



League of Women Voters of Polk County, Florida
Board of Directors Meeting
Thursday, July 31st, 2025
The Well, 114 E. Parker Street, Lakeland FL 33801

MINUTES

Board Members in Attendance: Charlene Bennett (Zoom), Katy Pace Byrd, Jen Cordova, Linda Donaldson (Zoom), Ben Graffam, and Jo Shim.

Board Members Absent: Litreace Coppit and Karen Freedman (excused).

Non-Board Members Present (at start of meeting): Heather Bradman (see unfinished business, a i).

OFFICERS:

Jo Shim, President
Open, Vice President
Katy Pace Byrd, Treasurer
Ben Graffam, Secretary

PAST PRESIDENT:

Linda Donaldson

DIRECTORS:

Charlene Bennett
Karen Freedman
Jen Cordova
Litreace Coppit

- 1) A Quorum was confirmed — Ben Graffam
- 2) President Jo Shim called the meeting to Order at 4:02 PM
- 3) The Approval of Minutes for the June Meeting was tabled until next meeting
- 4) Katy Pace delivered the treasurer's report, including a budget overview spotlighting expected shortfalls in the 2025-2026 budget proposal process connected to the impact of LWVUS' new dues collection and payment processes.
- 5) Jo Shim delivered the President's Report which included:
 - a. The Executive Committee's vote to close the Zoom account
 - b. The Polk County Legislative Delegation Meeting on August 12th
 - c. Our League's progress on scheduling meetings with Polk County Legislators at their district offices.
- 6) The Committees and Action Areas had been delivered by email prior to the meeting
- 7) Pro Tem Committees
 - a. Committee on Committees: There is some confusion about the progress of this committee, so Ben Graffam was asked to browse the minutes of previous meetings to see where we are on this work.
 - b. The Leadership Training Committee is on a partial hold as it attempts to reconfigure how it will function in the coming year.
 - c. Our Municipal Elections Committee, Jo Shim, Heather Bradman and Karen Freedman, will meet Monday, August 4, by Zoom.



8) New Business

- a. Ben Graffam and Cindy Sternlicht will move forward on the process of updating the Annual Meeting Booklet, including more pictures, more mini-bios, more advertisements, and a rearranged ordering of information in the booklet.
- b. **Jo Shim moved to approve the League's Goals for April 2025 to March 2026. Motion was seconded. It passed unanimously.**
- c. **Katy Pace Byrd moved that the League spend \$75.00 (Go Daddy) to maintain our email forwarding protocol. Motion was seconded. It passed unanimously.**

9) Unfinished Business

- a. President Jo Shim nominated Heather Bradman to be an "Appointed Director" for the coming year.
 - i. **Jen Cordova moved to approve President Shim's nomination. Motion was seconded. It passed unanimously.**
- b. Instead of our Board Meeting in August, we will have a Board training and orientation:
 - i. Thursday, August 28th 4-6pm
 - ii. Katy has agreed to assist Jo with planning
- c. **Jen Cordova moved to approve expenditure for League brochures even though printing was not included in our current budget. Motion was seconded.** Discussion on where to get these brochures printed resulted in asking Ben to get a quote from Minuteman Press. Also, a total of 100 brochures was agreed upon. **The motion passed unanimously.**

Given time considerations, the following items were held for a future meeting:

- d. Progress on document storage updates - LWV Polk Google Drive and the Gmail account (Jo)
- e. Complete planning for Hot Topics and other events August 2025 - March 2026
 - i. August -
 - ii. Constitution Day Celebration – September (To be confirmed)
 - iii. Restoration of Rights - October (3 dates for Breezi)
 - iv. November -
 - v. December – Holiday party – Date



- vi.* January –
- vii.* February – Fundraiser
- viii.* March

10) Any Other Business (AOB)

- a.* Newsletter – Adding a link to the Forbidden Florida Reads section in the Florida Voter.
- b.* Thank you gifts for presenters at LWVPC events.

Our next board meeting will be Thursday, September 25, at 4:00 PM, at The Well.

The meeting was adjourned at 6:03 PM