



Minutes

Culpeper County Democratic Committee
Executive Committee
June monthly meeting

Date: June 14th, 2018
Location: CCDC Offices

Prepared by: Meroë Dawson, Secretary
And Ben Hixon, Chair

Agenda

Prepared in advance of the meeting by the chair.

June 14th, 2018

CCDC Executive Meeting Agenda

- I. Call to Order and Welcome from the Chair (5 min)
- II. Any changes to agenda & vote to accept
- III. Secretary's Report
 - A. Minutes are in google drive as previously announced on Slack - any changes? And vote to accept.
- IV. Webmaster's report
 - A. (Ben) Website is redesigned, mailchimp has been going out to all the emails addresses on our list. We got many new emails on primary day that will be added asap. Facebook and Twitter are being kept up-to-date.
 - B. Meroe is given charge over Instagram
 - C. Recommendation: The biggest need here is photos at our events. We need somebody willing to take photos of everything and put them on our facebook.
 - D. Still waiting to get authorization from Facebook for political ads, they've made it much more difficult.
- V. Treasurer's report
 - A. Verizon.
- VI. Fundraising report
 - A. Liberal Arts fundraiser went very well! This weekend is the last weekend. Let's have the final tally by June 26th
 - B. What's our next fundraiser? Let's have one soon to capitalize on our primary success. August. Maybe at Old House Vineyard again this summer? Or Marilyn's idea? Or ask Rosie to do another chilifest?
- VII. Event Committee Report (David)
 - A. Culpeperfest and the Fireman's Parade went great! What can we do better?
 - B. Up next: 4th of July Parade!
 - C. Any other upcoming community events that we need a presence at?
 - D. David wants to reimburse Anna for \$45 for bunting. Because this wasn't a previously approved expenditure, we need to vote on it. In the future any money spent on activities by members that is not pre-authorized should be considered a donation.
- VIII. Precinct Ops Report (Mike)
 - A. Primary 2018! Our winner is: Abigail Spanberger!
 - B. Culpeper and the 7th district overall both increased our primary turnout compared to last year's statewide gubernatorial. In contrast, GOP senate primary turnout dropped off considerably and was down about 20% over last year. Great news!

- C. CONGRATS MIKE for taking charge of primary day just two weeks out and getting it done! It went great! What can we do better?
- D. Progress on filling in Precinct Captains?
- IX. CYD activities (Ben)
 - A. Phonebanking went great! Will talk to Josh about having one day a week to phonebank with the CYD from now until the election.
- X. New business
 - A. Social Committee
 - 1. Ben's recommendation. Establish a 'Social Committee' that doubles as recruitment and visibility. Their mandate should be to promote the CCDC, recruit members, and raise its visibility through fun social activities. Every activity of the social committee should include a prominently-displayed CCDC sign, have a sign-up sheet for email, have a fundraising bin,
 - B. Officer Vacancies
 - 1. This is a chance to evaluate and reorganize.
 - 2. Laura has also stepped down from 2nd VC
 - 3. Ben has asked Meroe to step up for 1st VC
 - 4. Need: 2nd VC, Secretary, Web Manager
 - 5. Suggestion: make 1st and 2nd VC have more concrete duties. 1st VC can be
 - C. (Meroe) Donate photos to Jessica as a thank you
 - D. (Ben) Motion to request that subcommittee chairs submit written reports before each executive meeting, to be placed in the minutes. (This had previously just been a strong recommendation.)
 - E. June 26th meeting. Still no progress on guest speaker (Tom said no, waiting to hear back from Linda Perriello, then try Terry McAuliffe...)
 - F. Appoint Design Committee with Alicia Guy as chair, give her power to recruit members. She did a great job with the cards.
 - G. Requesting \$\$ for AC/DC-parody CCDC shirts. To be handed out for a minimum donation of \$10 (about cost), suggested donation of \$25.
 - H. (David) Tri-county potluck picnic fundraiser (Orange, Culpeper, Spotsy) for Abigail. LOW is willing to do all the event planning and hold it at their community center. We just need to advertise it to our members and ask them to bring food.
 - I. New office. Joe has no space anywhere in any of his buildings. Ben will make phone calls and emails. Butch Davies suggested some leads.
 - J. July meeting -- who wants to find the venue?

Call to Order. *Ben Hixon called the meeting to order at 7:12pm*

Attendance. *Officers present: Ben Hixon, Meroë Dawson, Pam Novy
Committee chairs present: Mike McClary, David Reuther*

Changes to the agenda. *There were no changes to the agenda.*

Changes to and approval of the minutes. *Minutes for the
May meeting were approved with no changes.*

Motions. *The following motions were introduced:*

- **Motion 1:** *A motion to authorize Pam to stop payment on Verizon for a \$35 fee if we haven't received the password change form by Monday June 20th.*

Introduced by: Pam

Passed

- **Motion 2:** *A motion to instruct the chair of the Precinct Ops committee to, in advance of the November 6th election, schedule an After Action Report meeting to be held within a week following the November 6th election for election day volunteers and committee members to discuss what went right and wrong.*

Introduced by: Pam

Passed

- **Motion 3:** *A motion to reimburse Anna for the unauthorized \$47.39 she spent on parade decorations.*

Introduced by: Ben

Passed.

- **Motion 4:** *A motion to establish a Social committee that doubles as recruitment and visibility, with the mandate to promote the CCDC, recruit members, and raise its visibility through fun social activities. For example, every activity of the social committee could include a prominently-displayed CCDC sign, have a sign-up sheet for email, have a fundraising bin.*

Introduced by: Ben

Passed

- **Motion 5:** *A motion to donate certain of the Liberal Arts photos to Jessica Hall as a thank you.*

Introduced by: Meroe

Passed.

- **Motion 6:** *A motion to require subcommittee chairs who will present at an executive committee meeting to submit a brief report ahead of the meeting summarizing what they intend to say, to be placed in the meeting's agenda and the subsequent minutes.*

Introduced by: Ben

Passed.

- **Motion 7:** *A motion to establish a Design Committee with Alicia Guy as chair and Meroe as a member, with Alicia being able to recruit more members as she chooses.*

Introduced by: Ben

Passed.

- **Motion 8:** *A motion to authorize the newly formed Design Committee to spend up to a maximum of \$300 on t-shirts, the details to be determined by them.*

Introduced by: Ben

Passed.

- **Motion 9:** *A motion to authorize David Reuther to proceed on the tri-county potluck picnic fundraiser for Abigail to be held at the LOW Community Center. David will be our authorized representative with authority to act on our behalf, with the understanding that LOW will do the event planning, it should have a minimal impact on our own currently understaffed resources, and that all we will need to do is advertise the event to our members and encourage them to bring food.*

Introduced by: Ben

Passed.

Additional notes or announcements.

Web

We discussed creating an online form for membership.

As Vice Chair, Meroe will focus on special projects, and will also be in charge of taking pictures of our events and putting them on facebook.

Ben was asked to change the Facebook name from Culpeper County Democratic Committee to Culpeper Democrats.

Fundraising

Liberal Arts fundraiser went well, it was discussed that next time we should involve Marty Moon. Meroe will do an after-action report with what went right and what went wrong.

For our next fundraiser, we agreed to look into Marilyn and Ed's idea of using the Willow Creek Farm Retreat venue. Mike also proposed his house for future fundraisers (and meet and greets).

Events

NAACP banquet was discussed, deadline for ad is September. Good task for design committee.

David was encouraged to submit a budget to Pam prior to each event.

For next year's Culpeperfest, David suggested that we get two tables.

David was encouraged to look into a booth at Airfest.

All members were reminded as a point of order that purchases must be authorized by the Executive Committee ahead of time, and unauthorized purchases should not be made with the expectation of being reimbursed. From the agenda: "any money spent on activities by members that is not pre-authorized should be considered a donation."

Events report from David submitted after the meeting:

Events Committee Summary for ExecCom 14 June Minutes

Our CulpeperFest booth drew considerable attention from the large crowd that attended this event. Both primary candidates and staff were present. We helped voters register, passed out materials on the candidates and CCDC, and took names and email addresses from those who wanted to know more about CCDC. We were overstaffed due to energized CCDC members who showed up unannounced and wanted to help.

Precinct Ops

Ben asked Mike to hold an After Action Report meeting of the committee as soon as possible, Mike said he'd try to schedule it for the last week of June.

Mike will try to lock down the remaining precinct captain positions.

Mike will collect the remaining clipboards from the Precinct Ops committee members. Ben had only east fairfax, brown's store, brandy station, jeffersonton; and digital copies of west fairfax and rixeyville.

Other

Mike will ask Lis to chair the newly formed Social Committee.

Vacancies were discussed. Meroe will run for Vice Chair with Ben's endorsement. Ben will approach Richie Hicks for 2nd vice chair. Vice chairs will be encouraged to define areas of responsibility and specific duties according to their own interests and the needs of the committee.

Ben will find us new offices.

David agreed to find us a venue for July 24th.

Adjournment. The meeting was adjourned at **9:16pm**.

Signed: Meroë Dawson, Secretary