jr., Secretary



# LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Financial Statement for the period July 1, 1971 through September 23, 1971

7-1-71	Checking Account		\$981.64
	<u>Income</u>		
	Unrestricted funds	\$137.49	
	Restricted funds-Dallas	50.00	
			<u>187.49</u>
			\$1,169.13
	<u>Expenses</u>		
	Liaison with state Board	108.28	
	Administration		
	LD calls	25.72	
	Postage	5.28	
	Duplicating Exp.	10.12	
	Newsletter to every		
	LWV member	479.70	
	Chairman's Report	17.10	
	Minutes	29.10	
		<u>\$690.30</u>	
			<u>690.30</u>
9-23-71	Checking Account		\$478.83

## BALANCE SHEET

<u>ASSETS</u>	
Checking Account	\$478.83
Savings Account	129.84
Time Deposit	<u>2,208.96</u>
	\$2,817.63

<u>LIABILITIES</u>	
<u>Local League Trust Funds</u>	
Tarrant County	\$984.84
Houston	72.58
Beaumont	5.50
Dallas	95.00
Midland	57.50
Lubbock	<u>300.00</u>
	\$1,515.42

Capital Account	<u>1,302.21</u>
	\$2,817.63

Submitted by,

Mrs. Edward C. Fritz  
Treasurer



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Financial Statement for the period July 1, 1970 through June 30, 1971

7-1-70	Checking Account	\$947.40
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Income		
50th Anniversary	\$4,250.00	
Memorial gifts	782.00	
Unrestricted gifts	448.00	
Dividend income	500.00	
Interest on Time Deposit (not reflected in checking account)	105.75	
Restricted income to local League projects	1,767.00	
Houston -	100.00	
Tarrant Cy.-	1,600.00	
Dallas	45.00	
Midland	57.50	
Beaumont	50.00	
	<u>\$1,852.50</u>	
Overhead income for TEF	85.50	
Houston	3.00	
Tarrant Cy.	80.00	
Beaumont	2.50	
	<u>\$85.50</u>	
	<u>\$ 1,767.00</u>	
	<u>\$7,938.25</u>	<u>\$7,938.25</u>
		<u>\$8,885.65</u>

## Expenses

Trustees meetings	546.67
Liaison with state Board	59.10
Administration	153.48
LD calls	28.86
Postage	7.97
Duplicating exp.	19.05
Supplies	52.60
Bulk rate pmt.	45.00
	<u>153.48</u>

Projects from unrestricted funds	6,437.43
Citizen's Handbook	2,934.17
Guide for Jurors	1.20
Convention Project	531.06
Legislative Info.	963.00
Voting Rights	1,450.00
Human Resources	
Newsletter	<u>558.00</u>
	6,437.43

Local League Projects		601.58
Houston	24.42	
Tarrant County	535.16	
Beaumont	42.00	
	<u>601.58</u>	

7,798.26	\$7,798.26
	<u>\$1,087.39</u>

Less interest on TD	<u>105.75</u>
---------------------	---------------

6-30-71	Checking Account	\$ 981.64
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For the TEF Project Director:

CHECKLIST . . . for evaluating a publishing project using TEF funds

\_\_\_\_\_ appearance

attractive?\_\_\_\_\_ to what audience?\_\_\_\_\_

type size appropriate to message?\_\_\_\_\_

page layout for easy reading?\_\_\_\_\_ well spaced?\_\_\_\_\_

size appropriate to use?\_\_\_\_\_ a professional look?\_\_\_\_\_

\_\_\_\_\_ content

edited and proofread for accuracy in spelling, punctuation,  
capitalization and basic grammatical constructions?\_\_\_\_\_

edited for accuracy of information presented?\_\_\_\_\_

edited for protection of tax deductible status?\_\_\_\_\_

credit line for TEF and donor (if applicable)?\_\_\_\_\_

address, ordering information, date?\_\_\_\_\_

\_\_\_\_\_ plans for distribution

\_\_\_\_\_  
\_\_\_\_\_

Quantity ordered \_\_\_\_\_

Total cost \$ \_\_\_\_\_ (in-kind contributions) \_\_\_\_\_

\_\_\_\_\_

LWV of Texas  
EDUCATION FUND

September 24, 1971



## IF YOU PLAN TO PUBLISH . . . . .

You can increase your chances for success, says LWVT EDUCATION FUND, by applying careful attention to essential details --- beforehand.

STEP ONE The Board must schedule time to discuss these questions:

- (1) What is the League's interest in the subject of the publication?
- (2) What other publications on this subject are available?
- (3) Why do you want to publish? What are your objectives?
- (4) Who do you want to reach?
- (5) What are your plans for distribution?
- (6) What will it cost? Is the project worth the cost?

STEP TWO Now the committee can concentrate on:

What do you have to say? Edit content for - accuracy  
- interest

How are you going to say it? Determine appropriate format so that  
you will reach those particular people who are your target.

How do you select a printer? Very carefully.

The best use of scarce funds is to purchase and demand top quality.

Your distribution plans should dovetail with your printer's timetable.

League of Women Voters of Texas Education Fund  
1416 Royal Oaks Drive Waco, Texas 76710

September, 1971



LW of Texas  
August 1971

To: State Board - Pre-Board Report  
From: Mrs. Darvin M. Winick  
Re: Election of 2 or more trustees to Ed Fund Board

Listed in order of experience:

Gwen Murphree

Jerry Watson

Carolyn Jordan

Grace Schmidt (1)

Ruth Joor

Helen Noe

Listed in order of understanding of Governmental Processes:

Dean Granouski

Bo Beyers

Dr. Ralph Conant

Bill Davis

John Bebout

*Austin-American editor or manager  
Tom Vandergriff  
Jewell Blodgett*

Please consider one man and one woman and of course you may add to this list any names you wish the State Board to take into consideration for trusteeship on the Education Fund Board. We must select 2 at this Board meeting.

\* \* \* \* \*



AUGUST 1971

TAX DEDUCTIBLE MONEY

TO: Local and State League Presidents  
FROM: Lucy Wilson Benson, Chairman, Board of Trustees of the  
League of Women Voters of the United States Education Fund  
RE: Use of the Education Fund by Local and State Leagues

Almost a year has passed since we sent to you the September 1970 guidelines for the use of tax deductible money under the auspices of the Education Fund. The guidelines appeared in the SEPTEMBER 1970 NATIONAL BOARD REPORT, page 18.

Many League have taken advantage of the method explained in the guidelines to raise local and state tax deductible money to fund local or state League educational activities of both types: general voters service and special projects. Using the method outlined in the guidelines, Leagues have obtained Education Fund grants to print Voters Guides, Facts For Voters and Vote Today signs. Special projects have included workshops on how to be politically effective, a Tenants' Rights Flyer, a finance seminar, a Pollution Fact Sheet, and Time to Listen projects with young people and other groups. These projects carried out with Education Fund grants have been valuable to citizens in general.

This memo is to let you know that the procedures outlined in the guidelines are working well, to clarify certain aspects of the guidelines, and to explain the use of deductible monies received by Leagues under the Sharing/Incentives plan of the national Development Office. I also want to tell you that Gail Bradley, first vice chairman of the Education Fund, is now chairman of the Trustees' committee responsible for approving the use by local and state Leagues of tax deductible monies under the Education Fund. Mrs. Bradley replaces Mrs. Greenawalt who is now Human Resource Chairman.

-CLARIFICATION OF CERTAIN ASPECTS OF THE GUIDELINES-

DEDUCTIBILITY -To assure that contributions are deductible for the donor, checks should be made out and mailed to the Education Fund. The Internal Revenue Service has classified the League of Women Voters of the United States Education Fund as a 501(c)(3) organization. This status must be obtained before an organization is eligible to receive tax deductible contributions.

TRUSTEE APPROVAL-Prior approval by the Education Fund Trustees must be obtained AND ADVANCES before the project is undertaken by a local or state League.

- A project must serve the general public, as well as the League.
- The Trustees can approve a project before all the money is raised, contingent on full funds eventually being deposited with the Education Fund. (This gives you a head start)
- Money can be deposited with the Education Fund and held for a future project.
- Money cannot be advanced that is not already on deposit for an approved project.



PARTIAL FUNDING-If necessary, it is permissible to fund a project with part deductible and part non-deductible money, but it is far preferable to use only deductible monies for activities which are deductible, since non-deductible type of money is much harder to raise.

-Non-deductible money should be reserved to fund that part of your budget that cannot be considered tax deductible such as action and internal organization.

PROFIT MAKING - If the project is a publication you may sell it if you wish; however, a profit should not be made over and above all expenses. Expenses that can be considered as part of the publication (or other project) are:

- all production, handling and distribution costs
- all costs related to the publication (or project) such as:
  - staff time
  - office expenses
  - out-of-pocket expenses of volunteers

-The proposed project budget should include estimates of these expenses.

-In the event that the sales do result in a net surplus, the money may be put in a revolving fund which may then be used only for reprinting or for periodic updating of the approved publication.

FUNDING A  
BUDGET

-The Trustees are not permitted to approve a project described in general terms as "educational parts of our budget". These educational parts of your budget must be translated into projects with specific budgets which should show precisely how the money is to be spent. For example: Voters Service plans may be expressed as a project.

5% OVERHEAD -The 5% administration fee helps to cover a part of the cost of accounting and legal record keeping required by the Internal Revenue Service. The remainder of this cost is subsidized by the League of Women Voters Education Fund budget.

GUIDELINES FOR THE USE OF DEDUCTIBLE MONEY ALSO APPLY TO MONIES RECEIVED BY  
LOCAL OR STATE LEAGUES UNDER THE SHARING/INCENTIVES PLAN OF THE NATIONAL  
DEVELOPMENT OFFICE

You have recently received from the national Development Office the experimental Sharing/Incentives plan - COMMITTEE GUIDE - Development Finance, No. 4, June 1971. If your League is eligible to receive a share of a national corporate contribution any non-deductible money will be sent directly to you and may be used as you determine. Non-deductible money is given to the League of Women Voters of the United States and is not subject to Internal Revenue Service regulations.



Deductible money will be deposited in an account earmarked for your use and you will be notified. To use this money you will need to apply in the same way as outlined in the Guidelines for the use of deductible monies contained in the SEPTEMBER 1970 NATIONAL BOARD REPORT. If the amount of your Sharing/Incentives money is small, you may want to supplement it with other deductible money to enable you to undertake a worthwhile project. (The Education Fund must abide by the Internal Revenue Service rulings for the administration of deductible contributions.)

If your League has its own Education Fund which has been granted 501(c)(3) status by the IRS, your share of deductible money from a national contribution will be sent to your Education Fund.

For further information, questions, or a copy of the Guidelines cited herein, please write to Mrs. Felice Sorett, our staff member who handles the legal and other paperwork connected with this operation. Mrs. Sorett works directly with Mrs. Bradley and the Trustee committee responsible for the use of deductible monies by local and state Leagues.



LWV of Texas  
July 1971  
Presidents Mailing  
(1 copy)

CHAIRMAN'S ANNUAL REPORT  
LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND ANNUAL MEETING

For a year that began very quietly with no meeting of the Trustees from May 1970 until January 1971, this 1970-71 fiscal year is ending in a truly frenzied burst of activity. Project requests are coming in rather steadily, notices of future requests are being received, and money is being raised statewide to finance the activities of both the LWV and the TEF.

Because of this increased activity and because it is becoming quite apparent that this Board must have more members to carry out its function, the Trust Agreement is being amended to enlarge the Board to thirteen Trustees. In addition, the Agreement is also being amended to make formal the number of meetings to be held each year by the Trustees. We have been working under an informal arrangement whereby we have held about four meetings per year, one being the Annual Meeting called for presently in the Agreement. Amendment of the Trust Agreement to require at least three interim meetings per year reflects again the expected increase of activity for the Fund.

A recap of this past year documents the value of the Fund to the increasing education of Texans in political awareness and participation in state political affairs. Only an informed citizen can truly participate effectively in his state's governmental processes. To this end, the distribution of 25,000 Citizen's Handbooks has provided basic information to schools and other interested citizens across the state. Local Leagues have used the Fund to finance a wider circulation of their Voters Guides and to provide factual information to their local citizens. And we have continued to distribute the Guide for Jurors.

To meet this increased activity, the TEF must adopt new techniques and follow new directions. Particularly in meeting IRS requirements have we had to make adjustments. The easing of some restrictions on the Fund, in the area of financing activities of the LWV, has created a whole new dimension for us. We can look forward, as we begin a new fiscal year, to many changes and to increasing cooperation and coordination with the LWV.

Several possibilities for the future are beginning to appear on the horizon. At the direction of the delegates to the recent state League Convention, the League is moving into a new concept of fund-raising. Where, heretofore, all funds for League activities have been raised at the local level, a start has been made toward statewide fund-raising. A special committee has been appointed by the state Board of the League which has the sole responsibility to raise money. Most of the money raised in this manner will be tax-deductible money and that which is not restricted for special uses becomes our responsibility (with the League) to spend and spend wisely.

From such money comes our hope for the future, for strengthening the operation of both the TEF and the LWV. To provide for proper budgeting of these new funds, we have named one of our Trustees to the LWV state budget committee. To coordinate the related LWV/TEF activities, the LWV state president serves

(over)



on this Board and the TEF chairman sits in on meetings of the LWV Board. Perhaps from this cooperation and this new concept of fund-raising will come such physical assets as office space for the TEF, paid clerical and/or secretarial help for the TEF; certainly a new dimension of service to the League and to Texas citizens will be one of the primary results.

The future is before us; the past year is now history. Where we go now and how quickly or how slowly depends on the vision and foresight of this Board. In the five years since organization of the TEF, we have grown both in activities and financially to a strong healthy organization. The future of the Fund seems assured.

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## LWV OF TEXAS EDUCATION FUND

Financial Statement for the Period 7-1-70 through 6-17-71

7-1-70	Checking Account	\$ 947.40
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Income

50th Anniversary	4,250.00
Memorial Gifts	767.00
Unrestricted gifts	448.00
Dividend income	500.00
Interest on Certificate of Deposit	105.75
Rest. Income - LL Projects	1,822.50
Houston	100.00
Tarrant Cty.	1,600.00
Dallas	45.00
Midland	27.50
Beaumont	50.00

\$ 8,840.65

\$8,840.65

Expenses

Trustees Meetings	342.47
Liaison with State Board	59.10
Administration	104.83
L.D. Calls	15.78
Postage	4.05
Duplicating	17.40
Supplies	22.60
Bulk rate	
mailing permit	45.00

Projects from Unrestricted Funds	4,429.43
Citizens Handbook Project	2,934.17
Guide for Jurors Projects	1.20
Convention Project	531.06
Legislative Info. Proj.	963.00

Local League Projects	251.42
Houston	24.42
Tarrant County	185.00
Beaumont	42.00

5,187.25

\$5,187.25

\$3,653.40

Less interest on C.D.

105.75

6/17/71      Checking Account

\$3,547.65



# Texas Education Fund

## NEWSLETTER

LEAGUE OF WOMEN VOTERS OF TEXAS  
EDUCATION FUND  
1416 ROYAL OAKS DRIVE  
WACO, TEXAS 76710



June 1971

### FACTS ABOUT THE LEAGUE OF WOMEN VOTERS AND TAX-DEDUCTIBLE GIFTS

"...or HOW TO USE THE LWV OF TEXAS EDUCATION FUND" is the descriptive title of a new manual published March 1971 for local and state League use. The exciting promise of increased funds for League projects is explained, as it was discussed at the State LWV Convention for creating greater coordination between the LWV and the TEF.

Every Board member of the Leagues in Texas will want to become familiar with the opportunities afforded by the Texas Education Fund. All League members need to know about the TEF as a recipient of tax-deductible funds for expanded League activities. Each League president has received a copy of the manual, which points the way to a whole new era of League effectiveness.

### RECENT PROJECTS APPROVED BY TEF BOARD OF TRUSTEES

A CITIZENS HANDBOOK became a TEF-funded project when contributors could not be found for the LWV of Texas publication. A first run of 5,000 copies was authorized by Trustees in January 1970 so that prospective contributors could see what the HANDBOOK looked like. Orders poured in, and Trustees authorized a printing of 10,000 HANDBOOKS with the understanding that TEF would be reimbursed for this cost when a contributor was found. But soon this supply also was exhausted, and no funding sources yet discovered, so TEF ordered 10,000 additional copies in January 1971, to fill orders on hand and expected. The supply is now exhausted. The HANDBOOK will require revisions, based on current legislative action, if it is to be made available again to local Leagues and school systems. Cost of the 25,000 copies printed by TEF was about \$3,000. A donor must be found if the popular HANDBOOK is to be reprinted.

LWV STATE CONVENTION SPEAKER, Dr. Philip Lewis, Jr., University of Wisconsin, whose subject was statewide resource planning, was paid \$550, from TEF funds on application from the LWV of Texas. This grant allowed the Convention planning committee to reduce delegate registration fees by the amount of the TEF grant.

SUBSCRIPTIONS TO STATE GOVERNMENT RESOURCE PUBLICATIONS for state Board and Program and Legislative Committees, in the total amount of \$963, were granted on February 19, 1971 to the LWV of Texas from TEF unrestricted funds.



Funding was approved for two projects of the LWV of Tarrant County, from funds contributed to TEF for Tarrant County projects:

- (1) A revised publication listed ELECTED OFFICIALS OF TARRANT COUNTY AND MAJOR UNITS OF LOCAL GOVERNMENT in the county; total cost \$360.
- (2) Publication of VOTERS GUIDES FOR STATE AMENDMENTS ELECTION on May 18, 1971, 12,000 printed in English and 4,000 mimeographed in Spanish (the latter shared with other local Leagues), for the total sum of \$190, including the TEF administrative charge.

In anticipation of an increased number of requests in 1971-72 for funding of projects with tax-deductible contributions, the Board of Trustees is making plans to be able to give adequate surveillance to projects awarded grants by the LWV Texas Education Fund.

#### TEF BUDGET APPROVED FOR 71-72

A balance of \$6,000 should be available next year for Fund-initiated projects similar to those awarded during the past year. In addition to Unrestricted Project Funds of \$4,300, anticipated Receipts include \$2,500 from 50th Anniversary pledges, Memorial Gifts of \$250, Dividend Payment of \$500, Interest Earned of \$125, and Fees for Project Administration of \$100. Operating expenses for the year are estimated to be \$1,775; this every-LWV member issue of the Newsletter is a one time only expense. It is planned that news of the Texas Education Fund will be a regular feature of the TEXAS VOTER which is mailed to every Texas League member.

#### MEMORIAL GIFTS AID THE EDUCATION FUND

Former members of the League and relatives and friends of League members have been fittingly remembered by Memorial Gifts to the TEF. Since September 1969, the following have been so honored:

Mrs. Louis S. Alexander, Victoria  
 Mrs. Stanley A. Beck, Alton, Illinois  
 Mr. Stanley A. Beck, Alton, Illinois  
 Mrs. Neil E. Bratt, Forth Worth  
 Mr. Q. W. Bynum, San Antonio  
 Mrs. James Vick Cook, Austin  
 Mrs. Lewis M. Daniel, Minneapolis, Minnesota  
 Mr. Terry Fisher, Midland  
 Mrs. Leon J. Polse, Victoria  
 Mr. Frank Jobs, Pasadena  
 Mrs. Anna Matthies, Victoria  
 Mr. Mayo E. McKeown, Dallas  
 Mrs. Spencer Mitchie, Escondido, California  
 Mrs. Norman Plummer, Fort Worth  
 Mr. William M. Raimer, Midland  
 Mrs. Juanita Rhode, Victoria



Mr. L. K. Richards, Waco  
Mrs. Frank Rourk, Waco  
Mr. Henry Sassman, Victoria  
Mrs. Clayton Scott, San Antonio  
Mr. Fred Houston Stewart, Tulsa, Oklahoma  
Mrs. William Winick, Muncie, Indiana  
Mrs. James Zombola, Austin

Members of the Board of Trustees of the LWV of Texas Education Fund for the 1970-1971 year are: Mrs. Maurice H. Brown, Chairman, Mr. Charles C. Keeble, Vice Chairman, Mrs. Arthelia Cook Smith, Secretary, Mrs. Edward C. Fritz, Treasurer, Judge W. St. John Garwood, Mrs. Carl Herman, Jr., Mrs. Charles M. Linehan, Mrs. B. H. Passmore, and Mrs. Darvin M. Winick.

The last meeting of this TEF year will be held in Austin on June 18, at which time project proposals that have been submitted will be considered by the trustees.

Six new Trustees will take office at the beginning of the TEF year, July 1. The Trust Agreement under which TEF operates has been amended to provide for the election of seven Trustees in even-numbered years and six in odd-numbered years. Mrs. Smith, Mrs. Fritz, Judge Garwood and Mrs. Passmore have been re-elected to new terms. Two new Trustees will take office with them on July 1: Mrs. Al Barstis, Denton; Mrs. T. A. Knauf, San Antonio.

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
NEWSLETTER -----JUNE 1971  
Chairman.....Mrs. Maurice H. Brown  
Editor.....Mrs. Arthelia Cook Smith



Received 5-3-71

April 29, 1971

Mrs. Edward Fritz  
4144 Cochran Chapel Road  
Dallas, Texas 76116

Dear Gene,

My information concerning the T.E.F. is in error. Gwen Murphree has told us that the entire amount allotted can be drawn at one time, and no bills are to be paid by you from these monies.

I have set up a separate ledger account. These funds will be audited separately and the report will be turned over to you for your records. This is in accordance with the I.R.S. restrictions on the fund.

Sincerely,

Mrs. F. A. Knopf

cc. S.O.  
Mrs. Maurice Brown

C  
O  
P  
Y



C O P Y

April 24, 1971

Mrs. Darvin Winick, President  
League of Women Voters of Texas  
Dickinson Plaza Center  
Dickinson, Texas 77539

Dear Veta,

We may have acted too hastily in asking to amend the Trust Agreement without more consideration. When we amend Article III, Section A to expand the size of the Board of Trustee, it will also affect Section B which we did not consider.

Section B reads: Election and Term. (Paragraph 2) - The term of Office of the Trustees shall be two years, commencing on the first day of July following their respective elections and continuing until election of their respective successors. Beginning with the year 1970, Trustees in the number of five shall be elected in each even-numbered year and four in each odd-numbered year.

So, you see, amendment of Section A to increase the number to be elected thus affects when they will be elected.

My suggestion is that the matter be tabled until the next meeting of the Trustees on June 18 (the Annual Meeting of the Board) and handled properly at that time. Since we were making the expansion permissive, it doesn't seem to me that a delay would cause any problem. I think we might also want to reconsider the actual wording of Section A to make it something like "no less than nine, nor more than twelve" or something similar.

Warm personal regards,

/s/

Mrs. Maurice H. Brown  
1416 Royal Oaks Drive  
Waco, Texas 76710



May 3, 1971

COPY FOR YOUR INFORMATION

Mrs. Maurice Brown  
1416 Royal Oaks Drive  
Waco, Texas 76710

Dear Dorothy:

You are absolutely right about Section B, it does need to be made to conform with any changes made in Section A.

However, I do not agree with your suggested change for all the same reasons I gave at the meeting to wit:

1. Statewide fund raising will produce deductible money to be used in various local and state projects, all of which will have to have a trustee overseeing each project.
2. As local Leagues begin to raise more deductible money they will be using it for more local projects, e.g. Know Your Town, each of which need review and following by a trustee.
3. We do not want to lose the thinking and the judgement of non-League members to this work, but with obvious increase of the Texas Education Fund workload we do need to have as trustees people who have the time to do the possible traveling and the oversight involved in projects.
4. The present composition of the TEF Board is well balanced in terms of nonmembers, past and present League leadership, the latter being state Board members.

Now, the need for trustees who have not only the time, but close liason with the state Board, as we move into this new era of financing the work of the League and projects is more essential and accute than it was when the TEF was formed by the state Board at the direction of the local Leagues, in 1966. What I mean is, as you well know, the times and the work of the League has progressed to a point where an expanded approach is needed.

I plan to discuss this matter again with the state Board in May and I am confident that this Board will agree that we must plan now for the increased TEF workload which is inevitable.

The purpose of the TEF is to be an extension of the work of the Texas local Leagues and the state League through the use of deductible monies. The experience of the 50th Anniversary, the 1969 tax law, and new rulings by the I.R.S. now make it possible and easier for deductible money to be channeled through the Education Fund to be used to not only fund special local and state projects, but to fund the on going work both educational and administrative of the LWV of Texas. In other words the TEF becomes the means by which the state Budget can be expanded by the use of deductible money....something that was not available at the time the local Leagues created the TEF.

(continued)



Eventually we may want to merge the operation of the TEF and the LWV of Texas, e.g.: National. This will become essential (and possibly will be brought about sooner) when a permanent state office is established. Such a merger will provide for a more efficient and economic use of both tax deductible and non deductible monies. The prospective merger would be more easily accomplished and more smoothly operative if section A and all other sections affected by Section A of the trust agreement reads as follows:

"The affairs of the Fund shall be managed in their sole discretion, subject to the terms and conditions of this Agreement by not less than nine (underlining is new wording) Trustees, herein after referred to as Trustees."

This wording is similar to and thus embodies the same principle as the trust agreement of the LWV of the United States Education Fund.

Cordially yours,

/s/

Mrs. Darvin M. Winick, President  
League of Women Voters of Texas

cc: Smith, Passmore, Keeble, Garwood, Herman, Linehan, Fritz, state Board,  
Kamrath, Murphree



MEMORANDUM FROM:

*League of Women Voters of Texas*

DICKINSON PLAZA CENTER • DICKINSON, TEXAS 77539

Ex March 5, 1971

TO: Brasher  
FROM: Wackerbarth  
RE: T.E.F. Funding for Legislative Office expense

CC: S.O. , Bubis

Would you please send me the exact breakdown on the \$963 which the Ed Fund voted to allocate for Legislative Office expense. Especially do I need to know the time periods for the various items, as well as the amounts in dollars.

If I remember, \$300 of the total was to cover the sustaining service between legislative sessions. How is this to be paid? This is especially important, since if it must be paid in advance, the whole amount should be included in the 1971-72 Budget. If it is payable monthly or quarterly, then an adjustment will have to be made to carry forward to the next budget the amount which will go to pay for the service between April 1 and December 31, 1972.

Sorry to bother you at this very busy time, but it is necessary. Thanks bunches.

I was talking to SO Tuesday, and asked them to send you a copy of the script used last year for the Learn@Ins. Naturally, I couldn't find mine, although I feel sure I have one somewhere!



March 6, 1971

To: Fritz  
From: Brasher

Genie, I failed to get this to you Thursday. It should be paid immediately, as it is a month old.

Thanks.

Bill from Steck - Warlick Co.  
P.O. Box 968  
Austin, Texas 78767

2 Texas ~~Code~~ Laws 7.00

tax .30

---

7.30

To be paid by TEF.

C  
O  
P  
Y



TEF - Query from San Marcos League:

1. If a volunteer donor to Education Fund for a project for the local community is a member of the city council or mayor, is this permissible?

The mayor of the town has volunteered to donate from his company to the expenses for an updating of the Know Your County survey booklet. He has always been a contributor to the local finance drive. He is also willing to get other donors. He does want the name of the company listed along with the TEF.

2. Can contributions to local Finance drives be earmarked for future projects of the local League in the State or National TEF?

3. *Can governmental entities contribute to a special project?*



Jan.	-50	\$100	to be
Feb.	-50	\$100	taken
Mar.	-50	\$100	from
			leg. office?

---

April	\$150 + 50	from Jan.
May	\$150 + 100	Feb. & Mar.
	<u>\$450</u>	

---

~~\$250~~ *by action*

Budget

\$300 sustaining  
service  
for 1971-72

Impossible budget!

LITHOGRAPHING - PRINTING - OFFICE EQUIPMENT





THE STECK DIVISION  
STECK-WARLUCK COMPANY

To Program Chairmen:

Please notify me  
when a change  
is made to  
the Legislative Action  
Budget. Things will  
be pretty tight if lots  
of action - also have  
expenses of Capitol Corps  
phone calls & mileage -

FLS has gone up \$50  
per month - now \$150  
per month while in session

LITHOGRAPHING • PRINTING • OFFICE EQUIPMENT (over)



Mrs. Thomas L. Brasher, Legislative Chairman  
League of Women Voters of Texas  
1408 Highland Drive  
San Marcos, Texas 78666

\$1,000 for  
Purchase of educational materials

Subscription to Texas Legislative Service for the period from March 1971 to January 1973.

2 copies of the Texas Election Code @ \$3.50 each.

(10) 8 Austin Reports @ \$15.00 each and 8 Texas Observers @ \$7.00 each from March 1971 to March 1972. (120.00) (11) 56.00

✓ 6 Subscriptions to the National Civic Review @ \$5.00 each  
~~Membership in the National Municipal League~~

Texas Legislative Service - Cost for Regular Session, 62nd Legislature, 1971  
for period March 1971 to June 1971 @ \$150 per month ----- \$450.00  
(March-April-May)

Texas Legislative Service Cost for Sustaining Services, including Called  
Sessions, from June 1971 to ~~December~~ January 1973 ----- 300.00  
1973

Election Code	7.00	
Austin Reports and Texas Observers	176.00	
National Civic Review	30.00	
<del>Membership in the National Municipal League</del>	<del>37.00</del>	Total of
	963.00	<del>\$1,000</del>

Subscription copies are necessary for State Board President, Program Vice-President, Legislative Chairman, Program Resource Chairmen, for researching material for educational information to be distributed to Local Leagues and their members and communities.

February 17, 1971

Submitted by: Mrs. Thomas L. Brasher  
Mrs. Darwin Winick, President LWV of Texas



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

June 18, 1971  
ANNUAL MEETING

MINUTES

The meeting was called to order at 10:00 A. M. by the Chairman, Mrs. Maurice Brown. The following Trustees were present: Mrs. Brown, Mrs. Edward C. Fritz, Judge W. St. John Garwood, Mrs. Carl Herman Jr., Mr. Charles C. Keeble, Mrs. Charles M. Linehan, and Mrs. Arthelia Cook Smith. Absent were Mrs. B. H. Tassmore and Mrs. Darvin Winick.

Mrs. T. A. Knauf of San Antonio was an invited guest, a newly elected member of the Board of Trustees and current Treasurer of the LWV of Texas. The second newly elected member, Mrs. Albert Barstis of Denton, could not be present.

The CHAIRMAN'S ANNUAL REPORT was presented. (copy attached)

MINUTES of the previous meeting were approved as mailed, with minor corrections for typographical errors.

TREASURER'S REPORT for the period 7-1-70 through 6-17-71 was received and is incorporated in these Minutes.

After discussion of the Treasurer's report of Local League Trust Fund balances held by the TEF, it was agreed by Board members that it would be the policy of TEF to claim balances of \$10.00 or less unless the Local League makes new deposits within 90 days after final payment on project costs. (See attached accounting of Local League Trust Funds held and disbursed by the TEF.)

ELECTION OF OFFICERS, by nomination of Trustees present, for one-year terms of office 7-1-71 to 7-1-72, resulted in the following unanimous selections by motion of Judge Garwood, seconded by Mrs. Smith:

Chairman	Mrs. Maurice H. Brown
Vice Chairman	Mr. Charles C. Keeble
Secretary	Mrs. Carl Herman Jr.
Treasurer	Mrs. Edward C. Fritz

TRUST AGREEMENT AMENDMENTS proposed by the State Board of the League of Women Voters of Texas were APPROVED by the Trustees, by motion of Mrs. Herman, seconded by Judge Garwood. These amendments to Article III, Secs. A, B, and E, cover enlarging the Board to thirteen, the manner and term of elections, and establishing the number of interim meetings to be held between annual meetings.

The State Board of the LWV of Texas is to be asked to appoint two Trustees to fill the remaining new positions, to bring the number of Trustees up to thirteen.

OTHER BUSINESS

The IRS has been requested to furnish the ruling covering present TEF status for receiving tax-deductible funds; copies of the ruling will be furnished to Trustees when received.



Based on suggestions made by Judge Garwood to the Chairman, it was agreed that a form for bequests to TEF is not needed. Suggestions will be made for making or soliciting bequests, but a form will not be employed.

PROJECTS:

OLD

1. A check for \$350.16 to TARRANT COUNTY LWV was authorized on the basis of a statement submitted for a Directory of Elected Officials in Tarrant County. A final payment will be made when the bill for postage for special mailings is received, and the TEF 5% fee will be figured at that time.
2. Trustees voted approval of a BEAUMONT LWV project, authorized 5-5-71 by the TEF Chairman in the interest of time for printing a Voters Guide before the constitutional amendments election. The Beaumont deposit was \$50.00, a contribution from the Fair Foundation. Total cost of the project was \$42.00, plus \$2.50 for TEF administration, leaving a balance in the Beaumont Trust Fund account of \$5.50.

IT WAS AGREED that, in the future, a fee of \$5.00 will be charged for TEF administration of all projects costing \$100.00 or less.

NEW

1. An application for project funds to revise and publish A CITIZEN'S HANDBOOK by the LWV of Texas was TABLED following discussion and the expressed need for more information about plans for the new publication. The Chairman will write to the State Voters Service Chairman, Mrs. Henry Lanz, and report back to Trustees at the next meeting. Motion to table by Judge Garwood, seconded by Mrs. Smith.
2. An application for project funds to prepare Texas election laws study materials including Leaders Guide, two Facts and Issues, and a Poll Watchers School Kit by the LWV of Texas was APPROVED, with the stipulation that 4,000 of the proposed Facts and Issues are to be sold for 15¢ each, effecting a change in the total budget to \$1,450.00. By motion of Mrs. Fritz, seconded by Mrs. Herman. The Chairman named Mrs. Smith as TEF chairman to the project.
3. An application for project funds to print three issues of the Texas Human Resources Newsletter, beginning with summer 1971, by the LWV of Texas. By motion of Mrs. Herman, seconded by Mr. Keeble, the project and its proposed budget of \$587.90 was APPROVED, with the stipulation that one issue (to be selected) would be reproduced in a quantity up to 1,000, with additional promotion given to the Newsletter so that League members and others might be made aware of the publication. The Chairman named Mrs. Herman as TEF chairman to the project.

Mrs. Smith was directed to prepare a draft of guidelines to be used by the TEF project chairmen in evaluating project publications.

The next meeting of the TEF Board of Trustees will be in Austin on September 24.

Respectfully submitted,

ARTHELIA COOK SMITH, Secretary



Financial Staement for the Period 7-1-70 through 6-17-71

MRS. EDWARD C. FRITZ, Treasurer



# ACCOUNTING OF LOCAL LEAGUE TRUST FUNDS

## 1. LWV of Tarrant County

3-18-71 Emery	100.00	
6-8-71 Fort Worth Clearing House Assn.	<u>1,500.00</u>	
	\$1,600.00	\$1,600.00
Less: Payment for Voters Guides	185.00	
Overhead Expense	<u>80.00</u>	
	265.00	<u>265.00</u>
		\$1,335.00 Balance

## 2. LWV of Houston

11-13-70 Hershey Foundation	100.00	100.00
Less: Payment for workshop attendance	24.42	
Overhead Expense	<u>3.00</u>	
	27.42	<u>27.42</u>
		\$72.58 Balance

## 3. LWV of Beaumont

5-4-71 Fair Foundation	50.00	50.00
Less: Payment for Voters Guides	42.00	
Overhead Expense	<u>2.50</u>	
	44.50	<u>44.50</u>
		\$5.50 Balance

## 4. LWV of Dallas

3-18-71 Booziotis	10.00	
Thomes	10.00	
Green	10.00	
Clamon	<u>15.00</u>	
		\$45.00 Balance

## 5. LWV of Midland

4-7-71 Kennedy	12.50	
Starr	<u>15.00</u>	
		\$27.50 Balance

# SEE FINANCIAL STATEMENT

## Assets

100 Shares Houston Production Co.	\$12,000.00
Checking Account	3,547.65
Certificate of Deposit	2,181.69
Savings Account	<u>129.84</u>
	\$17,859.18

## Liabilities

In Trust to Local Leagues	\$1,485.58
Capital	<u>\$16,373.60</u>
	\$17,859.18



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

BOARD OF TRUSTEES MEETING

February 19, 1971

MINUTES

The meeting was called to order at 10:00 A. M. by Mrs. Brown, Chairman. The following Trustees were present: Mrs. Brown, Mrs. Edward C. Fritz, Judge W. St. John Garwood, Mrs. Carl Herman, Mrs. B. H. Passmore, and Mrs. Arthelia Cook Smith.

Absent were: Mr. Charles C. Keeble, Mrs. C. M. Linehan, and Mrs. Darwin Winick.

Guests were: Mrs. Harold E. Murphree, Jr., vice president of the LWV of the US and trustee of the LWVUS Education Fund, and Mrs. Jack Wackerbarth, budget chairman of the LWV of Texas.

Present during the meeting to make project proposals: Mrs. Thomas L. Brasher, Mrs. Francis Hay and Mr. Winston Bode.

CHAIRMAN'S REPORT --

Time has been secured on the agenda of the LWV of Texas State Convention for the TEF chairman to speak (at the conclusion of the workshop for presidents) and to distribute the new TEF manuals on use of tax-deductible gifts by the LWV.

Out of the second printing of 10,000 CITIZEN HANDBOOKS, all but 2,500 have been shipped to fill orders.

MINUTES of the meeting of January 15, 1971 were approved as received by mail.

TREASURER'S REPORT for the period 1-1-71 through 2-12-71 was received and is incorporated in these Minutes.

COMMITTEE REPORTS --

1. The committee (Linehan and Brown) on a Manual for Use of the Fund had prepared and mailed to Trustees a first draft to be given final editing at this meeting. Considerable time was spent on a final draft of this new Manual being prepared for local League use. The chairman will complete its publication in time for the State Convention of the LWV of Texas.

2. Two new project proposals were presented for Trustee consideration and action:

- a. To pay expenses of LWV State Convention banquet speaker, Dr. Philip Lewis, Jr., of the University of Wisconsin, on statewide resource planning. The proposal came from the LWV of Texas; discussion revealed that the Convention registration fee already set included an amount to pay this speaker's



honorarium and expenses. First commenting that the Board of Trustees must be aware that it will be establishing a precedent for all time if it approves, Judge Gafwood then moved approval of the Convention speaker funding by the TEF, with the stipulation that the LWV Convention delegate registration fee be reduced appropriately. The motion was seconded by Mrs. Herman. CARRIED. Payment in the amount of \$550.00 will come from unrestricted TEF funds.

- b. To pay for resource publications useful to the LWV of Texas in preparation of legislative educational information for local Leagues. The proposal came from the LWV of Texas, presented to Trustees by Mrs. Brasher, State Legislative Chairman. Following discussion, Mrs. Herman moved and Mrs. Smith seconded to appropriate the requested \$963.00 to provide legislative reference materials for the LWV of Texas, including subscriptions to the Texas Legislative Service (a two-year subscription), the AUSTIN REPORT, TEXAS OBSERVER, NATIONAL CIVIC REVIEW, and other publications, as per the attached request. Motion CARRIED. Payment will come from unrestricted TEF funds.

Mrs. Fritz commented briefly on the proposed Dallas Housing Committee proposal to the Texas Education Fund, reporting that events since the date of the last Trustee meeting indicated that it would be desirable to postpone approaching the Fund at this time.

Later in the day, appearing before Trustees was Mrs. Francis May to introduce Mr. Winston Bode, producer of the radio/TV show CAPITOL EYE, who spoke in behalf of financing for the show. He was invited to submit a written request, which would be studied before the next Trustee meeting.

3. Discussion of a proposed TEF budget for the year 7-1-71 to 7-1-72 included reasons for increased operating expense items -- a newsletter and clerical assistance, both small. Distribution of the new manual explaining the three different uses of the FUND is expected to elicit a greater income and more project funding, and therefore a more active financing operation. A copy of the proposed budget is to be mailed to each Trustee, the budget to be voted on at the next meeting on April 23.

#### FUTURE TEF/LWV LIAISON OPPORTUNITIES --

Throughout the day Mrs. Murphree had been consulted during discussion of uses of TEF tax-deductible funds. She described some of the new activities possible under present IRS guidelines, explaining how the LWVUS Education Fund works closely and continuously with its tax lawyer, and the USEF experience could be helpful to TEF and the LWV of Texas in planning use of tax-deductible funds.

Mrs. Wackerbarth commented that it would have been very helpful to have this information during preparation of the 1971-72 LWV of Texas budget. The recommendation was made that, in the future, some one from the TEF should sit on the LWV of Texas Budget Committee, and the LWV president should be notified of this recommendation from the TEF Board of Trustees.

Next meeting of the Board of Trustees will be in Austin on April 23, 1971.

Respectfully submitted,  
Mrs. Arthelia Cook Smith, Secretary



# LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Financial Statement for the Period 1-1-71 through 2-12-71

12-31-70	Checking Account	\$2,555.81	
	<u>Income</u>		
	Memorial Gifts	525.00	
	Other Contributions	<u>45.00</u>	
		\$3,125.81	\$3,125.81
	<u>Expenses</u>		
	Trustees meeting 1/15/71	117.47	
	Liaison with State Board	8.00	
	Administration (xerox, minutes, postage)	13.35	
	Citizens Handbook Project (postage)	2.54	
	Guide for Jurors Project (postage)	1.20	
	Houston LWV Project	<u>24.42</u>	
		166.98	<u>166.98</u>
2-19-71	Checking Account		\$2,958.83
	<u>Other Assets</u>		
	Savings Account		129.84
	Certificate of Deposit		<u>2,128.16</u>
	<u>Total Assets (Liquid)</u>		\$5,216.83

Submitted by,

Mrs. Edward C. Fritz, Treasurer



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

BOARD OF TRUSTEES MEETING

MINUTES

January 15, 1971

The meeting was called to order at 10:00 A. M. by Mrs. Maurice Brown, Chairman.

The following Trustees were present: Mrs. Brown, Mrs. Edward C. Fritz, Judge W. St. John Garwood, Mr. Charles C. Keeble, Mrs. C. M. Linehan, and Mrs. Arthelia Cook Smith.

Absent were: Mrs. Carl Herman Jr. and Mrs. Darvin Winick, whose terms of office began on July 1, 1970, and Mrs. B. H. Passmore.

The Chairman reported on developments during the interim since the previous meeting of Trustees on May 22, 1970:

The publication, A GUIDE FOR JURORS, continues to be ordered by both local judges and local Leagues and by schools; orders are filled promptly from supplies on hand:

The request was withdrawn for assistance in publishing a quantity of the LWV of Texas publication, SURVEY OF LEGISLATORS;

The Houston League has deposited \$100 with the LWVTEF as a restricted contribution for Houston League expenses to meetings. A 3% handling fee was agreed to by Trustees. One expense voucher in the amount of \$24.42 has been paid out of this contribution.

MINUTES of the meeting of May 22, 1970 were approved as received by mail.

TREASURER'S REPORT (attached) for the period 5/22/70 through 12/31/70 was filed for audit.

PROJECTS

The supply of A CITIZEN'S HANDBOOK being exhausted, with orders on hand, it was moved by Mrs. Fritz, seconded by Mr. Keeble, that the TEF underwrite publication of an additional 10,000 copies for immediate use, utilizing the Fort Worth printer, and that the state office of the LWV of Texas be asked to notify local Leagues of the availability of this publication. CARRIED.

Mrs. Fritz very briefly described a possible new project for the TEF, to sound out Trustees as to the eligibility of such a project; she was requested by members to prepare the proposal for consideration.



## DISCUSSION ON USE OF TEF TAX-DEDUCTIBLE MONIES

A lengthy discussion on the future of the LWV of Texas Education Fund ended with appointment of a committee, composed of Mrs. Linehan and Mrs. Brown, to put together a packet of materials for each local League which would adequately explain the purpose of the Fund, give references to tax rulings applicable, include a financial statement of the Fund, and provide a simple explanation of the three basic ways in which the TEF can be used by local Leagues. A copy of these materials is to be mailed to Trustees before the next meeting to be held on February 19, 1971.

The chairman named a committee composed of Mrs. Smith, Mrs. Fritz and Mr. Keeble to prepare a TEF budget for the year 1971-72, and furnish copies to Trustees ahead of the next meeting so that the budget can be approved on February 19, if possible.

Respectfully submitted,

Arthelia Cook Smith  
Secretary

# # # # #

## TREASURER'S REPORT

Financial Statement for the Period 5/22/70 through 12/31/70

5/22/70	Checking Account	996.00	996.00
	<u>Income</u>		
	50th Anniversary Gifts	2,441.67	
	Memorial Gifts	100.00	
	Other contributions (incl. \$100 earmarked for Houston League)	503.00	
	Dividend Income	500.00	
	Total Income	\$3,544.67	\$4,540.67
	<u>Expenses</u>		
	Trustees Meeting 5/22/70	147.00	
	State Board Meeting (Chairman's expense)	79.40	
	Administration	73.46	
	Citizen's Handbook Proj.	1,685.00	
	Total Expenses	\$1,984.86	\$1,984.86
12/31/70	Checking account balance		\$2,555.81
Other Assets:	Savings Account		129.84
	Certificate of Deposit		2,128.16
	Total Assets		\$4,813.81



LWV of Texas  
January 1971

To: State Board

From: Mrs. Darvin M. Winick

Re: TEF \$600 Project Problem

This has been an extremely difficult problem to cope with and we have involved Ned Fritz (legal advisor) Gwen Murphree, Barbara Bubis, Chris Brasher as well as Suzanne and Ann.

Here are two proposals:

1. Take \$600 from our reserves and balance the budget and forget about getting TEF money this year.
2. Take all or part of the below figures and present this as a project to the Texas Education Fund -
  - Operating Cost - LWV office for 2 months @ 5%.....\$ 125.00
  - Subscriptions for 2 months
    - ✓ Austin Report (4) . . . . . 10.00
    - ✓ National Municipal League (4)..... 2.50
    - ✓ Texas Observer (4)..... 2.35
    - ✗ National DPM 2 mo. @ 1/3..... 15.00
  - \*Registration Flyer..... 200.00
  - Texas February VOTER-TEF column.. . . . . 2.50
  - \*\*Legislative office salary - 2 months..... 200.00
  - Rent and telephone (part of time)..... 50.00

\$ 607.35

\* Educational Piece

\*\* If office is made available to citizens (this then is citizen education. and we can use deductible money.)

Even if we come up with this proposal, the TEF could possibly not approve the project.

Please be prepared to discuss this fully at the time noted on the Agenda.

\* \* \* \* \*



LWV of Texas  
January 1971

To: State Board  
From: Mrs. Tom Kenyon  
Re: Pre-Board Report - TEF Project for 1971 Budget

There is a project I had thought of bringing up for the Voters Service Committee to consider at January Board meeting. Almost added it to the note about the essay contest, but decided it would be premature, as well as I am not sure I can do it justice in a letter, but here goes.

The State of Texas seems to be woefully lacking in an adequate teaching text for Texas government and/or politics. Our local Texas government teachers use mostly LWV material and their own resources, which, according to one of our local high school teachers, are very meager indeed. They can teach structure, and theory, but they themselves have a meager background in the realities of Texas government and legislature.

Just before the holidays began, I talked with her and asked her in what way the LWV could be of most help to her and her students. Her immediate reply was a simulation kit. She said there is a kit for teaching U.S. government and offered to lend me one for ideas. We were going out of town for the holidays and since I was not aware of the January 4 deadline, I planned to borrow it after school started next week in order to be prepared for January Board meeting. I talked with her again today by phone, and she wants so very much for us to sponsor or prepare such a kit. She said she would be glad to lend the kit for U. S. government to you if it would help sell the idea. It is put out by the 4-H, and she thinks that is the club; but she is not real sure.

There are simulation kits for American history, international studies, etc. Karen had experience with the one on international, and thinks one for Texas government would be great. From what the teacher said, the colleges could use one too. This might be one way of making use of the help offered by the College of the Mainland. Our local government teachers would be glad to help. I'm not suggesting that I do the work; I am just offering an idea for someone else to do!!!!

What is simulation? In using the international kit, the class is divided into groups of 4 or 5 students, who represent the top government leaders of specific countries. They are given facts about population, capital, agriculture, military, etc., and the teacher throws in a disaster or two along the way that they have to cope with. They make trade agreements, military treaties, etc., with one another, and sometimes even go to war. Some of the students have been so enthusiastic about the course, that they have signed up to take it a second time for audit.

In American history simulation, I understand that the facts are those leading up to the Korean War and the students are divided into countries and they take it from there similarly to the one above. In U.S. government, they simulate Congress and pass bills, etc. She said the students buttonhole one another and make deals to vote for one another's bills, and get real mad at one another when one fails to vote as promised.

During the holidays we visited with our newphew-in-law, Vernon Stewart, the Wichita Falls representative. He said he is well aware of the lack of adequate

(OVER)



Pre-Board Report - Mrs. Tom Kenyon (continued)

teaching tools for Texas government and was intrigued with the idea of a Texas government kit. He thought it should contain the "third house" and its influence, the choosing of the speaker, how committees are appointed, how bills are assigned, etc. He seemed to think the Legislative Council and the TEA would be interested, but we didn't have time to go into it in depth. I told him I wanted to get his reaction to an idea I was toying with. He was very enthusiastic.

Well, that's my idea for an educational project. It may not be feasible or practical. Don't know how LWV or TEF would go about doing it. I'm not even sure it would be called Voters Service, but there is a need, and with 18 year olds now voters, I feel it is well within LWV bounds.

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LWV of Texas  
December 1970

To: State Board  
From: Mrs. Darvin M. Winick  
Re: T.E.F. - \$600

We have a problem. I would like you to read Alice Mae's memo and to keep in mind, especially Wackerbarth, Berthelson, Bubis, Kenyon and Brasher, that the \$600 from the T. E. F. was put in the budget last year to BALANCE THE BUDGET AT THE CONVENTION. What should have been done immediately was to have a proposal from Kenyon or Brasher for \$600, to be used for Educational Activities from last April till this April. This project should have then been submitted to the Ed. Fund for approval. Obviously we did not do this, therefore if we now spend \$600 we will come up short.

Are there any Educational Activities between now and March where we can charge it to an Ed. Fund Project? For example Chris, what about our Austin Report (3 months subscription) or what about our Texas Legislative Service -- the bills, etc. that they supply us with --- in other words Education Activities only.

The Ed. Fund Board meeting is January 8, and I must have comments from Bubis, Wackerbarth, Brasher and Kenyon. Colleen, do you have any Educational Activities planned from now to March that would qualify? Not the essay contest--that is another kettle of fish.....

I am including Dorothy Brown in on this memo as she was the one who made the original motion and got us out of the jam we were in.

Please reply by January 4, 1971.

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Texas Legislative Service = \$150 pr. month during session. \$1 300 or 450  
Legislative Insert in Voter?  
Legislative Newsletters? (subscription) (pre-Board) Committee meeting  
Legislative Day



1/2 time ed. work  
of sect.  
providing info on  
all kinds - not just Regine bills -

{ info on files -  
ed. purposes  
phone calls  
const. amendments  
city/county center



To: State Board  
From: Mrs. Maurice H. Brown  
Re: Report on Governor's Conference on Criminal Justice  
in Texas, June 12-13, 1970 - Austin

LWV of Texas  
June 1970

Six League members and four other women joined with some 100 male members of the Texas State Bar Association, representatives of the medical profession, courts, universities, District and County Attorneys Association, news media, AFL-CIO, NAACP, ACLU and the House of Representatives in a two-day conference in Austin called by Governor Preston Smith. The Governor's Conference on Criminal Justice in Texas was sponsored by the Governor, the American Bar Association, and the Texas State Bar in cooperation with the Texas Committee for Implementation of ABA Standards for Criminal Justice and the Committee on Revision of the Penal Code of the State Bar of Texas. The conference was well run and more important to the LWV for its contacts rather than its content. For this reason, it is really too bad that no member of the present State Board was able to be present. League members who did attend were Mrs. Laddie Luljak and Mrs. James Tennant, Houston; Mrs. Francis B. May, Mrs. Leon Lebowitz and Mrs. Karl Schmitt (alternating) of Austin; Mrs. Ralph McKinlay and Mrs. Maurice Brown. The conference was well worth the time spent in it for the PR value and the identification it gave the LWV. The Texas State Bar Assn. is a powerful group in the state and, with its known conservative bent, it never hurts to put the LWV, with its known liberal bent, on record as participants in such Bar Assn. activities. While it was made completely clear that the LWV could in no way support the activities of the Bar Assn. in re penal code revision, it was nevertheless a good place to be seen, if not heard. League members present carefully pointed out, on several occasions that the LWV could not lend its support except possibly in a voters service context. But friends were made for the LWV with the incoming Texas Bar president, with state and district judges, and with Joyce Cox, a past president of the Texas Bar and the conference chairman. The final section of this report to you contains some recommendations to the state Board for consideration.

No attempt will be made to report the content of each speech and presentation made to the conference. Transcripts, reports and the recommended penal code revision bill will be sent to conferees in mid-October at which time they will be sent to state office. The penal code revision bill will be introduced in the 1971 Legislative Session.

To set the tone of the conference, the welcome address was given by Judge Joe Frazier Brown, Executive Director, Criminal Justice Council, Austin. Judge Brown told participants that we can no longer step to a different drummer in the criminal justice field, that we need a program that will protect society and the individual in it.

Louis B. Nichols, last retiring chairman of the Section of Criminal Law, ABA, and retired assistant to the Director of the FBI, from Leesburg, Virginia, set the stage for what was to come in the remainder of the conference when he reminded us that those who do not study history are destined to repeat it. We must not live over history when we can learn from the past and change. The present administration of criminal justice is outmoded and in need of modernizing but this modernization must be accomplished in the states, using the ABA standards. (NOTE: The ABA standards which were the background resource material for this conference are in book form and the nine books of the standards have been sent to state office for filing.) Mr. Nichols stated that had the ABA standards been in effect, much

(continued)



Conference Report, Mrs. M. Brown (continued)

bad case law would have been prevented, probably including recent outbursts in Chicago and Los Angeles courtrooms. The bench and bar must take the leadership in modernizing our criminal justice system but must have an aroused citizenry to back them up. The people will have the type of law enforcement and justice that they demand.

Texas is a "pilot state" (one of three) for the implementation of the ABA standards. The hour is getting late for improvement.

With the exception of the dinner session on Friday and the luncheon session closing the conference on Saturday, the rest of the speakers covered the various sections of the ABA standards reports and will not be discussed in detail here. Some background on Texas efforts is, however, essential.

Dean Page Keeton, UT School of Law, spoke on the work of the penal code revision committee. The project, instituted four years ago, deals primarily with defining criminal conduct, overlaps in sentencing, and minimum standards. It is the first step in the modernization of the administration of criminal justice by providing a sound law structure. The second step is an overhaul of the trial court system.

Dean Keeton listed the three objectives of punishment: 1) Protect society from harmful conduct; 2) Rehabilitate the offender - with carefully supervised probation rather than imprisonment for a first offender; and 3) Retribution (which is probably unconscious) or revenge (which is self-defeating).

There are limits to effective legal action in criminal cases:

1. The limit to individual liberty - denial of freedom to choose (except in homicide).
2. Criminal law is not self-enforcing and is expensive to operate.
3. Too much crime makes it difficult to protect citizens.
4. Crime breeds crime - making something a crime leads to further criminal action. The side effects of making conduct criminal mean that we equate crime with sin and make a crime of everything that people are against. The criminal code is society's trash bin. Society legislates one way and acts another. Laws making sin a crime cannot be enforced and lead to disrespect for law; for instance, laws regarding prohibition of liquor, sexual intercourse, abortion, drugs, gambling etc. A law should be enforced or capable of enforcement or it should be taken off the books.

Texas penal law was first enacted in 1855 and is still mostly in effect. The penal law revision committee is a project of the Texas State Bar. The committee is re-examining the entire fabric of penal law and has made an exhaustive summary of existing Texas law and what revisions would do.

What are the defects in the present code? They are not peculiar to Texas but they have been sadly neglected. The code is 115 years old and reflects values and mores of another day, of a frontier society. The complexities of the code make good law enforcement impossible. There are 60 articles in the code on theft; 57 on official misconduct; 61 articles on gambling. The code places "labels" on participants in crime; they should be charged as party to crime without label. The overly complex language in the code will be simplified.



Conference Report, Mrs. M. Brown (continued)

One example in the present code given by another speaker was the vast difference in the sentence for stealing peaches and for stealing watermelons; and for horse theft and murder. There are an incredible variety of sentences available, making justice a crazy quilt. The new code will provide newly-woven material for the cloak.

The revised penal code bill will be introduced in the Legislature in January 1971; it is a product of a joint effort and will be an infinite advance to effective law enforcement. Dean Keeton solicited support for the bill.

There were approximately 20 speakers during the conference; all but one were adept at holding an audience's attention. Perhaps the outstanding session was the final one when Judge Griffin Bell of Georgia substituted at a last minute for Justice Tom Clark. Running a close second was the dinner session with Leon Jaworski of Houston; Samuel Dash, chairman-elect of the ABA Section of Criminal Law, from Washington; and Honorable Walter F. Rogoskeske, Associate Justice of the Supreme Court of Minnesota. Mr. Dash spoke to the point that we may measure a nation's greatness by its administration of criminal justice. Justice Rogoskeske said that the goal of the administration of justice is that no man shall be convicted by procedures that deny human freedoms and that every accused person shall have the right to say to the government, "PROVE IT!"

Governor Smith brought his greetings in person to the conferees at the opening of the Saturday morning session. Attorney General Crawford Martin was one of the Saturday morning speakers.

Physical arrangements for the conference were excellent and deserve a word or two here. Delegates were housed at the Sheraton Crest Hotel on Town Lake; were bussed to the various meeting places. No sessions except the Friday evening reception and dinner were held at the Crest. The opening session was in the auditorium of the Austin National Bank; the Friday afternoon and Saturday morning sessions were in the Chamber of the House of Representatives. The two luncheons were held in the Commodore Perry Hotel - a "bunch" of moving around but helpful in that conferees were able to walk off long seated sessions, if they wished - buses were available for those who didn't. There was no charge to the delegates for any aspect of the conference - expenses incurred were met by contributions from Houston Endowment Inc. and the Criminal Section of the American Bar Association.

The Conference was perhaps a little premature in that delegates had not had an opportunity to see the ABA standards reports nor the work of the penal code revision committee beforehand. Therefore, what discussion there was tended to be on specifics with which the delegates were unfamiliar, and not enough on the concepts of criminal justice. They could not intelligently debate the specifics so were speaking from their own personal bias. Overall, however, the conference was an excellent idea. It closed with a resolution from the conferees suggesting the the proposed revised Penal Code be given full study and action and commending the Governor for his foresight in calling the conference. This resolution was presented by Mrs. May as a layman present at the conference after debate among the League members present on whether this would seem to be an endorsement by the League. The decision was made that the wording was so broad and did call for study and action (those good old League standbys), that this would be OK and would be good for our PR.



Conference Report, Mrs. M. Lrown (continued)

One unexpected sidelight of the conference was the swearing-in as a practicing attorney in the Western District of Texas by Judge Adrian Spears of William B. West III of Dallas. Mr. West is a member of the ABA Advisory Committee on Pre-Trial Proceedings and is a former US Attorney for the Northern District of Texas. He took the oath of office from Judge Spears with the attorneys present for the conference as witnesses. Judge Spears remarked that he was correcting an oversight --- Mr. West should long since have been able to practice in the Western District.

Incidentally, Judge Spears' presentation to the conference, "Discovery and Procedure Before Trial" (including the omnibus Hearing) is enclosed for the state office with this report. He had made the same presentation at a Judicial Conference in Jackson Lake, Wyoming in July, 1969 and was the only speaker who had copies of his speech available for immediate distribution.

If and when the state Board is approached by the Texas Bar Association in connection with support or assistance for its campaign for passage of the revised penal code bill, the following might be considered as possibilities. The League members present at the conference felt that a voters service-type cooperation with the Bar Assn. might be possible and that the following steps be among those given consideration:

1. Use of the "A TIME TO LISTEN" memo from national with its suggestions for the use of public forums on issues not on League Program.
2. Material might be furnished or prepared for Speaker's Bureaus.
3. Distribution of any Bar-prepared material to local Leagues.
4. A Voters Guide approach to the Bar-proposed code when available (October). There might not be a necessity of a real pro-con approach to this, provided that any publication bearing the LWV name also carry the statement outlining the League's lack of position and its presentation of the facts as a public service. Con material, however, probably will not be hard to come by, judging solely by some of the questions asked during discussion periods and the remarks of the state's Attorney General.
5. Consider making the LLP list available to the Bar Assn. for any mailing they might wish to do.

Money for such efforts may well be available from the Bar Assn., and such cooperation is an example of how we might be able to enlist their support for our legislative programs.

\*\*\*\*\*



*Grashe*

To: State Board

From: Veta Winick

I did not have time to poll the entire Board, but wanted you all to know that the LWV of Texas has agreed to participate in the Governor's Conference on problems involved in criminal justice. This will be handled as non-election Voter Service - citizen education. I submitted fifteen names for invitations.



League of Women Voters of Texas EDUCATION FUND  
1416 Royal Oaks Drive  
Waco, Texas 76710

TO: Local League Presidents  
FROM: Board of Trustees

Enclosed in this mailing as a replacement for an earlier sheet sent to you is the revised CRITERIA FOR SELECTION OF EDUCATION FUND PROJECTS. Please destroy the sheet sent to you in March and dated "Revised March 1970". It caused such a great deal of confusion that the Trustees have reworded it and hope that it now says what we mean for it to say. Three copies per local League are being enclosed: one for the president, one for the public relations or organization vice-president, and one for the voters service chairman.

Many questions have been asked since the announcement at the League's state convention that the TEF could serve as a "bank" for the local Leagues. Instead of answering each separate question, the main questions and their answers are discussed in an enclosed memo. We encourage you to start thinking about the use of the TEF both in this manner and for funding of your projects.

The Trustees of the Fund are pleased to announce that a second printing of A CITIZEN'S HANDBOOK will be undertaken very soon. While the preliminary work of securing a grant to cover the cost of printing and distributing 50,000 copies goes on, the TEF Trustees will make 10,000 more copies available from TEF funds. You will be notified when they are ready for ordering. In the meantime, we hope you are planning for exciting uses of this free publication. Are they in the hands of all your local schools, libraries, civic organizations, etc., etc., etc.?

LWV-TEF  
JUNE 1970



League of Women Voters of Texas EDUCATION FUND  
1416 Royal Oaks Drive  
Waco, Texas 76710

Article II of the Trust Agreement of the League of Women Voters  
of Texas EDUCATION FUND states:

"The purpose or purposes for which the FUND is organized are:  
To receive, to hold, and to invest contributions and funds, and to  
distribute such funds for educational uses and to conduct such other  
activities as are supplemental or incidental thereto, and are not in  
conflict therewith."

In general, to carry out this purpose, the following criteria for  
selection of Texas EDUCATION FUND projects shall apply:

The project should be of general educational value.

The project should not be highly controversial.

The project should be factual, with no conclusion drawn from  
the facts.

The project should be timely and not likely to become  
obsolete soon.

It should not be a project that can be better done by another  
organization -- League or otherwise.

It should be a one-time-only project, not a continuing one.

LWV-TEF  
June, 1970

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File for reference '  
TEF/Projects '  
-----



' File for reference  
' TEF/Projects  
' June, 1970  
' -----

League of Women Voters of Texas EDUCATION FUND  
1416 Royal Oaks Drive  
Waco, Texas 76710

REPLIES TO FREQUENTLY ASKED QUESTIONS ABOUT TEXAS EDUCATION FUND

1. Q. Do the criteria automatically rule out grants for local projects?

A. No. The TEF is specifically designed and was established to provide a funding agency for local educational projects financed by tax-exempt grants. (See Criteria/June 1970 and The LWVTEF - Its Uses and Procedures/March 1970.)

2. Q. How can a local League use the TEF for projects purely local in nature?

A. By presenting its proposed project to TEF on the Request Form with full information and a suggested financing source. To qualify, proposed projects should generally meet TEF criteria.

3. Q. What is the difference in the use of restricted and unrestricted funds? What choice does the local League have?

A. Restricted funds are those sought for a specific project or given for a specific project by the donor. Unrestricted funds are those tax-exempt contributions received during the course of a regular local finance drive. The local League has the choice in whether it is raising money for projects (restricted) or for general use (unrestricted). The TEF must abide by the donor's requirements. (See sixth question for further information on unrestricted funds.)

4. Q. What procedures should the local League follow for specific project grants?

A. There are three main procedures for specific project grants:

- a) Satisfy yourselves that the proposed project meets the TEF criteria.
- b) Complete the Request Form, replying to all questions.
- c) Arrange for the financing.

There are these other procedures to be followed:

1. Before project approval, it would be advisable to:

- a) Discuss the project thoroughly with the local Board.
- b) Look objectively at the proposal. If it is a publication, for instance, are conclusions drawn, solutions suggested, or is it truly objective as required for tax-deductibility? If it is a conference, is the planning committee qualified and broad-based? Are conclusions drawn, solutions suggested, is "taking a stand" required - all of which would disqualify it?



2. After project approval:

- a) All bills are sent to the TEF for payment. TEF checks cannot be made payable to a local or the state League. They can be made payable to individuals, however, for personal expenses, etc.
- b) Supervision of a Trustee or someone designated by the Trustees is maintained. The Trustee should meet with the committee, as often as possible, and should be kept informed on progress.

5. Q. What about one-time-only voters service projects, such as candidate information guides?

A. One-time-only voters service information will require different guidelines because of the short time limit between replies from candidates and production of the guide. However, the local League decision to produce a candidates' guide can be made well in advance of most elections since dates for most elections are set by statute. Request for approval can be submitted when the decision is made. It is suggested, however, that such projects be given serious thought by the local League, asking such questions as: Can we find a donor? Is the project large enough to warrant the effort? For example, do you plan to reach every registered voter or will your plans for distribution remain much the same as past efforts financed by your local budget?

6. Q. What guarantee can we give the contributor about the use of his money?

A. It is assumed this question is related to unrestricted funds raised in local finance drives. Local Leagues can guarantee that money raised will be used as promised. The TEF has no other choice in the case of restricted funds, and, to a lesser degree, in the case of unrestricted funds. TEF can use unrestricted funds only as that use meets the terms of its Trust Agreement and the IRS rulings for the expenditure of tax-exempt money. An example is the use of 50th Anniversary contributions to TEF for the publication of A CITIZEN'S HANDBOOK.

7. Q. Will the 5% administrative charge be made by TEF on all projects?

A. Yes, on all projects.

8. Q. Are there ways TEF can hold for and return to local Leagues funds raised in the course of regular finance drives but which have no present specific use?

A. Guidelines are being established that will attempt to accomplish this goal. You will be kept informed of progress.

9. Q. Can TEF supplement local League budgets?

A. Not at the present time. It is a future possibility but will require new budgeting procedures for local and state Leagues and the TEF. You will be kept informed of progress.

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## Texas Education Fund Annual Report

.....A GUIDE FOR JURORS

.....TEXAS CITIZENSHIP TEST

.....Participation in the 50th Anniversary of the League

.....Plans for the future

Goals achieved and objectives outlined, the League of Women Voters of Texas EDUCATION FUND prepares for its fifth year of existence with confidence in the future. Following the progress of the Tax Reform Act of 1969 through Congress provided many moments of concern for the continued existence of the FUND but, as finally written, the Act provides a future for the FUND. A formal ruling by the Internal Revenue Service is expected soon but the attorneys for the LWVUS have expressed the opinion that we are eligible to receive funds under the Act.

According to the Education Fund Trust Agreement the Trustees of the Fund are supposed to submit a report annually of the financial activities of the Fund to the Board of Directors of the League of Women Voters of Texas. In accordance with this requirement, the Treasurer of the Fund has prepared the following financial statement:

### LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Financial Statement for the period 7-1-69 through 1-31-70

7-1-69	Checking account, Westview Natl. Bank, Waco	\$3,341.02
	Savings account, First Federal Savings, Waco	118.24
	Total cash and savings	<u>\$3,459.26</u>

#### Income

50th Anniversary	\$500.00
Memorial gifts	38.20
Dividend on stock	500.00
LWV of Texas, payment of Citizenship Test expense	<u>114.67</u>
	<u>\$1,152.87</u>

#### Expenses

Purchase Certificate of Deposit	\$2,000.00
Trustees meeting, 7-11-69	74.92
Trustees meeting, 10-24-69	154.09
Joint LWV/TEF committee meeting	48.00
GUIDE FOR JURORS project	505.40
Administration	<u>39.29</u>
	<u>\$2,821.70</u>

1-31-70 Total cash in checking account

\$1,672.19



TEF ANNUAL REPORT continued

1-31-70	Checking account	\$1,672.19
	Certificate of deposit	2,025.00
	(\$2,000 plus \$25 interest)	
	Savings account	123.68
	Total cash and savings	\$3,820.87

1) Total 50th Anniversary gifts since 1-1-69	\$2,350.00
2) Total memorial gifts since 1-1-69	138.20
3) Total memorial gifts since 7-1-69	38.20

For the future, the EDUCATION FUND Trustees are investigating the possibility of sponsoring a statewide Youth Conference and a pre-session Legislative Conference for new state legislators in cooperation with the League of Women Voters of Texas. In addition, when additional funds are secured, more copies of the new LWV publication, A CITIZEN'S HANDBOOK, will be prepared for wide distribution at no cost.

The Trustees of the Fund would be most remiss if they do not express, as part of this Annual Report, their very sincere appreciation for League members' efforts on behalf of the FUND in the past year. Contributions received as a result of your efforts in the 50th Anniversary Campaign have aided us in meeting not only our obligations but in planning for the future. Memorial contributions to the Fund have continued to provide funds for our work and make a most fitting memorial to deceased League members and the loved ones of members. This means of making memorials is open to League members as well as to League Boards and is most appropriate.

Respectfully submitted,

Mrs. Maurice H. Brown, Chairman  
Mrs. Charles M. Linehan, Vice Chairman  
Mrs. Arthelia Cook Smith, Secretary  
Mrs. Edward C. Fritz, Treasurer  
Judge W. St. John Garwood  
Mr. Charles C. Keeble  
Mr. Harris Kempner  
Mr. Sheridan C. Lewis  
Mrs. B. H. Passmore



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

BOARD OF TRUSTEES MEETING

MINUTES

MAY 22, 1970

The meeting was called to order at 10:00 A. M. by Mrs. Maurice H. Brown, Chairman.

The following Trustees were present: Mrs. Brown, Mrs. Edward C. Fritz, Judge W. St. John Garwood, Mr. Charles C. Keeble, Mrs. C. M. Linehan, Mrs. B. H. Passmore, and Mrs. Arthelia Cook Smith.

Absent were: Mr. Harris Kempner and Mr. Sheridan C. Lewis.

Minutes of the meeting of February 27, 1970 were approved as received by mail.

The Treasurer's report (attached) for the period 2-27-70 through 5-21-70 was filed for audit.

PROJECTS

1. Mr. Edward C. Fritz of Dallas presented a proposal for a four-year project to be sponsored by the TEF. Mr. Fritz distributed copies of his written proposal and spoke briefly about recent events in his part of the state to which the project is designed to respond. Titled a Youth Environmental Program, the project would give guidance and coordinate efforts of young people trying to learn how to take effective action in behalf of a quality environment. Described as "probably 70% character-building and 30% environmental study and action", the project will give formal structure to activities already underway in the Dallas-Fort Worth area by college and high school students. A budget of \$50,000 for the first year was proposed. Mr. Fritz has already approached a number of major oil companies for funding of the project and is anxious to get started at once, to be sure the momentum of present activities is continued during the summer.

Mrs. Passmore moved, Mrs. Linehan seconded, that a TEF committee be appointed by the chairman to study the proposal and make recommendations to the Trustees meeting in July, at which time the four newly elected Trustees will be present. Motion carried.

2. Trustees approved, on motion of Judge Garwood, seconded by Mrs. Fritz, sponsorship by the TEF for printing the LWV of Texas Survey of Texas Legislators.

3. Mrs. Fritz moved, Mrs. Smith seconded, that the TEF underwrite the printing of an additional 10,000 copies of A CITIZEN'S HANDBOOK,



with the understanding that the LWV of Texas will promote distribution of the HANDBOOK locally and statewide. Motion carried. This action followed discussion of the immediate need for more copies, even for filling present orders, pending a successful conclusion to the search for major funding for the HANDBOOK. If the funds are found, the TEF will be reimbursed for the cost of this printing order for 10,000 HANDBOOKS.

Mrs. Brown reported on questions she had received about TEF guidelines and criteria for local Leagues wishing to use TEF for local projects. It was agreed by the Trustees that the chairman would send a new page of criteria to local Leagues amending the first statement regarding "statewide application". Judge Garwood suggested that the statement might include the paragraph from the Trust Agreement which describes the purpose of the Fund.

Trust Agreement amendments proposed by a committee of Judge Garwood and Charles Keeble were discussed and the following were adopted:

Article III-A: number of Trustees increased to nine.

Article III-B: "The Trustees shall be elected by the Board of Directors of the LWV of Texas, a Texas corporation, at its meeting each year next preceding the first day of July.

"The term of office of the Trustees shall be two years, commencing on the first day of July following their respective elections and continuing until election of their respective successors. Beginning with the year 1970, Trustees in the number of five shall be elected in each even-numbered year and four in each odd-numbered year."

Trustees present signed the copy of the amended Trust Agreement; Mrs. Brown will get signatures of the two absent Trustees and the president and secretary of the LWV of Texas, after which Judge Garwood will file the document with the County Clerk of Travis County.

The chairman announced the committee to study Mr. Fritz' proposed project to be Mr. Keeble and Mrs. Smith, in addition to the chairman, and it was agreed the committee would meet in Austin during the week of June 22.

July 17 was agreed as the date for the next meeting of the Trustees.

Respectfully submitted,

Arthelia Cook Smith,  
Secretary

Treasurer's Report attached



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

Financial Statement for the Period 2-27-70 through 5-21-70

2-26-70	Checking Account	\$1,839.92	
	<u>Income</u>		
	Memorial Gifts	55.00	
	50th Anniversary Gifts	513.33	
		<u>\$2,408.25</u>	\$2,408.25
	<u>Expenses</u>		
	Trustees Meeting 2-27-70	39.00	
	Administration (50th Anniversary		
	Folders, Postage, Photostats)	119.08	
	Liaison with state LWV Board	14.90	
	GUIDE FOR JURORS Project		
	(Shipping charges, postage)	7.60	
	CITIZEN'S HANDBOOK project		
	(Printing, L.D. calls, art)	1,231.67	
		<u>\$1,412.25</u>	\$1412.25
5-21-70	Checking Account balance		<u>\$996.00</u>

Submitted by,

Mrs. Edward C. Fritz,  
Treasurer



League of Women Voters of Texas EDUCATION FUND  
1416 Royal Oaks Drive -- Waco, Texas 76710

May 25, 1970

TO: State Board Members LWV  
FROM: Board of Trustees TEF, Mrs. Maurice H. Brown

This will be a brief report to you of a meeting of the Trustees held in Austin Friday, May 22. There will be more to report at your meeting next week and you will also receive copies of the TEF Minutes when they are ready.

I don't know whether it has ever been officially reported to you that the Shell Oil Company reply to our request for funding for A CITIZEN'S HANDBOOK was negative. We are still working on the problem. In the meantime, however, the Trustees voted to use some more of the 50th Anniversary funds for another printing of 10,000 copies immediately.

Mr. Keeble reported to us that the first year's payment on the Humble pledge to the 50th Anniversary campaign will be received shortly. (You will remember that Humble's gift was for \$50,000 to be paid over a three-year period, with \$3,000 of the gift earmarked for the TEF?)

To resolve the problem created by the proximity of the dates of your spring Board meeting and the date when our Trustees' terms expire, we are asking your permission to amend our Trust Agreement as follows: change the date when the terms of office of the Trustees will begin from April 1 to July 1 -- Art. III - B. This Amendment was passed by our Trustees by unanimous vote. We do hope that you will establish a firm procedure, rather than a precedent, to elect the Trustees at your Spring meeting, held in connection with Convention or Council.

Trustees approved sponsorship of the legislative survey report, provided that the state Board is able to find financing for the publication and that we are assured a reading of the final draft before it goes to the printer.

At your meeting next week I will bring you recommendations from the Trustees regarding promotion of A CITIZEN'S HANDBOOK.



KULP, CONT.D. C. -- LAST COLONY

Washington, C. D., is the seat of our federal government--the place where men and women whom we elect pass laws affecting each of us. The 800,000 citizens of our Nation's Capital are voteless and voiceless in the Congress of the United States. They are denied the right of congressional representation.

Think of what that means. Most of us have had occasion to turn to our Congressman for assistance. When a family needs a son called home on emergency leave, they can get help from their Congressman; when a citizen needs information or action on matters such as social security or veterans pay, he can write his Congressman. And so forth. The voteless District of Columbia citizen, lacking representation in Congress, has no place to go and no elected representative to plead his case.

The League has launched its nationwide petition campaign to highlight the plight of our nation's capital and to win Congressional voice for Washington citizens. The goal: a constitutional amendment to give D. C. full representation in Congress. On May 6, Carolyn Jordan along with other delegates to the National League of Women Voters Convention, will personally deliver the signed Lubbock petitions to Washington.

The League says: "In 1770 citizens of 13 colonies said, 'Taxation without representation is wrong.' In 1970, it's still wrong. It's wrong for citizens of Washington, D. C., the nation's capital to be denied the right to participate in the affairs of their government."

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TEXAS EDUCATION FUND

In order that contributors and potential contributors might have some definite proposals for the spending of monies contributed to this fund, the League of Women Voters of Texas is attempting to outline some possible projects to be undertaken as a result of a successful 50th Anniversary Campaign.

I. STATE GOVERNMENT

A. Legislative Conferences: The League has sponsored three pre-session legislative conferences since 1967. These are particularly helpful to new legislators and T. E. F. would now like to experiment with a conference oriented to consider one basic state problem in depth.

B. Programs to increase public knowledge of legislative activity: Such things as how to lobby in the public interest, how to write elected officials and who to contact regarding specific problems are possible subjects for such conferences.  
Cost for state government project: Approximately \$20,000

II. WATER AND LAND CONSERVATION

A. Water and land use seminars: T. E. F. would work with other groups to set up conferences to acquaint citizens on the growing need for solutions to Texas water problems.

Cost: \$5,000 for statewide seminar



KULP, CONT.CONSENSUS ON NATIONAL PROGRAM MAKING

The Lubbock League of Women Voters supports the following positions as stated in the second round of National Program Making:

## I. Environmental Quality

- A. To add environmental quality to the National Program.
- B. To continue support of the water resources position.

In this area local League agreed with the reasons presented, the emphasis and plan for study, and the proposed wording.

## II. Human Resources

- A. To continue human resources on the National Program.
- Local League agreed with the reasons, two units were happy with the proposed emphasis and plan, one unit felt that the interrelationships of population and the problem of human resources should be stressed, and all agreed with the proposed wording.

## III. Foreign Policy

- A. To continue foreign policy on the National Program.

These additions were asked by one unit: to place more emphasis on Latin American studies in the Foreign Policy studies, to add a study and evaluation of relationships with Latin American Countries.

## IV. Representative Government.

- A. To continue study of Election of the President
- B. To continue study of the District of Columbia
- C. To continue study of Apportionment

The local League favors an addition to the proposed Program in a study of Congressional Reform: an over-all study of proposals for improving legislative process.

CONSENSUS ON TEXAS EXECUTIVE

The League of Women Voters of Texas supports measures to increase the effectiveness of the Executive Department of Texas government.

## Support Positions:

1. Election of the governor, lieutenant governor, and attorney general to four-year terms.
2. Limitation of the governor to two terms, which may or may not be successive.
3. The governor and lieutenant governor to run as a team.
4. Gubernatorial elections in non-presidential election years.
5. The secretary of state, comptroller of public accounts, treasurer, commissioner of agriculture, commissioner of the general land office appointed by the governor with senate approval for four-year terms.
6. The governor's budget to be the only budget presented to the legislature.
7. Reorganization of the boards and commissions within the Executive Department to promote greater efficiency.
8. The governor to have, within reasonable safeguards prescribed by law, power to remove appointive officers of the Executive Department and appointees to boards and commissions.
9. A cabinet-type Executive Department.
10. Constitutional provision for the succession to the office of governor should the governor become unable to perform the duties of his office.



TEXAS EDUCATION FUND CONT.III. POLITICS

A. Political effectiveness conferences: Conferences to consider the implications and impact on existing institutions of the new representation of the poor and the minorities. Such things as political party organization, political effectiveness, working within the existing system and future of politics might be considered.

B. Voters manual: Concise, readable, designed for use in junior and senior high schools, civic groups, etc., answering the basic questions of how, when, where, why to exercise their basic rights as citizens is now being prepared by funding provided by T. E. F. This publication should be available by February 1, 1970.

C. Slide/tape presentation: Take above material and place it on slides.  
Cost for above three project: \$15,000

IV. YOUTH CONFERENCES

A. Idea swapping on grass-roots level with youth serving on steering and planning committee to choose speakers, topics for discussions and participants. Such a conference might be held on a statewide basis or several conferences might be developed on a regional basis.

Cost: \$15,000

V. TEXAS EDUCATION FUND---GENERAL NEEDS

A. New Idea Committee: A joint LWV/TEF committee would be established to search out new ideas, new issues and new implementations in the processes of citizen education and participation.

B. Administrative Budget: The T. E. F. needs unrestricted funds for administrative purposes. There is the need for an office and a small staff of clerical help. Since its organization in 1966, the T. E. F. has maintained an office in the home of the chairman with all secretarial work handled there. It is hoped an office can be established in Austin on a permanent basis.

C. Support for League activity: T. E. F. will be able to make grants on a regular basis to the League for purely educational services performed by the League. This would include such things as voters service, state services to local Leagues in the field of state and local government, and a part of the cost of the operation of the state office.

Cost: Not determined but could amount to \$25,000.



# League of Women Voters of Texas - Education Fund

## 50th Anniversary Campaign

The following pages outline some possible projects that the Education Fund might undertake as a result of a successful 50th Anniversary Campaign. None of these projects is presented here in final form or even as definite projects of the Texas Education Fund.

Potential large contributors to the Texas Education Fund will welcome specific examples of the manner in which contributions to the Fund may be spent.

The Texas Education Fund is prepared to develop these and other projects into formal proposals where specific interest is indicated by a prospect for a major gift to the campaign.





## I. STATE GOVERNMENT

### A. LEGISLATIVE CONFERENCES

Following patterns established by the League of Women Voters of the US Education Fund, pre-session legislative conferences for state legislators might prove helpful to new legislators. These conferences, held before the legislature convenes, are designed to bring legislators together for two or three days to discuss with experts within and without the state substantive problems of state government. The LWVUS-EF has sponsored three such conferences since 1967. The Texas Education Fund would like to experiment with a conference oriented to consider one basic state problem in depth and with one designed to provide the new legislator with information in depth on problems likely to be encountered in the session.

### B. PROGRAMS TO INCREASE PUBLIC KNOWLEDGE OF LEGISLATIVE ACTIVITY

Paralleling the need for conferences for new legislators is the need for similar conferences for the public prior to or during the legislative session. Such conferences might demonstrate to the public the need to understand the workings of the legislature and the methods by which the average citizen can make his voice and vote heard in the legislature. How to lobby in the public interest; how to write your elected officials; who to contact regarding specific problems are possible subjects for such conferences.

A possible price tag of \$20,000 is foreseen for these efforts on state government.

## II. WATER AND LAND CONSERVATION

### A. WATER AND LAND USE SEMINAR

The Texas Education Fund is particularly anxious to work with other groups to set up a conference and/or a seminar to provide substantive background for citizen action on land and water use problems. Citizen information is very inadequate on the growing need for solutions to Texas water problems; citizens are unable to determine what should be done statewide to protect our natural resources in a manner that will provide benefits to all Texans.

A possible price tag is \$5,000 for a statewide seminar.



### III. POLITICS

#### A. POLITICAL EFFECTIVENESS CONFERENCES

The Texas Education Fund might be able to organize a conference on the implications and the impact on existing institutions of the new representation of the poor and the minorities. What meaning does this have for political party organization? How can the citizen be politically effective today? How can the citizen work within the existing system? What does political change augur for the future?

#### B. VOTERS MANUAL

A concise, readable tool designed for use in junior and senior high schools, civic groups, industry, all organized and unorganized groups seeking answers to the questions of how, when, where, why to exercise this basic right of citizens is being prepared by the League of Women Voters of Texas with funding provided by the Texas Education Fund. The publication will be available as a 50th Anniversary gift to the voters of Texas by February 1, 1970.

#### C. SLIDE/TAPE PRESENTATION

A popular presentation of the information available in the Voters Manual might be prepared for use by TV, community action groups, school-related organizations and the like.

These three projects carry a total \$15,000 price tag.

### IV. YOUTH CONFERENCES

Designed as a period (weekend or two-day conference) of experience and idea swapping on the grass-roots organization for political effectiveness for youth. Youth would serve on the steering and planning committee to choose speakers, topics for discussion, and participants. Issues which might be explored include how to work within the political system, the requirements for effective citizenship, possibilities for improvement and development of youth involvement in the political, educational and economic issues facing state government. Such a conference might be held on a statewide basis or several conferences might be developed on a regional basis.

Possible price tag: \$15,000.

### V. TEXAS EDUCATION FUND - GENERAL NEEDS

#### A. NEW IDEA COMMITTEE

A joint LWV/TEF committee needs to be established on a permanent basis to search out new ideas, new issues and new implementations in the processes of citizen education and participation.



B. ADMINISTRATIVE BUDGET

To accomplish its potential as a useful service to the citizens of Texas, the Texas Education Fund needs unrestricted funds for administrative purposes. Paramount to carrying on its state operation is the need for an office and a small staff of clerical help. Since its organization in 1966, the Texas Education Fund has maintained an office in the home of the chairman with all secretarial work handled there. An office established in Austin on a permanent basis would provide the visibility necessary for a successful operation of the Fund. Also to be considered as part of an administrative budget would be some program experts in the fields of Fund activities.

C. SUPPORT FOR LEAGUE ACTIVITY

The Texas Education Fund will be able to make grants on a regular basis to the League for purely educational services performed by the League. This could include voters service expenses, state services to local Leagues in the field of state and local government, and a part of the cost of the operation of the state office.

Price tag not established but could run to \$25,000.



League of Women Voters of Texas EDUCATION FUND  
1416 Royal Oaks Drive  
Waco, Texas 76710

Criteria for selection of Texas EDUCATION FUND projects:

The project should have statewide application.

It should be of general educational value.

It should not be highly controversial.

It should be factual, with no conclusion drawn from the facts.

It should not be a project that can be better done by another organization -- League or otherwise.

It should be timely and not likely to become obsolete soon.

It should be a one-time-only project, not a continuing one.

NOTE: Criterion #1 is not meant to eliminate automatically from consideration projects of purely local application. Selection will be based on the merits of each individual application and the commitments of the EDUCATION FUND at the time of the request. Local projects are, in fact, encouraged if the other criteria are met and if there is a demonstrable need for the project. Criterion #1 is meant to encourage broader application of the reasons for a project -- in many instances, a project that is presumed to be purely local in nature might be much more effective if made to be applicable statewide.



League of Women Voters of Texas-EDUCATION FUND  
1416 Royal Oaks Drive -- Waco, Texas 76710

THE LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
ITS USES AND PROCEDURES

The League of Women Voters of Texas EDUCATION FUND was established in 1966 by the League of Women Voters of Texas to undertake educational programs in the field of government in Texas. The FUND is a separate legal entity from the League and is financed by grants, gifts, and bequests from foundations, corporations, and individuals. All such gifts are tax-deductible.

The facilities of the EDUCATION FUND are available to the local Leagues, as well as to other organizations which wish to publish materials or develop educational courses in the field of government. All requests must be submitted to the Board of Trustees of the EDUCATION FUND for consideration in order that the Board may determine whether such requests qualify as proper TEXAS EDUCATION FUND activities.

A League wishing to use the FUND should understand that:

a) THE EDUCATION FUND IS NOT ITSELF A SOURCE OF FUNDS. It is simply a facility which will be able to accept tax-deductible grants or gifts. A local League wishing to use the facilities of the FUND is responsible for locating its own source of funds to finance the project it has in mind. These funds can then be processed through the EDUCATION FUND and qualify as a tax-deductible grant or gift.

b) Projects undertaken by the FUND must be purely educational in nature. The contents of publications, conferences, or courses conducted by the FUND may be aimed at awakening citizens to the meaning of citizen responsibility, the place of citizen leadership, and the necessity for citizen decisions; but they may not be directed toward support of or opposition to any specific legislation or political program.

c) The Trustees of the TEXAS EDUCATION FUND must approve each individual project in order to make certain it qualifies as a "purely educational" endeavor and will be eligible for tax-exempt support.

d) If a project is undertaken by the TEXAS EDUCATION FUND, it is then responsible for general overall supervision of that project. This costs money, so the FUND charges a small percentage of each grant to pay for contingent expenses. This amounts to no more than 5 percent of the grant.

e) In accordance with the ruling of the Bureau of Internal Revenue, publications published through the TEXAS EDUCATION FUND may not be sold for profit or to recover the amount of the grant given to finance the publication. For example, if the FUND receives



THE LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
ITS USES AND PROCEDURES

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page two

a grant to publish a "KNOW YOUR CITY", it pays all expenses incurred under the grant, retaining the small service charge, and then gives the entire printing free (with the exception of a few file copies) to the League for which it was printed. In turn, the League must give the publication away free. Only in the event the grant does not include sufficient funds to cover the full cost of producing the publication, including the cost of handling and distribution, is a League permitted to sell it for the small amount needed to recover such costs. Whenever a League sells the publication, the same price must apply to all to whom it is offered, whether they are members of the League or the general public. THE PRICE OF THE PUBLICATION IS SET BY THE TEXAS EDUCATION FUND.

f) PROCEDURES: A local League wishing to enlist the services of the TEXAS EDUCATION FUND should write to the FUND at 1416 Royal Oaks Drive, Waco, Texas 76710, for the request form on which to apply to the Trustees of the FUND for approval of the project it wishes to undertake. The League should be able at the time of the application to give a full description of the work it wishes to undertake and a budget of the cost. The League should have a good idea of where the money to underwrite the project is coming from and, if possible, should attach to the Request Form a list of the likely donors. If the proposed project is a publication, the expenditure side of the budget should include printing, typing, distribution costs, art work, long distance telephone, etc.

If the project is approved by the Trustees, the FUND then sends the League detailed instructions regarding further procedures. The FUND assists the League in drawing up the formal proposal to be made to the donors, accepts and disburses the funds in accordance with the proposed budget, and, in the event printed material is to be prepared, reviews the material in draft form in order to assure that standards required by tax-exempt status are maintained. Printed materials issued through the FUND must state that they are published by the League of Women Voters of Texas EDUCATION FUND, although credit is also given to the League responsible for their preparation. A Trustee of the FUND or someone designated by the Trustees is responsible for following the process of each project. League should be aware that processing a project undertaken by the FUND may require considerable time.

# # # # #

Revised March 1970



REQUEST FORM

TO: League of Women Voters of Texas EDUCATION FUND  
1416 Royal Oaks Drive  
Waco, Texas 76710

FROM:

Purpose of the Request:

Details of the Project to be considered, including plans for execution:

Proposed budget for use of the grant (including overhead):

Distribution plans for printed material (if part of project):

DATE: \_\_\_\_\_

Submitted by: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Use extra sheets if necessary.



## OUTLINE FOR PROPOSAL TO LWV OF TEXAS EDUCATION FUND

(These are the questions you should answer in making a proposal for EDUCATION FUND sponsorship of your proposed projects)

### 1. Need for Project

Present active interest and resources and any previous efforts toward a similar project.

### 2. Project Purpose

Brief statement of short-and long-term objectives.

### 3. General Nature of Project

State whether research, conference, publication, etc.

### 4. Description of Project

Names and qualifications of those in charge.

If conference:

Participants -- Number of  
Why selected  
How selected

Speakers - Faculty - Proposed subject matter

Planning committee -- Number of members  
Proposed composition  
Number of meetings

### 5. Plan for follow-up.

### 6. Budget

Should include any necessary committee expenses, printing, typing, postage, long distance phone calls, etc. Also should include overhead charge for TEF (to be determined by TEF on basis of project and not to exceed 5% of grant).



League of Women Voters of Texas-EDUCATION FUND  
1416 Royal Oaks Drive --- Waco, Texas 76710

MEMORANDUM  
March, 1970

TO: Local Leagues

FROM: EDUCATION FUND Trustees

As the Texas EDUCATION FUND prepares to begin its fifth year of existence, the Trustees feel the time has come to initiate some programs that will increase the awareness of the local Leagues of its existence and will encourage a greater use of the facilities of the FUND by the local Leagues.

The first step in this endeavor is the revision and reprinting of the Uses and Procedures sheet that accompanies this memorandum. We have also prepared for your use in any of the mopping-up calls of your 50th Anniversary Campaign a brochure on how money given to the FUND might be used. This brochure will also be useful and we highly recommend its use in your regular local finance drives. Now that contributors to the League are more aware of the possibility of tax-deductible gifts, you will need to be able to demonstrate how such tax-exempt monies might be spent.

Those of you who will be attending the League's State Convention in Houston next month will find an annual report on the FUND in Workbook II which you will receive at registration. This report will also be included in the next edition of the TEF Newsletter which will be sent to you soon. We encourage you to reproduce both the Convention Report and the Newsletter in your local Voters.

A Request Form for your use in applying to the FUND for its services has also been prepared and will be sent to you on request.\* There are many possibilities, it seems to us, for funding local educational projects through the Texas EDUCATION FUND. A brief list might include revised and updated KNOW YOUR CITY AND COUNTY publications; certain voter's service materials; program materials that do not include a position; seminars or conferences on local or state issues; citizen education programs.

The Trustees are also very pleased to report to you that costs of the new LWV of Texas publication "A CITIZEN'S HANDBOOK" have been underwritten by the FUND. This marks the first return to the state of gifts made to the TEF during the 50th Anniversary Campaign. The publication is available to you for distribution at no cost except for actual postage from the state office. Single copies will be billed at 15¢ per copy, to cover postage and handling. Orders must be sent to the state office (1841 Bingle Road - Houston) and not to the TEF.

Help us help you make the TEF a vital force in citizen education in the field of government in Texas.

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\*One copy is enclosed for your information.



Some suggested uses for the TEF-50th Anniversary brochure:

1. In your wrap-up of any major gifts for the 50th Anniversary Campaign from those seeking tax-deductibility and a Texas project.
2. As an answer to requests for tax-deductibility on large gifts in your regular local finance drive.
3. As a stimulant to your thinking about local projects that might be funded through the Texas EDUCATION FUND.
4. As a demonstration for potential contributors of statewide rather than purely local use of contributions.
5. In making calls on local foundations which prefer (or must have) a tax-deductible channel for their gifts even if they are to be used locally.
6. For individual contributors who desire tax-exemption on their gifts.

Two copies of the brochure are being sent to each local League, one for the president and one for the finance chairman. Some additional copies are available on request on a first-come, first-served basis. Quantities are limited.

Ten copies have been sent to the Metro 50th Anniversary Chairmen in Dallas, Fort Worth and Houston for the wrap-up of the Campaign.

LWV-TEF  
March 1970



JAN 6 1967

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
1416 Royal Oaks Drive ---- Waco, Texas 76710

CONFIDENTIAL INFORMATION FOR STATE BOARD MEMBERS ONLY

December, 1966

TO: State Board Members of the LWV  
FROM: EDUCATION FUND Trustees  
RE: Shipment of TCReviews

The second printing of Texas Constitutional Review has begun. Orders from the local Leagues on hand total 31,250 copies and will be shipped as they come off the presses. 250 copies are being kept by the FUND; the remainder (18,500 copies) will be shipped to the state office when they are available - within approximately 60 days.

As reported to you earlier, different shipping regulations are in effect for this printing. Requisition slips will be sent to the state office for reimbursement by the FUND on all orders for 250 or more copies. Fewer than 250 copies will be handled by the state office according to the instructions sent to you on November 14. For quick and easy reference, they are being reprinted on a separate sheet along with the Procedures for Reimbursement.

The FUND trustees will notify the state office when it wishes the ordering information to be made generally available to the local Leagues. It is our feeling that this information was prematurely disclosed in the November Texas VOTER and we do not think further mention should be made of it until the 18,500 copies are actually on hand in the state office. At that time, we hope that the state office will make a major effort to push for wide distribution of the remaining copies. We will need to know how the books were distributed and will be sending a questionnaire to both the state office and the local Leagues after the February 10 meeting of the Trustees requesting this information.

Attached to this memo are the ordering information and the procedures for reimbursement. Please note both carefully and file for reference. In addition, the requisition slips accompany this memo to the state office only. Copies are not being sent to state Board members.



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
1416 Royal Oaks Drive ---- Waco, Texas 76710

CONFIDENTIAL:

To be released  
only under FUND  
direction.

#### ORDERING INFORMATION

Orders for more than 1,000 copies on hand when shipment begins from the Waco printer will be shipped by him at no charge to the local Leagues.

Orders for 250 (one pre-packed carton) or more will be shipped at any time from the state office by prepaid freight. Freight charges will be paid by the EDUCATION FUND.

Orders for less than 250 will be shipped by parcel post from the state office with the parcel post fee paid by the person or organization ordering. A handling fee of 25¢ will be charged for orders of less than 250 and will be paid by the person or organization ordering.

Single copies will be mailed by the state office for a 15¢ postage and handling fee, charged to the recipient. This charge shall not be billed for anything more than a single copy.

# # # # #

#### PROCEDURES FOR REIMBURSEMENT BY THE EDUCATION FUND OF CHARGES INCURRED BY THE STATE OFFICE OF THE LWV IN DISTRIBUTION OF TEXAS CONSTITUTIONAL REVIEW:

1. The State Office will name a project chairman or treasurer whose responsibility it will be to sign all requisitions and forward them to the EDUCATION FUND treasurer for payment.
  - A. No checks can be written to the LWV of Texas but must be made payable to the printer, the freight company, etc.
  - B. A requisition slip will be provided by the FUND and must be sent in duplicate to the FUND's treasurer for payment.
2. Bulk orders in quantities of 250 or over should be shipped by prepaid freight. Bills for shipping charges should be sent to the FUND treasurer for payment accompanied by the two requisition slips signed by the project chairman or treasurer.
  - A. No other material may be placed in the shipping carton.
  - B. A master record of shipments shall be made; copy for the FUND treasurer.
3. A handling fee of 25¢ per order will be charged for orders of less than 250 copies. Orders for less than 250 copies will be shipped from the state office by parcel post with the parcel post fee and the 25¢ handling fee paid by the recipient. The 25¢ fee belongs to the state office.
4. Single copy orders will be mailed for a 15¢ postage and handling fee, to be paid by the recipient and retained by the state office.

# # # # #



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
1416 Royal Oaks Drive --- Waco, Texas 76710

November 1966

TO: The Local Leagues  
FROM: League of Women Voters of Texas EDUCATION FUND  
RE: Texas Constitutional Review booklets

50,000 additional copies of the LWV of Texas publication, TEXAS CONSTITUTIONAL REVIEW, will be available soon. The use of the LWV of Texas EDUCATION FUND for this printing has made possible some different shipping regulations.

Because we would prefer that the maximum number of copies be shipped from the Waco printer direct to the local Leagues, rather than from Waco to Houston and then reshipped to you, we are making the following offer.

Orders for 1,000 or more copies, in multiples of 250, will be shipped direct to the local Leagues by the printer. There will be no shipping charge. Such orders must be on hand when shipment begins on approximately January 1.

Back orders (those unfilled orders that you requested from the first shipment) will be filled as soon as the booklet is available, but the order will be filled to the nearest multiple of 250.

In developing your orders for copies from the second printing, we suggest that you use as a basic formula to determine the number you will need the number of copies that can be given to your public schools, junior and senior colleges, libraries, and other large groups with an interest in state government. We will be wanting to know, for the donors of the grant to the EDUCATION FUND, how you distributed your copies. A questionnaire will be sent to you after the first of the year seeking this information.

An order blank for large quantity orders is included below. Please use it and send no later than December 10 to: League of Women Voters of Texas EDUCATION FUND, 1416 Royal Oaks Drive, Waco 76710. Other orders for smaller amounts should be submitted on regular LWV of Texas Publications Order blanks and sent to the state office.

# # # # #

League of Women Voters of \_\_\_\_\_

Please ship \_\_\_\_\_ copies of Texas Constitutional Review to:

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Please do not use Post Office box numbers since these orders will be shipped by motor freight.

Use this order blank only for orders for 1,000 copies or more. Please send two copies; keep one for your records.

MAIL NO LATER THAN DECEMBER 10, 1966.



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
1416 Royal Oaks Drive --- Waco, Texas 76710

November 1966

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# # # # #

League of Women Voters of \_\_\_\_\_

Please ship \_\_\_\_\_ copies of Texas Constitutional Review to:

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Please do not use Post Office box numbers since these orders will be shipped by motor freight.

Use this order blank only for orders for 1,000 copies or more. Please send two copies; keep one for your records.

MAIL NO LATER THAN DECEMBER 10, 1966.



TO: State Board of the LWV of Texas

FROM: EDUCATION FUND Trustees

RE: TCReview reprinting, etc.

November 17, 1966

The Board of Trustees of the EDUCATION FUND in meeting on November 11 completed plans and suggestions for the reprinting and distribution of Texas Constitutional Review. It seems likely that the necessary money will be available very soon and that printing can begin immediately on receipt of the funds. The EDUCATION FUND has received the necessary tax exemption to begin operations.

Through the use of the TEF, some different shipping regulations and methods of charging for the booklet have become necessary. In order to promote the widest possible distribution of the book without seriously damaging local League or state budgets, the following schedule of shipping charges have been adopted by the EF trustees for the guidance of the state office:

Orders for more than 1,000 copies on hand when shipment begins from the Waco printer will be shipped by him, at no charge, direct to the local Leagues.

Orders for 250 (one pre-packed carton) or more will be shipped at any time from the state office by prepaid freight. Freight charges will be borne by the EDUCATION FUND.

Orders for less than 200 will be shipped by parcel post from the state office with the parcel post fees paid by the LL. A handling fee of 25¢ per package will be charged for orders of less than 200 copies and will be paid by the LL.

Single copies will be mailed by the state office for a 15¢ postage and handling fee, charged to the recipient. This charge should not be billed for anything more than a single copy.

The EDUCATION FUND trustees also request that the state Board compile suggestions for distribution of the booklet for the LLs and a means of distribution to other than League sources. We will need to know how the books were distributed and will be sending a questionnaire to the LLs after the first of the year requesting this information. We sincerely hope that the availability of funds for prepaid freight distribution will not result in large orders without companion plans for large distribution. We would hate to see a LL order 250 or more copies for storage under beds and hope the state Board can discourage this practice. It is our feeling that this should be the last printing of this book, certainly under the auspices of the EDUCATION FUND and also under a grant from the Sears, Roebuck Foundation which will probably be the main donor.



League of Women Voters of Texas EDUCATION FUND  
1841 Bingle Road -- Houston, Texas 77055

September 1966

Criteria for selection of projects:

Does it have statewide application?

Does it have general educational value?

Is it factual, objective, nonpartisan?

Is it being done by any other group?

Is it timely and not likely to become obsolete in a short time?

Is it a one time only project?

The above criteria will be applied to any project suggested to the EDUCATION FUND and the decision on whether the proposed project meets the criteria will be made by the Trustees. The questions should be answered by the group proposing the project.

Number one is not meant to preclude selection of a project of purely local application. Determination will be made on the merits of each individual application. First consideration will perhaps be given to projects that do have statewide application but not to the extent that local projects would be automatically eliminated.



POLICIES AND OPERATING PROCEDURES

OCT 20 1966

I. Purpose

The EDUCATION FUND is organized and shall be operated exclusively for educational purposes in the general area of government and public policy in the United States and in the State of Texas.

II. Program

The EDUCATION FUND shall carry out its purpose through research, publication of educational materials, and other appropriate projects. These programs may be initiated either by local, regional, or national groups, or by the FUND itself.

III. Policies

- A. No project or publication may be undertaken without the approval of the Board of Trustees.
- B. The League of Women Voters of Texas shall be kept advised of all EDUCATION FUND activities.
- C. The FUND shall solicit contributions in a manner that will not interfere with the fund-raising activities of the League of Women Voters.
- D. All projects shall be under the direction of a Trustee or someone designated by the Trustees.
- E. The Board of Trustees shall include among its members one member of the current Board of Directors of the League of Women Voters of Texas, two past Board members of the League of Women Voters of Texas, and one attorney and one businessman.
- F. The annual meeting of the Board of Trustees shall be held following the regular statewide meeting of the League of Women Voters of Texas. The terms of office of the Trustees shall begin at that annual meeting. At the annual meeting, the Board of Trustees shall choose a chairman, a vice-chairman, and a secretary-treasurer from among its members. The vice-chairman shall preside in the absence of the chairman. A vacancy in any office specified above for any reason shall be filled by the Board of Trustees from its remaining members for the unexpired portion of the term.
- G. All checks, drafts, or notes issued in the name of the FUND shall be signed on behalf of the FUND by the chairman or the secretary-treasurer.



- H. Carbon copies of all correspondence shall be sent to the chairman.
- I. Communications to the public and all Leagues of Women Voters shall go in the name of the chairman.
- J. The chairman shall notify the other members of the Board of Trustees of the time, place and the nature of the business of the next regular meeting at least two weeks before the meeting.

#### IV. General Procedure

- A. The FUND shall send copies of its minutes, budgets, and treasurer's reports to the League of Women Voters of Texas and shall make available other reports for them on request or when it is deemed appropriate. Summaries of correspondence (to be marked CONFIDENTIAL) shall go to all EDUCATION FUND Trustees and to the President and Executive Secretary of the League of Women Voters of Texas.
- B. A written up-to-date list of policies and general procedures shall be given to the League of Women Voters of Texas for their files.
- C. Contributions

Prior to solicitation of contributions, the Board of Trustees shall consult with the League of Women Voters of Texas and the appropriate local League.

#### D. Projects

1. All proposals for projects shall include a statement of the purpose of the project and of the means to be used to accomplish the purpose and a budget for the project.
2. The budget for any project shall include a reasonable amount for overhead expenses incurred by the FUND.
3. The FUND shall not set up a revolving fund for any other organization.

#### E. Trustee Expenses

A trustee may be reimbursed for expenses incurred in performing his duties for the FUND by submitting a voucher therefor to the secretary-treasurer.



POLICIES AND OPERATING PROCEDURES

I. Purpose

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- D. All projects shall be under the direction of a Trustee or someone designated by the Trustees.
- E. The Board of Trustees shall include among its members one member of the current Board of Directors of the League of Women Voters of Texas, two past Board members of the League of Women Voters of Texas, and one attorney and one businessman.
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- G. All checks, drafts, or notes issued in the name of the FUND shall be signed on behalf of the FUND by the chairman or the secretary-treasurer.



League of Women Voters of Texas  
612 NORTH 18TH STREET • WACO, TEXAS

TRUST AGREEMENT

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

THIS TRUST AGREEMENT, made this 2/15 day of March, 1966, between the League of Women Voters of Texas and

Mrs. Maurice Brown  
Mrs. Edward Fritz  
Mrs. Charles Livingston  
Mr. Millard Russell  
St. Rd. men  
Mr. Jon Ford  
Dr. Eugene Hargher

Trustees,

WITNESSETH:

Founder hereby irrevocably grants and transfers unto the Trustees the sum of \$ ~~300.00~~ 300.00, to have and to hold unto themselves, their successors, and assigns, in trust nevertheless, upon the following uses and trusts:

ARTICLE I

Name

The name of the Trust shall be League of Women Voters of Texas Education Fund, hereinafter referred to as FUND.

ARTICLE II

Purpose of FUND

The purpose or purposes for which the FUND is organized are: To receive, to hold, and to invest contributions and funds, and to distribute such funds for educational uses and to conduct such other activities as are supplemental or incidental thereto, and are not in conflict therewith. No part of the net earnings of the FUND shall inure to the benefit of any private shareholder or individual and no substantial part of the activities of the FUND shall be the carrying on of propaganda, or otherwise attempting to influence legislation. Nor shall the FUND participate or intervene in (including the publishing or distributing of statements) any political campaign on behalf of any candidate for public office or be partisan in its approach to political campaigns.

In the event this trust is dissolved all the assets thereof will become the property of the League of Women Voters Education Fund, a trust organized in Washington D.C. In the event the League of Women Voters Education Fund shall at any time become no longer qualified to receive the assets under the provisions of Sec. 501 (c) (3), of the Internal Revenue Code of the United States of America, the trustees shall prescribe a substitute therefor, which is so qualified, and in any event, the assets shall in the event of dissolution of this trust, become the property of an organization which is tax exempt under Article 501 (c) (3) of the Internal Revenue Code or a similar statute then in effect.



### ARTICLE III

#### Board of Trustees

A. Organization. The affairs of the FUND shall be managed in their sole discretion, subject to the terms and conditions of this Agreement, by seven Trustees, hereinafter referred to as TRUSTEES. The TRUSTEES shall select a Chairman from among their number, and shall adopt such rules for the management of the FUND as they may from time to time deem proper.

B. Election and Term. The TRUSTEES shall be elected by the Board of Directors of the League of Women Voters of Texas, a Texas corporation, at its meeting each year next preceeding April 1.

The term of office of the TRUSTEES shall be two years, commencing the April 1 next after election. Three TRUSTEES shall be elected in each odd-numbered year and four in each even-numbered year, provided, however, that in 1966 all seven TRUSTEES shall be initially elected, three of them for one-year terms and four of them for two-year terms. TRUSTEES shall continue to serve with full authority until their successors are elected.

C. Vacancies. Upon the death, resignation, removal or inability to serve of any TRUSTEE herein named or subsequently elected, a successor TRUSTEE shall be elected promptly by the Board of Directors of the League of Women Voters of Texas to serve for the unexpired term of the predecessor TRUSTEE. The remaining TRUSTEES shall promptly notify the President of the League of Women Voters of Texas upon the occurrence of a vacancy in the office of TRUSTEE. In the event of failure of the Board of Directors of the League of Women Voters of Texas to elect a successor TRUSTEE within 90 days after such notice, the remaining TRUSTEES of the FUND shall select a successor TRUSTEE to serve until a successor is duly elected by the Board of Directors of the League of Women Voters of Texas.

D. Annual Meetings. An annual meeting of the Board of Trustees of the FUND shall be held at Austin, Tex. on the 1st day of June of each year; provided, however, that the TRUSTEES may designate for the annual meeting a place other than Austin or another date during the year. At such annual meeting any affairs of the FUND may be acted upon.

E. Interim Meetings. Interim meetings of the Board of Trustees may be held upon ten days' written call by any three TRUSTEES. Such interim meetings shall be held at Austin, Tex. (or at such other place for interim meetings as may be designated by the Board of Trustees), at a time fixed by the TRUSTEES making the call. The notice of the call shall contain a brief statement of the business to be transacted at such meeting, and no other business may be transacted; provided, however, that notice of the nature of the business to be transacted and of the time and place of the meeting may be waived by written consent of all TRUSTEES and shall be deemed waived if all TRUSTEES are present.

F. Quorum. A majority of the Board of Trustees shall constitute a quorum for the transaction of business.



G. Voting. Each TRUSTEE shall have one vote, and the vote of a majority of the TRUSTEES present at a meeting of the Board of Trustees duly called and at which a quorum is present shall be necessary for the exercise of the powers of the Board of Trustees hereunder.

H. Voting by Mail, etc. The Chairman of the Board of Trustees or any three TRUSTEES may submit any question in writing to each member of the Board of Trustees. Each TRUSTEE shall then vote Yes or No on the said question and shall transmit a signed copy of his vote to the Chairman. An affirmative or negative answer by a majority of all the TRUSTEES shall constitute effective action in the premises by the Board of Trustees, to the same effect as if such action had been at a meeting of the Board of Trustees duly called and at which a quorum was present.

I. Removal. Ground for removal of a TRUSTEE shall be participation in a political campaign on behalf of any candidate or other conduct which would be contrary to the purpose for which this fund is established. Removal shall be by vote of a majority of the other TRUSTEES, and ratification of said vote by the Board of Directors of the League of Women Voters of Texas.

J. Annual and Interim Reports. The TRUSTEES shall submit an annual report of the finances and activities of the FUND to the Board of Directors of the League of Women Voters of Texas, and shall furnish the said Board of Directors such other reports as it may direct.

#### ARTICLE IV

##### Power of Trustees

The TRUSTEES, without application to any Court for more especial authority therefor, shall have full discretionary power in the management of the FUND:

A. To receive and accept gifts and donations from the general public or any other source for the purpose of the FUND, hereinabove expressed, and for administration in accordance with the provisions of this Trust Agreement.

B. To receive and accept for administration in accordance with the provisions of this Trust Agreement, gifts and donations from any source, for an express purpose; provided such purpose is within the scope of the purposes of the FUND hereinabove expressed.

C. To disburse all funds of the FUND, whether received as gift, donation, or income, to effectuate any of the purposes of this FUND as hereinabove expressed.

D. To sell, without notice, at public or private sale, and to exchange, mortgage, lease, pledge, partition, appraise, apportion, divide in kind, borrow on, or hypothecate any and all of the trust funds and properties, whether realty or personalty, upon such terms and conditions as they may deem best, and in so doing to execute all necessary deeds or other instruments. No person dealing with the TRUSTEES shall be required to look to the application of any money or other property paid or transferred to the TRUSTEES.



E. To retain any properties, securities, or investments now or hereafter transferred to them and to invest and reinvest any such assets or any fund or moneys coming into their hands as TRUSTEES, in stocks, bonds, securities or other properties, real or personal, without being limited to investments which are prescribed by law for trust funds and without liability on the TRUSTEES' part for any loss or depreciation in value of any such investments; provided, however, that the TRUSTEES shall not make investments with a view toward obtaining short-term trading profits.

F. To hold or register securities in their names as TRUSTEES, or in the name of their nominees, or to take and keep the same unregistered and to retain them in such condition that they will pass by delivery.

G. To borrow money for any purpose in connection with the administration of the trusts and to encumber or pledge all or any part of the trust properties as security therefor.

H. To pay all reasonable costs, charges, and expenses incurred in the administration of the trusts, including reasonable expenses for the TRUSTEES in attending meetings of the Board of Trustees.

I. To pay from principal or income such assessments, expenses, or sums of money as the TRUSTEES deem expedient for the protection of any of the trust investments.

J. To employ such agents, attorneys, and counsel, including investment counsel, as may be reasonably necessary or desirable in managing, protecting, and investing the trust funds, and to pay them reasonable compensation therefor.

K. To contract with others and to stipulate in the contract or contracts against the personal liability of the TRUSTEES.

L. To vote, in person or by proxy, any stock held in trust and to exercise any and all rights of stockholder, bondholders, and security holders, with respect to any stocks, bonds, or other securities held in trust, including the exercise of subscription rights and conversion privileges, and to participate in consolidation, merger, reorganization, or financial readjustment of any corporation or corporations, including the exchange of securities and stock in connection therewith.

M. To defend suits at law or in equity or before any other bodies or tribunals, affecting the trust; to begin suits and prosecute the same to final judgment or decree; to compromise claims or suits or submit the same to arbitration; to maintain actions to foreclose mortgages which may at any time form part of the Trust or, in lieu of foreclosure, to accept deeds from the owners.

N. To do any and all other acts and things necessary, proper, or advisable to effectuate the purposes of the FUND.

Notwithstanding the foregoing grant of powers, the TRUSTEES shall not engage in any prohibited transaction within the meaning of Section 503 (c) of the Internal Revenue Code of 1954 (or the corresponding provisions of any subsequent United States Revenue Laws), nor shall they accumulate income in such manner as to involve a denial of tax exemption under Section 504 of the said Code (or the said corresponding provisions).



in the exercise of any of the powers herein conferred the TRUSTEES shall be free and wholly exonerated from liability on account of any honest error of judgment or by reason of acts or things done, suffered, or omitted in good faith and without willful default or neglect.

#### ARTICLE V

##### Funds and Properties

A. Separation. The TRUSTEES shall keep all property of the trust as a separate and distinct fund and in such manner as to be identifiable and shall not intermingle such fund with their personal funds or funds for other purposes. In no event shall any funds or property of the FUND be used for the general purposes of the League of Women Voters, or for any purpose not hereinabove provided.

B. Depository. The cash funds of the FUND shall be kept in an account maintained in the name of the FUND in such depository as the TRUSTEES shall from time to time select. Such depository shall be hereby authorized to pay out from the funds on deposit on the signature of any individual who may from time to time be given a power of attorney for such purpose for or on behalf of the TRUSTEES.

#### ARTICLE VI

##### Compensation

The TRUSTEES shall not be entitled to any compensation for services rendered as TRUSTEES, but a reasonable and proper compensation may be paid to any TRUSTEE acting in a professional capacity in behalf of the FUND.

#### ARTICLE VII

##### Duration

The duration of the FUND shall be perpetual, subject to termination only by vote of the Board of Directors of the League of Women Voters of Texas or by the following circumstances:

In the event of dissolution of the League of Women Voters of Texas, thereby making it impossible for the new TRUSTEES to be elected, the then existing Board of Trustees of the FUND shall become self-perpetuating. Thereafter, any vacancies resulting from resignation, death, or inability to serve shall be filled by majority vote of the remaining TRUSTEES. The FUND shall be automatically terminated upon failure of any such self-perpetuating Board of Trustees to fill any vacancy within a period of one year. Termination may also be effected by a unanimous vote of any such self-perpetuating Board of Trustees.

Upon termination of the FUND, the TRUSTEES shall distribute all of its assets to such non-profit charitable, scientific, literary, or educational organizations as are described in Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any subsequent United States Revenue Laws), and as shall in the opinion of the TRUSTEES be best able to effectuate the purposes of the FUND hereinabove expressed.



ARTICLE VIII

Applicable Law

The trust herein created shall be administered in the State of Texas and to the extent feasible shall be kept in said State. It is the intention of the parties hereto that this trust agreement shall in all respects be construed and interpreted according to the laws of the State of Texas, and that the parties in all things in respect thereto be governed by such laws. This Article however shall not be deemed a limitation upon any of the powers of the TRUSTEES, or to prevent their investing in properties, real or personal, located outside the State of Texas.

ARTICLE IX

Special Power of Trustees

The TRUSTEES shall have power, by unanimous action in writing, and subject to approval by the Board of Directors of the League of Women Voters of Texas (if the said organization is in existence), to make such clarifying, administrative, or other amendments to this Trust Agreement as are consistent with the purposes of this Trust Agreement as are consistent with the purposes of this Trust; provided, however, that no amendment shall be made to ARTICLE II, relating to purpose, nor to ARTICLE VII, relating to duration, nor shall any such amendment grant to the TRUSTEES any power expressly denied to them in ARTICLE IV.

ARTICLE X

Acceptance

The TRUSTEES by joining in the execution of this Agreement signify their acceptance of the trust. The trust upon execution hereof shall be given effect as of the day and year first above written.

IN WITNESS WHEREOF, the parties hereto have set their hands and affixed their seals on the succeeding pages on the day and year stated by their names.

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THE LEAGUE OF WOMEN VOTERS  
and  
TAX-DEDUCTIBLE GIFTS

League of Women Voters of Texas  
Education Fund



THE LEAGUE OF WOMEN VOTERS OF TEXAS  
EDUCATION FUND

SOME FACTS ABOUT  
THE LEAGUE OF WOMEN VOTERS AND TAX-DEDUCTIBLE GIFTS

or

HOW TO USE THE LWV OF TEXAS EDUCATION FUND

MARCH 1971



- Page 1. The League of Women Voters of Texas  
Education Fund: Its Uses
- Page 2. The League of Women Voters of Texas  
Education Fund: Its Procedures
- Page 3. Internal Revenue Service Ruling
- Page 4. Criteria for Projects
- Page 5-6. Replies to Frequently Asked Questions  
About Texas Education Fund
- Page 7. Project Request Form
- Page 8. Memorial Contributions
- Page 9. Projects undertaken by TEF, 1966-70.
- Pages 10-11-12. Pages 18-20 from September 1970 National  
Board Report, for specific uses for which  
tax-deductible money can be spent.



## THE LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND: ITS USES

THE LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND was established in 1966 by the League of Women Voters of Texas as a trust under Texas law to undertake educational programs in the field of government in Texas. The trust instrument, including amendments through 1971, is of record in the Deed Records of Travis County, Texas, Book 4465, pages 29-32. The FUND is a separate legal entity from the League and is financed by grants, gifts, and bequests from foundations, corporations and individuals. Classed as a 501(c)(3) organization by the Internal Revenue Service, the FUND may accept contributions which are deductible by the donor for income tax and estate tax purposes.

The FUND, as a facilitator of tax-deductible gifts, is available to the local Leagues, as well as to other organizations which wish to publish educational materials or develop educational matter in the field of government. All requests must be submitted to the Board of Trustees of the FUND for its prior approval.

Those wishing to use the FUND should understand that:

(a) THE FUND IS NOT ITSELF A SOURCE OF FUNDS. It is simply a vehicle for accepting tax-deductible grants or gifts. A local League wishing to use the FUND for a project must locate its own donors to finance it. These gifts must be channeled through the FUND as tax-deductible donations before being expended for the project.

(b) The projects financed (in whole or part) by the FUND must be purely educational in nature. The contents of publications, conferences, or courses conducted by the FUND may be aimed at awakening citizens to the meaning of citizen responsibility, the place of citizen leadership, and the necessity for citizen decisions; but they may not be directed toward support of or opposition to any specific legislation or political programs or candidate. Generally speaking, the purpose of a project concerning a matter of political significance must be exclusively and self-evidently that of supplying information as distinguished from inducing political action, positive or negative.

(c) The abovementioned requirement of prior approval by the Trustees of each project is to ensure that it qualifies under the Internal Revenue Service's criteria of eligibility for tax-deductible support.

(d) Where tax-deductible funds are not sufficient to cover the cost of a project, local Leagues may supply the remainder from taxable sources and may collect a charge for the activity in order to recover the sum supplied. Any money made over and above the recovery of their own private resources must be remitted to the FUND as its own unrestricted property. These remittances should be made on a quarterly basis.

(e) The FUND itself may conduct educational activities and may also collect a charge to recover the cost where donations are not sufficient. Any money thus made over and above the recovered costs shall be for the unrestricted use of the FUND.



THE LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND: ITS PROCEDURES

Tax deductible money has become a financial fact of life for the League of Women Voters. The Trustees of the Texas EDUCATION FUND are anxious to make handling of tax-deductible gifts to the League as easy as possible. If we are not to jeopardize the tax-deductible status of the EDUCATION FUND or its contributors, TEF files must show prior approval and a complete record of every project as proof that all gifts were properly used for tax-deductible purposes. Local Leagues may, of course, receive tax-deductible gifts that fall in the "unrestricted use" category. In that case, the burden of proof falls on the TEF but there are guidelines to be followed even so.

TEF Trustees do hope, however, that local Leagues will not seek tax-deductible gifts under \$50 because of the disproportionate expense of handling small gifts. The TEF will continue to accept such gifts, as memorial contributions and the like, but does not encourage local Leagues to request them from finance drive contributors.

Refer to pp. 18-20 of the National Board Report, September 1970, reprinted and included in this folder, for the specific uses for which tax-deductible money can be spent. If a local League elects to use the Texas EDUCATION FUND instead of the United States EDUCATION FUND, the following procedures for using the Texas FUND must be observed:

- I. Checks for deductible gifts should be made out to the LWV of Texas EDUCATION FUND and mailed immediately to the FUND at 1416 Royal Oaks Dr., Waco, 76710. Briefly explain the donor's wishes, e.g., whether the gift is restricted (a specific project) or is for unrestricted use.

The Project Request Form (p. 7 this folder) should be sent to the TEF as soon as possible. A list of the donors and their gifts, a description of the project, and an estimated budget should be included. In appropriate cases, the TEF may deduct a fee, not to exceed 5%, for administrative costs.

Upon receipt of the check(s) and approval of the project, the TEF will send a check to the local League in order that project bills may be paid as they are incurred.

As soon as the project is completed, a brief report of the project, a record of actual expenditures, copies of the receipted bills, and three copies of any materials developed as part of the project must be sent to the TEF.

- II. The TEF can also serve the local Leagues by holding tax-deductible gifts in a special account until such time as a sufficient amount has accrued for a proposed project. A letter explaining the League's wish to accrue such funds should accompany each such gift.
- III. Gifts under \$50 will be accepted for unrestricted use of the TEF and will, of course, be used in accordance with IRS requirements to maintain the FUND's tax status.

# # # # #



CRITERIA FOR PROJECTS

Article II of the Trust Agreement of the League of Women Voters of Texas EDUCATION FUND states:

"The purpose or purposes for which the FUND is organized are: To receive, to hold, and to invest contributions and funds, and to distribute such funds for educational uses and to conduct such other activities as are supplemental or incidental thereto, and are not in conflict therewith."

In general, to carry out this purpose, the following criteria for selection of Texas EDUCATION FUND projects shall apply:

The project should be of general educational value.

The project should not be highly controversial.

The project should be factual, with no conclusion drawn from the facts.

The project should be timely and not likely to become obsolete soon.

It should not be a project that can be better done by another organization - - League or otherwise.

It should be a one-time-only project, not a continuing one.

# # # # #



TAX-DEDUCTIBLE GIFTS TO THE LOCAL LEAGUE:

- Q. How can a League friend make a tax-deductible gift to a local League?
- A. By making a contribution to the League of Women Voters of Texas EDUCATION FUND earmarked for use of the local League and/or specific projects of that local League.

GRANTS FOR LOCAL PROJECTS:

- Q. Do the Criteria for Projects automatically rule out grants for local projects?
- A. No, the TEF is specifically designed and was established to provide a funding agency for local educational projects financed by tax-deductible grants.

"PURELY LOCAL" PROJECTS:

- Q. How can a local League use the TEF for projects purely local in nature?
- A. By presenting its proposed project to TEF on the Request Form with full information and a suggested financing source. To qualify, proposed projects should generally meet TEF Criteria.

RESTRICTED AND UNRESTRICTED FUNDS:

- Q. What is the difference in the use of restricted and unrestricted funds? What choice does the local League have?
- A. Restricted funds are those sought for a specific project or given for a specific project by the donor. Unrestricted funds are those tax-deductible contributions received during the course of a regular local finance drive. The local League has the choice in whether it is raising money for projects (restricted) or for general use (unrestricted). The TEF must abide by the donor's requirements.

PROCEDURES FOR PROJECT GRANTS:

- Q. What procedures should the local League follow for specific project grants?
- A. There are these main procedures for specific project grants:
- I. a) Satisfy yourselves that the proposed project meets the TEF Criteria.  
b) Complete the Request Form, replying to all questions.  
c) Arrange for the financing.
  - II. There are these other procedures to be followed:
    - a) Discuss the project thoroughly with the local Board.
    - b) Look objectively at the proposal. If it is a publication, for instance, are conclusions drawn, solutions suggested, or is it truly objective as are required for tax-deductibility? If it is a conference, is the planning committee qualified and broad-based? Are conclusions drawn, solutions suggested, is "taking a stand" required - all of which could disqualify it?
    - c) Be sure you are fully aware of and follow the procedures outlined on page 2 of this folder.



# REPLIES TO QUESTIONS

- d) Supervision of a Trustee or someone designated by the Trustees is maintained. The Trustee should meet with the committee, as often as possible, and should be kept informed on progress. Expenses for this supervision are part of the project's expenses.

## LOCAL VOTER'S GUIDES:

- Q. What about one-time-only voters service projects, such as candidates information guides?
- A. One-time-only voters service information will require different guidelines because of the short time limit between replies from candidates and production of the guide. However, the local League decision to produce a candidates guide can and should be made well in advance of most elections since dates for most elections are set by statute. Approval of the project in advance will expedite the project; request for approval can be submitted when the decision is made early in the League year well in advance of the election. It is suggested, however, that such projects be given serious thought by the local League, asking such questions as: Can we find a donor? Is the project large enough to warrant the effort? For example, do you plan to reach every registered voter or will your plans for distribution remain much the same as past efforts financed by your local budget?

## STATE VOTER'S GUIDES:

- Q. What about state Voter's Guides?
- A. There is a possibility that your purchase of the state Voter's Guide can be funded through the TEF. Check with TEF for details.

## GUARANTEE TO CONTRIBUTOR:

- Q. What guarantee can we give the contributor about the use of his money?
- A. It is assumed this question is related to unrestricted funds raised in local finance drives. Local Leagues can guarantee the money raised will be used as promised. The TEF has no other choice but to meet the IRS requirements for tax-deductible organizations.

## ADMINISTRATIVE CHARGES:

- Q. Will an administrative charge be made by TEF on all projects?
- A. Yes, on all projects.

## ACCRUAL OF FUNDS FOR LOCAL LEAGUE USE:

- Q. Are there ways the TEF can hold for and return to local Leagues funds raised in the course of regular finance drives but which have no present specific use?
- A. Yes. Write to TEF for details.

## LOCAL LEAGUE BUDGET SUPPLEMENTS:

- Q. Aside from projects, can TEF supplement local League budgets?
- A. It is possible. Inquire from TEF for further details.



## REQUEST for League of Women Voters of TEXAS EDUCATION FUND Sponsorship

TO: LWV of TEXAS EDUCATION FUND, 1416 Royal Oaks Drive, Waco, Texas 76710.FROM: \_\_\_\_\_  
\_\_\_\_\_

1. General Nature of Project to be funded (research, conference, publication, etc.)
2. Project Purpose (brief statement of short- and long-term objectives)
3. Need for Project (present active interest and resources; any previous efforts toward similar project)

## 4. Description of Project

- a. Names and qualifying identification of those in charge
- b. Plans for execution -- e.g.:

If conference --

participants -- number

why selected

how selected

speakers, faculty, proposed subjects

planning committee -- number of members

proposed composition

number of meetings

If publication --

author(s)

proposed timetable

distribution plans

## 5. Plan for follow-up

6. Budget -- Include committee expenses, printing, typing, postage, LD phone calls, etc., and overhead charge for TEF -- to be determined by TEF and not to exceed 5% of budget.  
Show all anticipated sources of cash and in-kind contributions.

Date \_\_\_\_\_



## MEMORIAL CONTRIBUTIONS TO TEF

A gift to the League of Women Voters of Texas EDUCATION FUND is a particularly fitting memorial for the family and close friends of League members. Such gifts may be of any amount and are used by the EDUCATION FUND to carry out its work.

Survivors are notified of the memorials by the EDUCATION FUND; donors also receive notification that their wishes have been carried out. We think you will find this a most satisfying way to pay tribute to League members and friends.

Checks should be made payable to the LWV of Texas EDUCATION FUND, 1416 Royal Oaks Drive, Waco, Texas 76710.



SOME PROJECTS UNDERTAKEN BY  
TEXAS EDUCATION FUND, 1966-1970

- 1) Publication of 50,000 copies of "Texas Constitutional Review" booklets, financed by grants from the Sears Foundation. Distributed mostly to public school students.
- 2) Publication of 300,000 copies of "A Guide for Jurors" - financed by a grant from the Humble Oil & Refining Company. Distributed mainly by Texas District Courts.
- 3) Publication of 25,000 copies of "A Citizen's Handbook" - financed by the Texas EDUCATION FUND. Distributed mainly to public school students.
- 4) Funding of the "Texas Citizenship Test", produced by the League of Women Voters of Texas and KDFW-TV (formerly KRLD-TV), Dallas.



NATIONAL BOARD REPORT, SEPTEMBER 1970

TAX DEDUCTIBLE MONEY

TO: Local and State League Boards  
FROM: Trustees of the League of Women Voters Education Fund

## A GUIDE FOR STATE AND LOCAL LEAGUE USE OF TAX DEDUCTIBLE MONEY

Based on our experience during the 50th Anniversary campaign, it is safe to assume that tax deductible money will continue to be a financial fact of life for the League - local, state and national.

The Trustees of the Education Fund are eager to make the handling of tax deductible gifts to your local and state Leagues as easy for you as possible, and to save you the legal difficulties of attempting to establish and administer your own education funds. That underlines "as possible" forces recognition of another fact of life: the requirements of the Internal Revenue Service. If we are not to jeopardize the tax status of the Education Fund or that of your contributors, our files must show prior approval and a complete record of every project as proof that each gift was properly used for a tax-deductible purpose.

The procedures outlined below and the required record keeping will mean many hours of Education Fund staff time. This costs money. You will understand, therefore, why a 5% charge to help defray these costs is a necessity. We hope that you will discipline yourselves not to seek tax deductible gifts under \$50 because the cost - to you and us, in time and money - of processing smaller amounts is self-defeating.

Your finance drive must seek non-deductible gifts to support a large part of all League budgets, but some of your contributors may wish their gifts to be tax deductible. Your League may now and again have a choice between a small non-deductible gift directly to the League or a much larger deductible contribution. In some cases the donor may be willing to divide the gift; part of it to the League and non-deductible, the rest to the Education Fund and deductible. This memo, we hope, will encourage you to accept the larger gift and guide you through the necessary steps for using tax-deductible money.

Part of every League budget can be financed with deductible money. All of Voters Service and any educational programs which do not promote or lobby for a League position qualify. That percentage of administrative costs which supports these services and programs also qualifies. About half of the 1970 national League budget is supported by tax-deductible contributions. That budget, you remember, is for the first time a gross, functional budget, clearly separating both organization and action (which must be funded by non-deductible monies) from the tax-deductible costs of educational activities. As you begin to receive deductible money you should examine your budget to separate out those educational functions which qualify for tax deductibility. Even more important, you should plan for special deductible projects which will serve your community or state in exciting new ways.

With further experience we may find we need to make changes in the procedures or in the fee to cover Education Fund costs, but - until further notice - the



## NATIONAL BOARD REPORT, SEPTEMBER 1970

## TAX DEDUCTIBLE MONEY

following procedures which conform to IRS requirements must be carefully observed:

1. Checks for deductible gifts should be made out to the League of Women Voters Education Fund and mailed immediately to the Education Fund, 1730 M Street, N.W., Washington, D.C. 20036, with a letter explaining briefly the donor's wishes. If by any chance, you receive a check made out to your League, endorse it to the LWV Education Fund. Money from several checks may need to accumulate in the Education Fund office and will be held for you until you have enough to finance the project you plan.
2. As early as possible, the attached form requesting approval of the project should be filled out and sent to the Education Fund. List the donors and their gifts, describe the project for which you plan to spend the money and present an estimated budget, including in it the 5% Education Fund charge.

A special committee of the Education Fund Trustees will answer your request for approval promptly, but experience with the U.S. postal system tells us you should allow at least three weeks for it. If yours is an experimental project, breaking new ground for the League, or if you have any doubt about its being exclusively education, the Trustees need to know about it far enough ahead of time so that we may advise you and share with you the broad experience of other projects. It may be wise to confer about such a project even before you have any money in hand or discuss it with a possible "angel."

WARNING: Under the 1969 tax law, private foundations may not contribute to local registration and voting campaigns. The League's Education Fund has been declared by IRS a publicly supported foundation and does not come under this limitation, but some of your donors will be private foundations and cannot contribute to such projects directly. For the Education Fund to accept contributions for local registration or get-out-the-vote campaigns might cause problems with the IRS for the private foundations. (This rule does not apply to gifts from individuals or business corporations.)

3. Upon receipt of your check(s) and approval of your project, the Education Fund will send a check back to you less the 5% in order that you may pay the project bills as they are incurred.
4. As soon as the project is completed, send to the Education Fund a brief report of the project, a record of actual expenditures and three copies of any materials developed as part of the project.

NOTE: You may be printing the program for a meeting or seminar, preparing materials for distribution in the community, or publishing a KNOW YOUR \_\_\_\_\_. In each case there should be an acknowledgment of the Education Fund's role and, if the donors wish, of their gift. For instance, "This Seminar is conducted by the LWV of \_\_\_\_\_ and has been made possible by a contribution from \_\_\_\_\_ to the League of Women Voters Education Fund," or, on your fact sheet, pamphlet or the title page of



your book, "Prepared by the LWV of \_\_\_\_\_, published by the League of Women Voters Education Fund and financed by contributions from \_\_\_\_\_."

This memo is specifically directed to the handling of those deductible contributions which your League has been given locally. We look forward to a time when adequate money will be given nationally to the Education Fund so that some will be available for grants to local and state Leagues. That time has not yet come, but we are hopeful that this year's effort to complete the 50th Anniversary Campaign will produce additional money for distribution to state Leagues; and that the National Development Office, thereafter, will raise money which can be granted for special local and state projects. In all likelihood, the money available for such grants will be tax-deductible money and the required procedures will be those outlined in steps 2, 3 and 4 of this memo.



League of Women Voters of Texas Education Fund  
1416 Royal Oaks Drive  
Waco, Texas 76710

#### HANDLING OF LOCAL LEAGUE PROJECTS

At the June 18, 1971 meeting of the Trustees of the Texas Education Fund, several policy decisions regarding local League projects sponsored by the Fund were made. Since they affect you directly, we suggest that this page be added to the new TEF Manual you received at the LWV State Convention in Dallas in March. (The page is marked "13" for insertion at the back of the Manual.)

1. Any balance under \$10.00 remaining after a project has been completed shall revert to the TEF treasury after 90 days, unless we receive different instructions from the local League.
2. For any project totalling \$100.00 or under the TEF overhead charge will be \$5.00.
3. A TEF project chairman will be named for each project. It will be her responsibility to make the final checks on the readability, contents, etc., of all publications before they go to the printer.

# # # # #

June 1971



USE **DUO-BIND** COVER FOR 2 AND 3-HOLE  
NOTEBOOK PAPER

FOR 2-HOLE SHEETS BEND PRONGS AT THE  
BEGINNING OF FASTENER BASE AND INSERT  
THROUGH INSIDE SET OF HOLES.

FOR 3-HOLE SHEETS BEND PRONGS AT MARK  
LINES ON THE PRONGS AND INSERT THROUGH  
OUTSIDE SET OF HOLES.



*THE OVERSEAS  
EDUCATION  
FUND*

*of the  
League of  
Women Voters*

*ANNUAL REPORT*

*1969-70*





## THE PRESIDENT'S MESSAGE

Those who are involved in economic development assistance have called 1970 "the Year of Appraisal" because two major reviews have been made: one by the Pearson Commission and one by the Peterson Task Force.

Although the demand for increased assistance in terms of dollars is the major thrust of these reviews, it is of interest to the Overseas Education Fund that recurring emphasis is placed, in the recommendations of both groups, on citizen participation and social development. The Pearson Commission report states that

Stable development would seem to require a more equitable distribution of wealth and a greater participation in political and economic life than has so far been characteristic of many of the developing countries. . .

The Peterson Task Force recommended social development "designed to assure popular participation through. . . civic associations and through community development programs."

The evolution of OEF's training affirms these recommendations. The emphasis on how to apply organizational techniques to local, even neighborhood, situations has increased over the years. The challenge this emphasis poses to the training organization is to require a reevaluation of curricula and to adapt, where necessary, to the changing terrain in which such practical applications must occur. An independent appraisal and a grant for an evaluation design mean that this year, for the first time, the Overseas Education Fund can begin to systematize the evaluation of what we have done as a basis for future program development.

It is clear that the value of OEF's program lies in the individual's contribution to his community. OEF graduates have promoted and organized local volunteer efforts for a variety of activities: to clean city streets and markets; to work as community developers in indigent neighborhoods; to take a community literacy census; to persuade the municipal government to install city lights; to establish a village dispensary; to persuade national legislators to introduce and pass a bill for civic education in the public school system; to stimulate public aware-

ness of the need for public health precautions. These are a few of many volunteer efforts organized without direct OEF assistance. Those who initiated them are continuing to find other ways to improve their community life.

The OEF has enabled individuals from other countries to examine the relationship between their attitudes and their voluntary activities, and to adopt those attitudes which they can translate into visible community programs. Emphasis on "back home application," or the adaptation of democratic organizational techniques and human relations training to immediate local problems, is a unifying theme of OEF's leadership training. It is designed to give individuals the confidence needed to work with others from different backgrounds with different interests in life. This confidence is the bridge from the needs felt by emerging leaders to creative involvement in community development.

Some years ago Eugene Black, then President of the World Bank, referred to the "balance of hope"—hope for a better tomorrow. There are surely no exclusive, causative agents in maintaining this precarious balance. There is also no doubt that this balance requires a continually expanding reservoir of leaders. To be engaged in meeting this need is a constant challenge to those of us responsible for the work of the Overseas Education Fund.

Sincerely,



Mrs. William M. Christopherson  
President



This year the Overseas Education Fund continued its efforts, through its field representatives, consultants, directors and trustees, to promote effective citizen participation in community affairs in Latin America. An independent assessment of OEF's program in Latin America and a grant for an evaluation design have enabled



Mrs. William Christopherson assumed the presidency of OEF in January, 1970.

this training organization to examine critically the function of program evaluations as a basis for future organizational development. Two Spanish-language booklets—one on voters' service and one on how to raise funds—were published. Under the leadership of a new president the OEF continued exploration of an Asian program, with emphasis on Indonesia and Malaysia, to service requests for technical assistance

received from voluntary groups in those countries.

## OVERSEAS PROGRAMS

### CENTRAL AMERICA

Some examples of the activities of civic organizations in Central America are:

**COSTA RICA**—The *Organización de Ciudadanas Costarricenses* held a national seminar on "The Citizen: His Politico-Social Function." It also sponsored a seminar on human relations for volunteers.

**EL SALVADOR**—The *Organización de Ciudadanas Salvadoreñas* formed a chapter in Santa Ana, where volunteers have been working on a family settlement project.

**GUATEMALA**—A program of voter education was carried out by the *Alianza Cívica de Asociaciones Femeninas* and the *Organización Guatemalteca de Ciudadanas*. It was directed to women active in all political parties and included training in how to administer a questionnaire to presidential candidates.

**HONDURAS**—In conjunction with its market clean-up campaign the *Organización Hondureña de Ciudadanas* initiated volunteer efforts to organize a cooperative for low-interest loans to market vendors.

**NICARAGUA**—As a result of a seminar on "Problems of Nicaraguan Childhood and their Possible Solutions" sponsored by the *Organización Cívica Nicaragüense de Ciudadanas*, a children's welfare committee was set up.

**PANAMA**—The *Unión de Ciudadanas Panameñas* prepared five publications: Our Country, Human Rights, The State and Its Institutions, Citizen Responsibilities, and Democracy.

Using training given them last year by OEF, organizations in all of these countries raised local funds to send delegates to a ten-day Central American workshop on "The Coordination of Volunteer Associations as a Dynamic Force for Civic-Social Action."

The workshop, the sixth in a series, was co-sponsored by OEF and the *Organización Cívica Nicaragüense de Ciudadanas* and took place near Managua in June. Human relations training and exercises in how to apply the principles of coordinating voluntary groups to local situations served to demonstrate to the delegates how they could share what they had learned with others who did not attend the workshop.

Collectively these organizations are broadening the scope of their national programs, either by extending their work to the interior or by directing their programs to low-income, urban residents. OEF's two Central American field representatives continued to counsel them, with increasing emphasis on long-range program planning.

Fifteen women came from Central America to OEF training programs in the United States. Of these, nine attended the OEF Institute and six attended the Multinational Seminar. Mexico sent two participants to the U.S. based Multinational Seminar.

### DOMINICAN REPUBLIC

In addition to a third national seminar for provincial governors held in October, OEF's Field Representative organized a series of regional training conferences throughout the year for Dominican OEF-trained volunteers. This series was designed to give opportunities for exchanges of actual experiences, including problem-solving of volunteer projects already underway.



Sra. Lupe de Quadra, Mrs. Haskell Rosenblum, and Dra. Graciela Quan at the sixth Central American Workshop.



Sewing class in El Seibo, Dominican Republic, organized by OEF-trained volunteers.



Other purposes of the series were to impart better techniques skills, such as group discussion leading; to relate community activities to Dominican progress; to explore avenues of cooperation between provinces; to give support to newly formed organizations; and to re-examine the responsibility of the citizen in the governmental process.

Three Dominican volunteers attended as participants the Central American workshop in Managua.

Three leaders from the Dominican Republic attended OEF programs in the United States. Of these, two attended the OEF Institute and one attended the Multi-national Seminar.

### SOUTH AMERICA

Three OEF volunteers and five staff members travelled in eight South American countries during the past year.

In Argentina the OEF co-sponsored with the Universidad Nacional de Cuyo a two-week regional training program or *curso* on "Community Participation."



An OEF Institute graduate in Bolivia receives a medal of merit from the Mayor of Santa Cruz.

Twenty-six women from Argentina, Chile, and Paraguay, whose interests included teaching, social work, political science, law, and organization of cooperatives, participated.

Under a grant from the Ford Foundation OEF's representative gave fund-raising training to groups in six

Argentine cities prior to the *curso*, which enabled the Argentine participants to raise their travel and per diem expenses from in-country sources.

Twenty-four Bolivian women participated in a *curso* on "Civic-Social Education" sponsored by the *Confederación Nacional de Instituciones Femeninas*, Bolivian OEF graduates, and OEF. The Argentine and Bolivian *cursos* were designed to:

- Provide advanced leadership training for women with experience in community development or civic education programs
- Encourage the formation of nuclei of informed, active women living outside the capital cities
- Promote more effective use by South American women of civic action resources in their communities.

The *cursos* had components on human relations and organizational techniques. Presentations by experts on topics such as educational development were also included.

In Colombia the *Unión de Ciudadanas de Colombia* requested and received OEF assistance in restructuring its

organization. OEF field representatives and an OEF Trustee gave short courses to UCC's membership in community development and methods of financing voluntary organizations.

The *Agencia Coordinadora del Voluntariado* requested OEF assistance for its Inter-American Seminar for Leaders of Voluntary Associations held in August. The seminar included leaders from six of the Colombian departments, 13 Latin American countries and the United States.

At the request of the *Secretariado General del Servicio Voluntario* in Ecuador, OEF provided technical assistance at the first local seminar in Quito on "The Role of the Volunteer." Twenty-seven volunteers from 18 organizations attended the seminar. In February, an OEF consultant attended the Inter-American Commission of Women's fifth leadership training course in Quito, where she led discussions of concepts of civic development.



Inauguration of the First Seminar of Volunteers, Quito, Ecuador.

Other South American countries visited by OEF Representatives this year were Chile, Paraguay, Peru, and Venezuela. Fifteen women came from South America to OEF training programs in the United States. Of these, ten attended the OEF Institute and five attended the Multi-national Seminar.

### ASIA

1969/70 was a year of fact-finding and exploration prior to the OEF's expansion into Southeast Asia. A vice-president attended the Eleventh Congress of PERWARI, a national civic organization of Indonesian women, where she addressed the delegates on "Women and Civic Education." During the same trip she discussed fund-raising and budgeting with women's groups in Malaysia and program development with the newly formed League of Women Voters of Korea. Her trip included stops in eight other Asian countries. In June the Ambassador to the United States from Indonesia, Soedjatmoko, addressed a group of corporate executives in New York at a



Leaders of the League of Women Voters of Korea celebrate their organization's first anniversary.





*The Ambassador from Indonesia, Soedjatmoko, addressed businessmen at an OEF luncheon.*

kick-off luncheon for OEF's leadership training program for Indonesian and Malaysian women.

## U.S. BASED PROGRAMS

### OEF INSTITUTE

The OEF Institute held at Boston University from September 1 through December 20, 1969, is a comprehensive training program conducted in Spanish for Latin American women who have demonstrated leadership potential. The goal of the Institute is to introduce the participants to the variety of organizational structures and functions of voluntary citizen activities in the United States. The curriculum includes classroom study of the development process—economic, social, and political—and field observation of voluntary and professional community agencies, primarily in the Boston area. Twenty-one women sponsored by eleven AID missions in Latin America participated in Institute 1969.

The Institute is a participatory learning experience. It substitutes small group discussions for the traditional lecture method. Participatory learning was strengthened in Institute 1969 by individual and team research projects on topics related to problems in the individual country of the researcher. Throughout the entire curriculum there was greater focus than before on the application in Latin America of learned skills. An extra-curricular innovation was the tutoring program in conversational English provided by volunteers from the League of Women Voters of Massachusetts and Boston University.



*OEF Institute commencement, Blair House.*

### MULTINATIONAL SEMINAR

"The Role of the Citizen in Civic Development" was the theme of the OEF's Tenth Multinational Seminar based in Washington. This annual program is funded by the Bureau of Education and Cultural Affairs of the Department of State. The fourteen Latin American women who participated in the 1969 Seminar represented 14 countries, and included a League member from Iowa as the United States participant.

The first two weeks of the five-week Seminar concentrated on classroom training in group techniques and discussion about the democratic concepts behind various community projects. The travel program which followed gave participants the opportunity to see in operation the principles they had learned by observing civic and voluntary programs in eight U.S. cities.



*The Mayor of Uyuni, Bolivia, presents an Indian dress to Mrs. Nixon as Mrs. Joyce Hoyt, OEF staff, looks on.*

### HEADQUARTERS BRIEFING SERVICE

OEF volunteers using four languages briefed 51 leaders from 18 countries during the past year. These visitors came from Europe, Africa, Asia, the Near East, and Latin America. They included a woman member of Afghanistan's Parliament, the only woman member of the Belgian Ministry of French Culture, an Iraqi journalist, a Yugoslav professor of political science, a Chilean juvenile court judge, a girls' school director in Dahomey, and a lawyer from Kenya. The briefings were tailored as much as possible to the professional and volunteer interests of the foreign guests, but all focused on what U.S. women—including League members—have done and are continuing to do in civic affairs on a voluntary basis. OEF's briefing service is available at the Washington Headquarters to any foreign visitor requesting it.

### PUBLICATIONS

This year, in response to a need expressed by groups in Latin American countries where elections were being held, the Overseas Education Fund published *Servicios al Electorado*, a Spanish-language booklet which describes techniques for reaching voters and supplying them with non-partisan information about candidates and issues. Like many OEF publications, this voters' service manual contains organizational case studies.

A second "how-to" manual, *La Campaña Directa para la Recaudación de Fondos en una Organización Voluntaria* (Guide for a Fund-Raising Campaign in a Voluntary Organization) draws on the experience of an OEF representative who trained finance chairmen and members of voluntary groups in Latin America under a Ford Foundation grant. The booklet suggests ways to plan and carry out a fund-raising drive, using some of the methods of the League of Women Voters.



OEF's quarterly Spanish-language newsletter, *Intercambio*, has initiated a new series of articles entitled "Profile of an OEF Institute Graduate." This series contains accounts of individual volunteer projects and provides readers with an opportunity to learn by sharing the experiences of others who received similar training from OEF. In addition to OEF graduates, *Intercambio* readers include community leaders and professionals in a variety of fields.

## FUTURE PLANS

### I. LATIN AMERICAN CONFERENCE SERIES

OEF plans to sponsor a series of national conferences in seven South American countries and in Central America and the Dominican Republic for graduates of eight OEF Institutes, ten Multinational Seminars, and four *curpos*. The primary purpose of the five-day conferences is to bring OEF graduates together in order to reinforce group skills and training in organizational techniques. These Latin American leaders have already proposed topics in the social development field for special study. The conference series will be administered by three OEF staff/volunteer teams.

### II. LEADERSHIP TRAINING FOR INDONESIAN AND MALAYSIAN WOMEN

The OEF is expanding its service into Southeast Asia. The immediate goal of this new program is to strengthen the leadership training activities of selected voluntary organizations in Indonesia and Malaysia by supplying the present leaders of those groups with the educational services which they have requested. The long-range goal is to train able young women from all cultural and religious backgrounds for civic leadership.

### III. RESEARCH AND EVALUATION

The Fund received a grant from the Tinker Foundation for study of the facilitating and impeding factors leading to the assumption of a civic role by women in Latin America. The focus of this evaluation design will be on the relationship of OEF's selection, training, field consultation, and follow-up to the development of civic organizations and leadership at the community level.

Over the next three years the OEF plans to administer evaluation questionnaires periodically to its graduates; to analyze the results and develop training recommendations as indicated; to complete profiles of women's civic role in

countries where OEF programs are in process; to routinize organizational procedures for supplying current bibliographic sources on Latin American women to OEF Board and staff; to refine short-range and long-range indicators of OEF program successes which reflect the varieties of countries and personal situations in which OEF graduates work and live.

### IV. OEF INSTITUTE

The OEF Institute, established in 1963, is designed to train promising young women from Latin America to teach and foster the skills, understanding and techniques of citizen participation in voluntary associations. The only educational offering of its kind, the Institute's curriculum is divided into 16 weekly units which focus on a specific aspect of the individual in relation to the family, the community, the voluntary association, and the larger community—national, regional and world. Group dynamics, organizational techniques, and field visits to social welfare and civic agencies in the Boston area are integral components of the program.



**THE OVERSEAS EDUCATIONAL FUND  
FINANCIAL STATEMENT  
July 1, 1969-June 30, 1970**

**INCOME**

Designated Fund Balance from Prior Year . . . .	\$ 22,891
Designated Contributions and Grants . . . . .	68,587
Less: Designated Income Deferred to Future Period . . . . .	(37,719)
Undesignated Contributions and Grants . . . . .	45,032
Reimbursements for Programs and Services . . . . .	278,446
Publications (gross) . . . . .	3,736
Fiftieth Anniversary Campaign of LWVUS . . . .	60,000
Interest and Dividends . . . . .	2,500
	<hr/> \$443,473

**EXPENSE\***

Latin American Program	
Headquarters Services . . . . .	\$ 91,740
South American Field Program . . . . .	47,636
Central American Field Program . . . . .	36,319
Dominican Republic Program . . . . .	21,233
OEF Institute, Boston University . . . . .	82,847
OEF Institute, South America . . . . .	14,753
Multinational Seminar, Washington, D.C. . . . .	27,777
Ford Project . . . . .	36,800
Headquarters Services	
Publications & Briefings . . . . .	21,182
Organizational Development . . . . .	34,044
Central American Workshop . . . . .	5,721
Argentine <i>curso</i> . . . . .	15,764
Evaluation Design . . . . .	3,262
	<hr/> \$439,078

\*Includes distribution by audit of indirect costs (\$128,088) of administration, office overhead, and program coordination.

Audit by Councilor, Buchanan & Mitchell

**SOURCES OF SUPPORT  
July 1, 1969-June 30, 1970**

\*indicates paid or pledged to OEF through the 50th Anniversary Campaign of the League of Women Voters

**Corporations & Corporate Foundations**

\*Boise Cascade  
\*Business International  
\*Corn Products International  
\*Hollingsworth and Bose  
Humble Charitable Trust  
\*International Business  
Machines  
\*Intron  
\*Johanson Corporation  
\*J. W. Thompson  
\*Levi Strauss  
\*Pan American World  
Airways  
Sears-Roebuck  
\*Seattle Stevedore  
Singer Sewing Machines  
C. Tennant, Sons and Co.  
\*Textron  
\*Washington Post

**Foundations**

Compton Trust  
\*Fleischmann Foundation  
Ford Foundation  
Ivy Fund  
Lasbury Foundation  
\*McAshan Educational and  
Charitable Trust  
\*Menkin Foundation  
Charles E. Merrill Trust  
Rockefeller Brothers Fund  
\*Stetten Foundation  
\*Tillarid Foundation  
Tinker Foundation  
Blanche and Frank Wolf  
Foundation  
Rose Hirsch Wolf Fund

**Individuals and Memorial Gifts**

143 gifts received  
\$33,925.79

**Program Contracts**

Agency for International  
Development  
Bureau for Latin  
America  
U.S./AID Mission of  
the Dominican Republic  
Department of State  
Bureau of Education  
and Cultural Affairs

**U.S./AID Missions in**

Argentina  
Bolivia  
Chile  
Colombia  
Costa Rica  
Dominican Republic  
El Salvador  
Guatemala  
Honduras  
Nicaragua  
Panama



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Mrs. Henry A. Hoyt  
*Director of Latin American Programs*





THE OVERSEAS EDUCATION FUND  
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