

Minutes
LGBT Caucus Meeting
December 2nd, 2011, Hampton, VA

The meeting was called to order at 8:30AM
A quorum was met for the meeting.

In Attendance: Maggie Sacra, Charley Conrad, Don Davenport, Joel McDonald, Chuck Unger, Tom Osborn.

Guests: Lisa Turner, John Whitley, Shawn Broy, Brian Moran.

Business Session:

Treasurer's Report

We are being charged an average of \$15 per month in fees that are connected with the DPVA accounts. Maggie recommended that we pull our funds out of the DPVA and establish a State PAC as required for us to hold the funds independently of the DPVA. This will save us bank fees that we are currently being charged and allow us more flexibility in paying bills, obtaining a check card, and seeing the bank account online.

There was discussion about the rule regarding the DPVA claim on Caucus accounts. Maggie informed us that if we keep our funds in an outside account then the DPVA does not have the ability to "requisition the funds" and we have the right as an organization to spend or transfer the funds as we see fit. The holding of a separate account would allow the Virginia Partisans PAC to have a better comfort level with the funds that the LGBT Caucus holds and hopefully would allow for the transfer of the funds indicated for "membership development" to the Caucus.

Tom Osborn, member of Virginia Partisans PAC, suggested that if there are any specific membership expenses that Partisans may be able to cover from their membership fund, those requests should be made for possible disbursement.

Motion made, seconded, and passed to have the Treasurer investigate having separate account, establishing PAC, transfer of membership funds, etc.

Secretaries Report

Minutes need to be posted to website. No discussion on past minutes. Motion to approve made, seconded, and passed.

Outreach Membership Report

Don would like to form a committee to lay out the strategy for engaging the LGBT Community and putting booths at as many pride events as possible next year. Simply being at the Richmond Pride Fest increased our numbers. There are all kinds of events around the state and we need to take that opportunity and grow the Caucus. Most people we talked to at Richmond Pride didn't even know we existed. We need to work the Shenandoah Valley and southwestern Virginia as much as possible.

Don also suggested that we have more contact in the form of conference calls or meetings at local organizations where we can have more visibility.

Technology & Communication Report

Joel is working hard with communication on current membership status and trying to boost membership throughout the state. There has been a good response so far. We have had quite a few email questions needing responses.

Survey results continue to show confusion. Joel suggests having a survey, developed by the board, sent and analyzed prior to every quarterly meeting.

Mailing list cleanup is underway. Messages were sent to people who our mailing system has indicated have not opened emails. This is an opportunity for these people to indicate if they want to continue to receive our emails; some have responded. Excluding those who haven't responded would put our subscriber list to approximately 1,500, which would allow us to use the mailing system for free. This would be a savings of \$600 a year. This will also give us room to grow by about 500 emails before losing the free status.

There have been some requests to make meetings available online, through phone conference, or some other means. There are plans to select the best platform and have that capability available for next quarterly meeting.

We need to tap into campaign schedulers to have advance notice of events, free tickets available to members/ mailing list, and other pertinent campaign information.

Need to ensure that bylaws are posted to the website.

Other Reports

John Whitley shared his recent involvement with LGBTQ Strategic Planning for Williamsburg Public Schools.

Brian Moran stopped by and spoke to us for a few minutes.

Old Business

It was discussed that need to make sure we having the quarterly meetings as approved in our bylaws.

It was also discussed that we need to identify LGBT friendly Representatives for every congressional district.

New Business

Maggie recommended advertising with Richmond Triangle Players for the 2012-13 season. A motion was made to investigate costs, seconded, and passed.

Charlie spoke about the LGBT's GOTV effort. Charlie has volunteered to help coordinate LGBT GOTV for 2012 Obama reelection campaign. Some work has been done in Northern Virginia, but had not yet gone statewide.

We need to develop "event kits" as aids to help make events more uniform, including possible mobile technology for collecting membership/dues.

The DPVA Steering Committee approved a resolution in support of the Respect for Marriage Act.

Lisa Turner suggested piggy backing on 2012 candidate schedules to connect with potential members to build membership.

DRAFT