



League of Women Voters of Minnesota Records

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BOARD MEMO

January 1967

FOCUS ON STATE GOVERNMENT campaign got off to a great start at our first Legislative Observers Program, Wednesday morning, January 11th. Moving to Christ Lutheran Church at 105 University Avenue at the last minute did not prevent our having a full house (but there are a lot more chairs available so do urge your members to come). Dr. Mitau, one of our favorite associate members, roused us all as he discussed "The Low Visibility of State Government." Senate leaders Holmquist and Grittner spoke briefly on their "forecasts" for this session and a few of our lobbyists reported. Send in your League's registration fee for this excellent series so that your members may participate.

We now have a speaker for February 23rd (remember that is Thursday because of the holiday). He is Dr. Robert Barrett, professor of political science, Mankato State College.

In order to cooperate on the state level with the national publicity on our Focus on State Government, a news release was sent to all your local papers. (Copy enclosed together with full text of Mrs. Whiting's letter to the Governor and his reply.) We were not able to send this out as a Minnesota Newspaper Association release with a clipping service so we would appreciate your sending copies of anything that appeared in your local papers to the state office. (You know we like to have copies of any and everything about League appearing in your papers.)

Enclosed is a complete listing of all House and Senate Committee assignments and the schedules of committee meetings. We are also enclosing a copy of the Time for Action on Lobby Regulation which was sent to those Leagues whose Representatives serve on the Civil Administration Committee. This Time for Action is for your information only.

REPORT ON TIME FOR ACTION It is apparent our Leagues and their members are geared for state action. On December 8th a Time for Action went out to the Leagues asking that letters be sent to the then Governor-elect LeVander expressing League opposition to the proposal that the Indian Affairs Commission be merged into a Department of Human Relations. Your response was very gratifying. Thirty-four Leagues informed the state office that official letters had been sent. Many Leagues were responsible for additional communications. The carbon copies of the letters sent to the state office contained excellent arguments for the continued support of the Commission. We have been informed from several sources that the Governor was very much aware of our interest in this subject. Unfortunately, he does not agree with our position on this matter.

League support of the Indian Affairs Commission continues. We may need your lobbying support again before the session is over as the legislature makes final decisions on organization of a Department of Human Rights. Your response to this first Time for Action encourages us to hope that we might be more successful in the future.

FINANCING GOVERNMENT Thank you for letting us know the thinking of your Boards about trying to reach consensus on property tax reform. Since about a quarter of the Leagues responding said they could not do it and nearly another quarter said they could but were reluctant, we will not attempt it at this

time. If this item is continued as part of the current agenda for the next two years (it can't be a CR because we have no consensus), we should be able to reach a more meaningful consensus in another year or two than is likely now. You will remember that when we adopted this item we did not expect to finish it in two years.

Because we have no consensus, we will not be able to lobby in this session of the legislature. Instead, we will observe only. Through the Capitol Letter we will try to keep you informed about the tax bills that are introduced, their progress, etc. If you or any of your members are eager to lobby on any of these bills, you are free to do so, of course, as individuals. Do not mention the League in your lobbying since we have no position.

I believe most of you have had your meetings on this item by now. Would you please send in your report forms as soon as possible. To those of you who have already done so, thank you very much. In some cases there seems to be some misunderstanding. Use the discussion questions for your unit meetings, not the report form. After the meeting is over, the discussion leader and resource person can fill out the report form - but do it right away, before you've forgotten what people said.

PROJECT UPDATE Yes, both Project Update: Elections Laws and Project Update: Constitutional Convention are in the final stages of publication. These will be excellent background for discussions on legislative activity and helpful in bringing new members up-to-date (as well as refreshers for more experienced members).

Remember, we told you earlier we are delaying publication of a revised You Are the Government so it will be as current as possible.

STATE BOARD MEETING Because of parking difficulties in the University West Bank area, we are changing our state Board meetings to the third Tuesday instead of the third Wednesday. Visitors are always welcome. It is well to get in touch with the office ahead of time for crowded conditions at the University necessitate our meeting in various places.

HOPE WASHBURN AWARD Now is the time to be thinking about that League member who has given unusual service - she should be nominated for the Hope Washburn Award to be announced at State Convention. If there isn't someone in your League, perhaps you've worked with someone on a committee, at a workshop, etc., whom you feel should be honored in this manner. Send in your nominations including all the reasons why this member should be recognized to the Chairman of the state Nominating Committee - Mrs. Jerome Gray, 1401 W. Minnehaha Parkway, Mpls.

STATE BYLAWS Remember, your suggestions for state Bylaw revisions must be in the state office by February 10th in order to be considered by the state Board and sent out for the consideration of all Leagues. They should be sent in at the same time as first-round state Program suggestions. (We'd like to think we are going to have all our Leagues participating in this first-round of Program-making because there are so many important issues facing citizens of Minnesota!)

VOTERS SERVICE VS Sights the Survey . . and turns it into a meaningful meeting for YOUR whole community!

Checking the pulse of elective energies in your community, do you find an irregular beat when it comes to School Board Elections? Beats fast and quick when there's an immense issue . . diminishes to barely perceptible pulsations otherwise?

When you check up on your Voters Service plans for this spring's School Board Election, get out the file on previous years, true. Then set aside/to explore your time

patient's peculiarities. If this appears to be an upbeat election with an abundance of candidates, issues, and citizen interest - rejoice! Project your plans to include public meetings, candidates questionnaires (and replies published and widely distributed), a get-out-the-vote campaign.

And if this year looks somewhat different, use your imagination to stimulate interest. If your League has done a School Survey, get it out and go over the possibilities inherent in its numerous facts for items of special interest. Consider a variety of ways to direct citizen attention to the work of the School Board, to its responsibilities, to the legal and educational framework in which the School Board operates:

- . . a question and answer series for the paper?
- . . or the radio or TV?
- . . an interview series with present Board members, former Board members, school personnel - as well as the candidates?
- . . small group meetings to discuss the survey?
- . . volunteer League speakers to your PTA and other local groups interested in education? Their subjects? Topics based on information in the survey.

No School Survey? Don't despair! It may take some additional research, but the same methods can be adapted. Recruit a larger committee to help hunt up your background information.

If you take this kind of initiative as a League in directing the community's attention to this particular aspect of their franchise privilege - and responsibility (remember from our Financing Public Services, almost half of our local governmental expenses are for education!) - you may find more candidates, attendance at candidates meetings for the school elections on the increase, interest in the elections heightened and community support of schools stimulated.

Such a campaign takes many forms - and many weeks! Begin today.

PUBLICATIONS Have all your members been supplied with both publications on Financing Public Services in Minnesota? These two pieces together sell for only 65¢ - 50¢ for the booklet and 15¢ for the recently published folder on Property, Income and Sales Taxes. They contain valuable information on a very current issue, so now is the time to own and read them. Also, take note that now it would be opportune to give them to leaders in your community.

There will be a publications table at every Observers Program with state League materials for sale. This is for your convenience so come and see what you would like to have.

The China Puzzle, a national publication, is just off the press! Everyone of your members will want a copy of this really unusual and attractive booklet which sells for only 75¢. You, as publications chairman, should be busy on the promotion of such an exiting piece. This can be accomplished via the process of sales projects, give-aways and reviews in bulletins and at unit meetings.

Undoubtedly you have been trying to do the best possible job on budgeting for publications. Do consider the great necessity of Duplicate Mailings for different members of your Board. Your national agenda chairman can make good use of a national Duplicate Presidents Mailing (cost \$10.00), and this being a legislative year your state item and state action chairman will have special need for the state Duplicate Presidents Mailing which costs \$5.00.

LOCAL AGENDA A "Lively Issues" meeting was suggested last month for involving the members in local Program-making. How do you involve your Board? This, along with other levels of League activity, is a total Board responsibility. The Board must "think" local Program in order to spark the interest of the membership. You could work with a committee which might consist of the local Program chairman, the president, and perhaps another Board member, along with from three to six (depending upon the League size) members. This committee would discuss the present local agenda, consensus, action and how appropriate the past item was, etc. They would then cast about the local scene for new subjects (refer to Local CAs and CRs of Minnesota Leagues, a new state publication) which would fit the League criteria (p. 16, Local League Handbook). Their ideas might appear in the bulletin for the members to begin thinking about.

The membership must be urged and helped to consider local Program long before the annual meeting. Discussion at that time is certainly to be encouraged, but the recommended Program has already been presented by the Board, and the membership suggestions should have been forthcoming long before that final meeting. It is always good business for the Board to read Chapter VII, Local Program, in the Local League Handbook at this time of year. Now is the hour! Alert your membership for local Program-making.

At the same time, metropolitan area Leagues will want to give attention to Program suggestions for CMAL - refer to your copy of CMAL "Lively Issues." CMAL and local Program suggestions should be considered together as they represent your total local Program effort.

ANNUAL REPORTS This year all Annual Reports are sent to you directly from the national office. Do remember that two sets of reports go directly to the national office, one is for your files, and the rest go to the state office - all by March 1st. This is your opportunity to brag a bit - give us all the details so we have a complete picture of all your activities. For metropolitan Leagues this mailing includes four copies of an annual report form for CMAL. Return three of these along with your annual reports to the state office. It is not necessary to send copies of the CMAL form to national.

RED CHINA SEMINARS The first series of these neighborhood seminar programs will start on January 26th at St. Stephen's Episcopal Church, 4439 W. 50th Street, Room H, Edina. The session will last from 1:30 to 3:30 p.m. Subsequent meetings will be held weekly beginning February 9th. There will be no meeting on February 2nd because of the state Workshop on Red China scheduled for that day. The price for the course is \$22.50 per member. Professor Roger Benjamin from the University of Minnesota, a specialist in China politics, will conduct the seminars.

WATER REMEMBER - FEBRUARY 1 DEADLINE for the report form on use of Metropolitan Sanitary District '67?. Even if you have not been able to use the material, please return the "orange" sheet so we can compile our records. If you have not kept the sheet, a post card will do.

You have received a copy of the News Release with a report of our new national position on federal financial assistance to industry as a means of expediting abatement of water pollution. As of mid-January, the state office had received 51 local League consensus reports on financial incentives to industry for pollution abatement. Thirty-nine Leagues reported a consensus in favor of incentives, four were unable to reach consensus and nine reported a majority opposed to federal incentives. Taking into account the population of the reporting Leagues, it is clear that a very substantial majority of our members favor incentives. We are in agreement with the statement of national position.

Typical comments were, "pollution control is urgent and must be abated now, the federal government must offer financial incentives.," "incentives offered industry must be uniform in all fifty states.," "we will all benefit from clean water and we should all help pay for it.," "equipment is expensive and beyond the financial capabilities of many companies."

Reasons given by the minority for opposing incentives were, "industry should be held responsible to, at its own expense, clean up the water it discharges into public streams.," "too much federal intervention as it is.," "this should be handled on the local or state level."

It should also be pointed out that many League members modified their answers. "Our 'yes' answer must be qualified by a concern for the need of a combination of enforcement measures and financial incentives." Over half of the Leagues responding, whether in favor of incentives or not, indicated a need for strict enforcement of water quality standards. Other enforcement measures indicated were (1) effluent charges, (2) greater public pressure and (3) encouragement of industry-wide research for better handling of industrial wastes. Many of those who were generally opposed to federal incentives indicated that they might be necessary in hardship cases, in special circumstances or after all other remedies had been exhausted. As an alternative to incentives, members also proposed fines and treating the cost of disposing of wastes as a normal part of industries' operating expenses.

We had no consensus on whether "all" companies or only some companies should be helped. Extremes varied between blanket aid and help to be given only under special circumstances. Criteria of "special circumstances" included financial need, compliance with federal standards, age, size or nature of business.

There was no agreement on the precise form of incentives. Leagues suggested combinations to give flexibility in tailoring programs to meet the needs of different industries. Low interest rate loans, accelerated depreciation and grants were most frequently mentioned.

Seventeen Leagues made specific comments on the state role in pollution control. Emphasis was placed on the state role in enforcement. Although Leagues did not rule out state tax incentives, it was clear the majority preferred federal programs.

FINANCE We hope that those Leagues which are conducting winter drives will be as successful as their sister Leagues which conducted fall drives. Don't let such minor (?) inconveniences as blizzards and cold weather deter your League. The contributors will admire the solicitors' courage, conviction and determination in overcoming such adversities to tell the League's story and to ask for his support.

You might want to remind your solicitors to invite interested and influential contributors to attend the Observers Program as a guest of your League. There are many sessions still to come which are within a given contributor's interest, e.g. The Role of Planning in State Government, The Use of Federal Funds in State Programs.

While you're checking those blue cards to review the contributors' interests, make a note of those internationally-minded or involved persons. You might want to ask your Board to invite them, as guests, to that fascinating sounding China Workshop.

Both of these programs would also be of great interest and value to history and government teachers in your high schools. Why not suggest that they be included in the invitations?

Your sister League, Falcon Heights, which conducted its drive starting December 14th, went "over the top" in reaching its goal. Congratulations! Your community is filled with the spirit of giving to the League at holiday time. We aren't recommending a holiday drive; we just thought you'd be interested in knowing that this one experiment was successful.

BUDGET CHAIRMEN You should be swinging into high gear by now. If you have any questions regarding your League's budget or budgeting procedures, your state finance chairman will be glad to be of assistance. Don't wait until the last minute because you are planning your League's future - a most stimulating, fascinating and vitally important task. Don't forget to attend your Board's budget discussion meeting. Also, ask your president to supply you with a copy of the P-L-A-N section of last month's Board Memo and to let you read in its entirety the letter from the state Budget Committee regarding your League's pledge. Share this letter with your committee just as your president will share it with your Board.

TREASURERS Thank you for sending in the copy of your members' names, addresses and zip codes. Let's try to keep these lists current. Remember to get the address change in promptly so that the member won't miss receiving her **VOTERS** and the state office won't have to pay the dime for each returned copy.

ANNUAL MEETINGS Your minutes indicate many of you are well along with your plans for interesting, exciting and fun annual meetings. Hope you are reading the Checklists which were made available to you early last year to help you with your plans. State Board members are always pleased to be asked to participate in your annual meetings - as speakers or just as "special" guests - but they should be asked soon in order to fit your meeting into their schedules.

DHR Public Law 89-10 (Elementary and Secondary Education Act). The office is receiving reports of local action on this item. We now have available from the Hennepin County DHR Committee a report of action in their school districts. It is a 14-page publication complete with map, statistics, comments from Congressmen Fraser and MacGregor and comments from local school officials. The price is 25¢, and it may be ordered from the state office. It is a local report of one aspect of our national DHR item. It will be useful in discussions on the national item, the state Equality of Opportunity item and local education items.

PROGRAM SUGGESTIONS Program-makers - don't forget!

1. First-round suggestions for state Program are due in the state office Feb. 10.
2. Besides considering new item suggestions, members should discuss what they want to do with present Program - which items are to remain active, which can become Continuing Responsibilities.
3. Our Finance item cannot become a CR because we have no position. It must be retained as a CA or dropped.
4. A new item must be suggested on the first round to be considered on the second round or at Convention.
5. Items should be worded in the form of a statement not as a "one word" or "phrase" heading. At Convention all item suggestions are drawn from first round wording.

DATES TO REMEMBER

- Feb. 2 - China Workshop
- Feb. 10 - Deadline for first-round Program suggestions
- Feb. 10 - Deadline for suggested Bylaw changes
- Mar. 1 - Consensus on Equality of Opportunity in Education due
- Apr. 10 - Deadline for second-round Program suggestions
- Feb. 8, 23, Mar. 8, 22 - Legislative Observers Program
- May 23-24 - State Convention

BOARD MEMO

February 1967

With this mailing comes the Final Call to the Forty-first State Convention of the League of Women Voters of Minnesota. What does this mean?

It means it is time to start preparing for your League's representation at and participation in the State Convention to be held Tuesday and Wednesday, May 23-24, at the Kahler Hotel, Rochester, Minnesota.

Under our Bylaws the Convention shall consider and adopt a Program, elect officers and directors, adopt a budget, and transact such other business as may be presented. Proposals for changes in the Bylaws will be considered and voted upon.

PROGRAM Between now and April 10, the deadline for second-round state Program recommendations by local Leagues, League members and local Boards have a prime responsibility. The responsibility of each member is to consider carefully and express her views on the state Board's Proposed Program presented and explained in this mailing. The responsibility of the local Board is twofold: 1) To devise plans which give the members maximum opportunity to participate in this round and to express their opinions; 2) to reflect in the official second-round recommendation the best thinking of the members. Unfortunately, 14 of our League Boards failed to carry out this responsibility in the important first-round. Let's have 100% participation in the second-round. We are including enough Program packets for each of your units so that there will be no need to produce additional material for your members' discussion.

ELECTION OF OFFICERS AND DIRECTORS The Nominating Committee has reported its slate which was published in the last Minnesota VOTER. See state Bylaws, Article IX.

BYLAWS Enclosed with this mailing are recommendations, with explanations, for revisions to the state Bylaws as approved by the Board of Directors. We wish to draw your attention in particular to the sections referring to composition under the Council and Convention Articles. The proposed addition of "or an alternate in the event the president is unable to attend" does not change the rules regulating delegate attendance. Instead, it points out the need for the president to attend as an additional delegate. In budgeting for delegates, all local Leagues should start with the president, then add the number allotted according to your January 1, 1967 membership figures. (See Article VIII, Sec. 4, Representation.) Remember that the president is not included in the official count of delegates as tabulated by the state office. (See enclosed list for number of delegates for your League.)

PRESIDENT + delegates = Convention Delegation

VISITORS The facilities at the Kahler Hotel are ample so that we can take care of all the visitors who may care to come. Urge your members to participate as visitors for they may attend all Convention activities. They do not have a voice or vote in the plenary sessions, but they may participate in caucuses.

PRESIDENTS WORKSHOP The Presidents Workshop will be held on the Monday preceding the Convention, May 22. (See enclosed flyer.) This has been a particularly successful Workshop in the past. It provides an informal atmosphere for the discussion of the president's job - what it should be, how to make it easier, how to make it successful.

The Workshop will be held from 2:00 to 5:15 p.m. There will be ample opportunity for discussion and questions. The dinner meeting begins at 7:00 p.m. This is planned as a "fun" session and will give League presidents a chance to "speak out." We urge all presidents to attend the Workshop. If your president is unable to attend, plan to have someone there to represent your League. If your Board operates with an administrative assistant, we invite her to attend also. The state League is underwriting the cost of dinner for the presidents or their representatives.

MEMBERSHIP The lists that are coming into the state office are showing encouraging gains, and we're as delighted as you are with the results of the various membership "drives." Now that you have them "hooked," what special efforts are being made to keep all members satisfied? Is the unit attendance good? Do your members get and use League publications? Is the Program development challenging enough to stimulate discussion? Are you still making use of Let's Talk League in the units? It seems to us that the membership chairman has a vested interest in member attendance at all League functions.

ANNUAL MEETINGS With plans for annual meetings going full steam ahead, there are many extras that might be considered. How about rewarding those who pay their dues (and subscription service) at the meeting? A single flower or home-made badge or funny 10¢ store prize . . . almost any gimmick to attract attention could be used. Make full use of the bulletin, but don't give everything away . . . keep 'em guessing and intrigued. An agenda at each place is always helpful, and if the budget can stand it, every member usually appreciates receiving her own copy of the annual report. Do make a special effort to welcome the new members in one way or another.

Plan carefully for publicity coverage of your annual meeting. The new officers and Board members are usually good for a picture, but what about adoption of new Program? This is an excellent time to help explain League to the community - how the members choose the Program, and what they do with it after it has been adopted. Start now to develop community interest in what you plan to do.

State Board members' calendars are beginning to fill up . . . we like to be invited to your annual meetings (to speak or not) and would appreciate hearing from you as soon as possible. If a non-League speaker is planned, schedule his time carefully. WE think our annual meetings are fascinating - guest speakers may take an entirely different view.

Remember to have Bylaw changes reviewed by the state Board before they are presented - also, after your annual meeting, send a copy of the revised Bylaws to the state office.

BULLETIN EDITORS When you prepare your April issue and you remind your members that dues are now due, please include the amount of the dues. (\$7.50 is what is encouraged by your state and national Boards.) You might also like to include a description of your League's subscription service - the amount, the titles and cost of the publications members received during fiscal 1966-67, and the benefits to the member of taking advantage of this service (more background, therefore more knowledge, and better and more meaningful consensus). Ask your finance chairman if she would like to include a request for member contributions, too.

PUBLICATIONS If your League has a subscription service and you are preparing an accounting of the publications your members received via this service to appear either in your League's bulletin or local annual report, you might also list in another column those publications and their cost which the limited subscription service could not provide. It might have the effect of having your members asking to pay more for publications so that they could have all publications on all levels. Or individual members might want to purchase some selected additional ones.

Perhaps you could ask your local Board to authorize selected national publications to present to new members to augment the New Member Kit they will receive from the state office. National Continuing Responsibilities and With Continued Support (each 40¢) are national publications that are ideal for giving new members detailed background on national Program and making the new member feel right at home with League studies.

The two new Project Updates are now off the press--Election Laws and Constitutional Revision. If you have not already ordered them for your members and resource committees, now is the time to do so. Election Laws is 10¢ each, but because printers' prices have gone up, we will have to sell the Constitutional Revision Update for 15¢ each.

China: Sources of Information in Minnesota, published in cooperation with the World Affairs Center, is available in quantity from the state office. There is no charge. Your resource people should have a copy, and schools and libraries might well be interested in copies. It includes a bibliography and listings of speakers, films and tapes.

This is a good time to renew your efforts toward distribution of League materials. Chart out the manner in which you plan to supply your members with League materials next year and submit your plan to the members at your annual meeting. Consult your Local League Handbook on the different ways to distribute League publications to the members and use the method best adaptable to your League.

Find out if business firms in your community have publication racks where they display materials of current interest. If so, offer them our current League materials to display. Remember that the aim of League publications is that they be used as tools for carrying out the League's purpose. No matter how fine the tool, it is useless if it remains hidden in a box in the publication chairman's closet!

Have your school board members and school administrators received a copy of the Project Update: Minnesota's School System - Equal for All? They should have. Are you sending three copies of any new local publications to the state office? The national office should receive three copies also.

TAPES For your use, the state office is ordering a series of eight new tapes from national entitled Perspective. The first four should be in our office in a short time. They are:

"The League of Women Voters" - Mrs. Robert Stuart, President, LWV of the U.S. interviewed by Betty Grably, NBC, Washington

"Washington, D.C." - Based on the publication, When You Come to Washington and includes a "pitch" on D.C. Home Rule

"Economic Development" - Dr. John Adler, Director of Economic Development for the World Bank

"The United Nations" - Senator Frank Church, U.S. delegate to the U.N. interviewed by Mrs. Alexander White, LWV U.N. Observer

Each tape runs about 14 minutes and 30 seconds and is of broadcast quality. The second four tapes should be in our office the end of March. We will describe them for you in the March Memo.

BUDGET COMMITTEE As you prepare your visual aids for annual meeting, why not concentrate on the services that the monies will make possible, e.g. community meetings on Program, speakers, Voters Service, educational activities, etc.? Members will understand a fact sheet on a bond issue or a bus tour quicker and more clearly than \$50 for Voters Service or \$65 for community services. On your visual aid translate the monetary figure into a cut out of a bus or drawing of a flyer. Flannel boards are wonderful for this purpose. "A picture is worth 10,000 words."

Did you know that your duties do not end with the adoption of the budget at the annual meeting? Your committee would do a great service for your League if it would write up recommendations for next year's budget committee. Would you have done better had you had more "direction" from members and the Board, had you started earlier? Do you think the treasurer for 1968-69 should be nominated (or chosen) and perhaps sit in on next year's committee? What additional tools, tips, aids, materials do you need on the local, state or national level? Forward these last two requests to the state office so they will know your wishes, desires and tips. State Board members want and need your "direction," too.

If your committee has found it necessary and/or desirable to increase dues and/or subscription fees, remember that the two are, in a very real sense, separate entities. You can not really provide the member with all the publications she should have to be fully informed and participate in a meaningful consensus and provide the community with adequate services by combining the two - not if you're planning for several years ahead and for growth. It might suffice for one year, but after that either services or publications will suffer. Think ahead to 1968-69. Will your dues be adequate for the services your League will want to provide for member and community? Be realistic in planning sufficient revenue for services to your members and also to your community.

FINANCE If your League had a fall finance drive and you haven't been in touch with your contributors since then, why not send them a thank you letter, note or publications? You've had a wonderful year; your candidates meeting was a success, 80% of the electorate voted; you gave the schools and libraries copies of all Program publications - and you want to thank them for helping to make all this possible. That unsolicited thank you can make them feel proud to support an organization such as ours and feel appreciated, too.

If your term of office expires, are your files in good order? Are your tips and ideas (of what worked and what didn't!) in written form for your successor? Are your blue and white cards up-to-date and accurate?

If you're remaining on the Board and in the same portfolio, are you recruiting potential finance committee members.? For those Leagues which are planning an early September drive, it's not too early to start laying the groundwork for a smoother, less "pressurized" preparation period - you'll be able to vacation with a clear conscience and less worry.

When you prepared those annual reports for state and national Boards, did you forward any requests for additional tools, tips, advice, etc. that you felt you would like or need? Send them on now - it's never too late. This type of information and direction is invaluable to the state finance chairman whose ESP powers aren't too keenly developed. Thank you.

STATE ACTION To all Leagues that did their legislative interviews, a big THANK YOU. These contacts from all over the state give us a realistic idea of what areas of our Program have strong support and what areas are going to present problems.

You might be interested in how we're using these interviews. I was going to neatly summarize them for each lobbyist, but in reading and re-reading them, I thought they gave such a good over-all picture of the legislature that all of them are being circularized among the lobbyists. Each can read the comments pertinent to her area and get a general picture of the Senator or Representative who made the comments. The best part of the interviews for us was the fact that you all enjoyed doing them and so did the legislators.

Unfortunately, we don't yet have a full set. These are the Leagues that haven't returned copies of their interviews:

Albert Lea	Minneapolis (16 missing)
Alexandria	Minnetonka (29B Rep.)
Austin	Moorhead
Bloomington	Owatonna
Brainerd (Sen.)	Red Wing
Cass Lake	Robbinsdale (31B Rep.)
Cloquet	St. Croix Valley
Crookston	St. Cloud Area
Fergus Falls	St. Paul (all 18 missing)
Golden Valley	St. Peter (15A Rep.)
Greater Mankato Area	Silver Bay
Hutchinson	Wayzata Area
International Falls (64B Rep.)	Wells (Sen.)
Jackson	Winona
Mahtomedi Area	Worthington

Many of the legislators in these areas are key men, and it is essential that you make a contact with them. Please do these assignments as soon as possible.

We are enclosing copies of formal testimony already given before legislative committees concerned with modification of the local consent provision of the Home Rule Amendment, funds for the Water Pollution Control Commission, and rapid transit plans for the Twin City metropolitan area. The transit testimony was given in the name of the Council of Metropolitan Area Leagues, not the LWV of Minnesota, but we feel you should be kept informed about the work of CMAL at the legislature. (It is carried out under the supervision of the state action chairman.) We are also enclosing copies of limited Times for Action, one under our national item on Development of Human Resources and the other on a Lobby Disclosure bill. We are pleased with your responses to our Times for Action. This might be a good time to review policy on them as explained in the Local League Handbook, pp. 25-26.

LOCAL LEAGUE PROGRAM Most of you are well along in your local Program-making procedure. It is not too late, however, to review Chapters VI and VII in the Local League Handbook and also the first chapter in the excellent Indiana League publication, Local Program - How to Choose, Research, Present, Publish, Act, which we continue to recommend to all local League Boards. Don't end up with a local Program that has no future! Consider carefully CRs so that you can act under them. If you need advice, contact your consultant.

HUMAN RESOURCES You have received a general, national Time for Action asking that you contact your Senator and Representative explaining the Development of Human Resources position and the needs and programs in your community. Remember, you are expected to respond or to let us know why you have not. The fol-

lowing information is the kind of thing Congressmen are interested in.

On the whole, Minnesota can be proud of the programs that have been initiated under the Economic Opportunity Act. Three areas that have received national notice as being particularly successful are: 1) The Ramsey County Work-Experience Program under Title V - there are now just 40 employable males in Ramsey County who are not receiving some kind of training. 2) The CAP programs on Minnesota Indian reservations - these programs cover a range of activities, have included an inventory of available skills of Indians, a program where Indians are learning skills in housing industry while building homes, as well as youth programs. 3) The use of federal funds, both OEO and 89-10, made by the Minneapolis school system - includes an experimental junior high and an Urban Summer Program. Enclosed is a copy of letters to our Senators sent by Mrs. Whiting.

Two questions to the state Board this month indicate that a book highly critical of the Economic Opportunity Act is getting some circulation in Minnesota. The book is Pass the Poverty Please written by Patty Newman and Joyce Wenger and published by Constructive Action, Inc., Whittier, California. The book is described on the cover as "a shattering barrage at the Poverty Program - scandalous amusement . . ." The serious reader will not find it the least bit funny. It is an intricate combination of fact and fiction, truth and half-truths, all "documented" by referring to speeches or articles critical of the program.

Would Pass the Poverty Please be suitable resource material for a League meeting? No, unless you wish to use it as an example of irresponsible criticism. If, for instance, you want to know what went wrong in HARYOU, Harlem's anti-poverty program, go to your library and read back issues of the New York Times.

How can you answer someone who has read Pass the Poverty Please? Point out an obvious exaggeration such as blaming the Watts riots on the poverty program. Admit that there have been some problems in administration, but that none of the programs criticised occurred in Minnesota. Go on to talk about a program you know about that you regard as successful.

WATER The second session of the Enforcement Conference on Pollution in the Upper Mississippi was held February 28 and March 1 at the Leamington Hotel in Minneapolis. Recommended standards for the Upper Mississippi and its major tributaries were presented, and there was an opportunity for statements by agencies and citizens.

The investigation was conducted by the Twin Cities Upper Mississippi River Project of the Federal Water Pollution Control Administration at the request of the conferees at the first session in 1964. That Conference had been called in response to a joint request of the Governors of Minnesota and Wisconsin to abate pollution in the area and was called by the Secretary of Health, Education and Welfare.

The study area included the Upper Mississippi River from the Rum River at Anoka, 107 miles downstream to the outlet of Lake Pepin, the lower 110 miles of the Minnesota River and the lower 52 miles of the St. Croix River.

A number of League members attended this second Conference. Watch your newspapers for final reports. Enclosed with this mailing is a copy of the statement given before the Conference and a copy of the statement given before the subcommittee of the Senate Finance Committee requesting adequate funds for the Water Pollution Control Commission. (The same statement was given before the subcommittee of the House Appropriations Committee.) With the standards to be met as a result of the Pollution Enforcement Conference as well as the expanded duties under the Federal Water Quality Act of 1965, it seems imperative that there will have to

be an increase in personnel to get the job done.

Note: Senate passes National Water Commission Act, February 6, 1967, on a voice vote. This is the same bill passed by the Senate late in the 89th Congress. The bill now goes to the House Committee on Interior and Insular Affairs.

REMINDER: READ WATER RESOURCES IN THE NATIONAL BOARD REPORT, JANUARY 1967.

Notes from Congress:

Bills to establish the St. Croix National Scenic Riverway have been introduced in Congress. The bills are the same as that which passed in the Senate in the 89th Congress. Senators Nelson (Wis.) and Mondale (Minn.) introduced S.368 which was referred to the Senate Committee on Interior and Insular Affairs. Joseph Karth introduced H.R. 752, identical to the Senate bill, and it was referred to the House Committee on Interior and Insular Affairs.

Committee assignments dealing with water resources legislation:

House Committee on Appropriations - Odin Langen
House Subcommittee on Agriculture - Odin Langen
House Committee on Agriculture - John Zwach
House Committee on Interstate and Foreign Commerce - Ancher Nelsen
House Committee on Interior and Insular Affairs - none
House Committee on Rules - none
House Committee on Merchant Marine and Fisheries - Joseph Karth
House Committee on Ways and Means - none
House Committee on Public Works - John Blatnik

Senate Committee on Commerce - none
Senate Committee on Interior and Insular Affairs - none
Senate Committee on Public Works - none
Subcommittee listings are not yet available

Because of the limited number of local Leagues that have reached consensus on the metropolitan sanitary district study so far, we will not testify at this time on any of the four bills that have been introduced to date. If, at any time, it appears advisable for us to make a general statement on the need for an area-wide solution to the metropolitan sewerage problem, we will do so. This can be done under our national position.

BOARD MEMO

March 1967

We are just finishing the state League's annual report - thanks to all of you this is an impressive record of dedication, inspiration, ingenuity and womanpower. These reports will be summarized and included with the local League statistics in your Convention Workbooks.

You are to be congratulated on your activities of the year just ending. You should also be congratulated for your plans for the year ahead as reflected in your proposed budgets. The majority of you have indicated an understanding and acceptance of the need to provide adequate financial support for your League at all three levels. We recognize and appreciate the "stretching" this year's increased needs have necessitated. We understand and welcome your thoughtful letters in regard to support of state and national services - they will be most helpful to next year's state Budget Committee.

For those local Boards which are not proposing meeting the suggested pledge, we would like to suggest giving your members an opportunity to make this decision. Be optimistic with your leadership - show them some possibilities: for increased membership, for increased dues, for member contributions, for increased member participation in finance drives. But then you say, "Let's be practical." We must be practical by planning for growth.

CONVENTION Don't miss the deadline for second-round Program suggestions - in the state office by April 10. On the basis of your second-round suggestions, the state Board will finalize its recommendations to be made to the Convention. You should receive these in the Convention Workbooks the second week in May if your Convention registrations are in the office by May 5.

With legislative activity becoming more lively each day, we can expect an interesting evening with Frank Wright and Frank Premack, legislative reporters for the Minneapolis Tribune. The banquet is open to guests, including husbands (no registration required, but reservations must be made in advance). It is possible that many members who cannot get away for daytime meetings would be able to come to our Convention banquet. We can reach all the members through the Minnesota VOTER - we need your help at the local level, too, to promote attendance of visitors at Convention.

Have you sent in your nomination for the Hope Washburn Award?

Don't forget that added Convention attraction this year - the box lunch, bus tour of Rochester at noon on the 23rd. Register for it on the Convention registration blank and include the price of the lunch in your check. The small charge for the bus will be paid in Rochester.

EQUALITY OF OPPORTUNITY On March 15, after evaluating the consensus reports sent in from the Leagues, the state Board approved the following position statement:

The League of Women Voters of Minnesota believes that the state of Minnesota has a responsibility to ensure equality of opportunity in education.

Because racial imbalance threatens equality in education, the entire state

should be concerned. The League favors the state having power to investigate, to set and enforce standards and to give extra financial help to achieve these standards.

The League of Women Voters believes that the state should work to achieve equality of opportunity in education through the organization and consolidation of elementary and secondary schools to create districts which meet state standards.

Your consensus reports indicated an understanding of the problems and good membership participation in discussion and decision-making. There was strong agreement in support of state involvement in the three areas under consideration:

- a) Encouragement of state involvement in meeting the problems posed by de facto segregation.
- b) Involvement in efforts to increase high school size so that an adequate education can be assured.
- c) Involvement in efforts to bring about school district consolidation.

Most of you were generous with your comments which we appreciated. Every effort was made to evaluate your comments in preparing the statement of position.

Fifty-three Leagues responded to the request for consensus by the deadline. The comments showed great interest in the subject and indicated lively discussion. As examples:

"The State Board of Education will have to enforce solutions to problems that are continually ignored at the local level."

"Boards, local and state (and the legislature), must dedicate themselves to upgrading the poorer schools. As the poor school has no really effective lobby, then the educators and legislators must serve as their lobby."

"We feel this (de facto segregation) is a problem of the entire community and state - not just the school district."

"We feel this (abolishing the common district) would have to come from the legislature as it is too emotional a problem for the local districts to handle."

". . . should be planning for facilities at the time consolidation takes place."

"State should determine boundaries so that two or more very small schools will not consolidate and still be too small for good quality."

The "other" educational problems produced a varied list of local, state and national issues. Some of these could be the basis of further study if member interest were sufficient. Vocational education was mentioned by 20 Leagues; 13 mentioned teacher training and teacher requirements. State financial aids, educating migratory workers' children, teaching the handicapped, teaching the gifted and talented were also mentioned.

What happens next? The League has had an observer following the course of H.F. 156, the bill to abolish the common school district. The House passed this bill on March 23. The League will now be lobbying for this bill in the Senate. The League has written the State Board of Education informing them of the results of our study and urging that an advisory committee be created to aid the State Board of Education in finding solutions to the problems of racial imbalance. A copy of the State Board of Education's policy statement on racial imbalance and discrimination in public schools is included in this mailing.

Some of you did not use the League publication, Changing Patterns, as resource for your study. We recommend its use in preparing for action in the Senate. The bill is being supported on the basis of providing equality of opportunity.

ANNUAL MEETINGS, REPORTS With annual meetings come changes of officers, new Programs, new budgets, new Bylaws, etc. Enclosed are forms for reporting this information which should be sent to the state office immediately following your annual meetings, so that mailings can be correctly addressed and so that various state Board members can have the information they need from these forms as soon as possible. We mentioned before the importance of sending to the state office a copy of revised Bylaws.

Don't forget, too, to appoint a committee (or have your Board authorized) to approve the minutes of your annual meeting. You don't wait until the next year for this.

TREASURERS Are you planning to have a special table or place at your annual meeting at which your members may start off the "New Fiscal Year" right by paying dues? publication or subscription service fees? make a member contribution? Good! Don't forget to take some change along for those who might request same. Also, please make sure that all the Board members, especially the new ones, set a good example by paying their dues promptly - if not at the annual meeting, at least no later than the first Board meeting after that time.

If you should ever be unable to attend your Board meeting, please arrange to have some other member make the report for you. This monthly report should be fully recorded in your League's minutes and should, as a minimum, contain the following information: the present membership, cash balance on hand at the beginning of the month, total of income for the month, total disbursements for the month, and cash balance on hand at the end of the month.

MEMBERSHIP You may feel that this is not the season to be out scouting for new members, but don't fail to use the upcoming Convention for community publicity to attract new recruits. You will want to get publicity in the newspapers concerning the proposed state Program and about your local League members who will be attending. This is a good time to talk Program-making to your newer members and to explain the League "way" to prospects. While you probably will not want to send a brand new member as a delegate, she would make an excellent visitor. A visitor's badge is transferable so several members can share the two-day Convention on this registration. Participation and involvement of members, both new and old, is vital to the health of your League; the Convention is an exhilarating and exciting phase of your League cycle. Use this democratic and stimulating process to revitalize your membership.

FINANCE In preparing your local annual report, were you satisfied with the amount and number of member contributions? Are your members aware that dues are 2.1 cents per day if your League has adopted the recommended \$7.50 annual dues? (This dues amount was adopted as a goal by the delegates to the 1962 National Convention.) Are your members also aware that the daily League average expenditure, at all levels, is about the cost of a nickel candy bar? Many organizations which are not of the public service nature of League pride themselves on dues of 5, 7, or 10 cents a day. Perhaps if our members were aware of the bargain they are getting for their dues, they would be more inclined to make a member contribution - maybe the cash equivalent of a pack of cigarettes a month.

Say, did you see in the National VOTER the tremendous response which The China Puzzle has received? Was your League able to give copies of this excellent publication to those special contributors with a foreign affairs interest? If your League donated some of these publications to the schools for the students to use in the classes, thank your contributors for making this possible.

PUBLIC RELATIONS Six of the eight "perspective" tapes from the national office have arrived in the state office and are available to be borrowed by local Leagues. These tapes have been prepared for use on local radio stations. They may also be used for membership meetings, unit meetings, public information series, etc. (See the national League Memorandum of February 27, 1967.) If you wish to use the tapes we have, you may request them. This will require some planning and scheduling in the state office so that several Leagues will not plan to use one program at the same time. Unfortunately, there is no way for us to duplicate the tapes we have. They will be loaned directly. Please consult the material you received from the national office for a complete list of available programs.

PUBLICATIONS We are sending to the Social Studies Departments in secondary schools throughout the state a "Special Offer to Schools Flyer", a sample of which you will find enclosed. We hope that you will go on from here helping to distribute the publications listed on the flyer in your community. Leagues have scarcely scratched the surface in this area.

STATE ACTION One of the best things about being Program chairmen on the state Board is reading your reports and comments about what you've done with the Program and what you've thought of the materials and workshops we have prepared for you.

The state action chairmen of 37 Leagues have sent reports so far. In going through them, several areas show up, and we thought you might be interested in a summary. First, none of you mentioned the pre-caucus activity we know local Leagues did - urging members to go to the caucus of their party and to offer resolutions implementing League positions. We have such good support in the party platforms for our positions, and we want you to take some credit for it.

Second, almost none of you mention (as a part of your state action) your legislative interviews done between election and the beginning of the session. They definitely were an important part of state action - both in letting your legislators know your areas of concern and in getting you interested in the state legislature.

Third, several of you mention answering the lobby regulation Time for Action then later say you haven't received Project Updates: Election Laws and Constitutional Revision. These two Updates were available several weeks before the lobby regulation Time for Action was sent out so check within your own League to make sure you are being notified promptly about state action material as well as Program material.

It is so interesting to follow a League that is strongly concerned with and effective in state action. When we asked for your Board lists last spring, you had a state action chairman. She promoted caucus participation; she did good legislative interviews promptly, and she thoroughly enjoyed it. She came to our State Action Workshop, planned a unit meeting using material from that Workshop, worked in the green Position VOTER and the legislative interviews at the meeting, and hoped the Project Updates got there in time! She saw that her members were encouraged to subscribe to the Capitol Letter. She stirred up interest in the Legislative Observers Program, arranged to meet legislators for lunch, has in some places had legislators in for a meeting on what they see as mid-session accomplishment, is planning a post-session meeting, responds intelligently and quickly to Times for Action.

In short, when you have followed through on state action, your enthusiasm and your League's interest in the legislature is so obvious in your reports, in your response to League Program, in your attendance, your subscriptions that it communicates itself in many ways to me and to the state office. You all make being state action chairman a great job!

BOARD MEMO

April 1967

One copy of this mailing is being sent to your president by first class mail, and the rest will come in the usual third class category. We are doing this as an experiment because we appreciate the problems created for you with unpredictable delivery of third class mail. Let us hear your reactions at the Presidents Workshop.

There will be no May Board Memo - we will see you all at Convention!

CONVENTION Remember, advance registration deadline is May 5. We plan to start mailing out Convention Workbooks soon after that date.

We are pleased to see you have promoted attendance of your members at Convention. Don't forget the social hour and banquet Tuesday evening are open to guests. We believe we have an interesting evening planned with the two Minneapolis Tribune reporters giving us an informal resume of what has been happening at the legislature. Why don't you appoint someone in your League to handle the details of Convention attendance for your League? Not all members have all the information about how much, for what, when, etc.

We like to think that "the more the merrier" is the feeling pervading our entire Convention. As we gather to take care of our business, we also have much to gain from sharing ideas with each other.

Exhibits: What better way to do that than through exhibits. We know you all have something you can bring along to put on display - let's all toot our own horns a bit! Bring your scrapbook or bulletin board with pictures or a display telling the story or stories of your achievements. This is an excellent opportunity to sell publications (giveaways are always popular, too). If there are questions about space or things you need to set up your exhibit, contact the state office.

FIRST ROUND Our apologies to those of you who may have been confused by the STATE PROGRAM March VOTER. The headline should have indicated that the information presented on Proposed Program was the First Round. It was important for all of you to participate in the second round - over 50 Leagues did, and all of your suggestions were carefully considered by the state Board in preparing the final recommendations which you will receive in the Convention Workbook.

LOBBYISTS AS DELEGATES Has it occurred to you that those dedicated members of your League who have been serving as League lobbyists are eminently qualified to serve as part of your delegation to state Convention? We would all benefit by your sharing their expertise with us in this manner.

PRESS RELEASES Enclosed with this mailing are copies of two press releases to be adapted for your use. You will note that one is planned for the week before and one for opening day. Don't forget to send us clippings for it helps our future planning to see how you are able to use these suggestions.

NATIONAL COUNCIL Please, can you advise Mrs. Janski and Mrs. Watson, our Council delegates? They would like to have your suggestions, specific and general, too, as to what you would like or feel you need to do a better job with national Program. The emphasis this next year will be on action on all but our Red

China study. We are enclosing a sheet to use for your suggestions which we would appreciate having in the state office by May 5.

The organization emphasis at Council will be on membership, including displays, so your ideas and suggestions in this area would also be most welcome - and any special materials you used which could be displayed or shared would add to our Minnesota "story."

ACTION COORDINATORS Don't forget to keep in touch with the Action Coordinator for your congressional district. Send her copies of all official League correspondence with your Congressmen and notify her of interesting, pertinent responses you receive. (Copies of your letters also go to the state office.)

NATIONAL ITEM CHAIRMEN The April National VOTER gives an excellent summation of the present status of League items in Congress. Call it to the attention of your members and urge them to save it for use in writing their Congressmen.

Home Rule for Washington, D.C.: The League of Women Voters of Buffalo reported that they discussed this subject with Congressman Zwach last month. Mr. Zwach stated that he is in general agreement with the League position, but that it is hard to stir up interest in Congress. He feels that the best help he, as a freshman Congressman, has is a sheaf of letters from home indicating the concern of his constituents. Buffalo is planning to review the League position in its April unit meetings and to encourage members to write letters. Minnesota has three representatives on the District of Columbia Committee - Zwach, Nelsen and Fraser. League members in these districts might follow Buffalo's example.

Apportionment: Minnesota is one of 32 states that have memorialized Congress to call a constitutional convention for proposing a constitutional amendment similar to Senator Dirksen's proposal. Resolutions have been introduced in both houses of the Minnesota Legislature asking that Minnesota rescind its resolution of last session. We do not presently expect these efforts to be successful, but watch your Capitol Letter for further details. Both Senators from Minnesota, McCarthy and Mondale, have opposed the Dirksen Amendment in the past.

Liberty Amendment: The Capitol Letter has kept you informed of League activity against this Amendment. It seems testimony for and against this old war horse has become a part of the ritual of the Minnesota Legislature.

Development of Human Resources: In mixed metaphors, the New York Times of April 16, 1967 summed up the status of OEO legislation as follows:

"It was probably inevitable that the Johnson Administration, by upsetting political applecarts all over the nation through encouraging the poor to be assertive, would eventually find itself paddling around in a sea of bitterest vinegar."

The Times went on to add that, "To some of the program's staunchest friends, the Administration's proposed changes in the anti-poverty law are viewed sadly as a complete scuttling of the OEO's prime role - that of testing new theories and trying new approaches." See the April National VOTER for details of the Administration proposals.

The Republicans have offered their own anti-poverty program, the Opportunity Crusade. Their proposals include the abolition of the Office of Economic Opportunity and assignment of its responsibilities to other government agencies. CAP programs would be under the Department of Health, Education and Welfare. They also place emphasis on greater involvement of states and private industry and would stress job training and placement.

The Office of Economic Opportunity Federal Information System gives these facts on OEO programs operating in Minnesota.

• • Relative position of the state of Minnesota:

18th in population
21st in number of poor
20th in total OEO funds

- • Based on a census survey using 1964 income, 1965 population and a sliding scale by size and location of household, the total poor in the state was estimated at 571,900. This is 16.1 percent of the state's population. Of the total poor, 37.3 percent live in urban areas.
- • OEO programs operate in 86 of 87 counties in Minnesota.
- • Eighty counties have Community Action Programs. The counties which do not are Dakota, Olmsted, Washington, Mower, Faribault, Wabasha and Freeborn. The three county group of Mower-Freeborn-Faribault did submit applications for CAP planning grants, but by the time they were received in Washington, the OEO had ceased to fund new councils.
- • The Neighborhood Youth Corps has reached 17,114 youths in 65 counties.
- • Headstart enrolled 3,074 children in the summer of 1965 and 5,532 in 1966. Fifty-five counties had Headstart programs for the summer of 1966.
- • Fourteen counties have work-experience programs. These programs have involved 4,560 families. The counties are Otter Tail, Wadena, Itasca, Koochiching, Cook, Lake, Becker, Mahnomen, Beltrami, Cass, Todd, St. Louis, Hennepin and Ramsey. Men and women have been trained in nursing and dietary skills, clerical, food handling, carpentry, building repair, maintenance and many others.
- • Total federal OEO funds for three years are \$41,243,309. The people reached number 176,397.

Facts and figures can give little feeling of the impact of the programs on individuals. A woman employed as a neighborhood aide in the Minneapolis schools tells us that her son has won a four year scholarship to Michigan, and last year it looked as though he was going to drop out of high school because there was no way the family could finance his last year in high school. A man in Ramsey County, steadily employed for fifteen years, found himself a member of the permanently unemployed when his employer shut down a plant. Unable to read or write, he could not fill out an application for a new job. Basic Adult Education has made him employable, earned him new respect in his family. "I can read better than most of my kids now," he says. An ex-AFDC mother talks of her job as a hospital aide, "I walk in a room and the people are glad to see me because I am there to give help, not take it . . . I bought my daughter an orange suit for Easter, and I didn't have to ask anyone for a clothing allowance."

This information can be used in your bulletins.

FINANCING GOVERNMENT CHAIRMEN The March issue of Minnesota Municipalities has two interesting articles on finance. "The Growing Crisis in Municipal Finance" is concerned with the needs of cities and villages, while "Some Alternatives to the Property Tax" is a short review of the study done for the Metropolitan Mayors Committee. Another article on property tax is coming out soon - perhaps in the May issue. All of these would make good background material for your

committee. These magazines may be available in your local library, from your local officials, or perhaps your League would like to subscribe to Minnesota Municipalities. It often contains material of League interest. The cost is \$3.50 per year (single copies, 50¢) and may be ordered from the League of Minnesota Municipalities, University of Minnesota, Minneapolis, Minn. 55455.

STATE ACTION In one short month the 1967 legislative session will be over, and you
CHAIRMEN can lay down your pens until 1969 (although we did testify in favor of annual sessions on April 18). Do use your bulletins, your unit chairmen and your own phone list of League members to finish our Calls for Action with good results. Your lobbyists need your support now in these hectic closing weeks. Election laws, amendments, water, Indians, fair housing, school consolidation, and local consent all may need local League contacts with your legislators. KEEP UP THE STATE ACTION EFFORT.

We hope that all of you who have been directly concerned with our legislative program are going to be delegates to the state Convention. You know better than anyone that interest and concern of local League members in the legislature depend on our being involved in items the legislature is concentrating and acting upon. We need current positions on controversial items to remain vital. Success in lobbying is rewarding for members and being able to act in important areas is stimulating. Do keep this in mind when we consider the direction of state Program for the next two years.

Included in this mailing are copies of statements made before various legislative committees during the past month. We include these so you will be aware of our activities in your behalf "on the hill." Also included for your information only are copies of two limited Times for Action. These were sent originally only to those Leagues whose legislators serve on the committees involved, and only those Leagues are expected to respond. Once again we send them to you so that you and your members may be kept up-to-date on all our activity in the legislature. The enclosed card requests information on your response to the general Time for Action on funds for the Indian Affairs Commission that was sent to all Leagues last week. The copy of Provisions of States for the Joint Election of Governor-Lieutenant Governor was made up for the use of legislative committees involved in possible legislation on this item.

PUBLICATIONS This is the time to order your Duplicate President's Mailing (state) for the new League year. It runs from June 1 to May 31 and now costs \$6.50. You will definitely want your state item and publications chairman to have a DPM. Your Board may find it desirable to also supply other chairmen with this mailing. To order, use your publications order blank - listing name and address for each mailing. Your League will be billed.

The new 1967 Publications Catalog will be ready in time for the Presidents Workshop before the state Convention in Rochester.

VOTERS SERVICE Spring '67 comes before Fall '67 --
Is Fall '67 before YOU . . . this Spring?
or
An Investment Primer for Voters Service Chairmen

Is this the year you've been saving for? All that interest in voter education, community information that's been compounding during week after week of election Voters Service? The time to invest it in a full-blown citizen education project is NOW, this Spring! Time to review your speakers bureau services to other organizations, evaluate your current youth VS projects -- or initiate one with a different youth organization, in addition to the ones you've already served.

Don't discount the fact that other organizations are also winding up their program year along about now and selecting new officers. You may find prime interest among these new program chairmen in planning a joint citizen education project within their organizations as part of on-going program - or a community-wide open meeting jointly sponsored by your League and their organization. You'll find security in knowing that if you plan now with other organizations you'll be reaching them in their own planning stages and watch your stock go up when you find a mutual interest in local government to explore together!

You'll not have to mortgage your entire VS program to this project - by beginning now you can better estimate your needs and recruit the necessary consultants from among your members - and perhaps enlist assistance from others in the community (a speaker from the planning commission, the city council, the library board?).

The bonds between the League and the community will be strengthened by a lively project in citizen awareness. . . such as an A-B-Cs of local government seminar, a know-your-county-government go-see tour, or a get-acquainted-with-state-government (featuring reports by your legislators fresh from the 1967 session and ready to answer questions on committee operation, interim commission assignments . . . you name it!).

C. D.s like these earn fantastic interest! C. D.? Community Discussions, naturally! When you deal with youth, you deal in futures - future citizens actively involved in meaningful citizenship activities. (See your copy of Voters Service Sights the YOU in Youth.) Ordinary interest of voters can be compounded - payable on demand during 1968!*

FINANCE In the April 1967 issue of Changing Times, The Kiplinger Magazine, there is an excellent article on fund-raising which every finance chairman and solicitor should read. The article, entitled "How to Ask Your Friends for Money," begins on page 35. If you don't subscribe to the magazine, visit your local library to read it and take notes. That's Changing Times, April 1967, page 35.

Did you remember to ask your League members, solicitors and non-solicitors, to evaluate your League's 1966-67 finance drive? Good! Are you and your committee including the workable suggestions and constructive criticisms in the 1967-68 finance drive plans? Remember, the more involved the individual member is in all League activities, not just finance, the more active she becomes; the more active the members are, the stronger the League will be; the stronger the League is, the more it can and will fulfill its purpose.

TREASURERS Now that the League fiscal year of 1966-67 is over, you should have prepared an actual Treasurer's Year-End Report. This should show the adopted 1966-67 budget, the actual amount of expenditures and income for each category, and either the percentage or dollar amount each category is over or under the budgeted amount. This report should also show the total cash balance on hand as of April 1, 1966 and March 31, 1967 and the total membership of your League. This report is easier to understand if each member of the League receives a copy of it. If you didn't have the books audited before your annual meeting, and your members didn't have this report available for their perusal then, you might want to include the report in your bulletin. Please return a copy of your report to the state office on the enclosed form. The final Treasurer's Report is accurate, not estimated as were the annual reports submitted earlier.

* Our next statewide election year begins just eight months from now!

BUDGET COMMITTEE A heartfelt thank you from your state Budget Committee. Those local League budgets which have thus far arrived in the state office (remember, five copies are to be sent) show that you have been building blueprints for League activity and generally are optimistic about growth. Thank you for a job well done.

VISUAL AID Once again, we are appealing to you for 35 mm. color slides of League activity. We would like to borrow them long enough to make copies which we can use in updating our series "The League at Work." Please send them directly to the state office.

SPEAKERS BUREAU Many organizations we should be reaching start making plans for next year's program in the spring. Do they know about your speakers bureau? They should. Dust off your Tips on Reaching the Public and turn to Chapter IV for ideas on "Organizing and Operating a Speakers Bureau" and also dig into the files for the material we sent you last fall on a speakers bureau. Being available with your suggestions at the right time can mean so much to the successful operation of your speakers bureau.

BUS TOUR By now you have received additional information from Rochester about the box lunch bus tour. We hope many of you will take advantage of this inexpensive, "fun" Convention event. We also call your attention to the Mayo tour on the 24th. This has been set up in response to a number of requests so take advantage of it if you possibly can.

NOTE: The May topic for Town Meeting will be "Pollution" with special emphasis on water pollution in Minnesota and the recent federal report. The first telecast will be May 7, 6:00 - 10:00 p.m., on Channels 2, 8 and 10.

BOARD MEMO

June 1967

OUTLOOK FOR WORK

"State Your Preference" was the theme of the 1967 State Convention. This you did as you adopted state Program, including a brand new item, elected officers, adopted a budget, gave direction from the floor of the Convention and wrote your evaluations of the general proceedings. Now the state Board has the responsibility of implementing your decisions and providing the necessary leadership which will help all members to carry out the basic purpose of the League.

Our exciting new state Program, combined with national Program and your own local agenda, should be a challenge to present members and an interesting venture for prospective members. Is it? Really? To keep our members and reach the goal of a 10% increase in membership, careful planning is vital. Planning interesting unit meetings with a variety of discussion techniques is a good beginning. Involving members so that each one feels an important part of the decision-making process and a concern for carrying out those decisions is one sure way to keep our members and to add new people to our membership lists. The wise use of the members' special talents and interests is another way to provide personal satisfaction in League work. What will you plan? With the variety of activities offered through our three levels of Program and Voters Service, there is a place for everyone in the League of Women Voters.

The purpose of this Outlook for Work is to guide you and give some direction as you plan for the year ahead. Further details and suggestions will come to you monthly through issues of the Board Memo. Our next Memo will be mailed after the August state Board meeting. The state Board meetings this next year will be the third Tuesday of the month. You will note that we have not listed publications after each portfolio. This is because your president has been given Basic Publications Needed by Local League Boards; additional copies are available from the state office at 5¢ each. Included in this mailing is the current list of state Board members with their committee assignments - as further appointments are made, you will be notified - a list of local League presidents, Bylaws of the League of Women Voters of Minnesota as amended by the 1967 Convention and publications catalogs for each Board member (your president received one at the Presidents Workshop).

You have heard this statement many times, but it is worth repeating. "Your state Board is organized to serve you." Let us hear from you. We look forward to working with you and meeting many of you personally. We cordially invite you to attend a state Board meeting; we do ask that you let us know in advance. Sometimes our meeting space is limited.

1967 CALENDAR PLANNING

Summer is the season for planning your League calendar. Local Leagues use various procedures, but here are some basic guidelines.

Preparation for Calendar Planning

1. Evaluation of work of past year by each Board member.
2. Publications provided for Board members in advance of calendar planning session:
Local League Handbook, National Board Report - May 1967, Outlook for Work - June 1967. (See also Basic Publications Needed by Local League Boards - May 1967.)
3. Calendar planning should be scheduled before September 1 at a time when all Board members can be present. Very little other League business can be handled at this meeting.
4. The president should plan the agenda well ahead of time and send it to each Board member with specific instructions as to what will be expected of her.
5. Ask your secretary to prepare a large calendar to mark dates and activities as the meeting proceeds. Each Board member can use the calendar attached to her Outlook for Work.

Planning Procedure

1. Review Recognition Standards.
2. Study and follow suggestions in Local League Handbook on Board Planning, pp. 10-12, and Planning Program Development, p. 27.
3. Make broad plans for whole year with fairly definite plans for the first three or four months. Allow for flexibility!
4. Give realistic consideration to publication dates given by state and national Boards allowing sufficient time to prepare for planning sessions and/or briefing sessions.
5. Check local, state and national Bylaws so that all deadlines may be met. Consensus reports must be received in the state or national office by deadline in order to be considered.
6. Some plans and suggestions for League activity are found in the National Board Report and in the Outlook for Work.

Plan a great League year. Remember, the sky is the limit! Or, in League lingo, you are limited only by your imagination, enthusiasm, womanpower and money!

STATE PROGRAM

Financing Government in Minnesota: Evaluation of revenue sources with consideration of state and local needs, emphasizing property tax reform.

The first two years of our study we have learned how state and local governments are currently financed in Minnesota (this will change somewhat with the new law), and we have evaluated property, income, and sales taxes. At Convention you stated your preference for concentrating on the property tax and trying to reach consensus. Consequently, our main effort this year will be directed toward reaching consensus in the field of property tax administration. We are planning a Facts and Issues-type publication as further background for reaching consensus. This probably will include for example: exempt property, training for assessors, the classification system, and the assessment of industrial property by the state. It will be ready by November 30th, so you can plan your meetings for January or February. Consensus reports will be due in the state office by March 11th.

Since the legislature did pass a new excise tax law, we will want to look into it and its possible effects. We plan to devote the October VOTER to an analysis of our new law. Since this will be going to every member, you will not need to schedule a meeting on this aspect of the topic unless you wish to. You will probably be interested in watching the papers as the new law is being implemented. There already have been articles about the tax department's attempts to get themselves and everyone else ready to start collecting the tax by August 1st.

As we mentioned in an earlier Board Memo, the monthly magazine of the League of Minnesota Municipalities has currently had some articles of interest in this field. You also might find it valuable to talk to your own local or county assessor about his ideas for administrative reform. He is obviously very close to the problem and can give you a very good case for his side of the question.

Organization of State Government: Evaluation of the structure and procedures of the legislative and executive branches of Minnesota state government.

Scope: During the first year of this study we will take a broad look at the structure and procedures of the legislative and executive branches of Minnesota government. We will look at

1. What we have.
2. What reformers say we should have.
3. What critics feel are impractical or misguided in reformers' plans.
4. What are the obstacles to needed change.
5. How many needed changes best be obtained.

Political scientists agree that reform of the legislative and executive branches must be considered as a total package. One or two isolated reforms will perhaps be helpful but will not really assist the state in reaching an imaginative and timely solution of today's pressing problems.

In the area of the executive we will consider such questions as

1. What are the duties of the governor.
2. What staff and organization is directly available to the governor.
3. What is the relationship between the governor and his party.
4. What is the relationship between the governor and the executive.
5. How many boards and commissions are directly accountable to the governor.
6. How does the governor determine policy.

In the area of the legislature we will consider

1. What services are available to legislators, both clerical and research. Are they adequate.
2. Length of sessions.
3. Size of legislature.
4. Role of committees, number, method of making assignments, number of assignments held by individual legislators.
5. Procedures of the legislature in considering bills.
6. Role of the legislature in making policy.

We will also consider the relationship between the executive, the legislature and the citizen. Who really makes policy?

Material you can expect from state: We are now in the process of revising You Are the Government, a handbook of state government. This booklet describes the structure of state government - what we have now. This will be available in October. The November-December VOTER will be a special six-page issue outlining areas where change may be needed. We are planning a brief publication outlining present state positions, a number of which relate to this study.

In addition there will be some supplementary material available for resource leaders, possible a series of short research papers on various aspects of the legislature and the executive. We will also send you background material on League positions such as party designation, joint election of governor and lieutenant governor, short ballot, adequate legislative session and lobby registration. There will be further details in the August Board Memo.

Local League Meetings: We feel local Leagues will need three meetings on this item if we are to reach consensus in time for meaningful action at the next legislative session, January 1969. This could mean two meetings this year and one the following fall. October workshops on Meaningful Meetings will be held throughout the state giving suggestions for the presentation of this item.

Role of Council: At our state Council in April we will determine direction for this item for the following year, selecting areas for consensus. Each League will be sent a report form to help the state Board in making recommendations to the Council. This report form will not contain consensus questions. As chairman of this item, you will want to make plans to attend Council.

What you should do before the material from state comes:

1. Form a committee right now. This is an ideal topic for a large local League committee. As a new item, it will be attractive to the new League member. It will also hold attractions for the old League member who remembers previous League studies in this area. If you are a small League, you will want to consider a joint resource committee with a neighboring League. Your committee could meet monthly, acting as a discussion group. Ideally, you should have a resource leader from each unit on your committee.
2. Interview your legislator. If your legislative district contains several local Leagues, please arrange a joint interview. Before you go, review present League positions as contained in the Convention Workbook and your Capitol Letters. It would be helpful if you relayed to the state office any pertinent comments your legislator made. Your report need not be formal. Tip: In talking to your legislator it is much more tactful to speak of strengthening the legislature rather than reforming the legislature.

3. Check your local library for available material. If you explain the League study to your librarian she may well be willing to purchase some books in this area. Some librarians plan special displays or have a "reserved" table the month the League is studying the item.

4. Begin assembling your own League circulating library. There are a number of publications available in paperback at reasonable prices.

Short bibliography: Here are some of the kinds of publications you and your committee will want to read:

A textbook on state and local government: We recommend State and Local Government by G. Theodore Mitau or State and Local Government by Joseph F. Zimmerman. There are a number of other books available.

Politics in Minnesota by G. Theodore Mitau, an interesting account of Minnesota's party organization and nonpartisan legislature.

Minnesota Legislative Manuals: Published every other year by the Minnesota Secretary of State and obtainable from your legislator.

Legislative Manual, 1965-66, 1967-68, Special Edition for Young Readers, obtainable from Joseph L. Donovan, Secretary of State, State Capitol, St. Paul, Minnesota.

History of Minnesota: William Folwell's History of Minnesota in four volumes is classic in describing Minnesota's early development. Minnesota, A History of the State by Theodore C. Blegen is more recent. The last two chapters are pertinent to the League study.

One or more books on state legislatures: State Legislatures in American Politics published by the American Assembly describes the structure of state legislatures and makes suggestions for improvements. The American Legislative Process, Congress and the States by William J. Keefe and Morris S. Ogul describes and analyzes a vast quantity of literature on the Congress and state legislatures.

American State Legislatures: Their Structures and Procedures published by the Council of State Governments contains charts on the composition, compensation and other organizational and procedural aspects of state legislatures and indicates recent trends and current developments. A variety of other books and articles are available on legislatures.

The state Convention adopted a single list - no differentiation between Current Agenda and Continuing Responsibilities. Four of the six items are to be regarded as action items with no new study anticipated this year. The four "continued support" items are Election Laws, Equality of Opportunity, Lobby Regulation and Conflict of Interest, and Constitutional Revision. In October we will publish a pamphlet giving a brief background on the positions contained in these four items. There also will be some additional material on positions that relate to the new state study, Organization of State Government.

We have suggested that state Equality of Opportunity might be combined with the national Development of Human Resources in a single portfolio. The other three items may be handled by your legislative action chairman, looking forward to precinct caucuses and action at the 1969 Legislature, or they might be combined with the national Continuing Responsibilities in a single portfolio.

Election Laws: Support of party designation for legislators and improvements in election laws in the fields of campaign practices, election procedures and voting.

Our current three-pronged item deals with party designation, campaign practices and election laws. We also have included support of the short ballot and the election of governor and lieutenant governor as a pair under this item. See the Capitol Letter for an account of our lobbying activity in this field. Refer to the Convention Workbook for an accurate list of positions. In listing our positions we have retained those which are clearly the result of study and consensus, those on which members are informed, that continue to receive legislative attention and which need legislative action to implement.

Equality of Opportunity: A. Support of policies to insure equality of opportunity in employment, housing, public accommodations, education and other public services for all citizens. B. Support of commission administration of anti-discrimination laws. C. Support of state responsibility for Indian citizens.

See section on Development of Human Resources.

Lobby Regulation and Conflict of Interest: Support of legislation to regulate lobbying and conflict of interest.

The League has placed emphasis on full disclosure in regulating lobbyists and conflict of interest. Part of our lobbying position has been realized through House and Senate Rules - registration of lobbyists, names of employers and kinds of legislation involved. The real meat, disclosure of lobby expenses and the source of lobbyists' money, has not yet been achieved.

Constitutional Revision: Support of constitutional revision based on previously reached positions as follows: A. an easy amending process. B. Regular and equitable reapportionment. C. Legislative sessions of adequate length. D. Provision for a post-auditor.

Regular and equitable apportionment, legislative sessions of adequate length, provision for a post-auditor, all relate to the study item on Organization of State Government. Part of our position on a constitutional provision for regular and equitable reapportionment includes a prohibition on increase in the size of the legislature. Delegates to the state Convention expressed considerable interest in examining the present size of our legislature, and this will be done under the new item.

By action of the Convention the old League position for a constitutional convention was dropped. Since our original study in 1946 the constitution has been substantially improved by a series of League-supported amendments. The League position for an easy amending process which would a) retain a simple majority vote by the legislature in proposing an amendment and b) require a simple majority of those voting on the question for ratification was retained.

NATIONAL CURRENT AGENDA

Development of Human Resources:

Support of policies and programs in the United States to provide for all persons equality of opportunity for education and employment. AND

Equality of Opportunity. (See State Program for wording.)

Logic seemed to dictate combining the national item, Development of Human Resources, and the state item, Equality of Opportunity under one chairman. You may wish to combine these items under one Board member on your local Board. If not, your two chairmen should coordinate their activities carefully.

At the state level we will be watching the organization of the new centralized Department of Human Rights formed by consolidating the State Commission Against Discrimination (SCAD), the Governor's Human Rights Commission, and the Governor's Commission on Status of Women. We will keep you informed on activities of this enlarged department as it moves with its somewhat changed administrative procedures. The last issue of the Capitol Letter contained information on this. We will watch application of the new law which brings sales and rentals of privately-financed single dwellings under the Fair Housing Law.

Activities of the Indian Affairs Commission and its progress in helping Minnesota Indians reach the goals spelled out in our League positions will also be watched. The Minneapolis League is currently studying the problems of Twin City Indians. Material will be available in the spring.

We will keep you informed on school consolidation under the 1967 law requiring that all districts must have high schools.

On the national item, Development of Human Resources, we see our role as a "middleman," keeping you posted on what is happening in Minnesota and working actively with you as you evaluate and take action on what is occurring--or not occurring--at your local level.

Much action will be cooperative, involving several Leagues. We have active inter-League groups in Hennepin, Ramsey, Anoka, and the Minnesota River Valley. The Metropolitan Leagues are planning a workshop in September to discuss progress and problems in the war on poverty. Additional information will be contained in the August Board Memo.

Last year the state Board questioned local Leagues in northern Minnesota on the possibility of a Minnesota-Wisconsin-Michigan committee on the Upper Great Lakes Development Region. Response was favorable, but not overly enthusiastic. A future mailing will give additional information and actual plans for the formation of a committee.

Much of the heart of this item now rests with local Leagues. Not much will happen unless your communities take action under laws now set up. We stand ready to advise and assist you in any way we can. If we need to refer your questions to the national Board, we will do so. Let us remind you again that your local League can take action under the national consensus. Your local Leagues will be the sources

as well as the recipients of much of our basic information. Please find out what the situation is in your local area and let us know. You are on the spot; you can learn the "feel" as well as the statistics of the situation.

At this time we envision no new study. National has promised a FACTS & ISSUES in the late fall. We will keep you informed through Board Memos and probably other resource material as we obtain it.

For the new item chairman, you should have a file of National Board Reports, State Board Memos, and publications listed in the League catalogues. Michael Harrington's book, The Other America, available in paperback is a basic book. Two other valuable references are: 1967 Report of the U.S. Commission on Civil Rights - available from the U.S. Commission on Civil Rights, Washington, D.C. 20424 and Coleman Report of 1966 - available from the U.S. Office of Education, Washington, D.C.

However, the information and evaluation of this item does not come entirely from books. This is one instance where a national and state item can be a lively local item also - but it takes digging!

Foreign Policy.

China: Evaluation of U.S. relations with the People's Republic of China.

Support Positions: Support of U.S. policies to enhance the peacekeeping (U.N. Aid, Trade) and peacebuilding capacities of the U.N. system and to promote world trade and development, while maintaining a sound U.S. economy.

Leagues have reported high member interest in the China item. Keep your resource committees at work on this item. Make The China Puzzle available to all your members - see that new members receive a copy - it is still your basic, background piece. Watch for the series of Facts & Issues on China from national. These publications will be priced for every member and community distribution. Because of the general interest in this subject, you should make a special effort to get prospective members to your China meetings.

This item lends itself especially well to displays in the public library - or even a high school library. See if you and your publications chairman can arrange something. Don't rely entirely on outside speakers for your meetings on China, but if you want to have one for a general meeting - perhaps open to the public - refer to your copy of China: Sources of Information for possible speakers, costs, etc.

Have you read the May National Board Report? Were you one of the Leagues that reported that Trade, Aid and the UN took a real back seat while committee time was devoted to China? Local Leagues in Minnesota in writing up their annual reports last spring tended to comment that their communities had an increasingly favorable climate for trade, but that foreign aid was viewed less favorably. Is this true in your community? And, if so, what can you do about it? The National Board Report has a number of good suggestions.

The state office has written the national Board to find out when it would be possible to have the film "El Salvador: A Development Report" in Minnesota and available for use by local Leagues. Details will be forthcoming in the August Board Memo.

How about planning a fall meeting on some aspect of Trade, Aid or the UN? Your meeting will probably be more successful if you start with a specific focus rather than reviewing all our present League positions. Perhaps it will be possible for you to use the film on El Salvador as a starting point for a discussion on aid, or perhaps you would like to focus on a different country or region of the world using an informed League member or non-League expert in your community. Or focus on a specific aspect of the UN such as the role of the UN in human rights in the Rhodesian question. Perhaps you would like to investigate the peacekeeping mechanism of the UN and the role of the UN in the Arab-Israeli dispute.

Throughout the year, keep your members up-to-date through your local bulletin - background information from Time for Action, excerpts from League statements. Help your members to feel equipped to respond to a Time for Action.

Water: Support of national policies and procedures which promote comprehensive long-range planning for conservation and development of water resources and improvement of water quality.

Please read the May 1967 National Board Report for anticipated action with Congress.

The proposal for a state item on conservation and development of natural resources, though not adopted by state Convention, indicated considerable interest among local Leagues in state action on water. In the past it has been a source of frustration to the state Board that we were unable to take action on difficulties arising from state agencies and programs because of the absence of state positions. However, somewhat simplified guidelines from national on acting under national positions have eased the frustrations.

Read the Capitol Letter for an account of our lobbying activity on adequate funds for pollution control and on flood plain zoning. During the interim we will be watching the activity of the new Pollution Control Agency and report to you through the Board Memo.

We have seen in our limited acquaintance with boundary waters the need for interstate cooperation. We will be following the activities of the Minnesota-Wisconsin Boundary Commission. The need for matching legislation between the two states was illustrated when the Minnesota Legislature failed to pass flood plain zoning complementing the zoning already passed by the Wisconsin Legislature. We will send out additional background material on the needs for flood plain zoning during the next year so you will have ample time to explain this type of legislation to your local government officials.

Local Leagues continue their interest in local problems. The state Board will offer assistance in terms of setting up meetings to those Leagues who may be interested in cooperative action on a local or river basin problem.

Time for Action: Some of our Time for Action Coordinators are changing. We will send you a list of district coordinators early this fall. Meanwhile, continue to send copies of your responses to Times for Action to the state and national offices. Your responses to the recent Time for Action on foreign aid, Water and DHR have been excellent. Keep up the good work.

Program-making: First-round national Program suggestions are due in the national office November 29th. Be sure to allow plenty of time at a fall unit meeting for this important discussion. National Program chairmen should be thinking of ways to stimulate thoughtful member participation in the Program-making process.

NATIONAL CONTINUING RESPONSIBILITIES

Apportionment of State Legislatures: Support of apportionment of both houses of state legislatures substantially on population.

District of Columbia: Support of self-government and representation in Congress for citizens of the District of Columbia.

Loyalty-Security: Support of standardized procedures, "common sense" judgment and greatest possible protection for the individual under the federal loyalty-security programs; opposition to extension of such programs to nonsensitive positions.

Tax Rates: Opposition to constitutional limitations on tax rates.

Treaty Making: Opposition to constitutional changes that would limit existing powers of the Executive and Congress over foreign relations.

LOCAL AGENDA

As you begin your work on Local Current Agenda, there are several things that you must keep in mind. Many times the League of Women Voters is judged entirely upon its local Program. This is quite a responsibility. Also, it may be an important key to membership. The member derives satisfaction from being able to identify closely with the local issues. A good item, well done from research to unit to action, leaves members with a feeling of increased knowledge and effectiveness.

So we must plan well. There are as many ways of approaching Local Agenda as there are Leagues, but certain basics remain the same.

Plan ahead and have an outline of proposed local work ready for your Board's calendar planning. Be able to fit it into the overall plan for Program. Keep in mind dates of community functions that might have an influence on your local Program.

Thorough, objective research is an absolute must. Start sending for literature from the expert agencies. Start library research. Correspond with other Leagues that have similar items on their Program. Plan your interviews carefully. Don't send three people to see the same person for related information. Be sure you are getting all sides of the picture. Don't just take the City Clerk's word for it.

Use your observers program to know what is going on. League has no crystal ball to see the community's future. However, through regular attendance at council, commission and board meetings, we hear plans being made and the community's future discussed. (League observers are just "ears", remember!)

Member involvement means better Program. Plan interesting meetings, both unit and general, that present the material in an interesting, factual, unbiased manner. Use all methods available to present your material. Keep your Board informed of your plans so that you go ahead with their approval. Use all of the tools you can to make sure the members will reach meaningful consensus. (Local bulletins are excellent vehicles for getting local Program information to the members.)

Take the community with you in order to make any action on the League's part more acceptable. By letting the whole community know what you are doing, they are more likely to join you in action when the time comes.

Don't be afraid of consensus and action when the members are in agreement. We become effective citizens when we inform ourselves, let our opinions be heard in decision-making, and follow through in implementation of plans for that which we approve.

Keep a Program record to make the job easier next time, to help you keep your Board up-to-date, to answer any questions or criticisms, to eliminate confusion in future years.

And all of the time, keep in mind next year's Program. Plan for a good, well-edited "Lively Issues", review CRs and be sure the members are up-to-date, study wording of items, and take an active part in planning for Program discussion at the annual meeting.

Always obtain Board approval for your Local Agenda plans! Use your committees efficiently and wisely. Enjoy one of the most exciting and rewarding jobs in the League of Women Voters!

For those of you in the Twin Cities Metropolitan Area, don't forget that CMAL is a part of local Program. There may be separate chairmen or one person may be handling all of the local Program. Be sure that the same rules are followed. Keep your members aware of this part of the Program all year through.

The general meetings of CMAL are listed on the Outlook Calendar. All League members are welcome to attend these meetings.

CMAL PROGRAM 1967-69:

CURRENT AGENDA

CMAL will explore methods of metropolitan cooperation and coordination. The evaluation will include such items as representation, services, powers, and financing.

CONTINUING RESPONSIBILITY:

1. Intergovernmental Cooperation

- A. To provide the necessary areawide public services, procedures for inter-governmental cooperation in the metropolitan area should be developed to meet the following criteria:

Efficiency and Economy - Adequate public services should be provided at reasonable costs without overlapping and duplication among units of government.

Financing - The costs of areawide services should be distributed fairly among all citizens.

Responsive to Electorate - The government structure should be simplified rather than complicated, so the responsibility for performance of functions is understood by citizens and government is accessible to citizens.

Citizen Control - There should be provision to maximize citizen participation and control.

Flexibility - There should be sufficient flexibility in scope and authority to adjust to future growth and development patterns.

- B. When evaluating procedures for intergovernmental cooperation, consideration should be given to acceptability by the voters and state legislature, and to whether or not the functions are being handled successfully by existing levels of government.
2. The Council of Metropolitan Area Leagues of Women Voters supports an adequately financed special transit body with broad powers to improve our present bus service and establish a new, non-air polluting rapid transit system.

Because the legislative focus of League does not end with the session, because a good legislative action chairman is essential to your Board, do appoint one now. She can be responsible for the state Program items that will not involve new study and can prepare herself and your League for effective state action next session.

LEGISLATIVE ACTION



Here are some things you will want to do in the coming year:

- 1) First, send personalized notes to your Representatives and Senators. No one does. Good place for League to make an impression, and besides, they have worked very hard for you - so let them know you know it. By personalized, we mean mention the votes they cast for League-supported bills, for bills of interest to your community, for committees they headed. Use your newspaper articles right now for background information, check Capitol Letters for sponsors of our bills and the last issue for a rundown of votes on many important questions. Drop our state office a note; we have a file on every legislator and will gladly share this with you (bills he's sponsored, areas of his interest on committees, etc.) if you write us, and if you promise to use it.
- 2) Plan a post-session meeting with your legislators. They are full of stories about the session, and it's a perfect opportunity to let them tell you about it. Your League members will enjoy it and so will the legislators.
 - a. One League had a Legislative Picnic, husbands invited, food and beverages for \$1.25 each, mid-June, in a member's backyard. Big success.
 - b. Another League cooperated with both political parties (in an area where the parties endorsed legislative candidates) in an open meeting and got some lively questions from the bipartisan audience.
 - c. A suburban League had a Sunday afternoon open house at an accommodating member's home for members and families to drop by and talk with their legislators.
 - d. Several Leagues arranged a formal meeting with each legislator, as you did for your pre-session interviews, got his comments on the session and featured them in their bulletins.
 - e. Do contact your legislators in some way; have a League pot-luck supper, schedule a general meeting, or get your Board and legislators together for a luncheon. Plan something in early summer so members don't forget they belong, and legislators don't forget we exist!
- 3) Know your state Program resource material. We are preparing a position publication on our single list items which don't require further study or

consensus. You could use this along with your legislators' comments and Capitol Letter summation for a good state Program background meeting in the fall - "What we got in '67, what we want in '69."

- 4) Inform your community. Use your most articulate and enthusiastic League members to work with you as a speakers bureau. Go to groups in your community, starting in the fall, and talk to them about the past legislative session. Provocative titles, eye-catching flyers, imaginative ideas are important. The national League's Tips on Reaching the Public is full of good ideas for you.
- 5) Take League material with you to leave with the group, such as How a Bill Becomes a Minnesota Law, publications catalog, invitation to join LWV.
- 6) Write letters to the editor about League Program to keep it before the public between legislative sessions.

SECRETARY

The secretary is the officer of the League responsible for making and keeping League records. (See pages 13-14 of the Local League Handbook for job description.)

Since she is responsible for so many written reports and much of the correspondence, the secretary should sharpen-up her spelling, punctuation and sentence structure. DO be certain all reports are dated - day, month and year.

BYLAWS: The secretary is responsible for keeping up-to-date copies of local League Bylaws. Each revision of the Bylaws should carry the date of adoption. A copy of your up-to-date local League Bylaws should be kept in the secretary's permanent file, a copy should be sent to the state office, and each of your Board members should have a copy.

MINUTES: The secretary is responsible for the minutes of Board meetings, annual meetings and other general membership meetings where business is conducted. All minutes are a part of the permanent file. Forward one copy of the minutes to the state office and one copy to your local League consultant. League minutes must contain the following information:

- * Name of League, place and date of meeting.
- * Those attending and those NOT attending. (Use Board members' last names throughout minutes.)
- * Presiding officer and time meeting was called to order, time of adjournment.
- * Correction or approval of previous minutes.
- * Cash balance in treasury.
- * NUMBER OF PAID UP MEMBERS (enter under treasurer's report).
- * Important announcements, date of meetings, names of members suggested for special jobs, appointments, correspondence considered. (Avoid listing names suggested for Board appointment.)
- * Motions, maker, second, and how disposed of (carried, defeated, tabled, etc.).

In recording discussions, varying points of view should be indicated. The matter under discussion should be explained with sufficient fullness to be meaningful at a future date when the situation may have been forgotten. It is not enough to simply state the motion and the vote on it. (Remember, state Board members read your minutes, and it is important that they understand the discussion, too.)

OTHER DUTIES: The secretary is also responsible for the following:

- * Forwarding agendas to Board members
- * If possible, forwarding copies of minutes to Board members prior to next Board meeting.
- * Being ready to assist in parliamentary procedure. (Simplified Parliamentary Procedure)
- * Correspondence
- * Annual meeting notices
- * Board lists

(See page 56 of your Local League Handbook for complete list of reports.)

You are the record keeper for your League. Remember! Complete copies of correspondence, Bylaws and minutes are a necessity for future reference.

TREASURER

The treasurer of a local League has more responsibilities than collecting and dispersing funds. First of all, you must always be conscious of your overall Board responsibilities. Yours is a policy-making job just as much as any other Board member's. League study and action are the result of group planning by League Boards, so as treasurer, you must be prepared to assume your share of the responsibility.

In addition, the local League treasurer has certain specific duties. As the guardian and custodian of League funds, it is your duty to see that the money spent serves the purpose for which it was budgeted. You should not try to curtail the spending of money, but rather see that it is spent wisely.

At each monthly Board meeting, you should present a treasurer's report giving the number of members in your League, the cash balance on hand at the beginning of the report period, the income and expenses for the period, and the cash balance on hand at the end of the report period.

You will also assist and work with the finance chairman during the finance drive, and you will serve as a member of your League's budget committee.

For a more detailed description of specific duties, see your Local League Handbook, especially pages 14 and 15. There are two other publications which you should take out of your files and reread: A Guide for Local League Treasurers from national, and Instructions for Local League Treasurers from state. They contain instructions about the payment of bills, the meeting of pledge payments for state and national support, the budget comparison reports, the yearly audit, the collecting of dues, the keeping of records, and the reporting of new members, address changes, and drops to state and national levels of League promptly. You MUST send a complete list of paid-up members to the state and national offices by December 31st.

Any local League treasurer who desires may receive training from the state League's bookkeeper. Just call your state office for additional details and to make an appointment. Those of you who are outside the metropolitan area may wish to combine such individualized training with a shopping or pleasure trip to the Cities.

The local League treasurer's job is a busy one and one that needs planning — see the suggested treasurer's calendar in A Guide for Local League Treasurers. The job is also a very stimulating, exciting, and challenging one.

FINANCE

You are your League's most important financial advisor. By being in charge of your League's finance drive, you are in a position to create an awareness and understanding of League finances and financing by all League members. You can also be a potent force for improving the effectiveness of your League in your community.

You should have a successful finance drive if you are knowledgeable about the why's and wherefor's of League finance and budgeting and if you transmit that knowledge to the members. This knowledge can be acquired by meeting with the past finance chairman and by studying, and being thoroughly familiar with, the many national and state finance publications. You might also want to contact your counterparts in other Leagues to learn the secrets of their success.

Your off-Board committee can also be of great assistance to you. This committee should be composed of at least one member of each unit (if possible). These people can be of great assistance in preparing the finance drive plans you present to the Board for approval. They can also, with your assistance, train your League's solicitors and help all League members understand finance. You and your committee might want to consider holding a local workshop for all your members on finances and financing the League. And, don't forget about the articles you'll want - perhaps monthly - in your bulletin.

With proper training, knowledge and understanding, more and more members will want to become more active participants in the finance drive of your League and/or serve on the budget committee. The more interested and informed the members are, the more active and involved they become and the stronger the League will be. The more vital and vibrant the League is, the more effective it can be in the community and the more impact it can have in creating "informed and active participation of citizens in government." As a side effect, a more active and effective League should experience a bigger and better finance drive. You, as finance chairman, can help your League become a more effective and necessary organization in your community.

As your League's financial advisor, you are a very important member of the budget committee. You can do much in this area again by informing yourself and your members, and by encouraging your League and budget committee members to be represented at the Budget Building Day Workshop.

MEMBERSHIP

"The Great Leap Forward" by Gung-Ho-Grow

Fresh from two unit meetings on The China Puzzle, your new state membership chairman, Gung-Ho-Grow, has formulated a new (??) membership plan entitled "The Great Leap Forward." *

The book tells us: "The 'Great Leap' projected the idea that nothing was impossible, that there could be '20 years of progress in one day,' that effort could overcome all."

Our "Great Leap Forward" will include: 1) mass mobilization of labor*(every member gets into the membership act); 2) walking on two legs*(an increase in state membership as well as a greater number of members among which to divide the labors of the local League); 3) decentralization of 'membership' management *(no longer will only the membership chairman be responsible for new members--she will have a membership person in each unit); 4) the communes *(the units); and 5) use of the local bulletin to propagandize on membership.

The first thing each membership chairman must have is a plan for reaching her goal--this year's membership plus 10%. (Refer to the calendar below and feel free to add to it any successful plans you have tried.)

Next, each membership chairman must have a committee. This committee should be comprised of a membership person from each of your units. Her duties will be to collect dues, to contact new members and welcome them to the unit, to act as a hostess at any membership meeting, and to help with the orientation meeting. The Board membership chairman should have her eyes open, as her logical successor should come from this committee.

Do emphasize to your unit chairmen the important role they have to play in making the new member feel welcome.

Use your bulletin each month to report on membership. Have a membership report for each Board meeting. Indicate to every Board member how she can help you in membership.

The following is the membership plan from now until January 1968:

1. Self-analysis.
 - Why members have dropped.
 - Is the membership representative of all areas of the community.
 - Are the unit meetings scheduled at a variety of times and days to allow for maximum member participation.
 - Have we established a unit just for new members.
 - Are faltering units being merged with others without first being helped to increase their membership.
 - Has any real attempt been made to have two unit meetings a month.
 - Do all committees have members from each unit.
2. Solicit dues from present members or send bills before September.
3. Plan a prospective member meeting in August, i.e., go-see tour of City Hall parks, schools etc. Ask Mayor, Park Director, or School Superintendent to give short speech to group (5 to 10 min.). Plan to show filmstrip about League, i.e., "A Woman's Place," available from state office. Have local president introduce Board. She can give a one-paragraph synopsis on each Program item gleaned from Outlook for Work. Have social hour afterwards.

4. Plan orientation meeting for new members in September or October. Try to underwrite the cost of state publication, Let's Talk League, for each new member. The new member will treasure this for handy reference.
5. Have unit membership person collect dues from members who have not paid at September unit meetings.
6. Plan to publish membership directory by November 15th.
7. Send list of total paid-up members to state by January 3rd.
8. Be prepared to tell us of your membership success story at the state membership rallies in January.

You will want to start publicizing the January Membership Rallies in the fall. Your public relations chairman and bulletin editor will play an active part in this promotion. (See Field Service section of this Outlook.)

Watch for the national membership promotion flyer and companion piece, "So You've Been Intrigued by the League," due out this summer. Plan to use them for prospective members and at your new member orientation meetings along with Facts - both state and national.

And after your membership plans are rolling and the new members are rolling in, check regularly with your treasurer to be sure she is sending in their names and addresses to state and national promptly. The sooner the names come in, the sooner the new member will receive her New Member Kit and her VOTERs.

Let the state office know if you wish all New Member Kits sent directly to you (otherwise they go directly to the new member). Plan to provide appropriate local material, and other state and national material if you wish, for the Kits.

FIELD SERVICE

One of the most rewarding aspects of serving on the state Board is our personal contact with local Leagues. Our usual lines of communication - minutes, bulletins, consensus reports, Board Memos - keep us in touch with each other, but it is when we visit you and discuss problems, ideas, information that we begin to feel we really know one another.

The organization committee, which oversees field service, is responsible for organizing new Leagues, giving careful attention to provisional Leagues, and devotes the greatest share of its time to seeing that established Leagues receive the attention they need and desire. The organization committee will offer a helping hand in promoting more effective Leagues as follows:

CONSULTANT PROGRAM: We feel that this program has been increasingly successful during its four-year existence, and it will be continued. Each state Board member serves as a consultant to several local Leagues. She visits each of "her" Leagues, reads their minutes and is ready and willing to help in any phase of League activity. Your consultant will arrange visits of other state Board members - Program, Voters Service, finance - should you indicate a need for advice in a specific area. She is your direct line of communication with the state Board. Watch for the new consultant list; make a note of your consultant, and send her a copy of all minutes monthly. You will be hearing from her soon.

ADOPT-A-LEAGUE PROGRAM: This, too, will be a continuing activity of the organization committee as it has proved to be the best way to guide a provisional League through the demanding steps toward recognition. Those Leagues which have served as "parents" over the past years have given immeasurable support in establishing strong, healthy Leagues. At present, we have two provisional Leagues organized under this program. Upon earning recognition, the "parent" gradually relinquishes its "watchdog" role and a new local League is added to the consultant program. (Basic requirements for organizing a new League include: population within the area of at least 5,000, minimum paid membership of 40 with \$7.50 dues; and a sufficient number of potential LWV leaders.)

WORKSHOPS: The emphasis in local Board training has been shifted to "do it yourself" training. The primary objective of the Presidents Workshop, held in Convention years, is to help presidents train their Boards. In Council years, the Leadership Workshops are held to give all local Board members an opportunity for some training and discussion with their counterparts on the state Board and on other local Boards.

In addition to the Leadership Workshops next June and Budget Building Day on the 30th of November, we are planning a series of six area workshops for October and the first week of November. The purpose of these workshops will be to help you provide meaningful meetings for your members. Our new state Program item will be used as the medium for doing this, but the patterns developed will be applicable to any Program item.

And in January....two, large membership rallies - one in Minneapolis and one in Virginia. We will have the national League President and specialists in a national Program field as speakers. They will be exciting, large meetings designed for all members and specifically for guests to hear about the League and its Program. We hope the guests will be good prospective members by the end of the day.

VOTERS SERVICE

It's YOUR preference, you know. You can see this year in Voters Service as "non-election" and as "election"...50-50, six months of one and a half-dozen months of the other. It's up to you, Voters Service Chairman....and to your trusty committee (you're recruiting one this very month, meeting to get acquainted with your community's needs, determine goals, divide up responsibilities?).

Admittedly June through December 1967 is not an election year - unless you have local elections. (In that event, that committee will be planning candidates questionnaires, candidates meetings, and get-out-the-vote campaigns.) But as any experienced VS gal will quickly tell you, the time between elections can be enlivened (and enlightened!) by well-aimed citizen education projects which build interest and understanding of the whole election process. Especially timely during these remaining months of 1967 will be the publication of the revised "You Are the Government" - a citizen's handbook for Minnesotans which you'll be proud to . . .

- . . use as a focal point in that citizen education project?
- . . enlist in your aid to local youth groups in citizenship activities?
- . . explore for facts to use in a radio series on government?

Ready your own members (and that lively new VS committee, too) for another all-out promotion of participation in political party precinct caucuses by . . .

- . . distribution of the 1967 edition of the Digest of Minnesota Election Laws - including any changes enacted by the 1967 Legislature?
- . . use of a "precinct caucus kit" (like the one initiated in 1966 by LWV of St. Paul)?

Not all of Voters Service is concerned with citizen participation in political activities or even in getting-out-the-vote. Informing citizens about ballot issues is an important part of the service local Leagues may offer to members and their communities. Check up on your past efforts - and successes - in local ballot issues. We'll be doing some comparisons on voting on the proposed state constitutional amendment in 1966 - in League and non-League communities; communities in which the amendment broadside was used and those in which it was not available. All this will help us to look ahead to informing Minnesota voters about the two proposed amendments to be voted on in 1968 and to consider . . .

- . . possible preparation of an informative booklet covering pros and cons on the amendments in some depth for study and reference?
- . . publication of another "amendment broadside" for inexpensive, wide distribution?
- . . increasing voters' awareness of the importance of voting on the proposed amendments and the reality of the non-vote as a "no" vote?

You'll want to use these 1967 months to prepare your members to inform your community about the new resident voting law passed in 1965 which becomes operative with the 1968 presidential election. To assist you will be a 1968 edition of the election facts flyer, "Your Vote Makes a Difference".

As if all this was not enough evidence to convince even the newest Voters Service chairman of the importance on a "non-election year," it's time to send in suggestions for topics to be included in questionnaires to be sent to candidates for U. S. Congress, candidates for legislative and state-wide office to be elected in 1968. As you weigh these questions, remember the questionnaires your own Board will be preparing for candidates for local office.

Of course, once 1968 dawns, an election year is at hand! And if you've made your plans wisely, your precinct caucus promotion will proceed apace, followed closely by a broad sale and distribution of the 1968 election facts flyer, "Your Vote Makes a Difference," and a comprehensive promotion of the importance of casting an informed vote on the proposed constitutional amendments.

1967-1968 Voters Service Calendar

Summer: Committee assignments

Follow up on youth Voters Service (See Voters Service Sights the You in Youth)

Selecting a specific citizen education project and beginning plans for it

Fall: You Are the Government - revised edition

Digest of Election Laws - updated edition

Groundwork for promotion of precinct caucus participation

Begin plans for amendment information distribution

Candidates meetings for local elections

Winter: Promotion of Precinct Caucus participation

Continue with amendment information planning

Groundwork for distribution of 1968 Election Facts Flyer, "Your Vote Makes a Difference"

Spring: Candidates meetings for local elections and school board elections

Evaluate your year's activities and plan for 1968 Primary and General Election activities

Suggestions due for questions to be submitted to national and state candidates for 1968 election - send to state office.

Reminder: A candidates meeting in an area outside the municipal jurisdiction of your League requires permission from the state Board (p. 40 - Local League Handbook). State Board meetings are the third week of each month, so please time your request so that it can be considered at a regular Board meeting in plenty of time before the date you select for the candidates meeting.

Advisory Committee: You'll be happy to know we are recruiting an off-Board Voters Service Committee - one member per congressional district to assist in coordinating cooperation among Leagues. 1968 - here we come!

PUBLIC RELATIONS

This is an off-year for many League activities. We have no state or national elections to promote and no legislative session. What kinds of public relations activities will be required? To know what is expected on the national level, we can all consult the National Board Report for May 1967. But several things can be anticipated.

With a new state Program adopted at Convention in May, particularly one which includes a brand new study item on state government, we will want to be sure to bring the public along as we study. Also, we want to keep in mind that the chief goal of this year is to build membership through attracting new members and through giving background as well as new stimulation to the members we have. The public, which is the pool for new members, can be prepared by the public relations chairman. You will want to work closely with your membership chairman in promoting the January membership rallies. (See Field Service section of the Outlook.)

For preparation, read or reread TIPS ON REACHING THE PUBLIC. Consult your president for the simplest way to be briefed regarding Program. On the national level, the active items are Water, Development of Human Resources, and Foreign Policy: trade, aid, the United Nations, and China. On the state level, Financing Government, Organization of State Government and Equality of Opportunity are the subjects most likely to call for publicity or action. Plan now with your Board the calendar of events around which your activities will center. Plan your speakers bureau schedule, your library displays, your newspaper columns, your radio or television interviews with this calendar in mind. Remember that most other organizations are lining up their programs for next year. Write or call now so they will keep you in mind.

Program, properly promoted, can be an all-year assist to your finance drive. But you will want to think of other ways it can be publicized as well. Perhaps you can assist the finance chairman by helping her to build a kit of material to use in soliciting funds. You can think of PR ways in which contributors can be contacted during the year - of small services they might appreciate being given.

And looked at in total, Voters Service is a fine PR tool. A list of Voters Service projects, colorfully explained, will also help your finance chairman. Most Voters Service projects provide good opportunities for pure publicity for the League. When you go out to register voters or to help the Girl Scouts with a citizenship project or take part in a Chamber of Commerce course in politics, for example, maybe your paper would be interested.

Finally, do not overlook the PR value of new and old publications.

In all of these activities, you will depend upon the rest of your Board for help. But you should also try to find a committee. Interesting items inserted in your bulletins may aid you in involving members in public relations.

Let us know what you are doing. We do appreciate getting your clippings. We like to hear about your radio programs or speaking engagements. And, particularly, we hope you will let us know what we can do for you.

PUBLICATIONS

What is your job as publications chairman in your League? Do you expect and are you expected to perform only the routine and mechanical functions involved with ordering and filing the publications used by your membership? Or instead do you or could you approach your job with a creative and an imaginative view of the possibilities inherent in the handling of publications? Routine jobs are often interesting. Your job as publications chairman can and should play a productive, stimulating and contributing part in your League's activities. Perhaps by examining not only some of the things you must do, but also some of the things you could do, you can begin to form some ideas of your own as to what you can do for your membership and your community with publications.

An effective publications chairman has a two-fold responsibility. She serves the members of her own organization, and she helps to create and sustain an interest in and enthusiasm for the League in her community. You will, of course, be reading the Local League Handbook and will be giving special attention to the section on publications. You will also be familiarizing yourself with the state and national publications catalogs. This will answer many of the questions you will have relative to the mechanics of your job; how to order publications, seeing that your Board members are provided with the necessary materials they need. Then you will want to think beyond this. As you and your committee begin to formulate plans for the year to take to the Board for their approval, you might consider some of the following ideas.

KEEP YOUR MEMBERSHIP AND YOUR BOARD "IN PUBLICATIONS"

1. Has your Board taken the time recently to evaluate the distribution of publications to the membership? Has your League set up a subscription service for the members? If publications are generally handed out at unit meetings, have you a system whereby those members who are absent can receive them? Has your Board established a policy regarding past publications to new members? Could you regularly check with your unit leaders to see that wanted and needed past publications are available?

2. Do your members receive their publications in time to be read before unit meetings? In your Program planning session this summer, you, as publications chairman, will want to be aware of when new publications will be available so you will be able to assist the Board in determining what should be focused on each month.

3. Have you a publications file? You should receive the Duplicate President's Mailing from both state and national. (State - \$6.50, National - \$10.00). You cannot be expected to read and digest all of the material coming to you, but you can familiarize yourself with it enough so you can make recommendations as to its use. Do you maintain your file just for the sake of a file and refuse to part with anything in it? Or do you see to it that the materials you receive are read? A library-type lending system could be set up by you for your file so it is really used.

4. Your Board should discuss the possibility of providing both your national and state Program chairmen with the appropriate Duplicate President's Mailing. This is well worth the cost.

5. Do you use your bulletin to promote publications? Could you introduce a "book review" section that could acquaint your members with some of the very fine material published by state and national that is not used for unit study? Many of your members could use these materials both individually and in other organizations.

KEEP YOUR COMMUNITY "IN PUBLICATIONS"

1. Plan to visit your local librarian. Has the librarian the current issues of the state and national publications catalogs? Is display space available in the library for League publications? Some libraries prefer the League to use an easel for display rather than shelf space. Could you provide one for your library and, with the help of your Program chairmen, create a new display each month?

2. Work with your local school administration. Could you provide each secondary school library with a mailing of state and national publications? Contact the social studies coordinator. You will want to acquaint him with all of our resource material. Some schools use League publications (Local League "Know Your Town" surveys, for example) as a part of curriculum. Will your P.T.A. organizations be developing programs where a League publication would be relative?

3. Contact other organizations in your community. Most of them plan a year's program in advance, and the League could not only promote its own image but make a real contribution by making available our publications that would relate to specific programs being planned. The possibilities are almost endless - church social action groups could use our human resources material - local health boards our pollution material - etc.

4. Business firms will want Voter Service publications to distribute to their employees. Your real estate offices and contractors might buy local League surveys to distribute to new homeowners.

5. Be sure your public officials and your newspaper editor receive League publications.

LOOK FOR THESE PUBLICATIONS TO BE PUBLISHED ON THE STATE LEVEL IN 1967-68.

1. State Publications Catalog - published in May. Make this available to libraries and schools.

2. Minnesota Facts. This folder is scheduled to be updated and revised this summer and should be available by the end of July. You will want to use this for prospective members, contributors, prospective contributors, etc. This will be full of facts, yet brief and inexpensive.

3. Digest of Minnesota Election Laws - available in August. A new edition that will include any changes enacted by the 1967 Legislature.

4. Position publication - an explanation of our positions on State items. Available the end of September.

5. You Are the Government - revised edition of our handbook on Minnesota government. Available in October.

6. Your Vote Makes a Difference. This popular, inexpensive, and effective folder will be updated for use prior to the '68 elections. Hopefully this will be ready in November of this year.

7. Financing State Government - a Facts and Issues available the end of November.

Remember, publications are available at the end of the month in which they are scheduled to appear.

BULLETIN EDITORS

Bulletins come in all shapes and sizes. No matter what the shape or size, all Bulletins (and all Bulletin Editors) have the same goal: COMMUNICATION. All Bulletins come out regularly and on a schedule that is agreed upon by the editor and the local League Board members at calendar planning time. All Bulletins have a masthead with the full name of the League, the city, the state, the name of the Bulletin, the month and year, the names of the president and editor, and a mailing address. All Bulletin Editors (in Minnesota) send a copy each month to an assigned national Board member (your president will receive her name soon), three copies to the national office, 18 copies to the state office. Some Bulletin Editors send copies to the National Municipal League, Carl H. Pforzheimer Bldg., 47 E. 68th St., New York 01121. (It's your choice - not required.)

Tips on Reaching the Member Through Bulletins may be obtained from the national office without cost. Many "how-to" booklets are available from companies who manufacture and sell duplicating machines. Reading other Bulletins from other local Leagues proves helpful also. There are style books available--the main thing to remember is consistency--what you capitalize in one Bulletin capitalize in all subsequent Bulletins. The LNW of New Jersey has a good book for sale called Bulletin Editor's Guide. Send 50¢ to LNW of N.J., 460 Bloomfield Ave., Montclair, N.J. 07042.

Sound pretty cut and dried? Where does all this variety in shape and size come from? It comes from you, the Bulletin Editor. Within limits, you can be as free-wheeling as you wish in getting your message across. You can't go into each home and make each member read your Bulletin but you can make them WANT to read it.

You are the "glue" in your League--you link the Board and the members, you provide the schedules of meetings, you help everyone plan ahead, you give all kinds of service, you are part and parcel of all facets of your League's activities. In other words, you get in on ALL the fun!

There's one area we'd particularly like to see worked on this year...GETTING NEW MEMBERS. GROWTH in membership will enable your League to grow in every one of the arenas of League activity - more people to study Program items, more people to join in discussions, more people to participate in decisions and action, more people to distribute information, more people to make coffee, more people to go out on the finance drive, more people to help on the Bulletin, more people to pay dues, more people to make good contacts in your community, and more people to be aware of and work toward the purpose of the League. Even if you have a talented membership chairman, you know by now that getting new members is not a one-woman operation. Each member is a "membership chairman," and we'd like to see each Bulletin be a "membership tool." We are suggesting that each Bulletin you produce this year be looked upon as an instrument for attracting new members (and keeping the present ones too!). As you "create" an issue ask yourself if a prospective member reads this would she know what your League is doing and would she be seized with the urge to join you? Then, if you and your Board are willing, we hope that you USE the Bulletin to make your League visible to the women in your community and that many of them will choose to join you.

We saw the following list in THE SOUTH CAROLINA VOTER. They had "stolen" it from an Alabama member. We pass it on to you in case you would like to publish it in your local League Bulletin.

MEMBERSHIP

1. Don't drive an empty car to a League unit meeting - ask a friend.
2. Do call up new members before the unit meeting and remind them to come.
3. Call members to tell them they were missed if they didn't come.
4. Keep a talent and interest file up-to-date on all members.
5. Send cards to League members asking for names of prospects.
6. Talk up the League among your friends - but don't nag. (Some of your friends will never become League members!)
7. Do give new members small jobs at first - make them feel important and needed.
8. Don't overwhelm new members with League terminology.
9. Strive for diversity among your members.
10. Someone in a local League should always notify the national office and state office when a League member moves out of town.
11. Invite guests to "go-see" tours.

The members of your local League can probably think of things to add to this list...And if we all begin to "think membership" who knows? We may attract some new members!

OUTLOOK CALENDAR

1967-68

<u>JULY</u>		
<u>State</u>		<u>National</u>
Minnesota FACTS		
<u>AUGUST</u>		
<u>State</u>		<u>National</u>
Digest of Minnesota Election Laws VOTER - Membership		Membership Promotion Flyer So You've Been Intrigued by the League
<u>SEPTEMBER</u>		
<u>State</u>		<u>National</u>
DHR Workshop - Metropolitan Area Position Publication Metropolitan Finance Committee Meeting CMAL General Meeting - 9/21		
<u>OCTOBER</u>		
<u>State</u>		<u>National</u>
Program Workshops You Are the Government VOTER - Financing Government Red River Basin Conference		National Board Report UN Day
<u>NOVEMBER</u>		
<u>State</u>		<u>National</u>
Final Program Workshop Your Vote Makes a Difference Caucus Kit Budget Building Day - 11/30 Facts and Issues - Financing Government VOTER - Organization of State Government		National Program Suggestions - due 11/29 Proposed Amendments to National Bylaws - due 11/29
<u>DECEMBER</u>		
<u>State</u>		<u>National</u>
		Facts and Issues - DHR

<u>JANUARY</u>		
<u>State</u>		<u>National</u>
Membership Rallies - 1/23, 25 VOTERs - Membership and Caucus Promotion CMAL General Meeting - 1/18		
<u>FEBRUARY</u>		
<u>State</u>		<u>National</u>
Call to Council VOTER - Caucuses Precinct Caucuses		
		National Board Report
<u>MARCH</u>		
<u>State</u>		<u>National</u>
Financing Government Consensus - due 3/11 CMAL General Meeting - 3/21 VOTER - Council Precinct Caucuses		
<u>APRIL</u>		
<u>State</u>		<u>National</u>
State Council - 4/16		
		2nd Round National Program Suggestions - due 4/18
		National Convention - 4/29 - 5/3 - Chicago
<u>MAY</u>		
<u>State</u>		<u>National</u>
		National Board Report
<u>JUNE</u>		
<u>State</u>		<u>National</u>
CMAL Convention - 6/6 Leadership Workshops - 6/11, 12, 13		

LEAGUE OF WOMEN VOTERS OF MINNESOTA

STATE ORGANIZATION SERVICE

UNIVERSITY OF MINNESOTA

MINNEAPOLIS, MINNESOTA 55455

BOARD MEMO

August 1967

Does every woman of voting age in your community have the opportunity to join the League of Women Voters? You might give this question some thought as you develop your membership plans for the League year. This is the year for the big membership push. Building membership is a constant effort on your part - a total Board responsibility. It goes hand in hand with all League activities. Prospective members must be attracted to the League by our program, Voters Service activities, perhaps by the prestige of the League in the community, or by one enthusiastic, satisfied League member. Whatever the magic formula is for acquiring new members, it is up to the local Leagues to make the plans to attract the new member, to help her find her place in the group, and to keep her interested and proud to be a member of the League of Women Voters.

The push for membership growth is nation wide. Admittedly, our state-wide goal is more ambitious than that set for us by the national Board. 10% is a minimum effort; we are sure that as your plans develop, you will exceed the goal. The LWV of the U. S. will celebrate its 50th anniversary in 1970. The LWV of Minnesota is a few months older; we are planning our celebration for the 1969 State Convention. Wouldn't it be great if we could show a membership increase of 20% by 1969?

Membership goals are just numbers, but we are sure that you must know that your state and national Boards are just as concerned with "keeping" members as "getting" members. Order and use the excellent materials you have already received from national. Plan to send several people to the fall workshops on Meaningful Meetings (see enclosed flyer). Use the suggestions you will find in this Board Memo. Share your successes and suggestions with us.

DHR WORKSHOP September 26 - Thunderbird Motel - see flyer sent on special mailing. What started out as a workshop for Hennepin and Ramsey Counties has grown to a general workshop. The Training Center for Community Programs is co-sponsoring this with us. We feel this will be an exciting workshop. League members should gain information on how effective present programs are in terms of League criteria and on possibilities for other programs to achieve the League goals of equality of opportunity in education and employment.

The principal speakers for the program will be:

Mr. Thomas Walz, instructor, School of Social Work, University of Minnesota, will give the introduction, discussing the history of the OEO.

Mr. Richard Sykes, instructor, Department of Social Science, University of Minnesota, will discuss techniques of evaluating programs. Mr. Sykes has directed several evaluation projects for the federal government.

A panel of low-income participants in the OEO will complete the morning session.

Mr. Richard Boone, Director of the Citizen Crusade Against Poverty for the AFL-CIO, will be the final speaker, discussing the overall effectiveness of the War on Poverty, its future, and alternative solutions.

ORGANIZATION OF STATE GOVERNMENT The State Committee has now had its first meeting. Plans as approved by the Board will be

(1) A special six-page VOTER, published in November. This VOTER will be provocative in content, examining the role of state government, how effective

it is in fulfilling this role and proposals for making it more effective. The VOTER will complement the very factual You Are the Government which will be available in October. With these two pieces, local Leagues should be able to have their first unit meetings after the first of the year.

(2) Two facts and issues publications, one on the Legislature, one on the Executive, will be available April 1. These will serve as the basis for a second unit meeting, either in the late spring or early fall.

We repeat: There will be no consensus questions this year. April State Council will evaluate how much progress local Leagues have made with this item, which areas should receive further attention and where consensus may be possible.

Suggested publications for your use: Modernizing State Government, Committee for Economic Development may be obtained by writing the Committee for Economic Development, 711 Fifth Avenue, New York, N.Y. 10022, for \$1.00. As a generalized discussion of the strength and weakness of state government, this is well worth reading. Chapters entitled "Rehabilitating State Legislatures" and "Making Chief Executives of Weak Governors" will be of special interest to League members.

Compilation of Recommendations Pertaining to Legislative Improvement in the Fifty States is available from the Citizens Conference on State Legislatures, 910 Pennsylvania, Kansas City, Missouri. This publication gives the recommendations of various groups which have been studying state legislatures. This publication is quite detailed and of interest only to the League member who desires comprehensive knowledge of other states.

NATIONAL PROGRAM November 29 is the absolute deadline for your League's suggestions to be in the national office. Your calendar plans should include adequate time for the members to participate, to make their voices heard in those important decisions.

Aid: According to reports from the national Board, the local League response to the Times for Action on aid has been splendid, with even more action this year than last - keep up the good work.

Foreign Aid at the Crossroads and With Continued Support, published last year, are still applicable and "must" reading. These are excellent publications and every member should have her own copy. What have you done to promote their use?

El Salvador: A Development Report - This film, prepared by the IWV of the U.S. in cooperation with the World Bank (see National Board Report, May 1967, p. 82), will be Minnesota's during the month of September. This film is about El Salvador, but the subject is economic development. Its objective is to help the viewer see economic aid and technical assistance in a positive light.

The film is 11½ minutes, color, suitable for TV or meetings. It requires a narration, which comes with the film. Suggested introduction and discussion questions are available.

If you wish to use it, contact the state League office. There is no charge for the film.

WATER RESOURCES Pass the enclosed chart along to your chairman. Since this is a good visual aid, you may wish to make duplications for your members.

An invitation from the LWV of Minneapolis: The Minneapolis League is presenting the following speakers at their regular briefing session, September 13, 9:30 a.m., at the Minneapolis Public Library, 300 Nicollet Avenue, Heritage Hall.

Mr. Donald Ostrom, special research assistant to Congressman Donald Frazer; he has done the research on the District of Columbia question ever since Congressman Frazer went on the House District of Columbia Committee.

Professor Walter Klein, Assistant Professor, Department of Political Science, University of Minnesota; his topic will be The Alliance For Progress - The Successes and Failures of Foreign Aid in Latin America.

LOCAL AGENDA Local CAs and CRs of Minnesota Leagues 1967-1968 is enclosed for your use. In the development of your local Program, you may wish to contact Leagues who have similar local agendas for suggestions and helpful hints. Always available to assist you is your state Board counterpart. Contact her directly if you have questions on procedures, if you want to know where to go for information, or if you would like to know how to develop a local observers program.

SECRETARY Please remember to include the number of paid-up members in your minutes. Some minutes are coming in without this very important figure. Please use the last names of your Board members in your minutes also. This is very helpful to those of us who read your minutes.

MEMBERSHIP Your mailbox is rapidly filling with membership tools--Minnesota Facts, national Facts, Membership Matters No. 6, "Want to Know About," "You've Been Intrigued By the League." Included in this mailing, you will find your Membership Goals and a new "Unit Status Report Form."

The Unit Status Report is designed to help you "Keep Members." This form should pinpoint potential drops before they become drop-outs. (Speaking of pins, have you considered using pins representing each of your members on a map of your community to help you see the geographic distribution of your membership? This will enable you to locate areas where you should be seeking members.)

Something else that is new in membership this year is the new series of Membership Memos. The first will be on the use of the Talent File. Once your file is up-to-date, you can assign the responsibility for it to one of your committee members. The second Memo will be on the Buddy System.

Have you seen the new Facts, state and national? Both are excellent new member pieces. Ask your Local League President for the August 1 letter from Mrs. Montgomery, National Membership Chairman. Included with that letter were samples of "You've Been Intrigued By the League," and the new membership poster and flyer. Put both of these to work fast! National is asking for a membership count as of OCTOBER 1. Membership chairmen and treasurers should be sending dues notices by September 1st. (Be sure your secretary is including the number of paid-up members in the minutes.)

Orchids to the Fridley League for their membership article in the June bulletin. Their Leaguers were alerted to be working all summer on membership. Several Leagues have reported membership teas in August. We are anxious to hear from other Leagues about the membership meetings you are planning for early fall.

The membership rallies are scheduled for January 23 in Virginia, and January 25 in Minneapolis. Save those dates. Mrs. Stuart, National President will be the featured luncheon speaker. Plans are in the works to secure top notch speakers on Asia for the morning sessions.

Finally, the fall workshops will be on Meaningful Meetings. If our meetings are truly meaningful to every Leaguer, we will keep our present members and we will experience our "Great Leap Forward" as the word spreads to those who are not yet Leaguers.

BULLETIN EDITORS They say that repeating oneself is a sure sign of senility, but we'll just have to risk it and repeat our recommendation that you purchase BULLETIN EDITOR'S GUIDE, (April 1966), League of Women Voters of New Jersey, 460 Bloomfield Ave., Montclair, N.J. 07042. If we had written it ourselves, we couldn't have done a better job! The original word we had on its cost put it at 50¢, but the booklet itself says 35¢.

Here at the beginning of the year, we particularly recommend page 12 under "Headings" and "Tips For The Typist" in which you are reminded (repeating ourselves again!) of some important things like having a distinctive heading, including all the necessary data like name of town, etc., and ways of making sure your message is coming through clearly.

Also, we want to say again that you and the membership chairman and your other Board members can be creatively free-wheeling in using the bulletin as a membership tool. Getting out the League story can follow many routes, so let's see you map it out!

PLEDGES As of July 31, 1967, the cash-on-hand balance of your state League totaled \$3,475.37! The monthly payment on your pledge to national - a pledge which the state League makes on behalf of all local Leagues in the state - amounts to \$1,425. As you can readily see, this will disastrously deplete your state League's cash balance. With the \$2,050 remaining, we shall have to pay the staff salaries, phone bills, printers, postage, suppliers, etc. We would deeply appreciate your coming to the rescue by making payments on your pledges to state as soon as possible. Lots of small payments do have a way of adding up to a large sum.

Through July 31, roughly 33% of the League fiscal year, we have received 20% of the amount you pledged at convention and an additional 2.7% from direct contributions, members-at-large, etc. But our expenditures for the same period have totaled 29.5%. (In October) you will receive the six months' budget analysis and explanation. Let's see if by that time both expenditures and income will be equal.

Meanwhile, PLEASE pay as much as you can, as soon as you can, on your pledge so we won't have to write September's checks in red ink. THANK YOU.

FINANCE Calling all finance chairmen in the Twin Cities Metropolitan Area - all 33 of you. There will be a meeting Tuesday, September 12, from 9:30 until noon, in room 105 of the Classroom Building on the West Bank at the University. This meeting will focus on the future of the Metropolitan Finance Agreement. (It's in those files somewhere.) Blow the dust off that's accumulated over that heavenly, restful, relaxing summer vacation. The last mimeographed material on the metro agreement is dated April 1964 and comes on orange, yellow and biege paper. However, you might have copies of an earlier vintage, in which case the colors won't be the same. Shall we scrap the agreement? Update it? How else shall we prevent crossovers from one jurisdiction to another? How shall we decide who calls on whom and notify others of transferees? Please reread the agreement, discuss it with your committee and Board, and come prepared to answer the above and other questions. It's free! except for the 20¢ parking fee. That's Tuesday, September 12, room 105, Classroom Building, 9:30 - noon. See you there.

Now that calendar planning is behind you and the time of your drive is set, with school about to resume and League activities too, your finance drive plans should be

pretty well set - especially if you have a fall drive. Remember to prepare something, either a filler or full article, for your September bulletin. You and your committee should also review plans made last spring and alter them if necessary. Review those blue cards to see if any contributors or their wives are interested in becoming League members. If so, be sure your membership chairman has their names so they can be contacted for that first League meeting of the year.

Enclosed is a preliminary report we would like filled out and returned to the state office by October 1. It will help us bring our files up-to-date and to prepare mailing lists and materials for the coming year.

TREASURERS As we resume another League calendar year, let's review the minimum information which should be contained in the minutes: the balance on hand at the beginning of the month, the total amount of income for the month, the total amount of disbursements for the month, and the balance on hand at the end of the month. The minutes should also show the number of members. Many of our treasurers present a more detailed report than this, which is excellent. This short form is the minimum which for safety's sake should appear in a second set of records other than your books. What better place than the minutes.

It is strongly recommended that treasurers prepare quarterly reports for the Board members. These reports should contain the following columns:

<u>budget category</u>	<u>Budget 1967-68</u>	<u>Expended to date</u>	<u>% to date</u>
Example: President	\$30.00	\$9.00	30%

The president's mailing which arrived about August 7 contained the National Treasurer's Report on the budget for 25% of the year. This can serve as your guide when you make your quarterly report to your Board.

Now is the time for each of you to send dues notices to all "delinquents" who haven't as yet paid dues. Don't forget to order your membership cards from national. If you have any transfer cards to forward, your president received in the June national mailing a list of all state League presidents. Or, send them to your state office, and we'll forward them.

SALES TAX The bulletins which you publish are tax exempt, as are the materials used therein. According to the July 1967 Information Bulletin of the Department of Taxation: "Publications regularly issued at average intervals not exceeding three months, as well as all materials used or consumed in such publications" are exempt. When you purchase the mimeograph paper, stencils, ink, etc., you will be asked to fill out an exemption certificate. The certificate should state the name of the organization, its address, the property purchased and its use.

Sales of League publications to "the state of Minnesota and its agencies, instrumentalities and political subdivisions" are similarly exempt. Therefore any quantity sales to your school district and/or local government are not taxable.

We are writing to the Department of Taxation for clarification on sales of state publications to the local Leagues for resale to League members and the public. We will forward this information to you in subsequent Memos. (We will also try to learn whether each and every local League will have to purchase a registration permit to qualify for exemption certificates. Meanwhile, if in doubt, you might want to go ahead and pay the tax.) We do regret that we cannot be more definitive at this time. If we should have any firm information which needs to be in your hands before the next Memo goes out, we shall send same immediately on a special mailing.

PUBLICATIONS We have just completed a revision of Minnesota Facts which is now available to you through the state office. This contains basic information about the League of Women Voters of Minnesota and includes the 1967-69 adopted Program and the names of the new state Board members. You will of course want to use this as a membership tool for both new and prospective members. There is space available on the back page for you to stamp your local League's membership chairman's name and phone number. Welcome wagons are not only willing but often eager to give out pamphlets of this sort. Would your library want to have a few available? Could you use them at candidates' meetings? Many Leagues use the Minnesota Facts at the time of their finance drives to help acquaint their communities with the LWV. We hope you like the "new look" of the Facts this year and find it readable and attractive. They are 5¢ apiece as listed in your May Publications Catalogue. We hope you will put them to good enough use so you can take advantage of our reduced quantity rates - 20 for \$1.00 and 100 for \$3.75.

VOTERS SERVICE AROUND THE CORNER. . .

. . . and into YOUR future, VOTERS SERVICE Gal! It's headed your way by the end of this month. Current--contains changes enacted by this very 1967 Legislature; compact--fits a business envelope for mailing (just as before) with more readable type and space for "courtesy" imprint; attractive--like red-white-and-blue.

Give yourself an "X" for Very Special insight--yes, all this describes the updated new edition of A Digest of Minnesota Election Laws now at the printers.

. . .and as you peer AROUND THE CORNER into autumn-type Go-See Tours (part of that citizen education project?); new-member teas (A#1 time to explain how everyone finds a place in VS); winding up the youth-organization project with the boy-type future voters and launching into a session with the girl-type group you helped a few years back in junior high as they begin a senior high citizenship project. . .you'll see dozens of ways to fit A Digest of Minnesota Election Laws into YOUR Voter Scene. . . in addition to. . .

Ready reference in the League:

- for every member
- for public relations
- for contributors
- for public places - like the library, school libraries, city hall, courthouse, municipal hospital library - any hospital library
- for senior citizens - in institutions, in private homes
- for newcomers intown

Interesting the business community:

- by selling copies to businesses to distribute to patrons, to employees
- by explaining to a business that their purchase of a quantity to be distributed (with their gift imprint) can help reach the wider community through distribution to adult education classes, at public meetings, in youth work.

Remind businessmen that this publication will have a useful life through 1967 and 1968 1968--in fact, until the next legislative session in 1969.

Remember this life span of the Digest in planning your VS budgets during these years --

- Do you plan some local citizen education or forum-type meeting during these years?
- Do you plan to cooperate with youth organizations or assist in reaching unorganized groups of youth?
- Do you plan to reach voters in rest homes and senior citizens?
- Do you plan to reach voters in minority groups and disadvantaged groups you may not have reached before where special interpretation of laws and voting is needed?

The size is right. Fits into your handbag, your knitting bag for instant reference. Price fits, too! Just 5¢ a copy.

SWAP SHOP SEARCH Tear off here . . . We'd like to know just which citizen education project your League has selected to highlight this year in non-election Voters Service. Kindly jot down a few details, send them along to the state office NOW . . before you make yet another phone call about your next committee meeting or tackle that bulletin article explaining the importance of . . ?

The _____ League has selected _____

(Descriptive title?)

as a non-election Voters Service project in 1967. We hope to reach _____
(number?)

voters who are _____
(any special category? new? new residents? apathetic? less

_____ . We plan to use the following means: _____
(easily motivated?) (methods anticipated?)

We are cooperating with _____
(other organizations in community? other Leagues?)

Target dates involved? _____
(public meetings? publications? completion?)

Voters Service Chairman

Mail before September 15, 1967
to state office--and thank you!
Mrs. Charles McCoy
State Voters Service Chairman

BOARD MEMO

September 1967

From all reports by phone, through your minutes and your bulletins, we know that Leagues all over the state have enthusiastically and seriously accepted the challenge to increase membership by at least 10% this year. Since "keeping" members goes hand in hand with "getting" members, the Meaningful Meetings series of fall workshops was planned to help you keep the members you acquire through your membership drives and to continue to interest your present members by planning better meetings. The emphasis of these workshops is on the "how to" rather than on Program content. (See flyer sent with the August Board Memo and the enclosed information sheet.)

Membership Rallies - January 23 in Virginia and January 25 in Minneapolis. Plan now to spend either day with the League - 10:00 a.m. to 2:30 p.m. Bring a friend or two, or better still fill up your car. The morning program will be in three sections: Russian Influence in Asia
The American Experience in Asia
The Role of China in Asia
Ample time will be allowed in each section for questions.

The purpose of these meetings is to provide present members with more information on one of our Program items and to attract new members by providing knowledgeable speakers on a provocative subject. Another important purpose is to give a large number of people an opportunity to meet and hear Mrs. Stuart talk about the League. Names of the speakers and ideas for promotion of the rallies will be provided through future Board Memos.

MEMBERSHIP CHAIRMAN Have you tried the "buddy system?" See the enclosed Membership Memo.

PUBLICATIONS We have just updated Digest of Election Laws which proved to be one of our "best sellers" in the last two years. We think you will like the new edition even better than the last. It is more readable, the color is better, yet it is still envelope size and inexpensive. This is an excellent distribution piece that can be sold or given to schools, Chamber of Commerce groups, political parties, etc. You will want them available at your candidates meetings this fall. (See August Board Memo for more suggestions for its use.) They are only 5¢ each. For bulk rates, contact either the state office or Nancy Carlson, 881-1967.

In last month's Board Memo we referred you to the new Minnesota FACTS which also is available in the state office now. This, too, is only 5¢ a copy or 25 for \$1.00, 100 for \$3.75.

Minnesota VOTER: Membership Edition, "Many Faces of League." Extra copies available at the very special price of 5¢ a copy. This issue of the VOTER has received many compliments, among them the following from Mrs. W. F. Montgomery, membership chairman, L/W of the U.S.: "It is simply superb. I cannot praise all of you who produced it highly enough. If this doesn't bring in hundreds of new members it will only be because it isn't passed along by the members to their friends and acquaintances."

Bargain: We also would like to offer you a bargain. You are familiar with the booklet, Human Resources: Minnesota's Changing Patterns, published in 1965. It provides excellent background material for the Development of Human Resources item. While we envision no new study on this item this year, we are hoping many Leagues will be translating what we have done on the national and state levels into local action. Minnesota's Changing Patterns, which is a survey of equality of opportunity in education and employment in Minnesota, can provide background information to your new members, groups in the community who are concerned in this area and members who somehow missed getting a copy at the time of its printing. This is listed in your Publications Catalog at 60¢ per copy. Our special price to you is 30¢ per copy.

FINANCING GOVERNMENT Even though you are not planning unit meetings on this topic until January or February, don't wait 'til then to begin working. There are two things to do now. First, since we hope to reach consensus this year, you'll want to make sure all your members have as good a background as possible. Every member will receive the analysis of the new sales tax law in the October VOTER. But does every member of your League have copies of Financing Public Services and Property, Income and Sales Taxes? What about the new members that joined since these were new? This basic, background material is a must before we can expect to reach a meaningful consensus. So check with your publications chairman and make sure everyone has copies in plenty of time to read and study before the new publication comes out.

The second thing to do now is see that you and your committee get the background you'll need. There is plenty of supplementary material that should help. Everything listed in the back of Financing Public Services is still good. (The Report of the Governor's Minnesota Tax Study Committee, 1956 has been called the "bible.") The following list of additional books, articles, etc. should be helpful to you. If your local bulletin editor could run it in her next issue, it might spark some interest and outside reading among your members. Ask her to include it if possible. Perhaps you could run a sort of circulating library of as many of these things as possible. (One copy of the 1967 edition of Fiscal Facts about Minnesota State Government will be sent to you as soon as it is available - either with this Board Memo or the next.)

Bibliography

*"Are Property Taxes Obsolete?" in Nations Cities, National League of Cities, March 1965. This is a report of a round table conference of tax and municipal experts - very interesting. Try your library or possibly your city officials for this magazine.

*Committee for Economic Development, A Fiscal Program for a Balanced Federalism, June 1967. Good, easy reading for the layman. Check your library or send request to Committee for Economic Development, Distribution Division, 711 - 5th Ave., New York, N.Y. 10022. \$1.00

Advisory Committee on Intergovernmental Relations, The Role of the State in Strengthening the Property Tax, Vols. I and II, June 1963. One copy free from Advisory Committee on Intergovernmental Relations, Washington, D.C. 20575.

*Citizens League, Property Tax Assessment Review Committee, Conclusions and Recommendations on the Impact of the Dulton Case and on Property Tax Assessment Reform, May 1965. One copy free from Citizens League, 545 Mobil Oil Bldg., Minneapolis 55402.

*Netzer, Richard, "Housing Taxation and Housing Policy," in The Economic Problems of Housing, Adela Adam Nevitt editor, St. Martin's (MacMillan), 1967. Look in

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your library or college (?) for this book.

Herber, Bernard P., Modern Public Finance, Irwin, 1967. Good basic text in public finance.

Twin Cities Metropolitan Area Tax Study, Upper Midwest Research and Development Council, Dec. 1966. This is a study of metropolitan area problems (instigated by the Mayors' Committee) and not all the findings carry over for the state as a whole but still interesting and worthwhile reading. One copy free from Upper Midwest Research and Development Council, 950 Federal Reserve Bank Bldg., Minneapolis 55440.

*Wehrwein, Austin C., Series of five articles on property tax exemption, Minneapolis Star, January 2 through 6, 1967. Did you remember to clip these?

Taxation and Assessment Facts, LWV of Brooklyn Center, Dec. 1964. Figures, of course, refer to Brooklyn Center, but it still has a good, simple explanation of how property taxes are figured and how the revenue is distributed. Might be especially good for new members. (Hopefully, you and your committee already know this.) Write or call Mrs. Maurice Pederson, 2819 O'Henry Rd., Minneapolis 55430. 561-1579. 35¢ per copy.

* Especially recommended.

Happy reading!

ORGANIZATION OF STATE GOVERNMENT A reminder of what you will be getting from the state Board:

YOU ARE THE GOVERNMENT is now in the last stages of its final draft. It should be available in late fall. Price has not been set.

Special VOTER (six pages) will be in your members' hands in November.

Publication on State Positions will be available in early October. Price will be 10¢ for a single copy with special rate for bulk orders not set.

Discussion outlines will accompany the October Board Memo.

The publication on state positions is designed as an every-member piece. It is an absolute must for you, your committee members and your resource leaders. In discussing our new item you must be familiar with the positions we now have as a result of previous studies.

The September Board meeting discussed what had been accomplished so far by the state item committee. Our discussion further defined the focus the item will have during the next two years.

These were the criteria we used: What did the delegates at Convention ask us to do? How much can be covered in a limited number of unit meetings? Where can the League be most effective when consensus is reached?

Our conclusion is that the League should focus on the legislature, the governor and the relation between the legislature and the governor. This means that we will be discussing various proposals for strengthening the legislature and the executive. Although we will discuss the relationship of the governor to the various departments, boards and commissions in the executive branch, we will not get into specific proposals for reorganizing an individual department or agency.

LEGISLATIVE ACTION Begin now to think about encouraging your members to attend their precinct caucuses ready to offer League positions in the form of resolutions. The caucuses will be late February and early March. We want each caucus in every precinct of both parties to be attended by League members who believe in the principles of that party. A precinct caucus is as essential to our Minnesota politics as voting so begin now to get your Board as interested and involved in stimulating your members to attend as you do to encourage them to vote.

We have tentatively decided to stress party designation, joint election of governor-lieutenant governor and legislation to regulate lobbying and conflict of interest. More about this next Board Memo.

DEVELOPMENT OF HUMAN RESOURCES A summary of proceedings of the September 26 DHR Workshop, "Does the War on Poverty Make a Difference: An Appraisal and Alternatives," will be made available to all Leagues that were represented. Any League unable to send a representative may receive a copy of proceedings, but let the League office know immediately so that a sufficient number of additional copies can be ordered - available at cost.

UNITED NATIONS DAY A reminder that Tuesday, October 24, is UN Day. Have you planned some observance for your community, your schools, your members? The pamphlet, The UN Today, deserves wide distribution.

Encourage your members and community to attend the Women's United Nations Rally on Friday, November 3, 10:00 a.m. until afternoon, Holiday Inn Central, Minneapolis. The League of Women Voters of Minnesota as well as several local Leagues are cooperating in this program. The speakers are Mr. and Mrs. Arthur Lall. He was Indian ambassador to the UN from 1954-59 and now teaches at Columbia University. Mrs. Lall is an expert on disarmament, and of special interest, for four years she was International Relations secretary for the League of Women Voters of the U.S. See enclosed flyer for further details. Tickets may be purchased through Dayton's Ticket Office or from any of the organizations listed on the back of the brochure.

CHINA The state League is buying the slide set, "Let's Look at the China Puzzle." It provides an introductory glance at the challenge of U.S.-China relations. Charts, maps and pictures are used to project some of the problems facing China, her neighbors and the world. Estimated time for slide presentation is 20 minutes. Available by mid-October.

Two additional films of TV programs are available for meetings on a no charge basis (except for insured return postage).

China: The Roots of Madness presented by the Xerox Corporation. It is 16mm sound in black and white, 90 minutes (with commercials, we believe) on two 1600 foot reels. It cannot be used for TV showings. Booking should be for a specific date, giving an alternate date, allowing for six to eight weeks advance notice. Write to:

The Jam Handy Organization
2821 East Grand Blvd.
Detroit, Michigan 48211
Attn: Mrs. Betty Watters

In writing, also identify the League, your title and your estimated audience.

Red China: Year of the Gun presented by 3M Company April 27, 1966. It is 16mm sound, in color, 60 minutes (with commercials). It cannot be used for TV showing. Bookings should be for a specific date, allowing five weeks advance notice.

Write or phone: Mr. R. A. Granovsky
Civic Affairs 220-9W
3M Center
St. Paul, Minnesota 55101

Phone: 733-1907

FOREIGN POLICY Authority on China, Foreign Aid, Alliance for Progress, East-West Trade, Kennedy Round, UN, maybe spokesman on Home Rule for D.C., state Reapportionment, Liberty Amendment, etc., responsibility for Times for Action - is this your job? Do you feel in need of help? You may find something of use in the following suggestions:

1. Do you have a committee of concerned Leaguers who will help you?
2. Have you explored inter-League cooperation?
3. Have you made full use of League publications - getting them to the members and getting them read - especially With Continued Support, Foreign Aid at the Crossroads, National Continuing Responsibilities 1966-68?
4. Have you encouraged everyone to become clippers?
5. Are you up-to-date on the League's efforts to keep you current - the National VOTER, Current Review of Continuing Responsibilities, National Board Reports and the background material that comes with Times for Action?
6. Have you explored additional sources of information:
 - . . . Tape recordings available from the state office - see Publications Catalog. These are free and would be excellent to give you and your committee more background.
 - . . . Books mentioned in bibliographies can be ordered through the state library system for a very minimal charge if they are not available locally. Ask your librarian.
 - . . . Get the views of your Congressmen on the issues. Keep in touch with your Congressional District Coordinator.
7. Seek out how League positions concern your community. Is there someone who has had foreign aid experience, been a member of the Peace Corps, etc.? How are your local businesses involved in foreign trade?
8. Are you using your bulletin to keep members up-to-date?
 - a) The background sheets that come with national Times for Action are an excellent source. Excerpts can be used to get the facts to the members in time to write, or if it is too late for that, they can be the source of what really did happen on that issue.
 - b) From time to time we will try to send along information of interest. Included in this mailing is a copy of an editorial from the Red Wing Daily Republican Eagle commenting on the closing of Red Wing Potteries. It is a very meaningful endorsement for liberalized trade.
9. Problems or questions? Call or write your state Board counterpart.

CONGRESSIONAL DISTRICT COORDINATORS With the goal of getting a minimum of one official letter in response to every national Time for Action from each of the Leagues in Minnesota, we are establishing a coordinator in each of the congressional districts. So far we have:

2nd District: Mrs. Lowell Haugen (Beth)
28 Pilot Court, Southview II
Mankato, Minn. 56001

3rd District: Mrs. Lee Hermann (Jo)
Rte. 4, Box 46
Excelsior, Minn. 55331

4th District: Mrs. William Giefer (Charlotte)
134 Montrose Pl.
St. Paul, Minn. 55114

- 5th District: Mrs. Burton Paulu (Fran)
5005 Wentworth S.
Minneapolis, Minn. 55419
- 6th District: Mrs. James Putnam (Ginny)
857 Minnesota
Granite Falls, Minn. 56241
- 8th District: Mrs. M. I. Smith (Marion)
Star Rte. 2, Box 65
Hibbing, Minn. 55746

In these districts the Leagues are being contacted and the procedures for keeping the coordinator informed have been set up. We hope this will be done soon in the remaining districts. In the meantime, keep writing!

In addition to producing a greater quantity of responses, the exchange system through the coordinator will help us produce more meaningful and effective responses. This can be done by:

- prompt responses, within a week of getting a Time for Action
- getting better acquainted with our Congressmen
- sharing this information.

Background information has been prepared on McCarthy, Mondale, MacGregor and Karth. Similar sheets will be worked up for the remaining Congressmen. This information will be added to from time to time.

Enclosed in this mailing is a summary of comments on the District of Columbia by Mr. Don Ostrom, special research assistant to Congressman Donald Fraser. This should be of special interest to Leagues in the 2nd and 6th Districts.

National subscription service for Times for Action. This was offered in the January 1967 National Board Report. The mailing, Times for Action and background material, is for a congressional session and costs \$2.50. This service is supplied to each District Coordinator from funds set up in the state budget.

NATIONAL PROGRAM-MAKING First-round Program suggestions are to be sent to the national office, postmarked no later than November 29. (Copy, please, to the state office.) Before that date, it is the responsibility of local Boards to get Program suggestions from the units and individual members of their Leagues. The local Board at its October or November meeting will have to consider these suggestions, draw up a proposed Program and mail it before the deadline. This is the member's most important voice in Program-making. Help her have a meaningful voice. To be well done:

1. Ample time must be allowed in the unit meetings.
2. Preparation of the member before the unit meeting is vital. She should come prepared with suggestions of possible new items (August 1967 National VOTER, Lively Issues, is a must, but it by no means exhausts the possibilities). She should know ahead of time that the whole current national League Program will be discussed, and that she will participate in deciding its fate.
3. Members at the unit meeting should be knowledgeable about current Program and positions (see National Continuing Responsibilities, With Continued Support).
4. Program suggestions should be made keeping League criteria and Principles in mind. The following shortened criteria could be used as a visual aid:

Consider whether the suggested item:

- Is compatible with Principles of the League of Women Voters
- Can be directly affected through government
- Will give members experience in citizen action

-- Deals with an issue of import about which the League can be effective

For CRs and CAs that have positions:

- Is there membership agreement on the stated positions?
- Will there be opportunities for action in the next few years?

5. It is important that items and Program change suggestions are worded as the member would like them studied so that there can be no mistake about intent and scope.

Above all, make every effort to insure that League members realize that they are the ones who choose the national Program. Their proposals are channeled through their local Boards to the national office. Each member should be made to realize that her voice is really important. (Enclosed is a copy of a unit report form prepared by the Minneapolis League. You might find it useful for your League.)

TREASURER In the new national Publications Catalog which just arrived it says that the new Guide for Local League Treasurers will be available in October. Please study it when you receive it, adapt your procedures to it and forward any questions on same to the state treasurer. She'll be delighted to answer them - if she can.

Did you know that the state League - and indirectly each local League - is charged 10¢ for each undeliverable Minnesota VOTER? Would each of you please prepare a filler for your bulletin requesting that each member notify you immediately of any change of address. You, in turn, should get the change of address notices to state and national offices immediately. This will provide the member with uninterrupted delivery of her VOTERS and save that dime. Thank you for your cooperation.

Last week your president received detailed information on the sales and use tax from the state office. We are enclosing another set of form ST-1 instructions for your files. Any questions or requests for additional information should be directed to the state treasurer. We would also suggest that you plan now to attend Budget Building Day on November 30. If at all possible, we will have a representative of the state tax department there to answer your questions and provide additional direction.

Additional Sales Tax Information: Don't worry about or report use tax on publications contained in state Duplicate Presidents Mailing. We will have paid that tax on our return form. You should, however, pay use tax on those publications received with your national DPM.

FINANCE With local elections in the not too distant future, have you remembered to invite the contributors, via phone or mail, to your candidates meetings. It's also excellent public relations, promotion and cultivation to invite them to any general meetings which your League has scheduled for this fall. Remember, it's partly their money which makes these meetings possible.

The all new, very readable FACTS and Digest of Election Laws are both hot off the press. Either or both make excellent enclosures with the letters sent to contributors telling that League will be calling soon.

Before you start out on the drive, have you checked to see that you have ample receipts? If not, order them as soon as possible from the national office. The state office does not keep any receipts or file cards on hand.

By now you should all have seen, read and digested the latest edition of Money Matters. It's an excellent tool with lots of valuable information, so

keep it handy. You'll want to refer to it frequently during the year.

ORGANIZATION Your state Board is exploring the possibilities for new Leagues in Shakopee, Litchfield and Montevideo. If you are acquainted with people in any of those towns, please send their names and addresses to the state office. If you have an opportunity to see them, talk to them about having a League in their town and encourage their interest.

New Member Kits. At the present time the New Member Kits contain a letter from the president, a district map, How a Bill Becomes a Law, Minnesota FACTS, The UN Today, The Member in the Unit and a copy of the membership VOTER. Local Leagues are encouraged to add other material.

BOARD MEMO

October 1967

By the time you receive this Memo the Meaningful Meetings series of workshops will be a thing of the past. We hope this series was as meaningful for you as it was for us and that you will make an even more determined effort to improve your meetings. If you have not sent in your evaluation sheets, please do so soon. Your thoughts and ideas are a great help to your state Board in planning future workshops.

BUDGET BUILDING DAY Since Halloween is just approaching as we prepare this Board Memo and will only recently have passed by the time you receive it, we hope you will bear with us as we throw ourselves into the spirit of the day.

Does the ghost of budgeting haunt you? Is the budget treated like the skeleton in your League's closet - ignored until it has to be faced? When budget time does roll around, do the categories appear to be witches flying off in all directions rather than formation? Treasurers - do you feel like the headless horseman when it's time to make out that sales tax form, ST-1? Budget Building Day will show you how to make a jack-o-lantern out of the budget pumpkin. All local League presidents, treasurers and budget committee chairmen are urgently requested to attend Budget Building Day on Thursday, November 30, from 9:30 a.m. to 2:30 p.m., at the Holiday Inn South on Highway 494 near the airport. (See enclosed flyer.)

As an added feature and something different for a Budget Building Day, there will be a man at the affair! We have invited a gentleman from the Department of Taxation to attend and to give us additional information and assistance with filling out forms, especially ST-1.

We eagerly look forward to seeing and meeting all you presidents, treasurers and budget chairmen. Please complete the enclosed reservations form and return it to the state office by November 24, 1967.

MEMBERSHIP RALLIES On our recent travels we have heard excellent plans to assure a large attendance at these meetings. As a member of the Virginia League said, "It isn't often that we have the opportunity to meet and hear a national League president in this part of the state."

We suggest that a member of your membership committee be appointed now to make definite plans for your League's participation in and promotion of the rallies. In a special mailing you will receive the names of the speakers and information about them along with printed invitations. You can start now drawing up a list of individuals (prospective members) and organizations to receive invitations. How about chartering a bus or even two - helps to assure a large group and eliminates concern over driving conditions and arranging individual transportation.

Although your state Board is doing planning and promotion and passing on promotion ideas to you, it is each local League that must assume the responsibility for getting people there. An interesting and provocative program is being planned, and with all of you giving it the big push, the rallies should be a tremendous success.

WATER RESOURCES Your state Board is delighted to announce the appointment of a Water Resources chairman. She is Mrs. Leland Powers, 4157 Ensign Ave. N., New Hope, a member of the Crystal-New Hope League, former president of the Willmar League and former state Board member.

A Conference on Water Resource Problems of the Souris-Red-Rainy River Basins will be held in Fargo on October 31 at the Memorial Union, North Dakota State University. It is sponsored by the LWV of Minnesota, the LWV of North Dakota, North Dakota Water Resources Research Institute and the Souris-Red-Rainy River Basins Commissions. Leagues in the area will find this an interesting and informative meeting. Registration and lunch is \$2.00. Reservations may be made at the Water Resources Research Institute, North Dakota State University, Fargo.

DEVELOPMENT OF HUMAN RESOURCES The DHR Workshop on September 26 was a stimulating experience. You responded wonderfully - both in coming and in attention! The program was set up to be a little different - to depart from what has become an accepted pattern in the discussions of the "war on poverty" - an emotional appeal of the desperate needs and/or a statistical recitation of programs, dollars and participants. From comments heard, we feel that we succeeded in being provocative. Many of you went away tremendously challenged and some were downright annoyed. But whichever, we hope both groups were forced to an even more open mind, questioning, "What are the answers?"

The national League is currently concentrating attention on the crisis in our cities. You have received their statement, urging each local League to reappraise its own situation and to push for local efforts to cope with local problems as well as to support national and state positions.

What can local Leagues DO? Consider carefully the suggestions given in the September 1967 National Board Report on pages 12 through 14. Other possibilities include:

1. See that appropriate books listed in the suggested readings in the September National Board Report are available in your public library - and get your members to read these books and advertise them by word of mouth to their friends.
2. After talking with your city officials, school administrators, CAP leaders, or welfare administrators, decide upon a local "let's learn" project if you have no study in the DHR area. Where may there be lack of equality of opportunity in your community? Your study for this does not need to be comprehensive. It can be a sample study, if you choose your sample fairly. Just as an example, select a school in a solid middle-class neighborhood and one in a low-income area. Compare them - on physical plant, number of pupils per class, textbook and library book situation, playground and physical education facilities, etc. How "equal" are the schools? Then if the verdict is that equality is nearly achieved, commend the school board and let the public know. If not, use your judgment as to the best way to go about getting the situation corrected. (But be sure in any publicity to make clear that your information is based on a sample.)

In employment, your check might be a sample check on change in number of minority persons hired as compared with a past date - for example, by the city, by schools, by leading firms.

In housing, suburban Leagues might check the open housing situation. Are there signs of more open attitudes and actions since the Minnesota 1967 law was passed?

All Leagues need to emphasize to their members and to their communities the urgency of the present national situation and the folly of burying our heads in the sand. We need to have a hard, not a sentimental, look at the basic tenets of our

free enterprise system and its bearing on these issues.

Our private enterprise system is based on returning to each family the share of goods commensurate with what that family has contributed to production - either by services provided or capital invested, loaned or leased. An underlying premise is that economic motives rule - that each individual is judged on individual merit. He is hired; he is promoted on his productive ability. Education of each person up to his ability is deemed a strengthening of the private enterprise system because it enables the individual to produce more and also to be a better customer. Freedom to move from shabby to attractive housing in a more desirable neighborhood is an important economic reward in our culture and is a major economic incentive to most of us. Equality in educational opportunity, in employment and promotion, and in renting or buying homes are important foundations for a healthy private enterprise system.

Maybe it was a little corny, but President Johnson's old analogy is appropriate: Give a man a fish and you feed him for a day; teach him to fish, and you feed him for a lifetime. Giving a fish is easier and cheaper - for the moment. Teaching him to fish is harder. You have to understand him somewhat; you have to talk to him as a person and fill in his lack of knowledge about lakes, rivers, maybe boats, habits of fish, the comparative merit of various methods of fishing and any other gaps which are relevant. Teaching him to fish costs more - at first. But in the end, it costs less.

The present surge by low-income groups is an insistence that they demand freedom to fish like the rest of us. Have a look. Is your community teaching these people to fish? Whether the program is undertaken by government alone, by private industry or private citizens' groups alone, or by some cooperative combination is not an issue with the League. The "how" is up to the community. The critical fact is that we must get on with the job.

Be sure to fill in and send back the sheet enclosed with this mailing which asks for information as to what is being done in your community to accelerate the pace of coping with the problem of compensating for former inequalities of opportunity in employment, education, housing and public accommodations. We want to make these available to all of you to stimulate your ideas for your own community.

Something new in the wind! The Minnesota League is part of the first regional DHR committee. We join with Michigan and Wisconsin in an Upper Great Lakes Regional Committee to study, evaluate and take action under our DHR position on regional employment and educational needs in the Upper Great Lakes Region. We plan a committee meeting of representatives from each state League and from local Leagues in the area on November 7 in Duluth. The Upper Great Lakes Region has been designated an area eligible for development with federal funds when such funds are available. Our idea is to do some studying and planning so that we can be prepared for such a time.

The Minneapolis and St. Paul Leagues are cooperating with the University of Minnesota Training Center for Community Programs in a survey of services to Indians in the Twin Cities metropolitan area. Sociology classes at the University are being used to interview Indian families. League members are interviewing public and private agency personnel.

The Training Center has arranged for interviews of Indian families outstate as well. However, if they were able to enlist the cooperation of outstate Leagues, they might also obtain information about certain outstate agencies. They have approached the state Board about this matter. The state Board believes this activity would be permitted under state and national Development of Human Resources items. The decision to participate will be left to local Leagues. We want you to know of this proposal and that some Leagues in key areas will be contacted and asked to cooperate.

Post-
poned

50TH ANNIVERSARY You have begun to receive information from national about the 50th Anniversary of the League of Women Voters of the United States which will be in 1970. Minnesota Leagues will want to make plans to commemorate our own 50th Anniversary as well. This comes a year earlier than that of the national League, in 1969. Minnesota's Incorporation Convention was held on October 28-29, 1919. Some local Leagues will find that their organization preceded the national League, too. Now is the time to begin to dig out this history.

The Minnesota League was originally broken down into congressional district Leagues. The first to organize was the 5th congressional district on October 19, 1919. This later became the Minneapolis League. There was a vice president in each congressional district.

To assist you, we are enclosing a list of the local Leagues and their organization years. We are also sending you a list of the permanent organization effected October 29, 1919 and the changes made in 1920. These should be a starting point. Even though your League organized in 1929 or 1934 or even 1950, now would be a good time to gather this information.

From our own historical records it appears that some Leagues were organized very early. They then fell by the wayside and were later reorganized. Perhaps this happened in your League. At any rate, getting the history now will make this information available when your League reaches the age of 50, and someone will appreciate it as we appreciate the fragments that were left to us. Any early information you can send to us will be greatly appreciated. Be sure to keep a copy for your own historical files.

MEMBERSHIP Now that the meetings for prospective members are over (the early fall ones, that is), and you all have secured a goodly number of new members, it is time to turn our attention to orientation of these new members. If you refer to the June Outlook for Work you will find that #4 on our membership calendar was planning orientation meetings. You will find a Membership Memo #3 included with this mailing which deals with orientation.

1. You might find it profitable to underwrite the cost of the publication, Let's Talk League, for each new member. We are confident that you will reap a large return on this investment - a member who will stay with you and not drop after one year. She will understand League better and will always have a handy reference in this publication.

2. Reproducing a single page of Let's Talk League occasionally and including it in your bulletin is an effective way of informing new members and refreshing older members.

3. Going over a page of the above publication at appropriate times in unit meetings can serve the same purpose as the bulletin sheet if you have the time.

Dues should have been collected by the September unit meetings. October 1st is the drop date for those who have not paid. National has said that it will ask for a membership count as of October 1st. Please send a copy of your list to the state office also.

Once dues are collected, some Leagues like to publish a directory for the year. If you plan to compile a directory, try to have it finished between November 15th and December 1st.

Another reminder that our membership rallies will be held January 23rd in Virginia and January 25th in Minneapolis. Most of the speakers have been secured, and Mrs. Stuart will speak at both rallies. Plan to bring as many members and pros-

pective members as possible to these meetings.

A few reminders:

Are you using a membership committee?

Is your membership count reported in your Board minutes?

Is everyone driving a car that is full of members or prospective members to each unit meeting?

Are you using the Unit Status Report (included in August mailing) to locate potential drops?

The reports from local Leagues at the Meaningful Meetings Workshops have been most encouraging in the membership field. The success stories are simply great - for example, St. Cloud reports 27 NEW members. Your bulletins show that you all are thinking membership.

-- GUNG - HO - GROW --

BUDGET We are very pleased to announce that Mrs. J. P. Gorecki (Pat) of the Excelsior Area League will be our state budget committee chairman this year. Those of you who attended last year's Budget Building Day will remember Pat as the vivacious blonde in the red dress who conducted the morning session on local League budget expenditures.

Serving with Pat on the 1968-69 budget committee will be the presidents of the Albert Lea, Arden Hills, Duluth and St. Paul Leagues. If you have any constructive suggestions in regard to the state budget that you'd like to express before the Budget Workshop, please contact the state treasurer or state budget committee via the state office.

It's not too early for you local Leagues to be getting your budget committee members - especially the chairman. Be sure they have ~~all the tools~~ they'll need: The Art of Spending Money for the LWV and A Budget Committee Workbook. We hope to see and meet as many of these budget chairmen and committee members as possible at the Budget Building Day on November 30.

Treasurers. We are enclosing two copies of the recommended mid-year treasurer's report. After you have filled them out, send one to the state office by November 15 for use by the state budget committee. Use the other as an illustration for copies for the entire local Board. If you find that you are substantially over-budget in one category and under-budget in another, you can revise your budget to reflect more adequately your present financial situation.

Suppose you find that you need more money for Voters Service activities because an important, unexpected at budget-making time, bond issue is to be voted on in January. You've already spent 100% of the amount budgeted. Do you scrap those all-important plans you've mapped out? Not necessarily. Reviewing the six-month budget report shows that you're under-budget in the state Convention account. You had budgeted much more than your delegates spent. You can, by vote of your Board, reduce the Convention account to that actually spent and allocate the balance to Voters Service category.

Remember, the "delegates" to your annual local Convention (your annual meeting) adopted the total monetary amount and your League's share of support for their state and national League services. The balance of the budget may be revised to reflect the present situation.

TREASURERS The latest National Board Report says there will be a slight delay in the receipt of the new Treasurer's Handbook. It will be arriving in about a month or so. Let's hope it comes before the Budget Workshop so we can have the benefits of its guidance and also answer any pertinent questions.

Haven't received too many requests for additional help with or information about the sales tax forms. We, therefore, assume you aren't having too much difficulty with it. The state treasurer is ready to help. Just write her in care of the state office.

FINANCE Candidates Meetings? General Meetings? Go-See Tours? Are any or all of these on your docket for the coming period? If so, why not send your contributors a special invitation. It need not be fancy - a postcard will do. Remember, their money helped to make it possible, so it's a good way to thank them.

Have you seen the bulletin article on page 71 of the September National Board Report? The Villa Park, Illinois, VOTER would be highly flattered to have you "copy" it for your bulletin. Here are some quotes from a local League's bulletin which are also applicable to finance:

"It Makes a Difference. You're only one in millions, so why bother to vote, to speak up, to get involved, to commit yourself. German author Hans Habe answers this way: 'The world is one percent good, one percent bad and 98 percent neutral. And this is why what individuals do is important.'"

"And remember, city governments are only as good or as bad as you and I make them."

SALES TAX To date we have not received many Exemption for Resale Certificates, Form ST-5 from local Leagues. It is imperative that you get them in as soon as possible. We thank those Leagues which so promptly responded. If, and when, you get your permit numbers from the Department of Taxation, please send them to the state office on a postcard addressed to the treasurer so we can insert it in the form. (Don't send the permit. That's to be in your possession. Just the number is all we need.)

Those 33 Leagues which are in the Council of Metropolitan Area Leagues should use the address of Mrs. Nicholas Duff, Rte. 3 Box 120, Wayzata, for the address of the League from which publications will be ordered. Those forms also may be sent to the state office for now. Thank you for cooperation and response.

VOTERS SERVICE Introductions. . . . Early and Late

Have YOU met the political party chairmen in YOUR community? YOUR county? If not, introductions are in order now. ("Meet Early. . . Before the Caucus Rush") In case you don't know who they are, drop a line to the state central committees:

Democratic-Farmer-Labor State Central Committee
1637 Hennepin Ave.
Minneapolis 335-9421

Republican State Central Committee
4940 Viking Dr.
Minneapolis 920-5750

And when you have your interview, come bearing gifts - of information - such as copies of the Digest of Election Laws, FACTS (both state and national) and your latest local League publications plus the good news that the League is preparing a kit of promotional materials to use in promoting precinct caucus participation.

Remember, the political parties are interested in reaching the apathetic, less-easily motivated voters, too - and with just THREE (3) months 'till caucus time, you may want to confer on ways you can cooperate in interesting your community's citizens

to exercise this basic political privilege: participation in the caucus of the political party of their choice.

In the November Board Memo mailing you will be receiving additional information on the caucus kits plus suggestions for putting them to work.

So much for the Early, now on to a Late introduction. You will recall that our Outlook Calendar calls for a November publication date for the 1968 election facts flyer, "Your Vote Makes a Difference." In reviewing plans for caucus promotion (during the October Board meeting) the state Board was in agreement that a March 1968 date would be more useful. Pre-caucus emphasis will be on the kit, a brochure promoting caucus participation and the Digest of Election Laws. The 1968 "Your Vote Makes a Difference" flyer will be ready for distribution in spring and summer. Its aim is to inform citizens about election dates and facts about voting and registration requirements.

. . . and YOUR League's distribution can come under your 1968-69 VS budget after April 1 . . . plan now for coverage of your current budget* in your own distribution of the caucus promotion materials. Watch for more on the "ways and means" of this promotion in the November Board Memo.

* Did you know that in the past two general election years (1964 and 1966) local Leagues (maybe YOURS?) spent just $\frac{1}{4}$ to $\frac{1}{2}$ of the amounts budgeted for Voters Service during those years? Don't let this happen to YOU in 1967-68!

LEGISLATIVE ACTION Two years ago the League put forth a tremendous statewide effort in 1) Voters Service promotion for all voters to attend the precinct caucus of the party of their choice, and 2) in legislative action to get our own members to introduce resolutions in support of League positions in their caucuses. It was a most successful effort. Several Leagues surveyed members after the caucus meetings and found that 1) they had gone, 2) over half had never gone before, and best of all, 3) they wouldn't miss another one.

With this base of interest your Leaguers developed in '65, begin now to discuss with your Board how you can get your members inspired to go in even greater numbers in '68.

We will send you a notice in November giving details about the four areas to definitely be covered - 1) party designation for state legislators, 2) joint election of governor-lt. governor, 3) regulation of conflict of interest, and 4) more complete lobby registration.

We will also offer suggestions for resolutions to be introduced by more experienced members. These will be based on the booklet on our state positions which you will have by then and also on the national publications containing Program positions. You must find out the places of caucuses in your area, working with your Voters Service chairman. Your December bulletin will then contain all the information your members need so they understand 1) they are wanted and needed at the caucus of the party of their choice, 2) caucus attendance offers no more problem in the area of League nonpartisanship than voting, 3) they can offer a resolution with a bit of background without any hesitance, 4) they will find it a most interesting evening, 5) the date, time and place of your caucuses.

Then in January, through your bulletin again, your unit chairmen, your Board members, you must insure that all your caucuses are attended by participating Leaguers. With concentration now on how you can best do this in your own League, you'll have a more relaxed Christmas!

FINANCING GOVERNMENT Are you preparing for your consensus meetings in January or February? You should reread Property, Income and Sales Taxes and review Financing Public Services. Have you encouraged your members to review these publications also? A bibliography was in last month's Board Memo. Have you used it?

The new publication on property taxes will be ready the last part of November. It will be a six-page facts and issues-type piece dealing with exemptions, classification and assessment. It will sell for 15¢ or two for 25¢. Our consensus will be based on all three publications but most directly on this new one, so every member should have a copy and read it. Talk to your publications chairman and get your orders in (ask for the new property tax publication as the title is not yet definite). Orders will be filled as soon as it is available.

There will be eight consensus questions, some with more than one part, and each one of course is a debatable issue. If it is at all possible for your units to spend two meetings on this, it would be most helpful. You could use the first meeting to just discuss and the second to review and try to reach consensus. If you cannot spend more than one meeting on this, your time will have to be carefully planned. Suggestions for this will be sent to each League next month. Do NOT try to discuss the new sales tax law at the same meeting. There will not be enough time for both. If you must talk about the sales tax, do it some other time, but let's not spoil three years of study by slighting the consensus questions. If we're going to reach a meaningful consensus, it will take time, thought and effort. Let's all plan ahead so we can do the best job possible.

~~We are planning a workshop for you and your committee to bolster your confidence and help you do a better job. It will be in Minneapolis on Tuesday, December 5 from 9:30 to 12:00. (This will give you the afternoon to shop if you wish.)~~ Lunch will not be included so no reservations will be necessary. Further details will be in next month's Board Memo. This will be an informal meeting with everyone a participant discussing the kinds of things you'll be talking about in your units. We'll try to answer as many of your questions as possible. By that time you should have the new publication and the consensus questions. I'll be looking forward to seeing you on December 5.

A simple chart of the new sales tax law is included in this mailing. We thought you might find it of interest.

ORGANIZATION OF STATE GOVERNMENT We are including with this Board Memo a copy of the background paper prepared by Charles Backstrom for the Minnesota-Dakotas Assembly on State Legislatures. As Professor Backstrom states in his paper, "because of the paucity of scholarly studies of the Minnesota Legislature, much reliance has had to be placed on personal observations and judgments based on informal contacts with legislators and legislative observers. The judgments offered are, therefore, tentative," Use this paper then as the observations of an acute observer rather than as the last word. We feel it will prove useful to League resource leaders. Additional copies may be obtained for 50¢ from Dorothy Anderson, World Affairs Center, University of Minnesota.

We are also sending you a copy of the final report of the Minnesota-Dakotas Assembly, and again we must qualify its use. Remember, the document represents a consensus of the participants from three states and that there are great differences in organization in the three legislatures and that Minnesota has complex urban-suburban-rural problems that are lacking in the Dakotas.

And, on a lighter note, we hope you will enjoy "Strengthen the Legislature" written by several participants to the Assembly. It should give you ideas for making meetings fun as well as factual.

Minneapolis Briefing. The Minneapolis League in cooperation with the St. Paul League will hold a briefing session on Organization of State Government on Thursday, December 14, 9:15 a.m. in Heritage Hall at the Minneapolis Public Library. Dr. G. Theodore Mitau of Macalester College will speak. The meeting is open to all League members.

NATIONAL PROGRAM Reminder of coming events:

- November 2 - Dr. Benjamin, Assistant Professor of Political Science, University of Minnesota, speaking on "Communism's Role in Red China." 9:45 a.m., YWCA, Minneapolis. Free. Sponsored by the World Affairs Council of Minneapolis.
- November 3 - Mr. and Mrs. Arthur Lall, former Indian ambassador to the UN and his wife, an expert on disarmament, speaking for the Women's United Nations Rally. 10:00 a.m. until 2:00 p.m. Holiday Inn Central, Minneapolis. Tickets for luncheon and speakers are \$3.75 available from Dayton's Ticket Office and member organizations listed on the flyer you received last month.
- November 29- Deadline for sending first-round Program suggestions to the national office. (The state office would like a copy also.)

Of interest in your Program planning: The AAUW is no longer studying China. They have begun a new study on "The Growing Gap Between Rich and Poor Nations."

Congressional Action. Act now to involve your members in the latest Time for Action. Congressional Representation for the District of Columbia (T for A - October 10, 1967) is an excellent topic for first-time writers. In recent action in the House to create an elected board of education, Minnesota Congressmen Blatnik, Fraser, Langen, Nelsen, Quie and Zwach voted for the bill. They deserve credit for approving this portion of local suffrage - the first since voting rights were abolished in 1874. Representatives Karth and MacGregor are listed as not voting. In the 3rd district, Representative MacGregor should be thanked for his motion in the House Judiciary Committee which added two Senators to Mr. Johnson's proposal of one House member. The League is very pleased that the proposed amendment will thus guarantee full representation. Let your Representatives know we favor its passage.

It is also time to write your Representative about the Economic Opportunity Act (Report from the Hill letter - October 11, 1967). Representative Quie, 1st district, will play an important role in shaping this bill. Members in his district should be sure to let him know of their support for the Office of Economic Opportunity and adequate funding of the poverty programs.

Suggestions for getting greater member response on requests for writing Congressmen:

1. Have the members bring their own stationery to a unit meeting; give the background information and then allow time for writing the letter. The chairman can see to it that the letters are mailed.
2. Prepare a summary fact sheet to give to each member. This should include the Congressman's name and address, how to address him, what the legislation is, background on the issues, the Congressman's record in this field, why the League supports the position it holds.
3. Have the members sign up for areas they are especially interested in writing about. These women can receive notification when it is time to write along with sufficient background to make their letters meaningful.

We now have coordinators for all eight districts. We are pleased to announce:

1st district: Mrs. James Cloutier
Rte. 1
Faribault

7th district: Mrs. Gustav Dinga
1203 S. 6th St.
Moorhead

A reminder: Along with your national Program suggestions, due in the national office on November 29, should go your suggestions for changes in the national Bylaws.

LISTEN WITH THE LEAGUE Station KUOM - 11:15 a.m. - Tuesdays

November 7 - UN Rally. Interview with Mr. or Mrs. Arthur Lall.
November 14 - St. Paul Charter. Interview with Mayor Thomas Byrne.
November 21 - Problems of Evaluating Poverty Programs. Richard Sykes, U. of M.
November 28 - Foreign Aid.

BOARD MEMO

November 1967

New Address: League of Women Voters of Minnesota, 555 Wabasha, St. Paul, Minnesota 55101. After about four years of talking and figuring, your state Board has made arrangements to move the state office. The new location is in sight of the Capitol - actually within walking distance. After January 1, 1968 visitors will be welcome, though we know it will take some time to get settled, and you may have to bring your own chairs. Please remember to direct all communications to us to the old address up to December 29.

We are excited about the new office space; it's certainly not plush; it's in the basement of the building. But, the space is ample and the Board room is large enough for committee meetings and special conferences. It will provide a haven for harried lobbyists during the session and a spot for League people to gather after observers days at the Capitol. We hope to keep the coffee pot ready and hot during those busy times.

MEMBERSHIP RALLIES

(Asia: Conflict and Controversy)

Mrs. Stuart how much we appreciate her visit to Minnesota by packing the meeting rooms. The whole day's program is one that you should be proud to share with your friends and the community.

Earlier this week you received a promotion packet. Much time, effort and money is being spent on the rallies - the promotion is up to you. Let's show

VOTERS SERVICE Who Me? Yes, You!

When? NOW! Look in this mailing for:

Memo to President, Voters Service, Publications, Public Relations, Membership Chairmen (four copies per League) on Precinct Caucus Kits.

Postcard on "Party Party" plans.

Sample Precinct Caucus Kit for 1968.

List of DFL and Republican county chairmen (if available by the time this mailing goes out).

Plan your strategies now - these first weeks in December. Then when January dawns crisp and cool and new, you'll be ready to make your community's citizens aware of the importance of starting the New (Election) Year right by attending the precinct caucus of the party of their choice.

Be sure to send your "Party Party" postcard in to the state office as soon as your plans are perking - so we can prettily perforate our "Party Party Parade" with 69 perfectly plausible possibilities (meaningful meetings, all, of course!).

For Your Information: Two familiar film friends are again available to assist you in public meetings promoting precinct caucus attendance. Reissues of two classic nonpartisan films may be scheduled now as follows:

-- "Where Were You?" - 28 minutes, 16mm, narrated by Joseph Welch, produced by Ford Motor Company; deals with what really can happen at a precinct caucus through lack of citizen interest.

Order from Democratic-Farmer-Labor State Central Committee
1637 Hennepin Avenue, Minneapolis, Minn. 335-9421
\$1.00 mailing charge

- "Cast a Vote Not a Shadow" - 20 minutes, 16mm, produced by Ramsey County Republican Workshop - contains no partisan material, urges more political participation by stating that only by working in a party can a citizen cast off his shadow and become a voice in our government.

Order from Republican State Central Committee
4940 Viking Drive, Minneapolis, Minn. 920-5750

LEGISLATIVE ACTION CHAIRMAN See enclosed flyer.

MEMBERSHIP Gung Ho's proverb for the month: HAPPINESS IS A NEW MEMBER! SECURITY IS AN ACTIVE MEMBER!

The countdown has started on Membership. On December 31, 1967 state and national will both ask for membership list. This count determines your number of delegates to national Convention in 1968. Don't let the holidays get you down . . . here are some suggestions for Membership Shopping.

NEW MEMBERS . . . Who to ask? Start with the new neighbor down the block. How about that PTA member who is concerned about education? Or the young mother who feels so out of things? Don't forget that friend who still thinks League is only for "intellectuals."

From the president of the LWV of Massachusetts: "The latest concept of motivation is that it is a consequence not an antecedent of participation."

How do we handle the League member who isn't? In other words, "make new friends but keep the old." Here are some preventative measures we can take to keep from LOSING members. First, look for the symptoms - absenteeism, inactive status, leave of absence, change of interest, interest-loss. How do we treat these symptoms to keep our current members in good LEAGUE health?

1. Let's spend more time with our prospects and more time on orientation, thus eliminating the "interest-loss" member. She may be a restless "organization hopper," or she may be someone who didn't think through her needs before she joined. Every women voter is not a potential League member because every woman voter is not interested in government - even though we think she ought to be!
2. Try to nip absenteeism before it becomes serious. Check your Unit Status Reports every month, and if a member is lagging, find out why. She may need a ride, or she might be happier in a different unit, or she might need more orientation.
3. Find out why a member is "going inactive" or taking a "leave of absence." If she offers a convincing explanation, don't argue with her about it. BUT KEEP IN TOUCH WITH HER. This is important because once she loses contact with League the next step is to lose her forever. Try to see that she attends meetings of special interest. Alert her neighbors and friends who are members so they will keep her informed of League Program and activity. Election time is a particularly expedient time to reawaken an old interest. Use publications.
4. There isn't much you can do about the member who shifts her interest to something else. But let's keep our membership turnover to a minimum.

Many of you are currently publishing your membership directories. Please send copies to the state office.

There are some discrepancies between the number of paid-up members reported in your minutes and the number current in the state office. Please ask your treasurer to try to keep both numbers as accurate as possible.

DEVELOPMENT OF HUMAN RESOURCES At the time of the DHR Workshop in September, one suggestion made by several of you on evaluation sheets was that you desired more information as to the extent and, where possible, effectiveness of specific programs under the Economic Opportunity Act. The last Board Memo (with enclosed sheet) requested this type of information from Leagues throughout the state. Here is a start on a report of what has been received. Note to DHR chairmen - keep this material for resource purposes as this is our means of getting the information to you while it is timely.

First, the publication, What's Happening in the Economic Opportunity Programs of Minneapolis and Hennepin County?, reveals a tremendous job done by the Leagues of those areas. This publication provides a good summary of what each existing program is set up to accomplish and gives an excellent picture of the current situation. This would be helpful to Leagues outside the metropolitan area since it gives a good sense of the programs which are operating in urban Minnesota. This publication may be obtained from the LWV of Minneapolis at 50¢ per copy.

The LWV of Bemidji reports as follows: The Bi-County Community Action Program of Cass and Beltrami Counties has been commended by both county Welfare Departments for the success of its program and for the resources it has made available to our citizens. The Bemidji League presented a series of radio programs discussing these projects. A total of nine programs were presented by League members who interviewed the staff and volunteers connected with the various programs. The final program which reviewed the entire picture, brought out the following facts:

of

With funds from CAP and lots/volunteers, the Senior Citizens moved to new and larger headquarters with a hostess and custodian on duty. Salaries for a manager, sales clerks and a bookkeeper for the Craft Shop were provided. Transportation for senior citizens and delivery of a meal-on-wheels program were also made available.

Headstart has provided four and five year olds with not only learning experiences which stimulate their curiosity but also with food and medical attention where needed. The program has been lengthened from a six-week summer project to a full nine-months program. Forty-five children were enrolled in September 1967.

Camp Buckskin near Ely has enabled fourth, fifth and sixth graders from low-income families to learn a variety of skills and to enjoy outdoor life. The Upward Bound program at Bemidji State College has encouraged capable high school students to go on to college. Both the Neighborhood Youth Corps and the Job Corps Center at Lydick Lakes have helped young people of ages 16 through 21 in classes and work training programs, concentrating especially in forestry and conservation.

The Community Aides program has assisted homemakers from poor families to learn to cook, plan meals, sew, and other housekeeping skills. There is currently a cooking class at the high school for these women.

Under Title V, Work Experience and Training Program, funds are provided for projects to help unemployed heads of households and other adults to gain experience and job training under qualified supervision in schools, libraries and hospitals. Counselors also work with these families to improve living conditions and general outlook.

Checking these programs against the criteria set up by the LWV of the U.S., the Bemidji League concluded: "We have found the programs in this area do indeed fit the above criteria. The personnel are hard-working and dedicated and, contrary to rumor, NOT overpaid! Although there has been a great deal of publicity about the waste and corruption of the OEO programs and personnel, little is written of their numerous accomplishments . . . We in this area certainly are getting our money's worth. Many of the results of these programs cannot be felt immediately. . . Time is needed.

The LWV of Red Wing reports: Prairie Island Indian reservation is located ten miles out of the city of Red Wing. All the children attend Red Wing schools. It was found that while as many as ten first graders started school each year no more than one ever graduated from high school in any one year. Two years ago, at a cost of \$1200, a bus service for Prairie Island children was started and timed so they could stay for after school activities. Result: not one drop-out since.

Eleven Headstart programs for different communities have been operating, and three more are scheduled for next year. Neighborhood Youth Corps has been used on park projects with low-income elderly as supervisors for clean-up, repair work, painting, planting, etc. NYC also has been used to assist in nursing homes.

The Red Wing League undertook a community education program on EOA programs - low key, very local and practical - which resulted in a noticeable change in community attitudes in just six months.

Congratulations, Leagues in Bemidji and Red Wing, Minneapolis and Hennepin County. Let's hear from more of you.

At the state level, Mr. Frank Kent has been appointed Commissioner of the Minnesota Department of Human Rights. A letter from him states that the Department is drawing up a report on structure and goals for the future. We will keep you informed.

NATIONAL CRS Recently some Leagues have raised questions about congressional activity in areas that might be considered as coming under League positions. We would like to share national's responses with you.

1. Treaty-making:

Senator Fulbright has introduced a "sense of the Senate" resolution that a commitment by the United States to a foreign power results necessarily and exclusively from a treaty, convention or other legislation intended specifically to make such a commitment. The League position is "opposition to constitutional changes that would limit the existing powers of the Executive and Congress over foreign relations." Senator Fulbright's resolution does not propose any changes in the constitution. If it were approved by the Senate, it would merely express that body's opinion on that issue. The League has no position on this resolution.

2. Loyalty-security:

The Senate has passed an amended version of Senator Dirksen's amendment to the Subversive Activities Control Act. It provides that if the Attorney General has not instituted proceedings before the Board by December 31, 1968, it will cease to exist. The Subversive Activities Control Board has had no hearings in the past 20 months because of the Supreme Court ruling that neither an organization nor an individual could be forced to register with the Attorney General as a communist or communist-front organization. Such registration was held to be in violation of the constitutional protection against self-incrimination. The Control Board was established primarily to determine if an organization or individual must register. Since registration cannot be required, the Board has not had any work.

The League position does not specify who shall make the determination on whether or not an organization or an individual is communist or communist-front. We have no position on the Senate action. However, we do feel that the Attorney General's list should not be used unless it is revised and kept up to date. Since the bill provides that the Board cannot initiate action but must rely on the Attorney General to refer action to it, "Chances are good that the Board may still go out of business when its 'hunting license' expires." The Minneapolis Star, October 26, 1967.

3. Enhancing the peacekeeping capacities of the UN system:

The national Board has commended Senators Mondale and McCarthy for their sponsorship of the Mansfield resolution, S.R. 180. It expresses Senate support for "the appropriate initiative" by the President to bring about Security Council discussion and debate on the Vietnam war. This resolution was supported by over half of the Senate.

ORGANIZATION OF STATE GOVERNMENT Enclosed is a copy of Goals for Good Government (the position piece) and also a suggested discussion outline for units and a report form.

Remember the Minneapolis-St. Paul briefing session on this item to be held on Thursday, December 14, at 9:15 a.m. in Heritage Hall at the Minneapolis Public Library. Dr. G. Theodore Mitau will speak, and you are all invited.

PUBLICATIONS We hope all of you have added new members this fall. We also hope you are planning to help them "catch up" on state and national Program items. Certainly, having some past publications would at least enable them to familiarize themselves with the same background material our total membership has studied. You will remember we offered you, earlier this fall, "Changing Patterns" at the reduced rate of 30¢ per copy. We would now like to offer you another bargain, "Financing Public Services in Minnesota", at 30¢. As you will recall, this was our original publication on our Financing State Government item. It was highly credited by many people and organizations in the state and is a very good basic guide. Your new members can now have both these publications for what was almost the price of one.

We would like to remind you of the bulk rates that have been established for our new publications:

Minnesota FACTS: 5¢ each
25 for \$1.00
100 for \$3.75

Digest of Election Laws: 5¢ each
100 for \$3.75

Goals for Good Government - League positions: 10¢ each. This price is as low as we can make it, thus we cannot offer bulk rates.

Property Taxes: Probing Some Options: 15¢ each
10 for \$1.25
100 for \$10.00

WORKSHOP SUMMARY Thought you might like to know: We met with 290 League members from 60 different Leagues. The members of the state Board involved in the Workshops enjoyed the opportunity to meet so many members. That is just one of the rewards of serving on your state Board.

STATE COUNCIL Remember that state Council is being held earlier than usual next year - April 16 at the Nicollet Hotel in Minneapolis. Mrs. C. M. Ingham will serve as the state Board chairman and the Excelsior Area League will serve as hostess.

PUBLIC RELATIONS Enclosed is a copy of a press release sent to metropolitan area newspapers in connection with the start of planning for our 50th Anniversary. We thought all of you would find it interesting and perhaps some out-state papers will be interested.

TREASURER We goofed! In last month's Memo we told you that the new Guide for a Local League Treasurer would be late getting to you, perhaps arriving in November. Before the ink was dry on that remark, most of you had received the Guide!

And, you've been reading it, studying it, and using it, too. We've had several questions about that Federal Form 990 referred to on page 8 and explained on pages 37-44. Leagues that employ an auditor to check the year-end Treasurer's Report may ask the auditor to help with the return. In some instances, they may be willing to fill out the form for you at no additional cost, or they may charge a small fee for doing so. Those Leagues that don't have an auditor may like to discuss this with a local tax accountant if any problems are encountered.

We add our greetings to those expressed under December on the monthly calendar on page 11 of the Guide. Once the holidays are over, we would suggest you prepare the report on membership for national and state and the quarterly budget comparison report for both your Board and budget committee.

FINANCE We trust that all Leagues that had fall drives have the "clean-up" work done and that those having upcoming drives have all the plans made so that all of you can enjoy the holidays.

The precinct caucus kits are "hot off the press." They are perfect "thank you" gifts to contributors. You might also like to reinforce these with a reminder that their (precinct caucus) votes count too by helping to select the delegates who will choose the candidates their party presents.

BUDGET CHAIRMAN Please check through those files you "inherited" from your predecessor to be sure you have all those very valuable tools you and your committee should have: The Art of Spending Money and A Budget Committee Workbook. If you haven't got them all, do ask your publications chairman to order them for you now so you and your committee will have them in time for your January meeting.

A Reminder: Copies of your letters to national and to other Leagues should be sent to the state office for our information.

BOARD MEMO

December 1967

This Memo will not reach all of you until after the holidays, but it will be early enough so that you can quickly resume your League work. This has been an especially busy fall for League members and the communities, too, that are fortunate enough to have a local League. The fast pace continues as the new year begins. On the second day of January the state League office will be in new quarters - 555 Wabasha, St. Paul 55101. Phone - 224-5445.

January is Precinct Caucus Promotion month - all month! Are your plans all made for the distribution of the promotional flyers? Caucus kits? Have you ordered the materials you will need for your community? For your members? (See November Board Memo.)

Legislative Action Chairman. As you prepare for precinct caucuses be sure to refer to the memo from the state legislative action chairman that was included with the November mailing.

In a recent special mailing all Leagues received a promotional packet of materials designed to help with plans for a big attendance at the Membership Rallies on January 23 in Virginia and January 25 in Minneapolis. Extra invitations are available free and in quantity. Just let us know. Mrs. Stuart is looking forward to her visit in Minnesota. Let's show her how much we appreciate her coming.

State Budget Committee. Mmes. J. P. Gorecki, Excelsior Area, chairman; Arthur Boyden, St. Paul; Robert Condon, Albert Lea; Orval Hage, Duluth; John Sullivan, Arden Hills; Harold Watson, state Board; Jerome Weigenant, state Board, members of the state budget committee, met following the Budget Building Workshop on November 30 to finalize the 1968-69 budget suggested by the state Board and delegates at the Workshop. The state Board approved the proposed budget at its December meeting. This budget and an explanation as well as the suggested pledges and a covering letter have been sent to your president. If you have questions, please let us hear from you.

LOCAL BUDGETS See counterpart enclosure. Budget Committee. Now that you have your copies of The Art of Spending Money and enough Budget Committee Workbooks for your committee members, call a preliminary meeting to discuss ways and means of getting your members' ideas on how your League could improve. You might ask your president if you could attend the next Board meeting to get the "feel" of that angle of League, too. If you have the time, you or one of your committee members could attend the committee meetings at which Board members and their committees discuss their plans for the next fiscal year. Don't wait to get underway - April and annual meetings will be here before you know it. Bears hibernate in winter; budget committee members are wide awake all winter!

FINANCING GOVERNMENT With last month's Board Memo you all received a sheet of Suggestions for Unit Meetings, Unit Report Forms (one for each unit), and Board Report Forms (two per League - one must be in the state office no later than March 11, 1968, and one is for your files). If you have any questions about this, please don't hesitate to write or call - Mrs. Harold Nash, Rte. 7, Box 436, Excelsior 55331 -- 474-8315. I'll be happy to try to help you if I can.

We were pleased to see so many of you at our Workshop on December 5. Those attending seemed to think it was a helpful meeting. One question that came out there we would like to pass on to everyone. In the very first consensus question "Minnesota" refers to all governments in Minnesota, both state and local. Please remember, we always ask you NOT to change consensus questions. We can't expect to reach consensus if we don't all consider the same questions.

You probably already realize that it is essential for your members to be prepared for this unit meeting. See that they have the publication before the meeting. Use your bulletin - and every way you know of - to encourage them to read and consider before the meeting. You might want to include the consensus questions in your bulletin. Be prepared ahead of time and then enjoy the meetings. Be sure to get the Board Report Form to the state office at least by March 11.

Thought you would like to know that because the September-October VOTER (Tax Reform and Relief Act of 1967) was so well received, we had 1000 reprints made - the instant printing process. Copies were sent to newspaper editors throughout the state. The balance is for sale to all Leagues at 5¢ per copy. Several Leagues have found them to be an excellent give-away for their contributors.

DEVELOPMENT OF A very encouraging aspect of the DHR item is the increasing number
HUMAN RESOURCES of questions which the state Board is receiving, saying in essence, "What local action may local Leagues take under national and state positions?" Since this involves a new approach to local action, your state Board gave the matter considerable discussion. The three specific questions which have been received and our conclusions regarding them were:

May a local League urge local employers (local units of government, business firms, and non-profit organizations) to advertise, place on their application blanks, letterhead, etc. the statement "We are an equal opportunity employer or firm"? The answer is yes.

May a local League support establishment, by ordinance, of a local human relations council? The answer is yes. A local League cannot take a position on structural or administrative aspects of a local human relations council without a local study. This is a particularly important point for communities where controversy develops over such details.

May a local League support local ordinances requiring equality of opportunity in the specific areas of our positions (employment, education, housing, public accommodations, other public services)? The Board felt that we should make available to you some guidelines before declaring the field open. We expect to provide these guidelines in the January Board Memo. In the meantime, if any of you are faced with an immediate situation and cannot wait until the end of January, contact your state DHR chairman and give her specifics.

If you have questions as to other general areas where action might be taken under state and national positions, please write them to your state DHR chairman so the Board can discuss and give general directions in these areas also. (DHR chairman - Mrs. Kenneth Brown, 1216 Highland, Mankato 56001. 507-388-7746.)

A representative of the Minnesota Public Welfare Department strongly urges local Leagues to take another type of action: Recommend capable persons, both women and men, for your county welfare boards. Even if your League is strictly a city League, your city will have representation on the county welfare board. Ask a county commissioner what procedure they prefer. Do not give the impression that you are pre-selecting; if possible, suggest more than one person, all of whom would be satisfactory. Check if the persons are willing to serve before making the recommendation. Welfare boards composed of directors who are both concerned and

capable can make a real difference in your county's program.

We have some additional local League reports on DHR programs to share with you. Northfield reports as its "most unusual project" their student project, sponsored by the Northfield Human Relations Council. "Six Negro students came from the South this year (three last year) to attend the Northfield High School for their junior and senior years. They live with families, similar to American Field Service programs. Money was raised in the community to pay for transportation, books, allowances, etc.; there is no charge for tuition. The students spent the summer prior to attending the high school at Carleton College in the ABC (A Better Chance) program funded by the OEO. This program has obvious advantages for an all-white community as well as providing a better education for young people. The students have been selected on a nationwide basis as being college potential students but needing better preparation than is available in their schools at home."

This Northfield program seems to be one by which many of our communities which have few minority residents could profit. The Northfield chairman of the program is Mrs. Ross Shoger, 318 Nevada, Northfield. The recruiting agency is ABC-ISTS, 376 Boylston, Boston, Mass. 02116.

Additional projects reported by Northfield are a year-round Headstart program which, despite late funding, is using over 100 volunteers. Visits are made to Headstart mothers just to get acquainted; babysitting is provided in some cases, especially rural areas. A clothing exchange has been established and a speakers bureau. League members are serving on the staff and on the board. "Many people are having their eyes opened to the poverty conditions in many of the families."

A foster grandparents program involves a number of people as volunteers to drive the "grandparents" to work at the institution in Faribault.

Many volunteers from Northfield, including college students, did volunteer work in the Indian community at Prairie Island helping winterize some houses. Books have been collected and made available to their community center.

Adult volunteers also are involved in Project Friendship, a one-to-one relationship between elementary youngsters and college students. Adults administer the program, provide transportation to rural children included in the program (most of them are rural), make their homes available, interview parents, assist with enrichment trips, etc. Youngsters who have a special need (from disadvantaged family, one-parent family, retarded, emotionally disturbed) are recommended by the schools and meet with their college "friend" once a week. This is not a tutorial program; it is a personal relationship, enrichment program. Funds for this program were requested from OEO, but it was not funded. It has operated through community support.

Hats off to Northfield!

Edina reports: "The 'word' from Edina is that the community, in spite of its reputation for not only lack of poverty but lack of concern as well, is aware of the problem and a considerable segment of it is genuinely concerned." Thirteen women went on the suburban bus tour and fourteen attended the Thunderbird Workshop. A large number of League members are interested in knowing what varieties of action can be taken and how the many people of good will in Edina can coordinate their activities to make an impact on the community.

Fergus Falls plans a tour for April on a countywide level to visit OEO projects. They plan to invite Battle Lake to join the tour.

Battle Lake is trying to educate itself on school consolidation. At a January

meeting school officials will discuss how proposed consolidation will affect their area.

We are encouraged by all the activity you are reporting. Let's hear from more of you!

NATIONAL PROGRAM A reminder to those Leagues that haven't sent a copy of their first-round national Program suggestions to the state office as yet to please return at least the blue state form - First Round National Program Recommendations 1968-70. We hope to give you a resume of what local Leagues in Minnesota wanted as Program items before the second-round. We thank the 37 Leagues that have responded. Are you one of the 32 Leagues that hasn't?

MEMBERSHIP The happiest of holidays and a most prosperous (membership) year in 1968.

Some of you may have wondered what happened to the first Membership Memo on the Use of the Talent File which was mentioned in the August Board Memo. In the rush of all the early fall work, that Memo was misplaced. It is included with this Board Memo.

An important reminder: Each month we have asked your secretary to include the membership count in the minutes and the treasurer to keep the state office and minute figures as accurate as possible. Remember that your delegate representation is based on these figures.

Here is a start for your 1968 **MEMBERSHIP CALENDAR**.

JANUARY

- 8 Membership total as of 1/1/68 due in state office. Included in this mailing is a card for reporting.
- 15 Membership total due in national office.
- 23/25 Membership rallies (Asia: Conflict and Controversy) in Virginia and Minneapolis. These rallies are for all Leaguers and any and all potential League members.

During January, meet with your membership committee to analyze your League's membership - dropouts in particular.

FEBRUARY

- 5 thru March 5 Precinct Caucuses. As soon as you have your reservations in for the rallies, work hand in hand with your Voters Service chairman to encourage all League members, even the newest, to attend their precinct caucuses. If League members keep their eyes open for prospective members at these caucuses, you will have a new source of names.

If your League is having a Voters Service "Party-Party" have a membership table near the door.

Prepare annual reports for state and national.

- 29* * * Save the morning of this extra day of 1968 for League. More about this Leap-Ahead Day in the January Board Memo.

ANNUAL MEETING It isn't too soon to start planning for your annual meeting - chairman, location, lively issues bulletin. And don't forget to appoint a Bylaws committee if you're contemplating any changes - such as a dues increase. Such proposed changes need to be prepared in time for the state

Board to approve them before they go to your members.

ANNUAL REPORTS And speaking of things annual - it's time to start thinking about preparation of your annual reports. You will receive your copies directly from national with instructions on how many copies go where. State copies are due in the state office no later than March 15.

LOCAL AGENDA Many local Leagues have just completed, or are in the process of completing, an updating of their Know Your Town or County Surveys. Be sure that the schools, especially the American government or history teachers, receive complimentary copies of it. Perhaps one of your contributors would like to buy enough copies for classroom sets. And don't forget to offer the services of your editor-in-chief as a "guest lecturer" for a segment or class on local government. Who else would know more?

FINANCE After-Christmas gift suggestions for contributors: Financing Public Services - Property Taxes: Probing Some Options or the September-October **VOTER** on the Tax Relief and Reform Act of 1967. Either or both would make good inserts for the pre-drive letter if your drive is scheduled for early winter. Or you might want the solicitor to give the contributor a copy at the time of calling. If your League has already completed its drive, these publications would be dandy extra "thank you" material, especially with the receipt of homestead exemption forms coming in January, income taxes in April and property taxes before May ends!

Since all finance chairmen are members of their local budget committees, start now in the post-holiday doldrums to prepare for that first committee meeting. Work up the total member and non-member contributions. This will also be of help to you when annual report form time rolls around - by March 1 - especially if you have the number of \$1-5, \$5-10, \$10-25, etc. contributions.

TREASURERS We have been most pleased to note that most League minutes now show the monthly treasurer's reports, i.e. balance at the beginning of the month, income and expenditures for the month, present balance and number of members. With all your added responsibilities, all of you are doing a good job. Keep up the good work.

Recording this information has another benefit. The information is readily available when needed. Your president recently received a postcard form from the national office requesting the number of paid voting members on January 1, 1968. This information is needed to determine the number of delegates to national Convention to which your League is entitled. Do return the postcard so that it arrives in Washington before January 15, 1968.

Many of you have requested information on Form 990, date of exemption and the employer's number. The date of exemption for the League of Women Voters of Minnesota is February 24, 1931. The state League's social security identification number cannot be used by anyone else. If you have your own office and paid staff, you should already have a number and it should appear in the block marked Employer Identification Number. If you have no such number, follow the directions given on page 8, last paragraph of Guide for a Local League Treasurer: "Businesses or organizations . . . not be an employer." The nearest Internal Revenue Office is in St. Paul, and sometimes post offices or banks carry these forms, too.

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BOARD MEMO DEVELOPMENT OF HUMAN RESOURCES

A very encouraging aspect of the DHR item is the increasing number of questions which the state Board is receiving, saying in essence, "What local action may local Leagues take under national and state positions?"

Since this involves a new approach to local action, your state board gave the matter considerable discussion. Our conclusions regarding ^{the} three specific questions which have been received ~~from~~ ^{them were:}

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May a local league support establishment, by ordinance, of a local human relations council? The answer is yes. ~~We would, however, remind you that our positions are for equality of opportunity in employment, education, housing, public accommodations, and other public services. We have no position on details of structure or administrative framework of such councils.~~ A local league cannot take a position on structural or administrative aspects of a local human relations council without a local study. This is a particularly important point for communities where controversy develops over such details.

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If you have questions as to other general areas ~~in which you wish to take action~~ where action might be taken under state and national positions, please write them to your state DHR chairman so the board can discuss and give general directions in these areas also. (DHR CHRM ~~to~~ Mrs. Kenneth G. Brown, 1216 Highland Ave., Mankato, Minn., 56001. Ph. 507-388-7746)

A representative of the Minnesota Public Welfare Department strongly urges local leagues to take another type of action: Recommend capable persons (both women and men) for your county welfare boards. Even if your league is strictly a city league, your city will have representation on the county welfare board. Ask a county commissioner what procedure they prefer. Do not give the impression that you are pre-selecting; if possible, suggest more than one person, all of whom would be satisfactory. Check if the persons are willing to serve before making the recommendation. Welfare boards composed of directors who are both concerned and capable can make a real difference in your county's program.

We have some additional local league reports on DHR programs to share with you.

Northfield reports as its "most unusual project" their student project, sponsored by the Northfield Human Relations Council. "Six negro students came from the South this year (three last year) to attend the Northfield High School for their junior and senior years. They live with families, similar to American Field Service programs. Money was raised in the community to pay for transportation, ~~high~~ books, allowances, etc.; there ~~is~~ no charge for tuition. The students spent the summer prior to attending the high school at Carleton College, in the ABC (A Better Chance) program, funded by the OEO. This program has obvious advantages for an all-white community, as well as providing a better education for young people. The students have been selected on a nationwide basis as being college potential students, but needing better preparation than is available in their schools at home."

This Northfield program seems to be one ~~by~~ which many of our communities which have few minority residents could profit. ~~of~~. The Northfield chairman of the program is Mrs. Ross Shoger, 318 Nevada St., Northfield. The recruiting agency is ABC-ISTS, 376 Boylston, Boston, Mass., ~~2~~ 02116.

Additional projects reported by Northfield are a year-round ~~Head~~ start program, which, despite late funding, is using over 100 volunteers. Visits are made to ~~Head~~ start mothers just to get acquainted; babysitting is provided in some cases, especially rural areas. A clothing exchange has been established and a speakers' bureau. League members are serving on the staff and on the board. "Many people are having their eyes opened ~~as~~ to the poverty conditions in many of the families."

A ~~Foster~~ grandparents program involves a number of people as volunteers, to drive the "grandparents" to work at the institution in Faribault.

Many volunteers from Northfield, including college students, did volunteer work in the Indian community at Prairie Island, helping winterize some houses. Books have been collected and made available to their community center.

Adult volunteers also are involved in Project Friendship, a one-to-one relationship between elementary youngsters and college students. Adults administer the program, provide transportation to rural children included (most of them are rural), make their homes available, ^{assist with enrichment trips,} interview parents, etc. Youngsters who have a special need (from disadvantaged family, one-parent family, retarded, emotionally disturbed) are recommended by the schools and meet with their college "friend" once a week; this is not a tutorial program; it is a personal relationship, enrichment program. Funds for this program were requested from OEO but ~~it~~ was not funded; it has operated through community support.

Hats off to Northfield!

Edina reports: "The 'word' from Edina is that the community, in spite of its reputation for not only lack of poverty but lack of concern as well, is aware of the problem and a considerable segment of it is genuinely concerned." Thirteen women went on the suburban bus tour and fourteen attended the Thunderbird Workshop. A large number of league members are interested in knowing what varieties of action can be taken and how the many people of good will in Edina can coordinate their activities to make an impact on the community.

DHR, p. 3

~~Minnetonka is endeavoring to implement the state open housing law locally. Their first approach will be to discuss the problem in the units and to include at the candidates' meeting a question as to the degree of active support each would give to local cooperation with the state law.~~

Fergus falls plans a tour for April on a county-wide level, visiting OEO projects. They plan to invite Battle Lake League to join the tour.

~~New Brighton's DHR chairman has visited The Way and plans a February meeting which will use a panel, including Ms. Davis of The Way.~~

Battle Lake is trying to educate itself on school consolidation; at a January meeting school officials will discuss how proposed consolidation will affect their area.

We are encouraged by all the activity you are reporting. Let's hear from more of you!

JANUARY, 1968. MEMO FROM AIRLINE BROWN TO STATE BOARD MEMBERS.

At the last board meeting I was asked to draw up suggested guide lines for local leagues to follow regarding supporting local ordinances in the DHR area. My effort follows, submitted for your criticism, suggestions, debate, etc.

May local leagues, under state positions in DHR, support local ordinances requiring equal opportunity or prohibiting discrimination in the areas of education, employment, housing, public accommodations, and other public services? *See Board Gov.*

First of all, check the Minnesota Voter for Nov.-Dec. 1966, "Legislative Positions for 1967", "Equality of Opportunity," and "Minnesota Indians" for our specific statement of positions and discussion of these positions. Any support given by a local league regarding local ordinances must come within these positions.

Within these positions, the answer is yes, IF

1. Policies are decided and administered by a special board or commission set up for that purpose rather than by the regularly established law enforcement agencies. Emphasis by the commission is to be on educating, conciliating, and encouraging compliance, with a minimum of punitive action for violations and no publicity where compliance results. The focus should be on encouraging positive equal opportunity rather than on punishing discrimination. and, IF

2. Local leagues avoid taking a position as to whether requiring equal opportunity by a specific local ordinance administered by a local commission or by setting up a local advisory citizens' committee to work with the state Department of Human Rights. Before taking any stand as to which of the approaches is preferable for its local community, the local league must study its local situation.

Because of the recent consolidation of several agencies into the Minnesota Department of Human Rights and the strengthening of the law prohibiting discrimination in housing, the state government is expanding its activities and is discouraging local ordinances. The state Department of Human Rights has announced that it will concentrate first on the Twin Cities area, then expand to the remainder of the state.

Some municipalities which already had active commissions operating under local ordinances are resisting this expansion of state governmental activity into an area which they consider they had been handling satisfactorily and in a manner geared to their own specific problems. In some cases a city may claim that its standards of equal opportunity are higher and that the action of their local commission is more prompt than would be the case under the state system. They argue that if in some circumstances their policies fall short of what state law requires, the state can come in, since state law takes precedence over local ordinances.

Those favoring state administration argue that the state law is adequate, that local human relations committees can provide the needed knowledge of and adjustment to local needs, that a state agency is less subject to local pressures, and that action by a state agency introduces a consistency into policy not possible with a multitude of local ordinances.

In cities with already functioning local equal opportunity commissions under local ordinance, as long as the state-local controversy is not a factor, local leagues may support local commissions and work for strengthening them along lines of state league positions. We warn such leagues, however, to exercise caution and avoid becoming involved in a state-local controversy without a local study.

In cities which have no ordinances or where ordinances are definitely below requirements of state law, the state board recommends that local leagues begin by supporting an ordinance to establish an advisory citizens committee which operates under the state Department of Human Rights. The state can give such local committees much help in how to educate the community on the requirements and purposes of the law, emphasizing positive compliance rather than negative punishment, without publicity. This creation of understanding by the community, of channeling already existing favorable attitudes into meaningful action is an extremely important

first step. In cases where compliance is resisted, the local committee refers the case to the state Department of Human Rights.

If, at a later date, these communities or the local leagues question whether a local ordinance might be more effective than the advisory committee, then the local league must conduct its own study before taking a position.

IN SUMMARY:

A. In communities already having local ordinances, where no controversy exists on the state versus local angle, leagues may support and work for strengthening the work of the local commission.

B. In communities with little or no local action, leagues should work for ordinances establishing advisory citizens committees under state law.

C. Where the local versus state administration question exists or arises, leagues must make their own local studies before supporting either method. Without the local study they may only support the "principles" of no discrimination and/or equal opportunity.

A few other specific areas open to local league support under national and state positions include public programs for the following:

NATIONAL: (See National Board Report, May, 1966)

Day care centers for disadvantaged children, beginning at pre-school and continuing through secondary school. Purpose of these centers is: (1) to give parents an opportunity for employment, and/or (2) to provide compensatory programs for the disadvantaged.

Financial aid to help needy students remain in high school and take advantage of post high school training and education.

Adult education to make those currently not in school employable. Included are programs for needed basic education, vocational training and retraining, apprenticeship training, and on-the-job training.

Programs to bring about effective desegregation of schools.

Effective public employment agencies which serve all, including the "hard core" unemployed.

STATE:

Consolidation of local schools to a more effective size.

Efforts to improve public services, under direction of local governments, to Minnesota Indians. ~~Areas specially suggested include education both general and of the "practical" type, law enforcement, welfare services, and employment agencies.~~

Mrs. Shirley Zimmerman has recently been appointed Child Welfare Consultant to statewide organizations. Her job is to solicit the support of interested state organizations in more adequate programs for child welfare, and also to coordinate and pool activities. I wish the guidance of the state board as to the extent to which the state league can cooperate. I spent one afternoon at the Dept. of Public Welfare. From talking with them and from the materials which they sent me, their current areas of major emphasis seem to be:

1. Day care services for children when, because of employment of adults in the home, there is no adult to care for the children, and to compensate for a disadvantaged background.

2. Child protective services

(a) Physical abuse

Their interest is in more adequate referral of such cases and in more effective protection of the child when such cases are discovered. It is their belief that our laws need changed.

In Minnesota all persons engaged in the practice of healing are required to report all injuries or evidence of injuries appearing to arise from beating or other mistreatment of any minor under 16 years of age whose injuries the person is called upon to care for. The report is to be made to the police.

The statute leaves to the discretion of the police the decision on what action to take. This means that the case is viewed in terms of possible prosecution of the person who has inflicted the injuries. There is great difficulty in producing sufficient admissible evidence for prosecution. In the interim, and often after judgment, the child is returned to the identical situation. It is the position of the Dept. of Public Welfare that the best solution in terms of optimum protection for children would be provided by referral to the Welfare Department, with emphasis on improving the home situation or, if necessary, removing the child. They argue that prosecution of the adult responsible has proved unsatisfactory as a method to protect the children.

(b) Emotional neglect or abuse

The Dept. of Public Welfare wishes to prevent handicaps which result from damage to personality and/or mental health. They desire improved programs to discover and assist children suffering from emotional abuse or neglect. Their emphasis is primarily on (1) helping parents understand the harm resulting from such neglect or abuse, and (2) assisting parents to cope with their own emotional problems. As a last resort, the child would be removed from the home and placed in a foster home.

3. Homemaker Services

The purpose of these services is to make homemakers available to families in temporary need of a full or part-time homemaker. Illness or some overwhelming circumstance are the most frequent causes for this need. Usually inadequate income to finance these services is a factor, but not always; the emergency may be too acute to allow time to find the proper person. The goal is to enable families to continue functioning reasonably well through emergency periods where additional homemaking services are needed.

Administration of the homemaker services program varies. Sometimes private agencies make the services available, with referrals by the public welfare department; or the services may be under supervision of the public welfare department, with or without assistance of private agencies.

WHICH CAN WE SUPPORT?

It seems to me that we can support the Day Care Centers under our national item.

The Child Protective and Homemaker services seem to me to be very peripheral to our positions. Two possibilities suggest themselves to me:

1. We could provide information to our membership and communities--strictly a Voters Service sort of thing, giving various angles.
2. We could summarize the current situation, describe present laws, various proposals, etc., in these areas or one of these areas and ask consensus questions to see whether our members wish to expand the scope of our IHR item of equal opportunity to include child protective services and/or homemaker services.

"Equal opportunity" is a big umbrella. Would these areas fit or would they be an unwarranted expansion? My personal reaction is that the Child Protective services come closer to fitting than the Homemaker services.

We did suggest a study of welfare in our lively issues VOTER. Should we just say that if leagues want this as a state item, they must decide for that directly, not have it hauled in by the back door?

BOARD MEMO

January 1968

As we prepare this Memo we are busy with the final arrangements for Mrs. Stuart's visit to Minnesota, plans for the State Council Meeting on April 16, and cautious and careful purchase of equipment for our new office. Welcome additions to your state staff: Mildred Seiberlich, full-time clerk-typist, and Mrs. Edward Dvorak, a member of the St. Paul League staff, who will serve us as a part-time bookkeeper.

HOPE WASHBURN AWARD Since the state Council meets a month early this year, it will be necessary for you to send your nominations in to the state office by April 1. Don't neglect participation in this exciting annual event. Nominations can be made by individual League members as well as local League Boards.

EUROPEAN TOUR As you all know, from reading your November-December Minnesota VOTER, the League of Women Voters of Minnesota is sponsoring a European tour to take place in September 1968. Naturally, we hope that many League members will take advantage of this interesting venture. We thought you should know that all arrangements as well as requests for information go directly to Mrs. William Whiting, 622 E. School St., Owatonna. The state League office is not involved in any costs or planning for the promotion of this tour.

ANNUAL REPORTS You will receive your forms from the national office; our deadline for completed copies to reach the state office - March 15.

PROGRAM PROMOTION We thought you would like to know that all legislators received copies of the Metropolitan Maze and the November-December Minnesota VOTER - Organization of State Government. We are also sending complimentary copies of You Are the Government to the 52 members of the recently appointed Governor's Council on Reorganization together with a letter of congratulations.

We are sure that you were as pleased as the state Board at the appointment of Mrs. William Whiting, past state president, to the Council. With her background and interest in good government, she will be a great asset to the Council.

Metropolitan Maze, published by the Council of Metropolitan Area Leagues, is enclosed for outstate Leagues for your use and information.

PLEDGES The current League year is now three-quarters over. The state cumulative treasurer's report as of December 31, 1967 showed local League support standing at 71.2% of the budgeted amount. As of January 12, \$10,558.75 of local League pledges were still to be paid.

As you know, your state office is now located in its new quarters. Necessarily, expenditures for equipping this office are now coming up. It would be a great feeling for your state Board - and an indirect savings to each local League, too - if we could pay for these vital materials upon receipt. This we could do if each local League, with pledge support still due, would complete its payment as soon as possible.

To paraphrase George M. Cohan: Your state Board thanks you; your state treasurer thanks you; and our suppliers thank you for your prompt response to this request.

TREASURERS Within the next few weeks you will be busily engaged in filling out your annual report forms. (They're due in the state office by March 15 and the national office by April 1.) On pages 8, 31-32 of your Guide for a Local League Treasurer you will find some information and tips on filling out this form.

There will be some columns which may be final and not estimates, e.g. non-member contributions if your drive was in the fall or early winter and is now completed; calendar sales or other cash receipts.

In those columns where no final figures are available, you will have to estimate. This won't be too difficult since most of your current figures will be those of 10/12 of the year (5/6 if you prefer).

We call special attention to this sentence from page 8: "These local League annual reports form the basis of the consolidated state annual report, which the state treasurer in turn makes to the national office." Your state treasurer would deeply appreciate receiving clearly readable reports as soon as possible after March 1 so that she can easily and rapidly make the compiled report. Thank you very, very much.

The increase in postage rates has upped the cost of VOTER returns to 15¢ each! That's an extra nickel apiece. Please get your drops and address changes in promptly so that we all can save that extra money and put it to better use.

MEMBERSHIP Enclosed with this mailing you will find Membership Memo #5 which tells us where we are in membership as of January 1, 1968. More than 1/3 of the Leagues did not send in their membership count. Have you sent yours?

On February 29 - that extra day this year - all membership chairmen are invited to spend a half-day learning what can be done before our annual meetings to insure a Leap Ahead Year for Membership in 1968. See enclosed flyer and map.

Several Leagues will be asked to do "How To" presentations; one will even perform skits. All of you are encouraged to bring along displays of what you did in membership or orientation material you have prepared and to share with us any and all ideas you have on membership. Most of the meeting, however, will be devoted to discussion and questions. We hope to see all of you there. (The afternoon is free for shopping, or whatever. . .)

FINANCING GOVERNMENT In order to facilitate a more meaningful discussion at state Council in April, we are asking you to give us the benefit of your thinking. We would like you to tell us what direction you think this item should take next year. What aspect of the item should we study? Shall we try for another consensus before the legislative session?

Do not try to discuss this with your members at your units - you already have enough to do there without adding anything else. But you can discuss it with your committee or your Board. Then send your ideas to us along with your consensus. Or, if you've already sent in your consensus, send it so we'll have it by March 11. Please be as specific as possible.

At state Council on April 16 we will be able to give you the suggestions that have been made. Time will be allotted for all the delegates to consider the possibilities and make decisions. We're hoping this will lead to a more meaningful discussion of direction for next year.

Thanks for your assistance.

PUBLICATIONS Once again we would like to bring to your attention the discount price we have established for Financing Public Services in Minnesota. This booklet was originally 50¢ per copy, and you may now have it for 30¢ per copy. This book has good

basic information on state financing. It could serve as background material for new members; it could be given to schools, libraries, businessmen in your community; it could be given to your contributors if you have not already done so. Let's see that this fine publication is available and is used in your community.

Our new publication, You Are the Government, is priced at 50¢. The state Board has established bulk rates for orders of 500 or more - 45¢ each. All presidents have received a sample copy. It's attractive, informative and certainly a book each of your members will want to own; also there are many groups and individuals in your communities you will want to sell them to. We hope you have planned to give a few complimentary copies as a public service. There is probably no better way to acquaint your community with the League than to show them through a publication how thoroughly and objectively we do our work.

FOREIGN POLICY The China Conference scheduled for February 19 and featuring C.P. Fitzgerald has been cancelled because of Mr. Fitzgerald's illness.

In the future the following programs will be presented that may be of interest to you and your committee:

February 7 - "Man and His Values in a 3-Power World: USSR, China, USA"

"In China" - 8:00 p.m., Augsburg College, Melby Hall. Speaker - Dr. O. Edmund Clubb, Special Lecturer on China, Columbia and New York Universities. Open to the public.

February 14 - Minneapolis Briefing Session. It will be held at 7:45 p.m. in Heritage Hall of the Minneapolis Library. All interested League members are invited. The subject will be Taiwan: Island of Contention. Yaku Chang, lecturer in Chinese at the U. of M., will be the speaker.

Congressional Action. To date interviews have been held with Senator Mondale, Representatives Quie, Nelsen, Karth and Zwach. The summary of Senator Mondale's interview is enclosed; the summary sheets on the Representative's interviews will be sent out to the Leagues concerned.

Leagues are doing a far better job writing to their congressmen. For this we thank you and give special thanks to the excellent job the district coordinators are doing. Now that our system is established, we can look forward to more effective action in the session just beginning.

PROGRAM SUGGESTIONS Since you will be making second-round Program suggestions soon, we thought you might like to know what kind of Program the local Leagues wanted in the first-round. Forty-two Leagues sent copies of their Program suggestions to the state office. It was not possible to determine how widespread member participation was as many Leagues did not include this information in their reports.

Thirteen Leagues indicated an interest in the single list, while 15 Leagues suggested entirely new items. Of the new items, urbanization came in first with five Leagues indicating an interest in this area (a few other Leagues included some form of urbanization as part of DHR).

<u>ITEM</u>	<u>CA</u>	<u>CR</u>	<u>DROP</u>
DHR	38	1	3
China	38	1	3
UN	31	7	4
Trade and Aid	32	4	6
Water	32	4	6
Apportionment	9	28	5
D.C.	9	27	6
Loyalty-Security	7	28	7

<u>ITEM</u>	<u>CA</u>	<u>CR</u>	<u>DROP</u>
Tax Rates	9	25	8
Treaty-making	9	26	7

Further Study and Consensus. Twenty Leagues wanted to expand DHR to include housing.

Further study to include Asia under the China study was suggested by 11 Leagues. There was good response regarding possible areas for consensus: UN membership for China - 19; U.S. - China trade - 11; U.S. recognition of China - 9.

There was a significant emphasis on updating and periodic review of League position on the UN.

There was considerable interest in expanding the Water Resources item. Air resources or pollution was suggested by 23 Leagues, and eight Leagues wanted study of land resources.

BOARD MEMO

April 1968

LEADERSHIP WORKSHOPS We are looking forward to the Leadership Workshops which will be held June 11, 12 and 13 at Plymouth Congregational Church in Minneapolis. Although formal details will be sent to you next month, we hope you are laying plans now to have your entire Board attend. These Workshops are intended as training for everyone. They provide an opportunity for new Board members to be oriented and to exchange ideas with their counterparts on the state and other local Boards. Old timers are of invaluable assistance to those less experienced with each portfolio.

Remember that this year we had a one-day state Council and that we chose to devote the sessions entirely to Program. There were no housekeeping workshops or training meetings of the sort that ordinarily make up a large part of Council business. We deferred these matters to the Leadership Workshops, and this increases the importance of your attendance this year.

May we add that we have had so many requests to economize that we will experiment with the request that each participant bring her own bag lunch.

STATE COUNCIL State Council was a one-day affair this year, and many have indicated their approval of this plan. If you attended but did not send in an evaluation sheet, there is one on page 21 of your Council Workbook. Many who stayed through the day were enthusiastic about this experiment, but we'll have to admit that attendance at the banquet and evening meeting was down from previous years. Please let us know how you liked it. We are enclosing copies of the Council Workbook for those Leagues who were unable to attend.

NEW MEMBER KITS Your delegates no doubt have told you about the budget. At your request we have removed New Member Kits from the budget, but they can be purchased from us for 25¢. We suggest you supplement these with You Are the Government, Goals for Good Government and Digest of Election Laws.

MEMBERSHIP The wrap-up on membership this year is as follows: 16 Leagues reached or exceeded their goals. For those of you who did not receive the report from Council, they are: Wells and Westonka - 50%; St. Cloud Area - 43%; Columbia Heights - 38%; Buffalo - 32%; St. Peter - 31%; Crystal-New Hope - 27%; Cass Lake - 24%; Brooklyn Center - 22%; Shoreview - 20%; Greater Mankato Area - 18%; Northfield - 17%; Winona - 16%; Granite Falls - 13%; Red Wing and Virginia - 10%. Congratulations to all of these winners!

With less than ten Leagues still not reported, the membership total statewide shows a total of 5430. This is down from last, however, the reporting of membership totals has become more reliable this year. The preliminary figures show drops exceeding new members by 51 which indicates a real need to work on those drops.

As a start might we suggest that you work doubly hard right now to collect those dues from your current members. We had one report from a League with 55 members last year stating they already had 45 members paid for 1968-1969! WOW! If these dues are collected by annual meeting time, you have a commitment from members for next fall, and not only can you expend your energies on new members, but the Program, finance and Voters Service people should love you because they will have a larger number from which to draw their committees. Annual meetings should be the beginning of your League year.

Finally, we would like to comment on these anniversary dues. Some bulletins indicate that a few Leagues are going to anniversary dues. Please give some serious consideration to this before you decide to submit this idea for a Bylaw change. It is going to mean a great deal more work for both you and your treasurer. How many members do you really gain by doing this? If a member really believes in League, she will pay in April. The other members are the ones you spend six months trying to collect dues from. Again, is it really worth the work? More work expended on the idea that our year begins April 1 and that is when we pay our dues will produce a much more desirable result.

NEWS FROM LOCAL LEAGUES Burnsville. This new local League persuaded their council to pay for their local League town survey, and it was distributed to all in the area.

Bemidji and Cass Lake. They will co-sponsor a Water Quality Seminar funded under Title I. Minneapolis. Received permission from the St. Paul Priory to invite nuns to unit meetings. St. Anthony. In cooperation with the American Legion, Kiwanis and Jaycees sponsored a "Meet Your Legislator" night.

Golden Valley. Holds informal get-together sessions later in the month for members interested in further discussion of that month's item. This might be an idea for Leagues which do not have two unit meetings a month.

Worthington. Will help Worthington Industries Inc. and the local office of the Minnesota State Employment Service in conducting a labor survey in the southwestern Minnesota area.

FOREIGN POLICY World Trade Week is May 20-25 this year. Events are being planned by Chambers of Commerce throughout the country. Perhaps you can cooperate with your local Chamber in emphasizing the importance to your community of world trade. A day-long program is scheduled for Tuesday, May 21, at the Leamington Hotel in Minneapolis sponsored by the Chamber of Commerce of the United States, Minneapolis Chamber of Commerce, St. Paul Area Chamber of Commerce and the Minnesota Employers Association. The public is invited, but it costs \$25 for the day.

Other upcoming events:

May 6 - "Chinese Communism and Chinese Buddhism," lecture by Arthur F. Wright, Charles Seymour Professor of History, Yale; editor of "Studies in Chinese Thought," University of Chicago Press, 1967; author "Confucianism and Chinese Civilization," New York, Chicago, Athenaeum, 1964. Lecture a part of a series of Religion and Contemporary Affairs in Asia. Murphy Hall Auditorium, 8:00 p.m., Minneapolis campus, University of Minnesota. Open to the public.

May 23 - Thursday, 8:00 p.m., Great Hall, Carleton College, Northfield. "The Cultural Revolution as Seen and Heard in Peking," David T. Owen, Department of Far Eastern Languages, University of Wisconsin. Illustrated. Open to the public, no charge.

China-watchers - we hope you noticed that the 8-book series on the U.S. and China has been completed by the Council on Foreign Relations. Consult your information from national to find out how to get them.

CONGRESSIONAL ACTION We have two items of congressional action. The following letter was sent to the national office by the president of the LWV of Washington, D.C.

"You will be interested in a recent telephone call I received from one of our new D.C. city councilmen telling of a recent visit to the Hill.

"He and another member went up to pay a courtesy call on Representative Ancher Nelsen, Republican member of the House District Committee. Mr. Nelsen told them that while he was home over the Christmas holidays he was invited by the League of Women Voters of M...., a college town, did not catch the name, (Greater Mankato Area) to a meeting. He said that this League usually gave him a bad time because he is not as progressive as they would like.

BOARD MEMO

June 1968

This will be just a brief intrusion on your June hammock interlude. We thought that you would like to know that your state Board voted to send a telegram commending the national Board in its response to the call for national solidarity by Leagues' participation in National Solidarity Day. (National Memo June 13th).

ORGANIZATION OF STATE GOVERNMENT Consensus questions are included in this mailing, as promised, for your early planning.

VOTERS SERVICE Very important enclosure for your Voters Service and Publications chairmen.

LEADERSHIP WORKSHOPS Thank you for your thoughtful evaluations; your suggestions pro and con were carefully considered and tabulated at our June state Board meeting. Leagues that did not attend will receive their materials through the mail.

LOCAL LEAGUE PRESIDENTS IN OUTSTATE AREAS Please note deadline date in the plea from the Lively Issues Voter Committee.

BULLETIN EDITOR Because so few bulletin editors attended the Leadership Workshop, your Minnesota Voter Editor has prepared the enclosed sheet for your guidance and help.

HELP! HELP! HELP! We need additional staff in the state League office and would prefer to hire someone who has some League background plus good typing ability. No bookkeeping required - hours can be flexible. If you know of such a person do call the office - 224-5445.

MONEY! MONEY! Do keep current on your pledge payments. Thank you.

BOARD MEMO

June 1968

OUTLOOK FOR WORK

You will note that "Relate in '68", the theme of our Leadership Workshops this year, is carried on through this Outlook for Work. The whole basic concept should help provide us with the momentum needed as we approach Minnesota's 50th Anniversary in 1969 and on into 1970 when "50 Years of a Great Idea" will be celebrated nationwide. You will be kept informed through the Board Memo as committees are set up and plans made (see page 3, 50th Anniversary for tentative plans). Volunteer your services! We shall need all sorts of special talent. This is no time to hide your light under that bushel! Contact any state Board member personally or call the state office and just leave your name.

What better way to celebrate our 50th than by reaching 1968-69 membership goals! We must all concentrate on growth in membership and in finance, too. As you read through this 1968 Outlook and start to implement the ideas and suggestions, you will realize that just about anything can be done and done well if we have the members and the necessary funds. Voters Service work this fall will create new interest in citizen responsibility and in the League. The 2 Amendments, Too campaign is a good way to involve the very new member. Our public relations activities, state and national, are geared to tell the League story to prospective members as well as to the community. Taking local, state and national Program into our communities will help inform citizens and create new interest in the League. Cooperation with other organizations is one sure way to garner support for League positions or to achieve help with voter education.

We are going into a legislative year, always a good time to get new members and to revive the interest and enthusiasm of the members we have. Another excellent Observers Program is being planned, with special days for youth groups (see Voters Service and Legislative sections). Two good ways to involve new members or the "old" ones who need a lift.

The purpose of the Outlook for Work is to guide you as you plan for the year ahead. Read it carefully and refer to it often. Further details and suggestions will come to you monthly through issues of the Board Memo. Our next Memo will be mailed after the August state Board meeting. The Board will continue to meet the third Tuesday of each month; there will be no meeting in July. You will note that this year Basic Publications is a part of the Outlook. Your president has received, in addition to the Outlook, enough copies of the new Publications Catalog for each Board member. She has an up-to-date list of state Board members and their assignments and a current consultant list. The local League presidents roster will be mailed as soon as completed.

The state Board is organized to serve you. Let us hear from you. Again, we cordially invite you to attend a state Board meeting. We do ask that you let us know in advance.

1968 CALENDAR PLANNING

Here are some basic guidelines for planning your League Year - 1968-69

Preparation for Calendar Planning

1. Evaluation of work of past year by each Board member.
2. Publications provided for Board members in advance of calendar planning session:
Local League Handbook, National Board Report - May 1968, Outlook for Work - June 1968. (See also Basic Publications Needed by Local League Boards - included in 1968 Outlook.)
3. Calendar planning should be scheduled before September 1 at a time when all Board members can be present. Very little other League business can be handled at this meeting.
4. The president should plan the agenda well ahead of time and send it to each Board member with specific instructions as to what will be expected of her.
5. Ask your secretary to prepare a large calendar to mark dates and activities as the meeting proceeds. Board member will find the calendar attached to her Outlook for Work quite helpful in this process.

Planning Procedures

1. Review Recognition Standards.
2. Study and follow suggestions in Local League Handbook on Board Planning, pp. 10-12 and Planning Program Development, p. 27.
3. Make broad plans for whole year with fairly definite plans for the first three or four months. Allow for flexibility.
4. Give realistic consideration to publication dates given by state and national Boards allowing sufficient time to prepare for planning sessions and/or briefing sessions.
5. Check local, state and national Bylaws so that all deadlines may be met. Consensus reports must be received in the state or national office by deadline in order to be considered.
6. Some plans and suggestions for League activity are found in the National Board report and in the Outlook for Work.

Plan a great League year - Relate in '68 - celebrate our 50th beginning 1969. Remember, the sky is the limit! Or, in League lingo, you are limited only by your imagination, enthusiasm, manpower and money!

FIFTIETH ANNIVERSARY -- A TIME TO CELEBRATE

Our founders dreamed a good dream -- and made that dream come true! The League was founded primarily to help 20 million newly enfranchised women carry out their new responsibilities. Women Voters in Minnesota assumed leadership in this new organization from the beginning for the League of Women Voters of Minnesota was organized in October 1919 a few months before the national League emerged from its parent organization, the National American Women Suffrage Association.

In celebrating "50 Years of a Great Idea" we will be looking backward with pride on League history at both the state and national levels. The plans for celebration of Minnesota's 50th anniversary include a series of special events which will lead us quite naturally to our national 50th anniversary activities. The purpose of these commemorative activities will be to help us strengthen our organization so that we can look forward to making the League of Women Voters of even greater service to the democratic process.

STATE ANNIVERSARY activities may include:

A special LWV Legislative Day during 1969 session

50th Anniversary Celebration emphasis at 1969 State League Convention -- including historical displays from local Leagues (this is an appropriate time for all local Leagues to bring records up-to-date and prepare for Convention a display of some significant event from your League's history -- even our newest Leagues!) Special events relating to the anniversary will be a part of the Convention Program.

50th Anniversary edition of the MINNESOTA VOTER

A special committee is being set up by the state Board to work on these activities. This committee welcomes further suggestions and materials and would be happy to include on their committee those members who are interested in this unique activity. Please contact Mrs. William Whiting, State 50th Anniversary Chairman, in care of the state office.

LWVUS 1920-1970 A former national Board member said, "Only as each citizen believes in self-government so strongly that he is willing to make a personal effort to use political power can self-government become a reality. To spread this faith the League of Women Voters was born. For this it lives." As we try to relate in '68 and take a long look ahead, we must ask what it will take to be an effective citizen in tomorrow's society. Our national Fiftieth Anniversary Steering Committee answers: "Future areas of need and challenge are almost staggering in their enormity, complexity and intensity. Many citizens today are feeling increasingly powerless to influence their own destinies and in consequence are detaching themselves from citizen responsibility. Others, in our emerging subcultures, are feeling more and more intensely that they must be given the full rights of citizenship. The League accepts the challenge of an all-out attack on citizen bewilderment and frustration, and the apathy or rebellion resulting from them. Already, it has addressed the urgent and growing need for education services to the doctorate -- so that the disadvantaged and the alienated will have the skills of self-government and the confidence to practice them."

The League may accept these challenges of tomorrow's world but in reality we can do little about them when we find ourselves hard pressed to serve those we have, and even more distressing, have not reached all we could. The immediate need is more money to extend and supplement the service now supplied with volunteer hours. The solution -- a major nationwide campaign to be undertaken in conjunction with our 50th Anniversary celebration.

Therefore, plans are being finalized for an Anniversary Drive with a projected goal of some \$11 million over and above the regular contributions now sustaining the League and the Education and Overseas Education Funds. This is to be national in concept -- in its appeal and its implementation but conducted by League members in the communities where we now have established Leagues. The campaign is scheduled to open next spring (1969) and run until the national League Convention in May 1970. In each League community, whether it is in the Twin City metropolitan area or not, there will be a single drive during the anniversary year. This will incorporate the regular annual drive. The Minneapolis-St. Paul metropolitan area has been selected as one of 26 such areas throughout the country, for a special campaign. The plan is that all the local Leagues in this area will coordinate their fund-raising efforts during the Anniversary Drive. There will be a Metro Area Chairman appointed by our national president to head up the organization for this and to work with local League committees involved.

The state Board plans to hold an Anniversary Campaign Workshop for local Leagues the first week in December 1968. The purpose of this workshop will be to help you plan financially for 69-70. Presidents, Budget Chairmen, Anniversary Campaign Chairmen, and Public Relations Chairmen should plan to attend -- of course, all interested members are always welcome.

Mrs. Whiting, in her dual role as chairman of Minnesota's 50th Anniversary, 1969, and state 50th Anniversary chairman for the National Convention, 1970, will keep you informed on developments through our regular Board mailings.

As you plan for the next 18 months, each local League Board should include the Anniversary Campaign starting with the recruitment of a Local League Campaign Committee. Keep us informed of your ideas and plans so that we can all work together in making Minnesota's 50th Anniversary Campaign truly a time to celebrate!

STATE PROGRAM

ORGANIZATION OF STATE GOVERNMENT

"Unless state governments can be brought up-to-date, so that they can discharge their responsibilities and perform their proper functions . . . , it is inevitable that there should be with the passage of time a slow, degenerative withering-away of their powers, their prestige and their roles in the actual operations of the American system of government."

---Houston Post

"The public apathy that dominates most struggles over governmental reorganization grows out of a feeling things aren't really so bad after all. The fact is, however, that state government -- in Wisconsin, as in all states -- is facing a crisis of survival. Recent years have witnessed a steady erosion of power and responsibility from the states to the federal government. If it continues, there will be nothing left for and of state government."

---Milwaukee Sentinel

"Neither philosophy nor money will increase the problem-solving capacity of the states if they cling to the machinery devised in the last century to meet altogether different problems."

---The Cincinnati Enquirer

"Only the legislature itself can halt this erosion of prestige and power -- by showing itself to be an effective and high-principled instrument of the people's will."

---Seattle Times

"The basic question is whether state lawmaking organization and procedures, adopted many years ago when the nation was young and travel was difficult, meet the needs of late 20th century America."

---Richmond Times-Dispatch

These representative quotes culled from the State Legislatures Progress Reporter indicate nationwide concern for making state government relevant in today's complex society.

When delegates to the 1967 State Convention of the League of Women Voters of Minnesota adopted Organization of State Government they presented members with a unique opportunity to participate in the dialogue on state government. During the first year of study members have had a chance to become familiar with the broad outlines of state government and to define some areas where problems appeared to exist.

Delegates to state Council were ready and eager to pursue the subject in greater depth. In 1968 we will:

1. Attempt to reach consensus on ways to strengthen the legislature.
2. Follow the work of the Governor's Council on Executive Reorganization and look at criteria for effective administration.
3. Generate community support for strengthening state government.

In planning your local League calendar you must reserve a fall meeting for discussion of the legislature. Consensus reports are due December 9. You should reserve some time in the spring for discussion of reorganization of the executive branch. You should plan on using a variety of techniques to stir public interest in state government.

Here is what you can expect from the state Board:

In April you received Facts and Issues: The Minnesota Legislature and the Citizens League Report, Strengthening the Minnesota Legislature.

In June you will get consensus questions and discussion outlines.

In September there will be a briefing session on the Minnesota Legislature for all Leagues. Tentative plans call for a single meeting in the metropolitan area, probably in conjunction with Minneapolis or St. Paul.

In October Legislative Workshops will be held. Some portion of the Workshop will be devoted to Organization of State Government.

In December the state Board will announce results of the consensus.

After the first of the year there will be material on the executive branch. The exact time will depend on the speed with which the Governor's Council is able to complete its work. Legislative Observers Course will begin in January.

Suggestions for the local League item chairman:

Committee: If you haven't operated with a committee before, form one this summer. You would expect to have several members of your Board on your committee and, except in the largest Leagues, one member from each unit. Your committee should meet regularly throughout the year, not just once before unit meetings. Get your committee off to a good start by providing them with resource material.

Resource Material: The basic League publications you should have are:
You Are the Government
Facts and Issues: The Minnesota Legislature
Goals for Good Government

These three are every member publications. Make arrangements to purchase You Are the Government and "Goals" for new members. Plan to distribute the Facts and Issues on the legislature to all members well in advance of the unit discussion meetings.

In addition, be sure each unit has a copy of the Citizens League Report, the special MINNESOTA VOTER on state government and a file of Capitol Letters. Both the VOTER and the Capitol Letter are now out of print, so beg or borrow them from a subscriber. You may obtain copies of the Citizens League Report from the state office.

The pamphlets and books listed in the selected bibliography on the back of the Facts and Issues are all good reading. In addition, if you or members of your committee are new to state government, you might want to thumb through a standard textbook on state and local government.

Your legislator is an obvious source of information. In addition, you will want to consult anyone in your community who is serving on the Governor's Council. Local governmental officials or citizens who have had experience as lobbyists are also potential resource people.

For the member who wants information on other states - write to the Citizens Conference on State Legislatures, Suite 225, Kansas City, Missouri 64112. You'll receive quantities of material, mostly free.

The New Member: Most women who join the League of Women Voters have only a vague recollection of ninth grade civics to draw on as they approach state government. For these women and older members who missed the initial meetings on Organization of State Government, you might consider a special meeting to run through the basic organization of the legislature. Terms such as "malapportioned legislatures," "interim research," "per diem" payments are confusing to those who have not had a recent opportunity to observe the legislature in action.

Working with the Community: The only limitation is your imagination and energy. Some approaches which have been used successfully by other Leagues:

- . joint meetings with groups such as the Chamber, Rotary or farm organizations.
- . contact the program chairmen of various organizations indicating that the League will furnish a speaker to explain how the legislature operates. Interest in the legislature obviously will increase as the legislature meets **next year**.
- . talk to your librarian about a special display on the legislature as the legislature convenes.
- . ask your bank or utility company if they would be interested in distributing How a Bill Becomes a Law.
- . discuss a series of articles on legislative organization with your newspaper editor or arrange for a series of radio programs.
- . organize busloads of women or school children to attend the League's Observers Course and watch the legislature in action.
- . distribute Facts and Issues to community leaders.
- . place copies of You Are the Government or the Facts and Issues in doctors' waiting rooms.
- . work with your Voters Service chairman to promote interest in the legislative races, remembering to KEEP PROGRAM PROMOTION AND VOTERS SERVICE SEPARATE

FINANCING GOVERNMENT IN MINNESOTA

After three years of study on this item we have reached consensus on property taxes. We support property tax reform through equitable assessments, fewer classifications and more restrictive criteria for determining exemptions. We also advocate less dependence on the property tax as a source of revenue.

At the 1968 State Council you expressed a desire to act on the basis of this consensus. You would also like more information on exemptions. You are interested in fiscal disparities and also school financing. But at the same time you recognize the limits of our total workload. Consequently, you requested more information to add depth but not breadth to what we have already studied. You would like the emphasis to be on action.

On the basis of this we are planning a Facts and Issues-type publication with more about exemptions and a discussion of property taxes in general which may touch on fiscal disparities to some degree. We expect to have this out by September 30 - in time for the Legislative Workshops. Later in the fall or early winter we may also be able to send you a mimeographed piece with current figures on exempt property.

We do not expect to reach further consensus on this item this year. The new publication is intended simply to help you act more knowledgeably on our present consensus.

If each of your members has the publication, you will not necessarily need a special meeting on it. However, it might well be a part of your unit meeting preparing for the legislature. You could do a short review of the item - so new members won't feel quite so lost - and then discuss possible legislative action. We are currently anticipating action concerning assessments and exempt property. You will want to make sure your members are well grounded and will be prepared to take action when the time comes.

Part of the Legislative Workshops (see below, Legislative Chairmen) will be devoted to a legislative outlook in this field so plan to attend. Since taxes and finances are so basic to nearly all of today's problems, this is one of the most relevant areas for action. Let's be ready!

LEGISLATIVE CHAIRMAN

This will be an exciting and busy year for League Program as we prepare for the opening of the 1969 legislative session. Only you can make the League of Women Voters an effective voice - here's how.

1. Calendar planning with your own Board. Be sure to request a unit meeting in November, December or January to prepare members for action. We will give you material to make this an interesting topic, but only you can insure that your League spends a meeting on it. Combine it with state Program-making which fits in well. (You will have a VOTER on state Lively Issues, a legislative action VOTER, workshop material, legislative interview results, new and old lobbying positions to review, tips on how to respond to Times for Action, Capitol Letter and the Observers Course to promote - so schedule that meeting!)

2. Legislative Workshops are scheduled in early October. You will be informed about when and where the one nearest you is to be held. Do plan to come - these are stimulating and will help you do a good job in this portfolio.

3. Just after the election most of you will be asked to do a legislative interview with your Representatives and Senators. These interviews, approached with trepidation by all, turned out to be uniformly successful. Some Leaguers reported they could hardly get away their man was so pleased to find someone interested in what he is interested in.

4. Make friends with your bulletin editor. With her help, you can keep members informed and interested - summarize your legislative interviews, write about our not-so-familiar positions, report on the Observers Course - use your bulletin every way you can to get members interested in what your legislators are doing.

5. Sell Capitol Letter subscriptions and think of several influential people that should receive this informative newsletter about the session and give them gift subscriptions. We are managing to keep the price at \$1.00 - how can any member pass up such a good deal. Arrange to have the Capitol Letter summarized for members in unit meetings - many Leagues spend the first ten minutes of every unit meeting during the session briefly going over what the League has done at the Capitol in the past month.

6. Tell members about the Legislative Observers Course. This is one of the League's most successful programs. We will hold them on six alternate Tuesday mornings, beginning January 23, will have six experts discussing current issues of public policy, with comments by two legislators following each presentation. We encourage you to arrange for lunch with your legislator following the morning program with visits to committee hearings and the afternoon session after lunch.

7. After the session, plan a meeting with your legislative delegation - an open public meeting where they can talk about the session, a meeting for your members, a luncheon with your Board, any kind of follow-up is worthwhile.

NATIONAL PROGRAM

ELECTORAL COLLEGE

A study of the Electoral College.

Do not schedule meetings on this item early in the year. You might begin by organizing a committee and starting a clipping file. The subject has received a great deal of attention in the press and will continue to be discussed up through the November elections. Member awareness of this issue should be high.

Important Dates: November 5, 1968 - Election Day
December 16, 1968 - Electoral College Votes
January 6, 1969 - Congress Convenes
January 20, 1969 - Inaugural Day

Suggested Summer Reading: (Or what to do until the pamphlet comes.)

National's Leader's Guide in July will provide a bibliography. In the meantime, the following periodicals can get you started:

- "Proposals to Change the Method of Electing the President: Pros and Cons", Congressional Digest, November 1967, pages 257-288.
- "Case for the Electoral College", A. M. Bickel, New Republic, January 28, 1967, pages 15-16. Reply, N. R. Peirce, New Republic, February 11, 1967, pages 12-13.
- "Next Year, a Funny Thing Could Happen on the Way to the White House", R. L. Strout, New York Times Magazine, July 23, 1967, pages 24-25.
- "Why the Next Man Elected President May Never Reach the White House", C. Fritchey, Harper's, August 1967, pages 21-24.
- "Will We Elect the President We Vote for in 1968?", E. Gossett, Readers Digest, November 1967, pages 211-214.

HUMAN RESOURCES AND EQUALITY OF OPPORTUNITY

At the state level the national item, Human Resources, and the state item, Equality of Opportunity, are combined under one chairman. If your League does not have the same structure, your two chairmen should coordinate their activities carefully. Also, a number of Leagues have adopted a local agenda item in these or in closely related areas. If that is your situation, additional coordination is needed.

The national Convention of 1968 added to the support position of the Human Resources item that we support equality of opportunity in housing; there will be a study of this item to determine consensus on specific recommendations. A study will also be made of some possible means to combat poverty and discrimination. Consult your May 1968 National Board Report for a full discussion of plans to expand the scope of this national item.

If your League has not studied the area of crisis in the cities, you certainly will want to do so. Even for - and perhaps especially for - Leagues in smaller Minnesota cities and in suburban areas - a knowledge of the nature and magnitude of our national problem is essential.

On the state level we urge not only continued but increased efforts to carry our positions more effectively into local action. Many Leagues are urging formation of or are supporting established human rights or human relations committees in their communities. Leagues, with their background of knowledge in working through and with governmental units, can help greatly to keep the tenor of public opinion balanced - neither hasty and idealistic nor hesitant and fearful. A state official has publicly stated that communities should

not bring in minority groups until the city has been prepared to receive them; most of our suburbs and outlying cities are in this situation. Some education of communities is certainly necessary; however, most of the communities will not and cannot get ready until they are forced to cope with specific situations. Leagues can be of great help in the pre-educational process but should also exert leadership in prodding their communities to "take the plunge" once a foundation has been laid. Initiating a positive program of equality by any one suburb or outlying city will make a similar program that much easier for other suburbs and cities. One League may indirectly help many communities. Some aspects of the "falling domino" principle are positive!

Our state lobbyists will be watching certain areas under the Equality of Opportunity item. We will be concerned that the 1969 Legislature provides adequate funds for the Department of Human Rights. We will continue to try to sense and support approaches which will make our Indians full citizens of our state and yet be what the Indians themselves want. We are planning a half-day workshop on December 3 at which time our emphasis will be upon giving Indian leaders from both urban situations and reservations an opportunity to present some of their desires and goals and also areas where they feel that strengthening of enforcement of present laws and/or further legislation is needed.

In the 1969 Legislature there will be consideration of some recommendations made in the Domian Report on Elementary, Secondary and Vocational-Technical Education in Minnesota. While the recommendations go beyond what the legislature will probably feel willing and able to do, there will be legislative interest in orderly consolidation of school districts and in increasing the percentage of educational costs provided from state aid. We will be supporting our positions and keeping you informed.

A few recent publications to have and use:

LEAGUES: LWV of the U.S., Facts and Issues, December 1967, "Jobs and Hard Cash," and "The Migrant Workers."
"Crisis: The Condition of the American City," 1968

LWV of Minnesota: (In cooperation with the Training Center) "Does the War on Poverty Make a Difference?" Transcripts of speeches given at the September 1967 workshop.

LWV of Minneapolis: "Indians in Minneapolis," April 1968. (1200 - 2nd Ave. S. 55403; \$1.50)

U.S. GOVERNMENT: Superintendent of Documents:
"The People Left Behind," Report by President's National Advisory Commission on Rural Poverty, September 1967, \$1.00
Report of the National Advisory Commission on Civil Disorders, March 1967 (\$2.00; also available in bookstores in paperback)

OTHER: Newsweek, "The Negro in America; What Must Be Done," November 20, 1967.

FOREIGN POLICY

CHINA. The national Convention asked for consensus questions on China to be available this summer with the deadline of returning them by spring of 1969.

You will need to evaluate the kind of education job your League has done on this topic during the past two years. If you feel your members are informed enough to come to some agreement on direction, a review-discussion meeting seeking consensus can be scheduled anytime before the spring deadline. If your League wants more information or discussion time, you will want an additional meeting. This item is a good one to have as a general meeting, bringing your community into the informing process.

If there is sufficient interest, the state Board will hold a half-day meeting to help with suggestions on organizing and presenting the China material.

Important dates to watch: Consensus deadline date
February 17, 1969 - Chinese New Year, year 4667

League Publications: The China Puzzle, 1967
Facts and Issues - Mainland China: U.S. Policy Choices, 1967
Chinese Representation at the UN, 1967
Mainland China Under Communist Rule, 1968

Summer Reading: Review League material. It is excellent basic background. Check your local library; books on China abound. You can keep busy all summer. An interesting book is The China Reader, Communist China, Revolutionary Reconstruction and International Confrontation, 1949, edited by Schurmann and Schell, Random House, New York, 1966. It presents source materials expressing opposite points of view with the editors' evaluation.

Program Sources: "China: Sources of Information in Minnesota."
"Let's Look at the China Puzzle" - slide set available from the state office.
Film and tape materials that can be rented from the Audio-Visual Extension Service, U. of M.

UNITED NATIONS. 1968 is the International Year for Human Rights. You may want to emphasize the treaties of Political Rights of Women, Abolition of Forced Labor and Abolition of Slavery as you plan an observance of UN Day.

Important dates: October 24 - UN Day
October 23 - UN Rally in Minneapolis, Nicollet Hotel. This will be a full day's program with Dr. Richard N. Gardner, Senior Advisor to the U.S. Ambassador to the UN, featured speaker. The Rally is sponsored by many Twin City organizations including several Leagues.

League publications: See May 1968 National Board Report

Program sources: United Nations Association of Minnesota, Midwest Federal Bank Bldg., Minneapolis. They have publications about the UN, UNESCO greeting cards and can help with speaker and program suggestions.
Films on the United Nations may be rented from: Contemporary Films, Inc., 614 Davis Street, Evanston, Illinois.

TRADE AND AID. Many Leagues have neglected the Trade item in recent years. The expiration of U.S. basic trade legislation, the completion of the Kennedy round of trade negotiations a year ago, the growing trade foreign policy crisis, all give immediacy to this item. Congressional hearings on trade legislation started June 4. The outcome is not now predictable. This summer may see crucial battles against trade quota legislation or legislation may stay in limbo until next year's session. (There may be reluctance to write major trade policy legislation for a lame duck president.) This uncertainty makes it hard to recommend when and how you should handle this item. See May National Board Report.

The state Board hopes to hold a statewide workshop on Trade in late winter or early spring. We will make available to each League the existing statistics showing the impact of foreign trade on Minnesota. The report of a recently held Foreign Trade Conference, sponsored in Minneapolis by the U.S. Chamber of Commerce will also be sent to each League.

The League will reexamine foreign development by using Asia and its problems as a case study. The National Board Report will include information on this. While this emphasis won't be stressed until 1969, by being aware of it you can now start collecting material on such programs as U.S. aid to South Vietnam, the Mekong Delta project, the Asian Development Bank, food and development problems in India, etc.

League publications for review: Background sheets on Time for Action mailings -
Aid - 1967; Trade - 1968
National Board Reports
With Continued Support - 1966
Summary of Congressional Action - the Role Played by
Minnesota's Congressmen
Foreign Aid at the Crossroads - 1966

Summer reading: Intercom's "The U.S. and Foreign Economic Aid," Foreign Policy Association, 345 E. 46th St., New York 10017
Intercom's "U.S. and Foreign Trade," see above address; both priced at \$1.00 plus 15¢ per order for postage.
Review League material on Trade, especially the background sheets on Time for Action. Follow the news.

WATER RESOURCES. One of the things that concerns all of us this year is how to give satisfactory attention to each item in the total Program. The Water item is one that can be handled in a variety of ways depending upon interest and manpower. Someone should be charged with the responsibility for newspaper clipping, current developments and updating the membership. This person could serve in an off-Board capacity.

Inasmuch as there are going to be demands to schedule unit meetings for consensus in other areas, you may not find time for a unit meeting on Water this year. Your members should be kept informed or their interest in Water will wither away. One way this can be handled is through short, snappy articles in your bulletin.

You should, of course, respond to any Times for Action that will come from both the state and national offices. For background on what kind of action you might expect from national, you should refer to the National Board Report of January and of May 1968 and to the Memorandum of April 2, 1968 re Report From The Hill - Status of Legislation, pages 4-6. We are planning some action for the 1969 legislative session, and you will be getting background material on this in the late fall.

Some of you have pressing problems concerning water or the quality thereof in your communities and will want to be quite active. If you are now working on a local Water study or if you would like to develop a study in this area, there are two national publications which are a must for reading and reference: How to Organize an Inter-League River Basin Group Under the National Program, Publication #312, April 1966 and Guide for Leagues Requesting Permission to Act Under the National Water Resources Item, November 1966. Water Resources is an in-between item. You can work on this item on the local level like you can on Human Resources, but unlike the Human Resources item you do not have the freedom to proceed without the national Board's permission and guidance. ALSO, DON'T FORGET TO SEEK HELP FROM THE STATE BOARD AND KEEP US INFORMED OF WHAT YOU ARE DOING. You should send copies of all correspondence to national or to other Leagues to the state office.

Water as a national item can be impersonal and somewhat removed. However when it is applied to your community with specific information, it becomes quite naturally an item of considerable interest to members and community alike. Don't overlook the added bonus that an inter-League committee is one way to conserve manpower and yet make a "big splash" in Water.

Publications: Facts and Issues: Who Pays for a Clean Stream? - April 1966
Population Plus Production Equals Pollution - November 1965
Current Review of Water Resources: #1 - March 1965
#2 - November 1965
#3 - August 1966
#4 - May 1967
Water Resources Leaders Guide - 1967-68
How to Organize an Inter-League River Basin Group Under the National Program - 1966
Know Your River Basin - 1958
Guide for Leagues Requesting Permission to Act Under the National Water Resources Item - November 1966
With Continued Support - 1966-68
National Board Reports
NATIONAL VOTERS
Education Fund Publications on Water Resources, Publications Catalog, LWV of the U.S.
Alternatives in Water Management, National Academy of Sciences, National Research Council

REPRESENTATIVE GOVERNMENT. TAX RATES AND TREATY-MAKING. These Program items are support positions. It is important to keep members informed and to be prepared to take action. No major study emphasis is anticipated.

There may be congressional action on a constitutional amendment allowing the District of Columbia representation in Congress. If and when such an amendment comes before the state legislature, we would work for its passage.

The remaining support positions call for action primarily on the state level. Minnesota is one of 32 states that has asked for constitutional change to overturn the Supreme Court's one-man-one-vote ruling. (Only two more states are needed.) Tax rates and treaty-making were retained by the national Convention to enable states, such as Minnesota, to oppose the "Liberty Amendment" when it comes up for state action.

League publications: National Continuing Responsibilities, 1966
National Board Reports
Background sheets on Time for Action - Congressional Representation for D.C., 1967
Facts and Issues: Washington - The Nation's Showplace, 1967

LOCAL AGENDA

Many times the League of Women Voters is judged entirely upon its local Program. Many times this has been the exclusive reason for potential members to have made the decision to join the League of Women Voters. Every member derives satisfaction from being able to identify closely with the local issues. However, sometimes the efficient machinery of League Program, as evidenced on the state and national levels, gets a little lost when being applied on the local level. A good item, well done from research to action, leaves members with a feeling of increased knowledge, effectiveness and real pride.

Your local Program is the heart of your League.

It consists of those governmental issues of most vital concern to which your members wish to devote a substantial amount of time and effort.

When a position is reached through consensus of your membership, your League works to implement this position.

Your membership takes action when your Board sees an opportunity for your League to be effective.

So we must plan well. There are as many ways of approaching Local Agenda as there are Leagues, but certain basics remain the same.

Plan ahead, organize a committee and have an outline of proposed local work ready for your Board's calendar planning. Be able to fit it into the over-all plan for Program. Keep in mind dates of community functions that might have an influence on your local Program.

Thorough, objective research is an absolute must. Start sending for literature from the expert agencies. Start library research. Correspond with other Leagues that have similar items on their Program. Plan your interviews carefully. Don't send three people to see the same person for related information. Be sure you are getting all sides of the picture. Don't just take the City Clerk's word for it.

Use your observers program to know what is going on. League has no crystal ball to see the community's future. However, through regular attendance at council, commission and board meetings, we hear plans being made and the community's future discussed. (League observers are just "ears" remember!)

Member involvement means better Program. Plan interesting meetings, both unit and general, that present the material in an interesting, factual, unbiased manner. Use all methods available to present your material. Keep your Board informed of your plans so that you go ahead with their approval. Use all of the tools you can to make sure the members will reach meaningful consensus. (Local bulletins are excellent vehicles for getting local Program information to the members.)

Take the community with you in order to make any action on the League's part more acceptable. By letting the whole community know what you are doing, they are more likely to join you in action when the time comes.

Don't be afraid of consensus and action when the members are in agreement. We become effective citizens when we inform ourselves, let our opinions be heard in decision-making and follow through in implementation of plans for that which we approve.

Keep a Program record to make the job easier next time, to help you keep your Board up-to-date, to answer any questions or criticisms, to eliminate confusion in future years.

And all of the time, keep in mind next year's Program. Plan for a good, well-edited "Lively Issues"; review and be sure the members are up-to-date; study wording of items; and take an active part in planning for Program discussion at the annual meeting.

Always obtain Board approval for your Local Agenda plans! Remember, Board to committee to Board. Use your committees efficiently and wisely. Enjoy one of the most exciting and rewarding jobs in the League of Women Voters!

For those of you in the Twin Cities Metropolitan Area, don't forget that CMAL is a part of local Program. There may be separate chairmen or one person may be handling all of the local Program. Be sure that the same rules are followed. Keep your members aware of this part of the Program all year through.

The general meetings of CMAL are listed on the Outlook Calendar. All League members are welcome to attend these meetings.

CMAL PROGRAM 1967-69:

CURRENT AGENDA

CMAL will explore methods of metropolitan cooperation and coordination. The evaluation will include such items as representation, services, powers and financing.

CONTINUING RESPONSIBILITIES

1. Intergovernmental Cooperation

- A. To provide the necessary areawide public services, procedures for intergovernmental cooperation in the metropolitan area should be developed to meet the following criteria:

Efficiency and Economy - Adequate public services should be provided at reasonable costs without overlapping and duplication among units of government.

- Financing - The costs of areawide services should be distributed fairly among all citizens.

Responsive to Electorate - The government structure should be simplified rather than complicated, so the responsibility for performance of functions is understood by citizens and government is accessible to citizens.

- Citizen Control - There should be provision to maximize citizen participation and control.

Flexibility - There should be sufficient flexibility in scope and authority to adjust to future growth and development patterns.

- B. When evaluating procedures for intergovernmental cooperation, consideration should be given to acceptability by the voters and state legislature, and to whether or not the functions are being handled successfully by existing levels of government.
2. The Council of Metropolitan Area Leagues of Women Voters supports an adequately financed special transit body with broad powers to improve our present bus service and establish a new, non-air polluting rapid transit system.

SECRETARY

The secretary is the officer of the League responsible for making and keeping League records. (See pages 13-14 of the Local League Handbook for job description.)

Since she is responsible for so many written reports and much of the correspondence, the secretary should sharpen up her spelling, punctuation and sentence structure. DO be certain all reports are dated - day, month and year.

BYLAWS: The secretary is responsible for keeping up-to-date copies of local League Bylaws. Plan now to ask your president for time at your June or August Board meetings to review your local Bylaws with your Board. If the Board thinks some changes are in order, appoint a Bylaws committee to make a presentation to the units or via the bulletin to the membership in November or December. Then the Board can consider these changes at the January Board meeting, forward suggested changes to the state Board for approval, and have them back in time for publication 30 days before your 1969 annual meeting. Article XII of your Bylaws spells out the amending process.

Each revision of the Bylaws should carry the date of adoption. A copy of your up-to-date local League Bylaws should be kept in the secretary's permanent file, a copy should be sent to the state office and each of your Board members should have a copy. (Note: Any changes in dues requires a Bylaw change.)

MINUTES: The secretary is responsible for the minutes of Board meetings, annual meetings and other general membership meetings where business is conducted. All minutes are a part of the permanent file. Forward one copy of the minutes to the state office and one copy to your local League consultant. League minutes must contain the following information:

- * Name of League, place and date of meeting.
- * Those attending and those NOT attending. (Use Board members' last names throughout minutes.)
- * Presiding officer and time meeting was called to order, time of adjournment.
- * Correction or approval of previous minutes.
- * Cash balance in treasury.
- * **NUMBER OF PAID UP MEMBERS** (enter under treasurer's report).
- * Important announcements, date of meetings, names of members suggested for special jobs, appointments, correspondence considered. (Avoid listing names suggested for Board appointments.)
- * Motions, maker, second and how disposed of (carried, defeated, tabled, etc.)

In recording discussions, varying points of view should be indicated. The matter under discussion should be explained with sufficient fullness to be meaningful at a future date when the situation may have been forgotten. It is not enough to simply state the motion and the vote on it. (Remember, state Board members read your minutes, and it is important that they understand the discussion, too.)

OTHER DUTIES: The secretary is also responsible for the following:

- * Forwarding agendas to Board members.
- * If possible, forwarding copies of minutes to Board members prior to next Board meeting.
- * Being ready to assist in parliamentary procedure. (Simplified Parliamentary Procedure)
- * Correspondence.
- * Annual meeting notices.
- * Board lists.

(See page 56 of your Local League Handbook for complete list of reports)

You are the record keeper for your League. Remember! Complete copies of correspondence, Bylaws and minutes are a necessity for future reference.

PUBLICATIONS:

Simplified Parliamentary Procedure

Bylaws: National, State and Local

Rules of Punctuation

Sample Minutes

TREASURER

The treasurer of a local League has many and varied responsibilities. You must be conscious of your over-all Board responsibility, and the ways in which your office relates to all other portfolios. Since League study and action are the result of group planning, a treasurer should be prepared to participate in this responsibility.

So that each Board member may be kept aware of your League's financial status, be prepared to report at each Board meeting: the balance at the beginning of the month, the income for the month, the expenditures for the month, the new cash balance and the membership count for the period. This will be recorded in the minutes by the secretary. (See page 26 of your Guide for a Local League Treasurer.) Don't forget to prepare, preferably individual copies for each Board member, those Budget Comparison Reports (illustrated on page 27 of the Guide) at the three, six and nine month intervals.

Since you and the membership chairman must have a close working relationship, perhaps the two of you should meet to work out the details of reporting, change of address notification and membership transfers.

With the advent of the Sales and Use Tax and its attendant reports, you and your publications chairman will need to work out a satisfactory method of keeping track of publications sold, given away, quantities, prices, etc. Don't forget that the publications from national are subject to the same criteria as those from state and local sources.

As local League treasurer, you will be assisting and working with the finance chairman during the finance drive. You are also a most important member of your League's budget committee.

This year a new relationship was added to your office, i.e. the filing of federal form 990, Return of Organization Exempt from Income Tax. If your League employs an auditor, he might be willing to fill out this form for you when he audits your books.

You are the guardian and custodian of your League's funds, and it's your duty to see that the money spent serves the purpose for which it was budgeted. You don't try to curtail the spending of money; rather you see that it is spent wisely in the interest of supporting local, state and national operations and of carrying out League Program.

It may seem to you, especially those who may be new to the portfolio, that you have a lot of relating to do - with your sister League Board members, your state and national League counterparts and your state and federal governments. With careful advance planning, thorough reading of the Handbook and Guide for a Local League Treasurer, and diligent following of directions and instructions contained therein, you'll find the job reduced in complexity. After you become adept, you will be able to relax and enjoy your office. You will find this portfolio a most stimulating, interesting and valuable one. As an added bonus it might even improve your home bookkeeping and budgeting procedures!!

FINANCE

The Outlook for Work for finance chairmen in 1968 is golden! This year there is a golden opportunity for all Leagues to have bigger and better finance drives and bigger and better budgets to help make for greater League activity and more League effectiveness.

This golden opportunity is related to the nationwide campaign for funds to be undertaken in conjunction with the approaching 50th Anniversary of the League's founding. (See 50th Anniversary section.)

Now to relate to '68! The relationship between your '68 finance drive and your '69 finance drive is '69' = '68 + 25% for local Leagues and much needed additional funds for state and national Leagues!

Your 1968 fund-raising receipts are important to you not only in '68 - also in '69-'70 fiscal year for this amount will be the basis for determining what will be your League's share from your Anniversary Drive. At the present time it is planned that each local League will receive the equivalent of its 1968 contributions (that is during the calendar year 1968) plus 25%. Don't worry about running short of funds because of different scheduling for your drive in '69-'70 in the metro area - if you really run short of funds and need help you will receive it.

The national drive kickoff will be preceded in January and February 1969 by an all-out effort on our part to obtain member support. Much of what needs to be done is within our organization - not service to citizens but service to ourselves - and this we must expect to provide.

To make the most of your golden opportunity, start out by reading and studying the many state and national finance publications. Set your goals keeping the budget in mind. You are a member of the budget committee. Recruit an active and vital finance committee. (One member from each unit, past presidents, past finance chairmen, etc.) Relate all your information to them relative to finance and formulate plans for your drive. Give every member of the committee a job to keep them interested (one member who reads the newspaper with an eye to new and old contributors - businesses move in and out, executives get promoted, people die). Recruit and train a corps of solicitors. With adequate training, knowledge and understanding as well as lots of enthusiasm you cannot help but succeed.

Your state Board and especially the state finance chairman is ready to relate to you all the things you need and want to know that will help you in your job. There will be a special 50th Anniversary Workshop in connection with Budget Building Day in November. Be sure to come and bring your budget chairman. There will be monthly communications through the Board Memo, and we are always available for consultation. An update on the League publication, Fun, Facts and Fads in Finance, is planned. This will relate to you the latest tips on fund-raising. Relate to the state Board any and all of your successes and failures, your questions and concerns, and we will try to respond with relative speed.

It seems relevant that the more interested and involved League members are the stronger the League will be! The more vital and vibrant the League is the more effective it will be in the community. An active, effective League that makes an impact on the community will experience a successful finance drive. GOOD LUCK!

MEMBERSHIP

Relate - Cultivate in '68!
by Gung-Ho-Grow

"The initial stages of the "Great Leap" forward coincided with the favorable weather and good harvest . . . Chinese . . . were allowed small plots to raise . . ." (1)

MEMBERS

Membership Marys, Do Not Tarry,
Or how will your gardens grow?
Sow the seeds, and follow the leads
To reap members for Gung-Ho-Grow!

Gung-Ho-Grow is going to rely on all of her membership Marys to produce flowering members in their membership gardens so that we will reap a good harvest in 1968-69. Thus, we must cultivate our gardens.

First, each gardener must have the proper **TOOLS**: A cooperative Board, a membership committee, membership publications, a plan for membership activities, and a prospect list.

Next, we must have League membership plants. These usually fall into two classes: perennials and annuals.

"Hardy perennials are the real backbone of a garden, for they establish the garden's permanent character . . . They reappear and bloom year after year, unharmed by sub-zero winters and requiring only occasional care . . . the perennials start to appear in April. (2)

On the other hand, annuals are those plants which normally bloom for only one year - and generally require more care. Therefore, Gung-Ho suggests the following plan of cultivation:

Turn all League members into perennials by giving them Tender League Care. Hopefully, they will become established and flower next year as full grown members. We all know that we need variety in our League gardens - include Roses, Lilies, Iris, Daisies, Pansies and Violets - and as many others as possible. Secretly, Gung-Ho's wish is that they all be oriental poppies, a hardy PERENNIAL!

Membership Calendar For Cultivating Our Membership Gardens

Fill in all known League dates: Annual meetings, state and national Conventions, finance drive, Legislative Observers Course, election days, activities in your community which may have a bearing on membership plans. Consult Program chairmen for information on Program activities. A special event followed by a regular event likely to be of unusual interest to new members makes it possible to reenforce one activity for membership growth with another. For example, a membership tea scheduled in late August, which is followed by regularly scheduled discussion units in mid-September on local Program provide an excellent follow-up event to demonstrate to prospective members what the League has to offer and make an excellent place for new members to start their League careers. **DO NOT WAIT TILL MID-SEPTEMBER FOR YOUR TEAS . . . Start early or you will never get those dues**

- (1) The China Puzzle, LWV of the U.S., 1967, p. 30.
- (2) Luxton, Geo. E., Flower Growing in the North, (Mpls., 1957), p. 31.

till November and December. Present the image of an organization that is ready to go in September - not just getting together for a little social visit and then not getting down to work until mid-October.

- CALENDAR: April: Annual meeting - dues drive for renewals.
Organize new committee for year. Make assignments.
- May: Committee meeting: Prepare plans for Board consideration.
Interest and Talent File: Organize new data from units as well as making plans from Unit Status Reports.
- June: Board meetings; plans discussed and decided upon.
(This might preferably be done in May.)
Committee - detailed plans through fall completed.
Prospect file organized.
Treasurer - first dues notice sent by June 15 for renewals.
- July: Possible poolside parties (or take one month off except for getting names of prospects).
- August: Second dues notice sent by treasurer - include personal notes.
Send invitations to membership tea; prepare bulletin article on tea; get PR work ready for tea.
- August or September: Membership teas - calls, rides, etc.
- September: Bulletin to prospects - include small article on prospects.
Collect dues from renewals yet unpaid as well as from NEW MEMBERS.
- October: Orientation coffees or meetings; Bulletin article for prospects; Bulletin article introducing new members;
Final call for dues for directory; Drops sent to state and national by Oct. 15.
- November: Catch-up meetings for new members on state and national Program in anticipation of national/state Program-making.
Publish membership directory.
- January: Final count as of January 1 to state and national.
Committee meeting: Plans for analyzing drops; suggestions for budget committee; plans for go-see Legislative Observers Program.
- February: Prepare annual report for state and national.
Prepare plans for collecting renewals by annual meetings.
- March: Send out Talent and Interest sheets to units.
Prepare profile from Unit Status Reports.
Prepare report for annual meeting.
Consider ideas for new membership plans to present to committee.
COLLECT ALL THOSE RENEWALS.

FIELD SERVICE

Each member of the state Board serves as an advisor consultant to a Local League. Our written communication to you is the Board Memo; yours to us is your minutes, bulletins and all your reports.

The Organization Committee helps to promote League growth in the following ways:

FIELD SERVICE CONSULTANT PROGRAM: We feel the 5 year experience of this program has been most successful and will be continued. Each state Board member serves as a consultant to several local Leagues. She visits each of "her" Leagues, reads their minutes and bulletin and is ready and willing to help in any phase of League activity. Through your consultant visits of other state Board members - Program, Voters Service, Finance may be arranged. She is your direct line of communication with the state Board. Watch for the new consultant list; make a note of your consultant, and send her a copy of all minutes monthly. You will be hearing from her soon.

FIELD SERVICE ADOPT-A-LEAGUE PROGRAM: This, too, will be a continuing activity of the organization committee as it has proved to be the best way to guide a provisional League through the demanding steps toward recognition. These Leagues which have served as "parents" over the past years have given immeasurable support in establishing strong, healthy Leagues. At present, we have one provisional League organized under this program. The provisional League is Chaska with Excelsior League acting as parent. Upon earning recognition, the "parent" gradually relinquishes its "watchdog" role and a new local League is added to the consultant program. (Basic requirements for organizing a new League includes: population within the area of at least 5,000 minimum paid membership of 40 with \$7.50 dues; and a sufficient number of potential League of Women Voters leaders.)

FIELD SERVICE WORKSHOPS: The emphasis in local Board training has been shifted to "do it yourself" training. In Council years, the Leadership Workshops are held to give all local Board members an opportunity for some training and discussion with their counterparts on the state Board and on other local Boards. In Convention years the Presidents Workshop is held to help presidents train their Boards.

There will be **LEGISLATIVE WORKSHOPS** in the fall (details will be noted elsewhere in this Outlook).

50th Anniversary Day in December ----- Indian Workshop, December 3rd - one-half day.

VOTERS SERVICE

Relatively speaking, Voters Service in a presidential election year becomes an exercise in citizen participation faithfuls like voter registration, candidate questionnaires, and ballot information climaxed by a candidates meeting covered by local radio and/or TV . . . relatively speaking, that is. And who's speaking primarily to relatives* in Voters Service these days? Not YOUR lively Voters Service committee. (You DO have a relatively large committee recruited to begin meeting this very month to become better acquainted with your community's needs, determine goals, divide up the responsibilities? Size is relative . . . two to twenty-two plus. Only performance is absolute . . . 100% citizen participation in government.)

It is particularly important to examine Voters Service within the context of your community to determine the relevancy of the plans your committee will be suggesting to the Board. The following are general areas Leagues consider in such planning . . . plus some helps you can expect from your state Board during the coming months:

First Voters - They come in a relatively large assortment of ages, don't they? The newly 21-years need reminders about registration, absentee voting (if in armed services or away at college), election dates. The new residents who move to Minnesota before October 5 may vote for U.S. President and Vice President on a special ballot even though they do not qualify to vote as Minnesota residents. Consult "Minnesota Welcome" - an explanation of Minnesota's New Resident Law which becomes effective with the November 5, 1968 general election. The newly-naturalized citizen has always been a League concern . . . have you continued to aid him with explanations of ballot issues, information on election dates and information about candidates?

"2 Amendments, Too!" - Voters at the November election will be asked to vote on two proposed amendments to the Minnesota constitution. Leagues will be alerting them to the pros and cons of these amendments in a variety of ways . . . including a campaign with gay pink (color of the amendment ballot!) buttons reminding voters that "2 Amendments, Too!" need their consideration in that voting booth. The state Board will supply every League member with her pink button and basic information on the amendments. Additional buttons will be available for sale as part of local "Amendment Awareness Campaigns." Your committee can begin right now by checking the voting in 1966 on the proposed state constitutional amendments in your municipality to determine special areas to cover in your speakers bureaus assignments and door-to-door information-giving process. An "amendment broadside" will be published for inexpensive wide distribution . . . plus a "how to" kit suggesting promotional ideas for Amendment Awareness Campaigns.

Voters Guides - Replies to questionnaires distributed by the state Board to candidates who file for Congress, statewide office and the legislature will be mimeographed and distributed to local Leagues. Plan now ways in which your League can achieve wide distribution of this important part of Voters Service - acquainting the voter with all candidates who seek his vote. You will want to plan information to be distributed before the primary election, September 10, and the general election, November 5. Among ways local Leagues have distributed such information are . . .

* Relatives being defined herein as members of one's own League and one's own family who naturally relate to all the VS material you relate to them!

- .. cooperation with local newspapers for publication (include your own League's questions and replies from local candidates for increased reader interest).
- .. consider seeking local financial aid for this voter education project such as a reprint of the newspaper Voters Guide for wide distribution.
- .. include candidates replies in your bulletin, run off extra copies to distribute at candidates meetings and meetings of other civic groups.

A "how to" based on experiences of local Leagues in preparing and distributing Voters Guides will be available from the state office.

Cooperation With Other Organizations - And there are relatively large numbers of concerned citizens who share an interest in citizen participation in government who express this concern as members of a variety of groups. League cooperation with such groups extends the outreach of goals in serving voters . . . and wins new support for the League as well. The following are some opportunities your League may explore . . .

. . . county fairs . . . long a forum for promoting candidates and causes may be an avenue for Leagues to reach additional voters with ballot and election information. Several Leagues in Minnesota consider "going to the fair" a regular part of their ongoing Voters Service. Their comments and tips will be part of a "how to" available from the state office.

. . . community celebrations . . . an historical anniversary, a local promotion - a "yes" response to an invitation to participate may help make League's VS more visible to the community and in turn extend the outreach of that service. Tips on this will be included in the "how to" mentioned above.

Youth - Relating to youth (and most of us are related to some youth . . if only to our own vanishing same) is perhaps at the heart of a soon-to-be-fifty-year-old League's continuing service to voters. Consult VS Sights the YOU in Youth for ways your League can enlarge its current service. To assist your activities the state Board is planning three Youth Days at the Legislature (see Outlook Calendar at the end of the Outlook). Included will be talks by members of all three branches of state government plus a tour of the legislature. Youth Days will be designed to supplement activities in organized junior and senior high age youth groups such as Boy Scouts, Girl Scouts, Camp Fire Girls, 4-H, and "Y" groups as well as inner city neighborhood youth groups. Plan now ways your League can promote attendance at Youth Days. Remember that the Legislative Observers Program (see the Legislative Action section) is an adult program - encourage leaders of youth groups to attend to gain background for their work with young people. The new Youth Days are planned to accommodate the growing interest by youth groups, so channel such interest locally into attending these special meetings, not the regular Legislative Observers Program.

Youth Service to Leagues - Remember that youth service is a two-way street. Call upon these young people in your community for aid in your Voters Service such as:

- .. speakers on the proposed state constitutional amendments.
- .. making and distributing posters for candidates meetings.
- .. serving as pages at candidates meetings.
- .. child care aides for public meetings.
- .. assistance in preparing large mailings.

. and somewhere along the way your community's youth will gain a firsthand awareness of the relation between the League and citizen participation in government while your League will keep in touch with a coming crop of voters.

Key Precinct Reporting - The League of Women Voters of Minnesota will again be cooperating with ABC-TV in reporting election returns for the general election. Precincts selected by ABC's research staff to give a sampling of Minnesota's voting will be announced next month - and local Leagues will be asked to assist in this project as in 1966. Proceeds will help to provide Voters Service in areas of the state where there are no Leagues.

1968-1969 Voters Service Calendar

- Summer: Committee Assignments
Amendment Awareness Campaign begins
Candidates Questionnaires
Pre-Primary Voters Guide
New Resident Law explanation continued
- Fall: Pre-Primary Candidates Meetings
September 10 - Primary Election
Pre-General Voters Guide
Candidates Meetings (Oct. 5 - Last day for New Resident Ballot Application.)
November 5 - General Election
- Winter: Youth Days at the Legislature
Legislative Observers Program
Go-See Tours of local and county government
- Spring: Candidates questionnaires, meetings for municipal and school elections
Evaluate the year's activities

VS Publications BOUTIQUE - Your Vote Makes a Difference - election flyer
Digest of Minnesota Election Laws
-- FOR SALE!! -- Amendment Broadside
-- ATTRACTIVELY PRICED -- Amendment Buttons "2Amendments, Too!"
-- SHOP NOW!! -- Minnesota's Welcome - New Resident Law explanation

Housekeeping Details - With company coming (relatives or no!) you'll want to have your Voters Service planning details tidy and in order. Here are a few reminders to aid in your preparations:

STATEWIDE CANDIDATES: As you plan candidates meetings involving candidates for statewide office and for Congress, be sure to check p. 39 of the Local League Handbook. The state Board has adopted a flexible policy regarding such meetings, and local Leagues are asked to consult the state Board as they initiate plans. Call the state office to keep the Board informed of your plans.

VOTERS SERVICE OUTSIDE YOUR LEAGUE COMMUNITY: Such activity requires state Board permission (see p. 40, Local League Handbook). State Board meetings are the third week each month, so please time your request so that it may be considered at a regular meeting in plenty of time before the dates of the planned Voters Service.

PUBLIC RELATIONS

What the public relations chairman will be doing during the coming year will depend upon the activities of the other portfolios. But this should be carried out with one new bit of evidence in mind. As we relate to the world around us, consider the remarks of William Ruder, President of Ruder and Finn, Inc., at the national Convention. These must be available from someone in your League. The crux of his remarks were that our image is excellent with those people we must deal with - the legislators and newsmen. It seems we are doing an effective job on the state and local level. However, it is not very good with those who do not directly observe our efforts. Business leaders were often tepid and indecisive about whether we should receive financial support, and young college women were in many cases downright unfriendly. This PR firm said, "If the League is to capitalize on its strengths and overcome its weaknesses, we feel that your public relations program should have four basic objectives:

- "It should increase awareness of the League as a potent force on the Washington scene.
- "It should increase awareness of the success of state and local Leagues in order to demonstrate the League's widespread influence.
- "It should emphasize the League's involvement with the vital issues of the day.
- "And it should focus on the League's public service contribution across the country in order to develop business and financial support for the League."

Go over the calendar and construct a PR calendar of your own to go with it. This will be a good year to be in the public eye. We have legislative and national elections. There will be two amendments on the ballot for the Voters Service treatment. We will have a 1969 Legislative session and our Observers Course. In Minnesota the League's 50th Anniversary falls in 1969. There is a special section of this Outlook for Work devoted to it, and public relations chairmen should consider it carefully and plan ahead. The Capitol Letter will appear during the session. It will offer much material which can be used for League newspaper columns or ideas for radio programs and editorials. With out new Organization of State Government study, this may be a good year for a series of articles on the legislature.

What are you planning for a speakers bureau, for library displays? Most other organizations are setting up their programs for next year now. Now is the time to remind them of our services.

The best reference piece is still Tips on Reaching the Public put out by the League of Women Voters of the U.S. For national direction in public relations, consult the National Board Report for May 1968.

Be sure you consider all aspects of League effort, Voters service, finance, Program, membership. And don't forget the individual member as an ambassador for the League. Does she understand the League's goals and can she communicate them. The 'Prez Sez' column of your bulletin is a good avenue to use to get this across.

We always say that we appreciate knowing what you are doing. And these are not just empty words. We like to hear about your news releases, radio programs, speaking engagements, etc. We will continue to send you sample press releases and notices of Minnesota Newspaper Association releases.

PUBLICATIONS

There is perhaps no better way to tell your community that the League of Women Voters is indeed "relating" its thinking and its activities to the current world of 1968 than to do so through our many fine publications. In the past two years the national League has produced a number of publications on China, the excellent and new Crisis: The Condition of the American City and will undoubtedly be publishing something on the electoral college system. Do you, as publications chairman, see that your local library has not only a copy of these and other of our publications but our state and national catalogs as well? Is display space available in the library, and do you use it effectively? Do you contact your school librarians, and have you contacted the school's social studies coordinator? Are they aware that our publications are up-to-date, that they relate to many of the pressing problems of today's society, and that they are very welcome as supplementary material for student use in many of our Minnesota schools?

Our own state Board just in the past year has published You Are the Government, a handbook on state government, a new Facts and Issues on property taxes and one on our state legislature. Do you put these into the hands of your local city or village officials? Is your business community made aware of what the League can and does do through publications to keep people informed? Do you budget for as much free distribution of publications as you can afford? Do you present something to your contributors as evidence that they are indeed supporting an organization that makes a worthwhile contribution to the community? Are other organizations aware of what we can offer in terms of Program material?

As publications chairman you also have a responsibility to keep your membership and your Board up-to-date with the organizational and Program publications they need. You might want to think about the following:

1. Have you familiarized yourself with the publications catalogs? Have you read the Local League Handbook so that you can handle the routine and mechanical aspects of your job - ordering publications, etc.?
2. Have you evaluated with your Board the distribution of publications to your membership? Could you provide a subscription service? Do your members receive their publications in time to be read before the unit meetings? Do you have past publications available for new members?
3. Are you aware of the Duplicate Presidents Mailing? Refer to both state and national catalogs.
4. Do you like the inclusion of a "Guide to Publications" that you find in this Outlook for Work? The state Board would appreciate your comments.
5. Do you take advantage of the bulk rate prices we have established for most of our state publications? Many times you can provide publications for your entire membership for not too much more by buying 50 or 100 copies at reduced rates than by buying just 20 or 30 copies.

The state League is limited in its ability to sell and distribute publications. We count on you to do this for us and for yourselves in your communities. Make this a year in which you hear said, "Have you read _____" and then you hear the name of one of our publications.

BULLETIN EDITORS

Getting out a Bulletin requires real team effort. If you, the Bulletin Editor, fail to let the other team members know what kind of communication game you're playing, then your losses are apt to exceed your wins. The first thing you and the coach (sometimes called president) must do is to be sure that the Bulletin is included in "skull practice" (Calendar Planning and Total Board Orientation may be more familiar terms in your League). Don't make the mistake that every Bulletin is going to be a grandstand play on your part, and that you will write, type, edit, editorialize, Ann Landerize, illustrate, reproduce, stamp, mail and be the Unsung Heroine of your League every single month. In other words, your local League Bulletin is the voice of your total Board and not just yours alone.

You may think that taking up the megaphone and telling your Board that they have a voice and that that voice is the Bulletin may be an unnecessary bit of shouting. But sometimes the alums have forgotten the plays and the cheers, and sometimes the freshmen just happened along when someone gave her the ball to run with. Remind your fellow Board members that the old chant of "Total Board Responsibility" probably came over with the first Bulletin Editor. Remind them, too, that a really effective Board reports in with a great season's record only if all the team members (not just the Board members) get the word. If local League members don't hear the "one-two-three" how are they going to "hut?"

So, get in there and rock 'em and sock 'em and lay the ground rules in the planning stage. Then attend ALL Board meetings to be sure that the Bulletin is in on the scrimmage. It is probably a good idea to summarize what each Board member is expected to contribute at the end of each Board meeting. Don't pass up a place on the Board's agenda. Be sure that all members are receiving the signals loud and clear. And don't forget to announce and adhere to a deadline!

Each team (local League) has individuality. Therefore, it is difficult to call all plays for all teams. But usually a monthly Bulletin contains: a calendar of events, time and meeting place of units, items to be discussed, pertinent information on the local scene of government, reports from committees, observers, Board members and the president. Many Bulletins also include a welcome to new members, get-acquainted tidbits, lists of contributors to the finance drive, information on how to lobby by letter, calls to action, ads for League publications, bibliographies, book reviews, notices of meetings related to our League Program, consensus questions and candidate questionnaires. Bulletins are often filled with League orientation material, Know Your Government quizzes, etc. Putting out a membership directory and pulling together all the material (proposed budget, proposed Program, proposed Bylaw changes, reports of individual Board members on the League's activities for the year, etc.) needed at the annual meeting for each member is usually within the province of the Bulletin Editor also.

Team spirit will increase if your Bulletin is clearly legible, if your members receive it well in advance of your meetings, and if you use the art of plain talk.

REMEMBER

1. Your Bulletin must include the name of your League, the name of your town, your president's name and address and your name and address.
2. You send 18 copies of each bulleting issue to the state office for use of state Board members and office staff. Send three copies to national. There will also be a national Board member designated to whom all Minnesota Bulletins are sent. You will send her one copy each month.
3. Your local League Program has no other "publisher" in many instances than your Bulletin.

CAREFULLY DOES IT::::

Consensus is often misspelled and misused. We reach consensus. We do not speak of taking consensus. It is not counting as in a census. We reach or arrive at the sense of a meeting.

Consensus on a state or national study item is not reached until all state units or all national units have reported in and the reports have been evaluated as to the areas of agreement. Reporting your local consensus on state and national items may tend to mislead members as well as non-members. After the statement of position is received from state or national on a state or national study item it should be included in your Bulletin. At that time you may want to comment on your local consensus and how it agreed with or differed from the statewide or nationwide consensus.

Always read your Bulletin with the eye of a brand new player (prospective member) to see if your signals are clear, your enthusiasm and commitment to League "games" are genuine, and fun mixed with good taste is in evidence from the kickoff to the final whistle.

Rules of Correspondence and Punctuation for the LWV - 4¢

GUIDE TO PUBLICATIONS FOR LOCAL LEAGUE BOARD MEMBERS

EVERY BOARD MEMBER

Local League Handbook (1962 edition)
Local Bylaws
Local Budget
Local Program
Facts - National 1967
Facts - State 1967
State Board Memos - for the last year
How to Get and Keep Members (1965 edition)
Meaningful Meetings

The Art of Spending Money
Publications Catalogs - Local, National,
State
Let's Talk League, 1968
Money Matters - 4, 5, 6, 7
40 Years of a Great Idea
National Voters - for the last year
Minnesota Voters - for the last year
Local Bulletins
Rules of Punctuation and Capitalization

IN ADDITION

PRESIDENT

President's Guide; National Board Reports
Sample Local League Board Agenda
Sample Local League Annual Meeting Agenda
Simplified Parliamentary Procedure
List of Local League Presidents
Lists of State and National Board Members
National Bylaws (revised 1968)
National Budget - current
State Bylaws (revised 1967)
State Budget - current
Know Your Town Survey - current
The Member and the League
The Art of Raising Money
It Makes a Difference
Tips on Reaching the Public
Current Publications in National and State
Program Fields
The Role of the Political Parties
You and Your National Government
You Are the Government
Is Politics Your Job? - 1966

SECRETARY

Sample Local League Board Meeting Minutes
Sample Local League Annual Meeting Minutes
Simplified Parliamentary Procedure
National Bylaws (revised 1968)
National Budget - current
State Bylaws (revised 1967)
State Budget - current

FINANCE CHAIRMAN

The Art of Raising Money
National Budget - current
State Budget - current
Tips on Reaching the Public
It Makes a Difference
Prospect Cards
Contributor Receipts
At Your Fingertips - Finance Workers
Handbook
Suggestions to Bulletin Editors on Finance
Checklist for Local League Finance Chairmen
A Budget Committee Workbook

TREASURER

Guide for Local League Treasurer
A Budget Committee Workbook
Report Forms for Membership Changes
National Budget - current
State Budget - current
Membership Transfer Cards
Membership Cards

BULLETIN EDITOR

Bulletin Editors Guide - 50¢
LWV of New Jersey, 460 Bloomfield Ave.,
Montclair, N.J. 07042
Suggestions to Bulletin Editors on League
Finance
FYI Copies - for the last year
Tips on Reaching the Member through the
Bulletin

MEMBERSHIP CHAIRMAN

Membership Memos
You've Been Intrigued by the League
It Makes a Difference
The Member and the League
Sample New Member Kit
Sample Membership Letters
Membership Matters - 3, 4, 5, 6, 7
The Member in the Unit
Newspaper and Magazine Reprints as
available
Do You Know the ABCs of Your Local
Government?
Tips on Reaching the Member through the
Bulletin

CHAIRMAN OF DISCUSSION UNITS

The Member and the Unit
Tips for Unit Chairmen
Sample Unit Meeting Report Form
The Member and the League
Sample Membership Letters
Handbook on Discussion Techniques
available from the LWV of Los Angeles

PUBLICATIONS CHAIRMAN

Duplicate Presidents Mailing - state,
national
First Things to Do on Becoming
Publications Chairman
Record of Publications Ordered Forms
Promotional Publication Flyers
One copy of all Local, State and National
Publications
Selling LWV Publications to Businesses
and Organizations
Publications Order Forms - state, national

VOTERS SERVICE CHAIRMAN

Voters Service Sights the You in Youth
You and Your National Government
You Are the Government
Ideas for Program Based on You and Your
National Government
Legislative and Congressional District Maps
Digest of Minnesota Election Laws
The Role of Political Parties U.S.A.
Ideas for Program Based on the Role of the
Political Parties
Set of National Swap Shops
State VS Swap Shop: Tips on Candidates
Meetings
ABCs of State Government

Is Politics Your Job? - 1966
Sample Local Candidates Questionnaire
Do You Know the ABCs of Your Local Government
Your Vote Makes a Difference
Welcome to Minnesota
Voting is People Power
Choosing the President
When You Come to Washington
How A Bill Becomes A Minnesota Law
Why Write Your Congressman and How
How to Write Your Legislator
National Board Reports
Caucus Kit

NATIONAL RESOURCE CHAIRMEN

National Board Reports
Leaders Guides
The China Puzzle
Foreign Aid at the Crossroads
Refer to National Publications Catalog
for Other Publications on all National
Program
Human Resources: Minnesota's Changing
Patterns
Crisis: The Condition of the American City

STATE RESOURCE CHAIRMEN

You Are the Government
State Constitution
Financing Public Services in Minnesota
Property, Income and Sales Taxes
Property Taxes: Probing Some Options
Project Updates: Election Laws, Constitu-
tional Revision, Minnesota School System -
Equal for All?, Discrimination in Housing
Human Resources: Minnesota's Changing
Patterns
Goals for Good Government
How a Bill Becomes a Minnesota Law
Map of Minnesota Capitol
Legislative and Congressional District Maps
Facts and Issues: Minnesota Legislature

LOCAL RESOURCE CHAIRMAN

Know Your Local Government
Know Your County
Handbook of Local Program (Calif., Wis.,
N.Y., or Ind.)
Agreement for Council of Metropolitan Area
Leagues (if in CMAL)
CMAL Program material (if in CMAL)
School Survey Guide
Parks and Recreation
Local Programs of Minnesota Leagues
Planning in the Community

OUTLOOK FOR WORK - June 1968

PUBLIC RELATIONS CHAIRMAN

Tips on Reaching the Public
It Makes a Difference
ABCs of State Government
FYI Copies
The Art of Raising Money
Speakers Bureau Kit
Lists of Tapes Available

LEGISLATIVE CHAIRMAN

All Publications Listed for State Resource
Chairmen
Job Description for Local League Legislative
Chairman
How to Write Your Legislator
Legislative Manual

NON-BOARD MEMBERS

BUDGET CHAIRMAN

The Art of Spending Money
Budget Forms
Budget Committee Workbook
State Budget - current
National Budget - current
Local Budget and Explanation
Money Matters - 4

CHAIRMAN BYLAWS COMMITTEE

Local League Handbook
Standard Local League Bylaws
Explanation of Local League Bylaws

CHAIRMAN NOMINATING COMMITTEE

The Nominating Committee
Local League Handbook

OUTLOOK CALENDAR 1968-1969

State

JULY

National

Filings close - 7/19
Candidates Questionnaires

AUGUST

Last day to register - 8/20
Replies to Candidates Questionnaires
Local League calendar planning

SEPTEMBER

Primary Election - 9/10
Organization of State Government Briefing
Buttons for amendment promotion
Facts and Issues on Financing Government
CMAL Meeting - 9/19
National Board Report

OCTOBER

Legislative Workshops - 10/1, 8 - outstate
10/3, 10 - metro
CMAL consensus due - 10/30
UN Rally - 10/23
Lively Issues VOTER
Last day to register - 10/15
Promote Capitol Letter
UN Day - 10/24

NOVEMBER

General Election - 11/5
Legislative Interviews
50th Anniversary Day
School for lobbyists

DECEMBER

Indian Workshop - 12/3
50th Anniversary Campaign Workshop - 12/5
Legislative VOTER
Organization of State Government consensus
due - 12/9
Housing consensus - 12/1
Capitol Letter subscription deadline - 12/1

<u>State</u>	JANUARY	<u>National</u>
Observers Program - 1/28 1st Call to Convention Membership list to state office - 1/5 50th Anniversary finance drive kick-off CMAL meeting - 1/16		National Board Report
	FEBRUARY	
Local Agenda VOTER Observers Program - 2/11, 25 Youth Day at the legislature - 2/4 1st round Program suggestions, Bylaws changes, nominations from local Leagues due - 2/10		
	MARCH	
Convention VOTER Observers Program - 3/11, 25 Youth Day at the legislature - 3/4 CMAL meeting - 3/2 Annual reports due - 3/10 Final Call to Convention Proposed Program to local Leagues		China consensus
	APRIL	
2nd round Program suggestions due - 4/7 Observers Program - 4/8 Youth Day at the legislature - 4/1		
	MAY	
Convention - 5/21, 22		National Board Report
	JUNE	
CMAL meeting - 6/5		

BOARD MEMO

August 1968

August is the month that most local Leagues do their calendar planning, arrange special membership events and generally get into gear after a lazy July. It is easy to deduce from the size of this mailing and recent mailings that your state Board has been busy too. There seems to be something in this Memo for everyone.

STATE OFFICE We are still understaffed; we need another full-time employee, who can type well and can cope with the ups and downs of office work. Hours can be flexible. If you know of anyone who is interested, please do let us know. In the meantime, we are doing the best we can. Please, always use the address at the top of this page. Believe it or not, some communications still go to the old address. Please, avoid ordering publications by phone.

PLEDGES Through the end of July, your state League had expenses of \$15,212.91 and income of \$11,608.86 of which \$9,395.00 was in pledges. We would deeply appreciate it if those Leagues who could would pay some of their pledge monies so that we could maintain our monthly pledge of \$1,500 to National without putting further strain on our cash balance. Thank you.

50th ANNIVERSARY Mrs. William Whiting, state 50th Anniversary Chairman, and Mrs. Jerome Gray, Metropolitan Campaign Chairman, will communicate with you through our monthly Memo. Look for their reports, suggestions and direction. We are still recruiting committee members; volunteers will also be accepted.

LEGISLATIVE ACTION WORKSHOPS Though the enclosed flyer is self-explanatory, we would like to repeat - attend the workshop most convenient for you. Try as we do, it is most difficult to make arrangements that are satisfactory and convenient for all.

VOTERS SERVICE We enclose a sample Amendment Broadside and promotion button. Ideas for promoting the vote on the amendments will be in the September mailing. In the meantime, do order the number of flyers you will need well in advance.

MEMBERSHIP Time to stop for tea - the change of pace drink - with Gung Ho Grow! Right, we are now shifting into top speed. Our calendar tells us that the treasurer should have sent out dues notices for renewals, and that membership tea plans should be well under way.

By this reading your President has received in a special mailing, a press release which you will use to promote your membership tea or recruitment function. Remember to reserve "Pick & Shovel Citizen" or "A Woman's Place". if you plan to use either, through the office. Many Leagues are planning this. An added bonus in membership PR this year will be a series of five press releases designed especially for membership purposes. Watch for them! Watch for League spot on ABC television (seen often from 10-11 AM).

The membership goals were sent to you in May 1968. Check your goal again. Plan to go over it. The membership figures look good. We are adding instead of dropping during the summer, which means that many of you have been recruiting all summer.

Included in this mailing is a series on "Famous Last Words." This is designed to help you find solutions to some problems which membership chairmen are commonly faced with. You have already received a complete list of membership chairmen from local Leagues so that you can communicate with each other. We are trying to secure a meeting place for local League membership chairmen in the metropolitan area so that you can swap ideas, problems and solutions. More on this soon.

The unit status report which we did last August is included in this mailing. Instructions on how to use it are on the sheet, and you may duplicate as many as you need.

New idea? Plan your fall orientation geared to Voters Service. How to register? Where to register? "Choosing of the President"? Electoral College?

The Membership Committee met in August to find answers to the questions raised in your annual reports.

In the Public Relations area: In addition to the above mentioned, we are requesting local Leagues to send us copies of your publicity so that we can share these with other local Leagues. Please clip and SEND.

Ask to put a display in your library, city hall, or campaign headquarters featuring "Choosing the President" and "Amendment Broadside" as well as League name to contact.

How to reach teachers? Ask for time -- 5 minutes -- to speak at PTA, hopefully the open houses. Speak on the amendments, but get in a pitch on whom to contact for more information. Hand out "Amendment Broadside" flyers at the PTA, which have the name and phone number of president or membership chairman stamped on bottom.

Place "Want to Know About" (from National) flyers in pockets at Voter information booths.

The Dues Dilemma: What to do when a member, or members cannot afford League dues? It was decided to leave this up to the local League, but the following suggestion, tried by the St. Paul League, was recommended. *** The amount of dues -- \$7.50, \$5.00 or whatever -- is announced, and there is no provision for reduced dues. However, units might decide to have their own money-making projects to pay for the dues in their units, i.e., silent-auctions, bake sales, husband-wife pot luck suppers.

How do we provide for a broader socio-economic representation in the League? Each League should do an analysis of its community or county to discover how representative it is. Local Leagues should take a map of their community and place pins representing homes of members on the map. Where are they? Who are they? As the pattern establishes, it will be-

come apparent which portions of the community are not represented. Then the local League should try to determine why the area is not represented, and prepare plans for recruiting in the non-represented or under-represented areas.

All of the questions which were raised in your reports were considered. We appreciate hearing from you, your plans, your problems, your successes.

HUMAN RESOURCES While it is not our policy to duplicate what National has sent you, it does seem desirable because of questions which have arisen, to point out what chairmen of the human resources item will need to be doing this fall.

Acquaint your membership with the provisions of the fair housing section of the Federal 1968 Civil Rights law. You received a summary of these provisions in a May 10th mailing, and it is also given on pages 16-17 of the May 1968 National Board Report, as is a general outline of how we will be studying the item. Also, acquaint your membership with the housing provisions of the Minnesota State Act Against Discrimination, 1967. Copies of this Act can be obtained from the Department of Human Rights, State Office Building, St. Paul. The Minnesota law is quite inclusive with regard to anyone's sale or rental of real property without discrimination, with the exceptions of rental of an owner-occupied duplex or rental by owner of rooms in a one-family accommodation in which the owner resides. You will want to point out to your membership -- and perhaps to your community -- the ways in which the Minnesota law is more inclusive than the federal law.

Acquaint your membership with the new national position. Housing was added to the support position of equality of opportunity. This means that the League supports the right of all persons to buy or rent dwellings regardless of race, color, sex, religion, or national origin, and believes that such right should be secured by law.

The second part of the national item deals with evaluation of MEANS to achieve equality of opportunity for housing. In order to be in a position to evaluate these means, national is asking each league to contribute material for further study and action in two ways:

1. Undertake a housing survey of its own community.
2. Take consensus on guidelines for fair housing standards (due December 1).

Both of these activities were outlined for you in the July 17, 1968 mailing, and will be reproduced again in the Leader's Guide for Housing Studies, which will be sent out by September 1. This Guide also contains a new national Facts and Issues leaflet and additional resource reading from the National Committee on Discrimination in Housing.

How inclusive must the housing survey be? Certainly not door-to-door. National points out that they have sent a guide, not an assignment. Some of the information asked, they point out, can be obtained from U. S. Census and from HUD Community Improvement studies.

You will notice that much of the emphasis in the survey is economic rather than on discrimination. Some substandard housing exists in all communities. Outstate leagues without sizeable minority groups will find this an opportunity to assess their communities' needs. Urban leagues will discover how much broader their problem is than that of minority groups.

The purpose of the survey and consensus questions is to help the national Board shape League policy. It is important, therefore, that all leagues do as much as they can, so the policy will reflect the total situation facing leagues -- both the physical situation and the attitudes of committees and members. National needs grass roots help! Surely we want to provide a true picture of Minnesota, which in many respects has held a leadership position in trying to achieve equality of opportunity for all its citizens.

This is one place to relate in '68!

The enclosed material on consumer protection and poverty was gathered for your information in response to interest indicated by some of our members.

FOREIGN POLICY China - Review questions and consensus questions have been sent out by National. Consensus report form is due by March 1, 1969. Please send the state office a copy of your consensus results, too, please.

UN - Two very exciting programs on the UN will be offered this fall in the Twin Cities. September 12 at the Minneapolis Public Library, a free day-long session will concentrate on the UN special agencies - World Health Organization and Food and Agricultural Organization. You are all invited - see enclosed program.

October 23rd is the date for the UN Rally at the Pick-Nicollet Hotel. The enclosed brochure gives the details. Please work within your League and community too to publicize and promote this important event.

The United Nations Association of Minnesota is ready to help you plan your community's observance of UN Day. They can provide you with teacher kits, flag sets, UNESCO cards, speaker suggestions, etc. The address: 738 Midwest Plaza
801 Nicollet Mall
Minneapolis, Minnesota 55402

Trade - This year we hope to emphasize the importance to Minnesota of opposing trade restrictions and supporting the passage of a good trade bill. As a help, we are planning a League sponsored day-long conference focusing on trade. It is tentatively set for January 14. There will be many more details later. You will want to note the date on your calendars.

To help you stress trade in your community, we are enclosing a listing of Minnesota exporting firms compiled by the Minnesota Department of Business Development. Enclosed is also a survey of some recent statistics and comments on Minnesota's Involvement in trade.

It has been suggested that your League or your resource people would like information in greater depth about the problems of trade,

balance of payments, gold balance, etc. We can offer two suggestions:

1. If there is enough interest, we can set up a neighborhood seminar through the University Short Course Department. It can be held in your community with University personnel who are experts in the field. A series like this is usually 8 sessions, requires a minimum of 15 people and costs \$22.50 per person. If you are interested, let the League office know and we will see what can be worked out.

2. Councils and Centers for Economic Education have been set up through Universities in some areas of the state. They can perhaps help you with speaker suggestions (as can Economics and Business Departments). They also have access to a series of lecture-films on "The American Economy". Three of these films deal with trade:

#133 - "The US Balance of Payments"

#134 - "The Economics of Trading Among Nations"

#138 - "Tariffs, Quotas, and All"

These films come with discussion outlines. They are somewhat dated but do deal with basic issues. Each one is a meeting in itself.

Centers for Economic Education are located at:

University of Minnesota
Saint Cloud State College
Mankato State College

Moorhead State College
Duluth Branch of the University
Winona State College

AN INVITATION . You are invited by the Minneapolis League to attend their briefing session on Organization of State Government. A panel of four legislators will discuss changes in the legislature. Mrs. Earl Colborn of the state Board will moderate the meeting. Heritage Hall at the Minneapolis Public Library is the place; the date is September 11th from 9:15 to 11:00 A.M. Mrs. Colborn and Mrs. Mason, Minneapolis Item Chairman, invite those who are interested in further discussion to join them for lunch at the Sweden House. No reservations necessary.

We are indebted to the Minneapolis League for the copies of the speech by Yvonne Warhol.

Please note: The Indian Workshop that was scheduled for December 3rd will be rescheduled at another time.

Hail and Farewell: After boasting about having a 17 member state Board, it is now necessary to report four resignations. Mrs. Leland Powers, Water Chairman, has just moved with her family to Houston, Texas. We are sure that the League there doesn't need her as much as we do. Mrs. James Jenkins, Voter Editor, is a candidate for the Legislature, so you will probably see her on your tours of the Capitol. Mrs. Allen Carlson, Publications Chairman, has resigned to take the kind of a job she has always wanted. She will continue as a member of the Organization Committee. Mrs. John Herb, Treasurer and Office Management Chairman, has been appointed to additional responsibilities on the Edina School Board; this with raising three active young boys will take most of her time. She will serve as one of the members of the state Budget Committee. We wish them good luck and happiness in their new endeavors. We shall miss them, but League work must go on.

We are proud to announce the following appointments to the state Board:

Mrs. Robert Hughes, Barbara, of the Fridley League.

She is a charter member of that League and has served in various capacities on the local Board. Her special interest is local program. She will be state Publications Chairman and will be a member of the state Local Agenda Committee.

Mrs. J. Brandwein, Dolly, of the St. Louis Park League.

She is one of the past presidents and has also served in various capacities on her local Board and committees. She will be the state Treasurer and will be in charge of the new National program, the Electoral College. They will attend their first state Board meeting in September.

PUBLIC RELATIONS Some time ago you received a questionnaire from Ruder & Finn; one copy was to be sent to National and one copy to State. Due date was August 1; so far we have received replies from just 29 Leagues! Get busy! This is important to the 50th Anniversary plans.

On your behalf we have sent to all candidates for the legislature copies of the following:

1. "Amendment Broadside" plus button.
2. "Digest of Minnesota Election Laws".
3. "Facts & Issues: The Minnesota Legislature".
4. Price list of specific Voters Service Publications.

TAPES: We have ordered PERSPECTIVE ON POLITICS - a series of 8 - 15 minute tapes. This will be on loan from the state office.

This was borrowed from the Edina Voter:

SOMEBODY ELSE

There's a clever young woman named SOMEBODY ELSE--
There's nothing this woman can't do.
She's busy from morning 'til way late at night--
Just substituting for you.

You're asked to do this, or asked to do that,
And what is your ready reply?
"Get SOMEBODY ELSE, Madame Chairman--
She'll do it much better than I."

There's so much to do in Edina
So much, and the workers are few,
And SOMEBODY ELSE is getting weary and worn--
Just substituting for you.

So next time you're asked to do something worthwhile,
Just give them this honest reply,
"If SOMEBODY ELSE can give time and support,
You can bet your last dime, so can I!" -- Goldsboro, N.C., Trailblazer

BOARD MEMO

September 1968

ATTENTION!! ALL LOCAL LEAGUES!!

NATIONAL HOUSING CONSENSUS IS DUE DECEMBER 1, 1968.

All Minnesota Leagues are expected to participate. From phone calls and conversations, we find there is a feeling of complacency in the Minnesota Leagues. We are justly proud of our actions in Housing in Minnesota in the past, however, this does not excuse us from taking part in the national study. The national League needs our thinking.

To help you with this study, we have some specific suggestions on the consensus. In the Guidelines for Fair Housing Standards, our state positions already cover all of Question I, parts A, B, C and D, and the first three parts of Question II. If you feel your members understand the state consensus, your Board may answer these questions in accordance with state positions. Question II also refers to national and local laws on which you may wish to express your members' opinions. The last part of Question II and Question III will require some member discussion. The answer to Question IV is optional depending on whether you have done a survey. Leagues with member understanding of the state study may handle the topic in a small portion of a fall unit meeting.

Leagues needing more of an update will need more time. Use Minnesota's Goals for Good Government, "A Promise to Keep", the new national Facts and Issues, and the Human Resource Leaders Guide and Bibliography.

Obviously this is a minimum to carry us through the Consensus Deadline of December 1. On the state level, we dealt with discrimination in housing. Our national study takes a broader look at the problem of housing, including housing supply, quality, economic factors and the relationship of housing to education and employment. As we stated in the August Board Memo, the Human Resources Leaders Guide outlines ways for you to study your community. The evaluation of each community is best done by a committee of each local League. You will probably want to deal with the results of your survey in spring unit meetings. The state Board will play a coordinating role to provide a channel of communication between Leagues. If you will send your plans to us on the enclosed card, we will share them with other Leagues, who may wish to take advantage of your meetings.

As you study keep in mind that the national study may result in changes in or addition to our state position. For example, in the past we have been willing to support revocation of licenses, but we have not had a position on fines or other punishments. While our state law on anti-discrimination is stronger than the federal law, state laws dealing with economic factors may be considered.

The new state Human Resources Chairman will undoubtedly make plans for further activity on the part of the state Board, which she will communicate to you after her appointment.

Our communications with you indicate that almost all Leagues have had a busier than usual September, and that the days are not long enough for all that needs to be done.

STATE OFFICE STAFF We are gradually filling our needs, but still urge you to avoid ordering publications by phone.

STATE BOARD We are pleased to announce the appointment of Mrs. William Brascugli, of Saint Cloud, to the state Board. Her responsibility will be the national Water Item. We also must announce the resignation of Mrs. Kenneth Brown and Mrs. Michael Richdorf. Mrs. Richdorf's resignation is due to personal reasons; Mrs. Brown is a candidate for the Mankato City Council. Of the 13 candidates for the 3 Council seats, Arline received the most votes! You will see Pat at the Legislative Workshops.

OBSERVERS PROGRAM Plans are going ahead and, as usual, we have an exciting and interesting series of meetings planned. In the past, we have assessed Leagues within a 50 mile radius of the Capitol \$10 and those beyond this limit \$5; this year the charge will be the same. Checks may be made payable to the LWV of Minnesota and may be sent any time. More about this program later.

THANK YOU to the LWV of St. Paul for donating twenty metal folding chairs to the state Board. We appreciate this help in furnishing our Board meeting room.

50th ANNIVERSARY Deadline for appointment of chairmen for the 50th Anniversary was September 20th. To date we have the names of approximately 20. Committee chairmen will attend a training session in Chicago, October 3rd and 4th. Watch for further information and direction in October Memo.

FINANCING GOVERNMENT One copy of the new publication, Some Property Tax Flaws and Options, (Nash) is being mailed to each League with this Board Memo. Be sure to have your publications chairman order enough for every member of your League plus all the interested citizens in your community that you will want to provide with a copy. The price is 15¢ per copy or - bulk rates: 2/25¢ - 100/\$10.00. It will be available at the Legislative Workshops in case you would like to pick up your copies then.

All League members will find this publication particularly useful in writing letters to their legislators on this topic. It contains additional information on both classifications and exemptions - as well as a bonus extra at the end. (Get your copy now to find out what it is!)

It will provide plenty of information to stimulate ample discussion for those Leagues that are able to schedule a whole unit meeting on this topic. However, that is not absolutely necessary as we told you at the Leadship Workshops. You may combine this with your meeting to prepare for the legislature. In that case you will have to limit your discussion to whatever time you can allow for it. You should cover classifications first, and then the rest only if you have time for it. We would like to get whatever guidelines you can give us on classifications. As you know, our consensus says only that we want fewer classes. Any little assistance you can give the state Board in applying that will be greatly appreciated. Enclosed with this Board Memo is a report form for you to use for this purpose. (We'll send enough for each unit, one for your files, and one for us.) Please get them in to the state office as soon as possible after you have your meeting. We are also enclosing a discussion outline you can use for your meetings if you wish.

Remember, get your publications now and start preparing all your members for ACTION! This will be the most exciting and fun part of the whole study. Don't let anyone in your League miss it!! See you at the Workshops.

UNITED NATIONS RALLY - Reminder : Make your reservations for the United Nations Rally (Ebbott) Day October 23, Pick-Nicollet Hotel, 9:45 AM through lunch. The morning program is the report of "Russia Revisited" by five University of Minnesota professors. The luncheon topic is "The International Pursuit of Human Rights" by Dr. Richard N. Gardner. Cost \$4.00 for the day. Get your ticket from UN Rally Fund, UN Association of Minnesota, 738 Midwest Plaza, 801 Nicollet Mall, Mpls, Minn 55402 or from your League's UN Rally representative. (Brochure sent in last month's mailing).

Congressional Action. Do you know your district's congressional action coordinator?
She is:

- 1st - Mrs. James Cloutier, Rte #1, Faribault, Minn 55021
- 2nd - Mrs. Lowell Haugen, 28 Pilot Court, Southview II, Mankato, Minn 56001
- 3rd - Mrs. Lee Hermann, Rte #4, Box 46, Excelsior, Minn 55331
- 4th - Mrs. Thomas England, 1101 - 2nd St. N W., New Brighton, Minn 55112
- 5th - Mrs. James Putnam, 857 Minnesota Ave., Granite Falls, Minn 56241
- 8th - Mrs. M. I. Smith, Box 65, Rte #2, Hibbing, Minn 55746

She wants to hear of your response to National Times for Action.
Do write. She just loves to get mail!

Advance notice of some very exciting news. The League will have the opportunity to help sponsor a series of programs on international affairs the week of November 12-16. The US State Department is sending a team of experts to Minnesota to talk on Africa, Asia, East-West relations in Europe, and foreign aid and development. Three of the days will be spent in League towns outstate with the remaining day in the Twin Cities. Details are still to be worked out. We will let areas involved know more about it just as soon as we are informed..

FINANCE Money Matters #8 from National is a must for all finance chairmen and local League presidents. It's full of good ideas; if your finance drive is still in the planning stage, you should order extra copies for your Board and your finance committee.

LOCAL CURRENT AGENDA It's Local Agenda time!! Or at least the fall meetings in many Leagues (Herring) are devoted to the local topic. We have been going over the topics selected by you to study on a local basis in your various communities, and it sounds like League is going to have an exciting and stimulating year all over the state. We look forward to hearing about your local programs, and we do read the bulletins and minutes and try to follow each community's progress. However, if there is something special you would like to have us know, or if you have newspaper clippings you feel would be of interest to us, please send them to the office. Or if you have questions, we shall do what we can to lead you to the answer. We will also be interested to see what you do with last year's current agenda item. Remember, League isn't a "study club", action is important too. Did you reach consensus? Does your consensus indicate action should be taken? Do you have someone watching for the proper occasions for this action --- testifying at city council meetings, county commissioner meetings, planning commissions, etc? Does your community know what you are doing. Included in this mailing is a copy of the local programs of Minnesota Leagues. Watch for Minnesota Voter on local agenda.

VOTERS SERVICE Remember that we have a candidates meeting calendar in the state office (McCoy) which is maintained to help avoid scheduling conflicts with your candidates for U. S. Representative - as well as for legislative offices where

there is more than one League in a district. Before selecting a date, please clear with this calendar by calling or writing the state office, and when you have firmly set a date, notify the office and have your meeting added to the roster.

Do you recall that Amendment No. 1 to be voted on November 5th ballot as a proposed amendment to the state constitution, in a slightly different wording, was studied by the League about eight or ten years ago? At that time, a sentence was included which would have permitted school attorneys (attorneys employed by local boards of education) to serve in the legislature. At present the constitution allows postmasters to serve as legislators. This is the only public office that a legislator may hold concurrent with his term. League members, concerned about possible conflict of interest arising from such dual responsibility to school board and legislature, reached a consensus indicating a position of "take no stand". The proposed amendment was defeated.

In the 1965 session, League lobbyist, Elsa Carpenter, testified on a similar proposed amendment and was successful in having the sentence on school attorneys deleted. In choosing our state Program at Convention in May 1965, we did not continue a position in regard to this question. At the time of that Convention, the 1966 proposed amendment had not been passed.

All of which found League members conducting Voters Service on a proposed amendment in 1966 - an amendment on which their lobbyist successfully lobbied!* Repeat: we have no position on the proposed Amendment No. 1 now in 1968 (it is worded very much like the proposed amendment in 1966). You, as a voter, may find the foregoing of interest as you cast YOUR vote on the proposed amendments on November 5.

* The proposed amendment won support in 1966 of the majority who voted on the question, but it lost because this majority was not a majority of those voting in the election. The latter majority is needed to carry an amendment.

OCTOBER MEMBERSHIP CALENDAR October 1 - last day for renewals for all Leagues not on anniversary dues.
(Olsen)

October 15 - Drops sent to state and national.

Get ready to publish your membership directory by November 1.

Orientation meetings for new members should be held in October. Included in this mailing is Membership Memo#2 dealing with orientation on state and national program. This piece will be included in all new member kits - kits cost 25¢ and can be ordered from the state office. This orientation piece can be ordered separately in quantities of 1 or more, at a cost of 4¢ each.

This orientation material was prepared by the state Board program people with the new member in mind. It was designed to help her understand what the various items were about in simple terms. It was also designed to whet the new member's curiosity, and not to overwhelm her.

It is now up to you and your program chairman to supply the new members with the additional material each new member is sure to want. Dig out those publication catalogs! (Just a reminder -- all of the membership memos from last year can also be ordered from the state office for those of you who have lost, misplaced or not received them from last year's membership chairman).

Metropolitan membership chairmen had asked us to investigate the possibility of holding a get-together for membership chairmen concurrently with CMAL meetings. CMAL welcomed

the idea, but unfortunately the restaurant was unable to provide additional meeting room space for the September meeting. Because the January CMAL meeting is usually so large - legislators are invited - it will not be possible to hold one then. So-ooooo, if you are still interested in a get-together with other membership chairmen in the area, will you let me know? By phone, 377-3926, usually between 3 and 4 PM., or by mail, Mrs. Vernon (Sally) Olsen, 1632 Princeton Ave. So., St. Louis Park, Mn. 55416. Also, please indicate if you would be interested in meeting at the state office, or if you want a luncheon meeting at a restaurant. (This would necessitate reservations - and when you would like such a meeting).

We welcome your comments on the membership aids we are sending, or any suggestions for additional helps. Remember, to have your secretary include your PAID UP membership under the treasurer's report in your minutes.

- WITH OUR LOCAL LEAGUES
- Chaska - our new provisional, has permission from the state Board to conduct a candidates meeting - this is the only League in Carver County.
 - Woodbury - had a pre-organization meeting last May, and had another organization meeting September 18. More about this group next month.
 - Chisholm - we sadly report the demise of this League. Remaining members will once again become members of the Hibbing League.
 - Buffalo - celebrated its 20th anniversary on the 19th of September - congratulations!
 - Fair Booths - were very popular with our Leagues this fall; among those who have reported are Rock County, Winona, Hutchinson, Burnsville and West St. Paul.
 - Voter Registration - another popular activity this fall; a real contribution to the various League communities. The Burnsville and Willmar Leagues assisted two of the state hospitals in general election registration and in the application for absentee ballots.
 - The Minneapolis League - cooperated with Dayton's in a First Voters School.
- AWARDS The Duluth League received the Urban Service Award from OEO. The Winona League received the Rural Service Award from the OEO Great Lakes Regional Office for the "group making a significant contribution to alleviating poverty in rural America."
- Action under the National Water Resource Item - Albert Lea has been granted permission from National and State to support a bond issue for an improved sewage treatment facility for their town.

LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA

ST. PAUL, MINNESOTA 55101

BOARD MEMO

October 1968

CALENDAR OF DATES TO REMEMBER

November 5	General Election Legislative interviews - material to be sent later
November 12	50th Anniversary Finance Drive Metropolitan Committee
November 14	Lobbyist and Observer training
November 12-16	U.S. State Department briefing
December 1	Deadline for Capitol Letter subscriptions
December 1	National Housing Consensus due
<i>Dec - Indians?</i>	
December 4	State Budget Committee meets
December 5	<u>50th Anniversary Finance Campaign Training Day - All Leagues</u>
December 9	Organization of State Government Consensus due
December 10	<u>Pre-legislative Conference on Indian Affairs</u>

We have begun this Memo with a calendar of events for the coming months. This and the size of the list of enclosures tell you that we have shifted into high gear on the state level too. Please read the Memo completely and distribute immediately those parts essential for other portfolios. We will try to note things chronologically as we go.

PUBLIC RELATIONS

1. AMENDMENTS BUTTONS! Before the election, there is little time left to promote voting on the amendments. This is purely Voters Service. Amendment information should be distributed at every candidates meeting. We still have a very large supply of "2 Amendments, too" buttons at 5¢ each or 3 for 10¢. As of October 24th, we will distribute them free on a first come-first served basis.
2. NEWS RELEASE - We have sent the enclosed News Release out on the Minnesota Newspaper Association mailing. This enables us to reach parts of the state where there are no Leagues. MNA is running off copies of the broadsides and will send them out at their own expense. It will help if you will call your papers to remind them to carry a story on the amendments.
3. ELECTION RETURNS: In line with publicizing the League for our 50th Anniversary this year, the national Board suggests that if you do an election return service for a TV station, you ask them to run a "crawler" across the screen periodically (like every 15 minutes) saying the returns come through the courtesy of the League of Women Voters. Mrs. Charles McCoy, State Voters Service, will contact ABC.

As we read your minutes we see how much Leagues are doing already this fall. Our Organization Chairman notes the Voters Service Booth at Apache Plaza Shopping Center shared by Columbia Heights, Fridley, and St. Anthony. We see that Fergus Falls held a candidates meeting at their state hospital and that the Cass Lake League won first prize in their Water Carnival for their election year float.

LEGISLATIVE ACTION
CHAIRMEN

Lobbyists and Observers: This year we are actively recruiting legislative lobbyists and observers. We are doing this to enlarge the pool of interested Leaguers we can draw on and to train people for future sessions. On November 14, 1968, we will hold a training session for prospective observers and lobbyists at the state office. Please read the enclosed announcement and see that it gets into the hands of members within commuting distance of the Capitol. Please send to us the names and addresses of women in your League who might be willing to help. We will send them a special announcement.

LEGISLATIVE ACTION

Workshops: Four workshops were held in Willmar, Duluth, Bloomington, and St. Anthony Village. We tried to predict for you which of our positions would be most timely, speculated on possible developments in the area of legislative or executive reorganization, (Mrs. Earl Colborn's speech is enclosed -- "It does not attempt to raise all issues or balance all arguments", says Ele) and gave out materials to use in approaching the community.

Legislative Workshop Kits are included in this mailing for leagues which were unable to attend. We are sending out one copy per League of forms to be used to analyze your community, also included is the list of candidates for the Minnesota House of Representatives.

So it will not be lost in the bulk of this mailing, material for legislative interviews, legislative observer program and Youth Days at the legislature will be sent in a special mailing.

ERRATA In the Speakers Bureau material, Background Information for Voters Service Speeches, p. 1, paragraph 6, should read, "Because the legislature in 1963, the first year of a four-year term (1963-1967) of state senators." This was not inaccurate, but ambiguous. P. 2 under Amendment 2, paragraph 1, line 3, should read, "And extends to fourteen days the time the governor has to consider approval."

HUMAN RESOURCES Local League are involved in responding to questions from the national Board about housing for the December 1 deadline. Hennepin County Leagues have organized to do a county-wide survey of housing - quality and availability. They are inquiring into the adequacy of their local human rights laws and agencies. We have been requested to supply a list of questions which can be used to evaluate local arrangements. This questionnaire is enclosed. If you live in Hennepin County, send results to -

Mrs. Bernard Greensweig
6716 Southdale Road
Minneapolis, Minnesota 55424

We will get them from her. All other Leagues who use this questionnaire, please send a copy to the state office.

As a courtesy to the State Department of Human Rights, we are enclosing their "We Share the Dream" promotion.

PRE-LEGISLATIVE SESSION The Indian Affairs Workshop will be held on December 10th, from 10 A.M. to 2:30 P.M., at Christ Lutheran Church on Capitol Hill, 105 University Avenue, St. Paul. The workshop will provide an opportunity for both reservation and urban Indian leaders to outline what they think Minnesota lawmakers could do that would be helpful to Minnesota's Indian people. One of the main goals of the workshop will be to have legislators present and aware of both Indian needs and proposals. We hope Indian organizations and tribal governments will invite their legislators and that local Leagues will extend a personal invitation also, preferably in the post-election interviews. Please make an opportunity to invite legislators from your area. Let them know that we think it is important that Indian people be consulted in those matters that affect them and that our planning of the workshop will reflect those areas of concern that Indians think are most important to them. Each legislator will receive a letter from the League, but your personal invitation is more important. Cost will be held to a minimum to encourage attendance of all who are interested. If you live in a reservation area, we hope you will be able to provide transportation if it is necessary. We hope each League will send representatives.

FINANCING GOVERNMENT Does each member of your League have a copy of the new publication Some Property Tax Flaws and Options? (15¢ each, 2 for 25¢, or 100 for \$10.00.) This is an 8 page, fact-filled, facts and issues-type publication that every member will want. It will be particularly helpful in writing letters or talking to your legislators. We're looking for lots of action this session, so be sure your members are ready to join the fun.

FREE!

SPECIAL OFFER!!

FREE!

The basic publication on finances - Financing Public Services is now available free from the state League office. You may pick up as many copies as you can use. If you want some mailed to you, we'll be happy to do so if you will pay the postage. Be sure to point out to the new members or to whomever you give copies that it does not include the sales tax law, but it does contain much useful information.

A recent publication that your resource committee will probably find of interest is Impact of the Property Tax by Dick Netzer. This is Research Report No. 1 written for the National Commission on Urban Problems. Your U.S. Congressman will probably be happy to send you a free copy, if you ask.

50th ANNIVERSARY The 50th Anniversary Campaign Committee met Thursday, October 17. They have drawn together material to help you organize your local committees and to give appropriate local Board members an assist in launching our membership and community campaigns. Note that the Matro Committee will meet November 12th. The December 5th 50th Anniversary Training Day is designed to orient you and to give you the confidence which we gained in Chicago. We believe representation from every local League in Minnesota is a necessity at this training session.

MEMBERSHIP

After the 50th Anniversary Finance Drive is completed, state Leagues will be given \$5 per member out of the money collected. The number of members will be counted as of January 1, 1969. Need we say we need your peak effort now for a maximum head count January 1?

NOVEMBER CALENDAR: Catch-up meetings for new members on state and national program in anticipation of state Program-making. Use **GOALS FOR GOOD GOVERNMENT**.

Publish membership directory.

Dues and renewals should be paid, and your drops should be in to State and National by the time you read this Memo. Membership Memo #3 this month deals with a plan by which every League can help every other League in Minnesota to obtain prospects. From mid-November till January 1, you might concentrate on gathering these names and sending them on to other Leagues.

Now that you have your new members, remember to use:

- your talent file
- the buddy system
- orientation material
- Let's Talk League
- Pick and Shovel Citizens
- film-strip
- Meaningful Meetings

These efforts will help you keep those members.

Membership Memo #2 on orientation which we did last month is turning out to be a best-seller, 300 copies ordered by local Leagues.

So far only one call has been received in response to a Metro membership chairman's meeting. Is anyone else interested?

TV NOTE: Mrs. Benson, national President, will appear on Virginia Graham's Girl Talk TV show on ABC-TV on October 29, 1968.

Congratulations to the Buffalo League which has passed its goal, and is now at 31 members. This is almost a 100% increase from March 31, 1967!

Gung-Ho is anxiously awaiting the membership figures on all local Leagues. May you all have a 100% increase!

NATIONAL PRGRAM AND ACTION Electoral College - Who doesn't know this is a presidential election year? To help you to understand our complex electoral college system, we are sending a condensed summary of the answers to the forty-seven questions included in the Leaders Guide, 1968-69 recently sent to all of you by national. This "Electoral College Capsule Quiz" deals with many important laws and statistics of interest to all of us. Try to get this information to your members before election day, November 5, 1968.

CHINA Thursday, November 14, 1:30 P.M., "The Chinese Perception of the Map of Asia", Dr. Theodore Herman, Professor and Chairman, Department of Geography, Colgate University -

A. G. Bush Student Center
Hamline University
Snelling & Hewitt
St. Paul, Minnesota

Dr. Herman lived in China from 1936 to 1948 working with the Chinese Government, U. S. Office of War Information and U. N. Relief and Rehabilitation Administration in the Yangtze Valley. In 1962 and 1968 he returned to Asia for study.

TRADE Plan now for January 14th, Tuesday, Conference on the importance of World Trade to the citizen of Minnesota. We are sponsoring this with the Minnesota World Trade Association. It will be at Holiday Inn Central, Minneapolis, 9:30 - 3:00 P.M. Many more details next mailing. In the meantime, you can contact those firms in your communities that are exporters and have a story to tell. We will have displays showing the importance of trade to Minnesota, and will want to show your local story.

CONGRESSIONAL ACTION Enclosed is a brief summary of your congressman's record during the past year.

FOREIGN POLICY Minnesota will be visited November 12-15 by a team of four State Department officers as a part of that Department's "Community Meetings on Foreign Policy." This program, begun in 1963, is sponsored in Minnesota by the World Affairs Center, the League of Women Voters of Minnesota and the Foreign Policy Association of Minnesota. The experts making up the team will hold discussions with high school and college students, talk with service clubs, appear on television and radio, and share their expertise at public meetings. Those making up the team are:

Edward Holmes - He is now Country Director in the African Bureau of the State Department for Southern Rhodesia, Malawi, Zambia, Angola, Mozambique and Portuguese Guinea. He has served in Venezuela, Isarel, South Africa, Ethiopia, and Malawi. In 1965 he helped establish the Operations Center to handle world crisis.

John Hemenway - At the present time he is Desk Officer responsible for Berlin in the Bureau of European Affairs. His training has been in German and Russian affairs, having served as a political officer in Moscow.

Thomas Barnes - A native of Saint Paul and a graduate with an MA degree from Minnesota, Mr. Barnes is now Country Officer for Laos in the State Department's Bureau of East Asian and Pacific Affairs. He has served in Vietnam, Thailand and Laos and is author of "Pocket Guide to Vietnam" issued to United States servicemen stationed in that country.

Thomas Lyons, Jr. - He is a population specialist in the Office of the War on Hunger of the Agency for International Development.

This team will visit Rochester on Tuesday, November 12th; Austin on Wednesday, November 13th; Mankato on Thursday, November 14th; and the Twin Cities on Friday, November 15th. The Leagues in Rochester, Austin and Mankato are making the arrangements for the visits in those cities. We urge Leagues in other communities to publicize these visits, contacting the senior high schools, colleges, service groups, news media, League memberships etc.

The major public meeting in each community will be:

Rochester:	Mayo Civic Theatre 8:30 PM - 50¢	Mrs. Sheldon Curry 1433 Berkman Court, Rochester 55901 507-289-9156
Austin:		Mrs. J. Hobart Berknap 1006 - 5th Ave N W., Austin 55912 507-433-5319
Mankato:	Auditorium of Morris Hall Mankato State College 8:00 PM - Free	Mrs. William F. Jones 14 Glenn Court - Southview II Mankato 56001 507-388-3784
Twin Cities:	Sheridan-Ritz Hotel Minneapolis 12:00 noon - \$3.50 for luncheon	World Affairs Center University of Minnesota 373-3948

For further details about these and other appearances, contact the person listed in the community most convenient to you.

Board Memo - October 1968

ENCLOSURES:

1. News Release on Amendments
2. Ele Colborn's Speech
3. Announcement of November 14th
4. Forms for Analyzing Community
5. List of House of Representative Candidates
6. Human Resource Quiz
7. "We Share the Dream" promotion
8. 50th Anniversary - State
9. 50th Anniversary - Metro
10. Membership Memo#3
11. Electoral College
12. The Do's and Don't's of Lobbying
13. Congressional Action
14. ~~Legislative Workshop Kit for Leagues not at Workshop~~

BOARD MEMO

December 1968

Happy New Year! The end of 1968 found us busier than usual and the same pace keeps on! 50th Anniversary plans are in full swing - '69 promises to be a great year!

January 14th - Trade Conference - You have received a promotional packet on this important meeting - you may still have time for reservations, just call! Extra brochures are available free of charge.

January 28th - State Government in Action series (Legislative Observers Course) begins. See enclosure. Cost of this series is \$10 for Leagues in the Metropolitan Area and \$5 for the outstate Leagues. Please send your checks to the state League office.

STATE BUDGET Members of the State Budget Committee - Mrs. J. P. Gorecki, Excelsior Area, Chairman, Mrs. David Ahmann, Rochester, Mrs. Neil Fredricksen, Roseville, Mrs. Joseph Gomer, Duluth, Mrs. John Herb, Edina, Mrs. David Morton, Bloomington, Mrs. Leon Robbins, Austin, Mrs. Edward Worz, Minnetonka Village and State Board Members - Mrs. H. J. Brandwein, Treasurer, Mrs. Jerome Gray, Mrs. Jerome Weigenant, Mrs. O. J. Janski, President (ex-officio) and Mrs. Edward Dvorak (ex-officio) met December 4 at the YWCA in Minneapolis to build the 1969-1970 state budget.

The state Board, after making a major revision, approved the enclosed proposed budget. After reading the explanation carefully and studying the budget, do let us know if you have questions.

CONSENSUS REPORT Organization of State Government (see enclosure)

STATE PROGRAM SUGGESTIONS FOR 1969-71 - due February 2. We are anticipating 100% response this year.

SUGGESTIONS FOR STATE BY LAWS - due February 2.

CONSENSUS REPORT Housing - Because state action in human rights can be based on our national positions or on state positions, the state Board used the opportunity presented by a new national housing consensus to determine the thinking of Minnesota Leagues with relation to discrimination in housing.

On November 21, self addressed return post cards were sent to all Minnesota Leagues to assure our receiving the pertinent parts of your national consensus. On December 13, replies from 57 (81%) of the 70 leagues were analyzed with the following results.

Of the replies received 68% specifically favored the removal of all exemptions. The large Leagues fell into this 68% so the response was considerably better than 2 to 1.

On December 17, 1968, therefore, the state Board revised our statement of position to read "Support of the principle of fair housing and anti-discrimination laws

governing transactions of all real property regardless of whether the financing is public or private."

In looking over copies of the national consensus, it seemed evident that some of our conclusions were based on less "in depth" study and discussion than had been the case in the past state study. We recognize that there is considerable member turnover in the League and that new members have not had the benefit of considering the resource material studied 5 years ago - our own problems of discrimination, Laurenti's Property Values and Race or Gunmar Myrdahls' An American Dilemma, for example. We are sending out with this memo a reading list provided by the St. Paul Urban League of pertinent materials relating to the crisis in black and white which you may want to make available to members as an update.

TREASURERS As this is the last month of the calendar year, here are a few suggestions and reminders for all local league treasurers. First and foremost, we urge you to send in the names of all of your new (and old) paid-up members immediately. This is the only way we have of knowing to whom the "Minnesota Voter" should be sent. These people deserve to get all of their publications as quickly as possible, and your cooperation in this regard is of unestimable value.

We are not receiving copies of your treasurer's reports regularly; please take care of this omission right away.

There are only four months left in our League fiscal year. Please get your unpaid pledges into the state office as we depend on you to maintain a healthy financial climate for the League of Women Voters of Minnesota.

MEMBERSHIP January Membership Calendar - Final count as of January 1, 1969 to State Office on the postcard we sent you for this purpose.

Committee meeting: Plans for analyzing drops; suggestions for budget committee; plans for go-see Legislative Observers Program. (This is a marvelous opportunity to invite prospective members. Let them see the League at work as sponsors of this meeting, and the legislature at work as well.)

Thank you for sending in your VOTER lists. Of the 29 we have received to date, 7 have reached or exceeded their membership goals--Bloomington, Burnsville, Crystal-New Hope, Owatonna, Richfield, Silver Bay, and White Bear Lake. Congratulations!

We are making a thorough up-date of the VOTER file and there are a significant number of changes. The good news is that the net result of the changes in these 29 Leagues has been an increase of 105 members.

There were many instances of cards for people who are no longer members, or people who have been members for sometime for whom we have no card. Therefore, will you ask your Unit Chairmen to check with your members to be certain they are receiving their Minnesota VOTER?

If they are not receiving the VOTER please advise us of the member's name and address so that we can check for you. It would be well for you to check on the receipt of the National VOTER as well. BUT PLEASE advise the NATIONAL LEAGUE office if a member is not receiving that VOTER.

Often a member does not know that she is to receive these VOTERS, or else, she just does not tell of not getting them. We might lose members sometimes thru a failure to receive publications to which they are entitled.

Keeping good records gives a professional look to our organization. People are proud to be members of well run organizations that get things done.

Best wishes for the New Year and for many new members.

50TH ANNIVERSARY: We know you are all making plans for your local 50th Anniversary fund membership drives to start in January. There were two pieces of literature in the December National mailing that will be useful for members and non-members who want to make tax deductible contributions. One is a progress report on the Education Fund and the other is the annual report of the Overseas Education Fund. Please read them and pass them on to your anniversary chairman and order more from National if you think you need them. Remember our emphasis on every member participation in the 50th Anniversary Drive!

WATER RESOURCES. Were you there? In the middle of November, citizens of Minnesota had their chance to speak out at hearings held by the Pollution Control Agency on standards being set for intra-state waters. We hope all interested leagues and members attended - we have reports from St. Cloud and Hibbing.

St. Cloud - League and Wildlife Clubs requested standards of 2B - swimming quality for all waters, no exceptions. St. Regis took issue with methods of testing effluent for pollution. City Engineers stated "at length" their progress since the last hearing. Don Andrews of the Wildlife Club and MEDC showed slides of city and other pollution of the Mississippi and surrounding water.

Hibbing - Mrs. M. I. Smith attended and reported this most important hearing.

Paper and mining companies objected to standards. Minnesota Power and Light questioned water temperature standards.

Sportsmen were loud and clear for high standards.

Of most importance - Concern for Lake Superior. The United Northern Sportsmen Club are most concerned over the proposed \$2 billion uranium processing plant for the Knife River. League members and the Minnesota Environmental Defense Council, of which we are a member are also watching closely. The Knife River is one of the three finest trout streams in Lake Superior. At the Hibbing hearing in answer to Mrs. Smith's question, the chairman stated that "the Federal Government is behind it, so he seemed to be sure all pollution problems would be taken care of even though costly." Water Chairmen, keep your sights on this one! The Sportsmen have also requested a full hearing on this plant before a permit for construction is issued. This is also recommended by MEDC.

MEDC News - The Minnesota Environmental Defense Council has found sponsors in the house for our proposed bill on Pesticides, and steps were initiated at the December meeting to initiate or cooperate with other agencies backing bills on certification of treatment plant operators, water use permits (no building construction permits to be granted until public hearings have been held), state grants in aid for sewage treatment plants, and conservation education.

We also endorse the United Northern Sportsmen's action writing to Secretary Udall

to try to force a Water Quality Enforcement Conference on Lake Superior. Mr. Badalich of the PCA does not feel this is necessary, thus the sportsmen have requested action by all interested groups, writing to Washington to force the issue. The LWV will contact our national Board members concerned with this issue.

CHINA Your deadline is March 1, 1969 with a report to the national office and a copy to state. The Consensus questions and a discussion outline were sent out July 1968. The League of Women Voters of Minneapolis has prepared a thorough discussion outline that may be of help in planning your consensus meeting. (Enclosed.)

Plaudits - The following has come straight from the Foreign Service Officers, Department of State. They were most impressed with their stay in Minnesota and the efforts of the Leagues. They estimate they talked face to face with 5,700 people and reached hundreds of thousands through the various news media.

The Minneapolis League was host to seven women from Argentina, Chile, Costa Rica, Dominican Republic, El Salvador, Guatemala and Honduras. They visited political party headquarters and the League's election returns project at Donaldson's. They were a part of a group brought to the US by the Department of State for a two-week seminar in Washington, DC on "The Role of Women in Civic Development." The seminar was sponsored by the Overseas Education Fund of the LWV of the US.

ELECTORAL COLLEGE Those of you who have the responsibility for our new national study item on the electoral college should have your committees well organized by now and ready to start operating. We expect the first material to come out of our national office next month so you can schedule your briefing sessions in February and unit discussions in March.

Please correct the state board list that was mailed to you. In charge of Electoral College - Mrs. Hy Brandwein (Dollie), 8301 W. 30 $\frac{1}{2}$ St., St. Louis Park, Minn. 55426, telephone number 938-4989.

The Edina League is sponsoring a meeting which will surely benefit all who are interested in the electoral college. Third district Congressman Clark MacGregor, who has introduced many pieces of legislation on this subject, will speak on January 10, 1969, at 9:30 a.m. at Christ Presbyterian Church, Highway 100 at 70th, in Edina. You are all invited.

Thank You - We receive so many letters of thanks and congratulations from various officials for publications and letters sent on your behalf that we felt we should share at least one with you - so we enclose a recent letter from Governor LeVander.

Senator McCarthy - Local Leagues recently received a box or two of the Senator's book, "The Limits of Power", for free distribution to members as well as other interested citizens. We are sure that you have already written your thank you notes, but if you need additional copies you may request them through the State office (they are free, of course).

Vice-President Hubert H. Humphrey - is now an associate member of the League of Women Voters of Minnesota. The LWV of Buffalo was invited to participate in a special day, December 28, honoring the Vice-President and Mrs. Humphrey (Waverly is also in Wright County and just ten miles from Buffalo). Mrs. Humphrey was

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given an honorary membership to the Buffalo League; your state president was invited to do the honors for the Vice-President. It was an exciting and thrilling day, complete with Marines in full dress uniform.

Have you noticed a couple of changes in State Board assignments? Marion Watson is now the Legislative Action Chairman and Barbara Hughes is our new Minnesota Voter Editor. We have no Public Relations Chairman at present. - Do, however, continue to send your clippings, photos, etc. to the state office. Thank you.

Sorry - A gift of \$50 from the Crystal-New Hope League, recently received, should be added to the "pledged" list of 1968-1969.

Extra Calendars - If you have exhausted your supply of League calendars, contact the Minneapolis League office.