

MINUTES
LEAGUE OF WOMEN VOTERS OF COLLIER COUNTY
GENERAL FUND
Wednesday, November 3, 2010
Naples Botanical Gardens

Present: Ann Campbell, *Joyce Fletcher, *Lydia Galton, *Marjorie Joder, *Jinny Johnson, *Anne Lewallen, *Eileen Mann, *Tom McCann, *Bernice Schmelz, *Mollie Ottina, Sandy Parker and Vi Steffan

*board members

Board members absent: Rose DiBiasi and Chris Straton

TOPIC	ACTION
Call to order/confirmation of quorum	With a quorum present, Lydia Galton called the meeting to order at 9:30 a.m.
Consent agenda	Approved unanimously.
Legislative Delegation	Discussion of Lydia's draft comments for the legislative delegation included both topic and tone suggestions. Mrs. Galton will email her final text to the board.
Communications policy	After discussion and minor adjustments, the Communications Policy was unanimously approved as amended. <i>(See attachment)</i> Wendy Riedel has accepted the position of Communications Manager (emails, Constant Contact, lunch invitations, <i>Voter</i> distribution, etc.).
Member Spotlight recommendation	Pat Lawrence was selected for next month's Member Spotlight. Lydia will contact Denise Rochford about writing the piece on Pat for the <i>Voter</i> but will write it herself if Denise cannot.
Other business	Lydia will contact Estelle Rauch about chairing the Nominating Committee.
Review and adjourn	The meeting was adjourned at 10:10 a.m.

Respectfully submitted by
 Jinny Johnson, LWVCC Secretary

LEAGUE OF WOMEN VOTERS – COLLIER COUNTY
Communications Policy
November 2010

The LWVCC/LWVCCEF President is the chief spokesperson for the League. Board members, when designated by the President, may speak for the League for attribution by name on League matters.

Blast emails: All emails, whether sent to LWVCC members, the media, or other lists maintained by LWVCC/LWVCCEF should be sent to the Communications Manager, who will be appointed by the president and approved by the board. The Communication Manager will be responsible for editing the material, receiving the president's final approval and scheduling the release of the material at the optimum time.

Press releases: Committee chairs as well as the Publicity Chair should establish working relationships with media contacts and should initiate press calls to advise, update and make known League policy, positions, programs and events. All media requests for comments or appearances should be referred to the President.

Website: The Webmaster will send all changes or new material to the President for approval before forwarding the material to the web designers for implementation.

Letters to Editor/Press Columns: Committee Chairs are encouraged to prepare for publication letters dealing with subjects of importance to their committees, but the President, after approving the letter, will forward it to the press with his/her signature or both his/her signature and that of the Committee Chair's.

The membership list may not be shared with any organization or individuals other than LWVFL and LWVUS.

An Administrator appointed by the president and approved by the board of directors controls editorial access to Facebook and all other social media networks.