



League of Women Voters of Polk County, Florida  
Board of Directors Meeting  
Thursday, January 29<sup>th</sup>, 2026  
The Well, 114 E. Parker Street, Lakeland FL 33801

## MINUTES

**Board Members in Attendance:** Charlene Bennett (Zoom), Heather Bradman (Zoom), Katy Pace Byrd, Litreace Coppit (Zoom), Jen Cordova (Zoom), Linda Donaldson (Zoom), Karen Freedman, Ben Graffam, and Jo Shim.

- 1) A Quorum was confirmed by Ben Graffam
- 2) Meeting was called to order at 4:06 PM by Jo Shim
- 3) November Minutes approved, with minor revisions to be made
- 4) Katy Pace Byrd delivered the Treasurer's Report, updating the board on areas where we have spent more than budgeted. This motivated a motion by Katy, who **moved that the dues expense item from LWVUS dues be amended to \$2950.00, that the annual meeting 2025 expense item be amended to \$3150.00, that an "other events" expense item be added in the amount of \$150.00, that the name tags and t-shirts expense be amended to \$300.00, that the merchant account fees item be amended to \$250.00, and the postage expense be amended to \$450.00.** The motion was seconded. There was discussion from the board. The motion passed unanimously.
  - a. A budget committee, including Katy Pace Byrd, Heather Bradman, Litreace Coppit, Jen Cordova, and Jo Shim was created during the Treasurer's Report. (Note: Katy Pace Byrd cannot chair that committee.)
  - b. Ben Graffam agreed to staff the credit card reader for the February 17 Fundraiser.
- 5) Jo Shim delivered her President's Report, with special focus on:
  - a. The Voters Services Action Team for their received grant of \$750.00 to help in Youth Voter Registration.
  - b. Our League's presence at the Annual Lobby Days in Tallahassee.
  - c. The need to improve the process of reminding Action Team Chairs to submit reports to the Newsletter and review by the Board.
  - d. Our League's need to prepare a response to a healthcare concurrence issue for the LWVUS Convention in 2026.
  - e. The securing of LWVFL President Jessica Lowe-Minor as the speaker for our Annual Meeting.
- 6) Committees and Action Teams:



- a. Linda Donaldson reported on the first (recent) meeting to revitalize our Education Action Team. A follow up meeting will occur on February 12.
- 7) Pro Tem/Ad Hoc Committees:
- a. Charlene Bennet Reported that the ad hoc committee for alternative meeting places (Pat Denham, Charlene Bennett, and Carole Essy) is still researching several possibilities.
- 8) New Business:
- a. Ben Graffam **moved that the Communications Action Team be allowed to continue its process of updating and revising our Local Program by creating a letter that will be emailed to membership describing the several specific changes made to our program, so that the process of changing the Local Program will meet with the specific guidelines of LWVPC bylaws.** The motion was seconded. Discussion occurred which included:
    - i. That the Local Program would be included with the letter sent to membership.
    - ii. That the board would approve the letter before it is sent to membership.
    - iii. That the Categories of the Local Program be shifted to “reverse chronology.”
    - iv. That a clear description of the importance of the Local Program be included in the letter.

The motion passed unanimously.
- 9) Unfinished Business:
- a. Jo Shim summarized results of the Planning Meetings held on January 8<sup>th</sup> at The Well; thanked the members who participated in the MLK, Jr. Parade of January 17; thanked the members who attended Lobby Days from January 19 - 21.
  - b. There was discussion on the revival of the League’s Coffee/Cocktails and Conversation meetings, with one being held on January 31 in Winter Haven at Panera Bread.
  - c. There was discussion on the Matters of the Heart FUNdRaiser on February 17, with some minor revision suggestions about the flyer which Jo Shim will address. Review planning for Hot Topics and other events February - May 2026.
  - d. Linda Donaldson will provide Ben Graffam with the newest membership list so he can update our Telephone Tree.
- 10) Any Other Business (AOB):
- a. Items in this area were tabled for the next meeting due to time constraints.
- 11) Our next board meeting will be on February 26<sup>th</sup> at 4:00 PM at The Well.
- 12) Jo Shim adjourned the meeting at 5:57 PM.