



League of Women Voters of Minnesota Records

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The Minnesota League of Women Voters
321 Meyers Arcade

Report of the Executive Secretary
To the Annual Convention
for the year 1920.

A year ago the League of Women Voters in Minnesota had no organization beyond the Executive Board elected at the organization conference held in Minneapolis in October, and in most parts of the state was practically unknown. Today it has chairmen in every congressional district, active chairmen in 70 counties out of 86 in the state, organization in all except four counties, and a membership that cannot be estimated at less than 14,000. Of these 3400 are enrolled in Minneapolis, 1600 in St. Paul, 2200 in Winona, and there are on file at state headquarters the names of 6500 women in other parts of the state. Many of the most active counties have never attempted to send in complete membership reports so that the estimate of 14,000 is believed to be far below the actual figure.

This represents a big piece of work for one year from the point of view of organization alone, but organization is of interest only through what it is able to accomplish. As the legislature was not in session last winter, we had no occasion to begin a legislative program. But, though ratification of the federal suffrage amendment was still nine months away, we could and did begin on a program of political education.

Before a single district organized, all our district chairmen were called in to Minneapolis to attend a five-day intensive citizenship course arranged with the University of Minnesota. Every member of the state board enrolled in the course, with 700 other registrants from the cities and the state at large, many of whom have been loyal League of Women Voters workers and enthusiasts ever since.

The University was only the first institution of an educational and official character to co-operate with the League in its educational work, recognizing that this is absolutely unpartisan in character and public spirited in purpose. Everywhere schools and libraries have helped us in the preparation and distribution of material. Many women this fall were reminded for the first time of their duty to vote by League of Women Voters dodgers brought home by public school children. In a number of counties the League has been given space in school or library buildings, and in at least one county we have occupied quarters in a city hall. In the midst of the election campaign, county fairs in 34 counties and many stores and commercial establishments granted space for information booths maintained by the League, and theatres and movies allowed us to advertise registration and election dates by means of slides and four-minute speeches. All this co-operation was possible because of the unpartisan character of our educational work.

The League not only worked through other organizations, it worked directly through its own organization as fast as this was built up. Since January state headquarters has sent out into the state the following literature:

8,000 national posters
4,500 Large posters
122,000 registration and election dodgers
450 copies of the voting play
75,000 Political Educational Leaflets
<u>50,000</u> League leaflets
259,950

This does not take into account the many thousands of bulletins, bibliographies, programs and special mimeograph material prepared from time to time. All of this, except about 50,000 election dodgers, has been distributed absolutely free.

Probably the most popular feature of the educational work has been the citizenship schools conducted by Miss Kneubuhl in every part of the state. These began the first of last March, and we believe they have been conducted on an absolutely unique plan in that they have been free and open to every member of the community. The state organization has paid Miss Kneubuhl's salary and all expenses and a constantly increasing attendance, from 25 to 50 women in the first schools to 400 to 700 in some of the later schools, as well as a stream of enthusiastic letters coming back to headquarters, shows that women have felt a real need for political instruction of an unpartisan character and have found what they wanted in the League of Women Voters. Miss Kneubuhl has now spoken in 53 counties and 66 towns, holding 55 schools and giving 22 single lectures.

The legislative program of the League is for future accomplishment, but the groundwork has been laid. The Legislative Council, composed of our chairmen of special committees and representatives from other organizations interested in social legislation, was formed in May and has worked steadily to formulate a sound and progressive program to be submitted to this convention.

Delegates to the national political conventions last spring were interviewed in every congressional district in behalf of the planks of the National League of Women Voters, and later congressional candidates were questioned in behalf of the planks with satisfactory results. Candidates for the state legislature were sent a special questionnaire on state issues, and replies from 104 of them were received and are on file at state headquarters. This and other information being compiled will be invaluable in our work with the legislature next winter.

The League of Women Voters has built up almost a complete organization in Minnesota this year - its next problem is holding it. It was built up by the tireless pioneer work of a comparatively few women, and by the progressive spending of money and labor by organized districts on unorganized districts until eventually practically every unit in the state has been reached effectively. The chief feature of the organization period was the series of conferences held, one in every district in the state: - Third District January 7th and 2nd March, 6th, 8th and 10th in April, 1st in May, and 9th in June. By these conferences we reached the women of the state as they could have been reached in no other way, in common assembly, with the inspiration of our finest speakers and leaders and the enthusiasm aroused only by personal appeal and common action.

We need the same inspiration in working out our program that we did in building our organization - that which comes from being closely in touch. So far we have kept in close touch with our district chairmen by regular monthly board meetings. The expenses of the chairmen to these meetings have been paid by the state organization, and the investment has been small in view of the results. In the beginning, the work in an entire district often depended on the chairman alone, and the fact that all have stuck loyally to their tasks through the hard first year of organization is probably due more than to anything else to this close co-operation with state headquarters and with other members of the board.

To keep in touch with county chairmen we have sent out regular bulletins and letters. Very often county chairmen visiting in the city have dropped into the office to talk over their work or attended state board meetings, and invariably have gone away with rekindled interest and better understanding of the League. In July, therefore, before the fall work of getting out the vote, a special meeting for county chairmen was called in Minneapolis. More than forty out of 75 chairmen in the state came down for the meeting or sent representatives, and practically all the others sent letters of regret that they could not attend. It was a surprising demonstration of the interest of our county officers and of the need felt for getting together to exchange experiences and gather new encouragement and suggestion.

The weakness of our relation to the counties is that when a chairman drops out we have practically no way of reaching the membership there except by going back to the expense of sending out letters to our entire mailing list or sending out a special organizer. We need better provision for the regular election of county officers, or replacement in case of vacancy. Also we need some system for keeping in direct touch with members all over the state, even where the county chairman is on the job all the time. A definite suggestion for this will be laid before the convention in the announcement of a new printed bulletin to be issued monthly and sent to subscribers.

From the time of organization in 1919 a regular headquarters has been maintained, with a staff consisting of a press chairman, executive secretary and office secretary, and one or two extra workers in the office as the work has demanded. In March a director of political education was added. By January the Fourth and Fifth Districts had organized with their own separate headquarters and staffs, and state headquarters has given its service almost entirely to the state outside of the two big cities. In this service may be noted: supplying programs and publicity for eight district conferences, doing advance circularization and paying the salary and expenses of organizers to hold meetings in 66 towns preliminary to these conferences, distributing approximately 300,000 pieces of educational literature, sending one or two press bulletins monthly to every newspaper in the state, paying the expenses of district chairmen to board meetings and when necessary for organization purposes their expenses traveling in their own districts, monthly bulletins to all county chairmen, handling of state mail entailing from 1,000 to 7,000 pieces a month sent out from headquarters each month, and sending speakers to fill 86 out-of-town requests.

To indicate the amount of work done by the city organizations, the Fifth District, during the month of October alone, distributed 226,655 pieces of literature prepared in its own office, gave 99 talks, presented the voting play before 60 organizations, maintained information booths in all the big stores of the city for a period of two weeks before the election, and recruited and instructed over 200 women to act as election judges, and incidentally worked with the Co-operative Alliance in Minneapolis to see that midnight lunches were served to the election boards in all polling places after the election.

At the beginning of the year the work for the state outside the cities was almost all directed from state headquarters. This is no longer the case. Energetic county organizations have formed their own speakers' bureaus, arranged their own schools and lecture courses, held organization meetings and mass meetings, attacked their own civic problems and carried on activities

beyond measure. Washington County reports 20 meetings in October attended by 1200 women. Houston County sent in last week a typewritten list 22-pages long of 543 new members in 18 townships of the county. Freeborn County has its own stationery with a letterhead showing the names of its officers and a complete roster of township and city chairmen. Our press clippings show every month an increase of League activity, much of it in communities with which state headquarters has no direct touch at all. The burden of the work no longer falls on district or county chairmen, wherever organization has been well done the interest and work alike are shared by many hundreds of women. Most of the lonely work of the pioneer is done - during the coming year we can look forward to wider co-operation and the achievement of more definite results. This much has been accomplished already. The slogan of political education and responsibility has been heard all over the state, it has been carried into clubs and schools and churches and into the political parties themselves, so that the entrance of women into politics already had one wholesome result - an increase in intelligent attention to government.

Gladys A. Harrison

Report of Executive Secretary
April 1, 1920.

Districts organized 5
Counties organized 39

Districts in state 10
Counties in state 86

ORGANIZATION

2 district organization conferences during March.

2nd District, Mankato, March 12-13

Speakers furnished by state

Mrs. Ueland *
Miss Wells
Mrs. Coe *
Mrs. Thorp *
Miss McDonald
Miss Kneubuhl *
Miss Monahan *

Mrs. Winter*
Mrs. Sweetser
Dean Vance **
Mr. Child
Mr. Prosser

(* = expenses paid by League)
(** = \$15 fee paid by League)

Attendance

Money raised

7th District, Willmar, March 18-19

Speakers furnished by state

Mrs. Ueland*
Mrs. McKnight
Mrs. Coe *
Miss Kneubuhl *

Miss Burton
Mrs. Patterson*
Prof. Rarig**
Mr. Hodson
Mr. Murphy
Mr. Monahan ?

Attendance

Money raised

In addition 4 towns in the 2nd District and 4 in the 10th were visited by Mrs. Coe, and temporary organization effected.

SCHOOLS

4 schools of political education held with services of the new director, Miss Kneubuhl - St. Paul, Faribault, Glencoe and Hutchinson
1 course of four lectures given by Mrs. Marcley in Fergus Falls, with attendance of 110 women at each lecture.

Total talks given by speakers furnished by state

<u>District</u>	<u>Town</u>	<u>No. Talks per Town</u>	<u>No. per District</u>
1	Wabasha	1	1
2	Mankato	13	
	Pipestone	1	
	Luverne	1	
	Worthington	1	
	Slayton	1	17
3	Faribault	2	
	Glencoe	3	
	Hutchinson	3	8
4	St. Paul	2	2
6	Little Falls	2	2
7	Willmar	9	9
9	Fergus Falls	4	4
10	Anoka	4	
	Buffalo	1	
	Princeton	1	
	Mora	1	
	Deephaven	1	
	Robbinsdale	11	9
	19	4	52

<u>State Speakers</u>	<u>No. Talks given outside 5th District</u>
Miss Kneubuhl	13
Mrs. Ooe	11
Mrs. Ueland	5
Mrs. Marcley	4
Mrs. Thorp	2
Miss McDonald	2
Miss Wells	1
	38

Report of Executive Secretary

May 1.

(1920?)

Organization

During April congressional district conferences were held at St. Cloud and Duluth for the Sixth and Eighth Districts. They were preceded by preliminary organization work by Mrs. Coe in 28 counties of these districts, and both were most successful in respect to attendance and interest shown. St. Cloud reports an attendance of 2,050.

In addition, in the Tenth District, an organization meeting for Anoka County, was especially worked up to include many of the features of a district conference, women from several nearby counties coming in for the day.

At all of these organization meetings we were fortunate in having our national chairman, Mrs. Park, as a principal speaker. For the St. Cloud Conference 10 speakers were furnished by the state, for Duluth ten, and for Anoka five.

Organization conferences have now been held in 8 out of the 10 congressional districts of the state, representing 53 out of 86 counties.

Schools

Miss Kneubuhl's work was interrupted by attendance at all three conferences, but schools were conducted in

Red Wing, 3rd District
St. James & Madelia, 2nd District
Glenwood, Seventh District

A 3-day school was carried out in Wabasha, in the First District, by county officers of the League with the assistance of the District Chairman, and some help from state headquarters.

Literature

In response to a letter sent to the federated clubs in March, 34 clubs called upon us for help in planning study courses or schools and were supplied with study programs, bibliographies, and literature. Requests for literature and suggestions for courses were received from 53 towns in the state altogether. Altogether 18,158 pieces of literature were distributed.

Speakers

During the month the state supplied speakers for 33 occasions. This does not include talks given by Miss Kneubuhl or Mrs. Coe.

Report of Executive Secretary.

June 22, 1920.

File Copy.

Organization

Since May 1st two district conferences have been held, one at Rochester in the First District and one at Moorhead in the Ninth District, thereby completing the organization of the state by districts. Prior to the Moorhead Meeting, Mrs. Walter J. Marcley, held meetings in ~~six~~ 7 counties of the district, which was most helpful in getting good county delegations, finding the right women for district officers, and paving the way for local organization later on. The state office sent 8 speakers to Rochester and 7 to Moorhead.

County organization is going on rapidly, our lists showing 75 chairmen ~~xxxxxx~~ in 86 counties, divided as follows:

1st District	9	counties out of	10	with chairmen
2nd	13		13	
3rd	10		10	
4th	1		1	
5th	1		1	
6th	6		11	
7th	13		14	
8th	5		6	
9th	10		13	
10th	7		7	
	75		86	

Many counties have already completed organization with township and ward chairmen. Regular county conferences were held with speakers from state headquarters as follows:

3rd District	Washington county
	Scott
	Nicollet
10th "	Mille Lacs
	Chicago
	Pine

Schools

Miss Kneubuhl has been conducting schools at the rate of two or three a week, usually combining county organization with her school work. Her schedule from May 1st to July 1st shows the following schools:

1st District	Albert Lea
2nd District	Pipestone
	Mankato
	Redwood Falls
6th District	St. Cloud
	Bemidji
7th District	Glenwood
	Granite Falls
	Montevideo
	Morris
	Wheaton
	Willmar
	Litchfield
8th District	Duluth - 2 schools
	Eveleth
	Hibbing
	Oloquet

She has also spoken at the the district conferences at Moorhead and Rochester, at county conferences at Pine City and Rush City in the 10th district, and given one talk in Minneapolis and one at Wayzata.

Deputations

An interesting new venture was sending deputations to wait on all delegates and alternates to the national political conventions in behalf of the planks adopted by the National League of Women Voters. Reports from our chairmen show that this was attended to in every district with the most favorable results. Nine of the fifteen points covered by the planks were incorporated in the platform of the Republican Party.

Bulletin to County Chairmen

The first bulletin of the new state president was sent to all district chairmen and the 75 county chairmen whose names appear on our lists. Such bulletins, sent out once a month giving the news of work accomplished and plans for work ahead, should be a great help in keeping all our county organizations posted. It is worth mentioning here that the state office can have no contact at all with a county which is without a chairman or where the chairman is inactive. In some cases the women whose names are reported to us as chairmen fail to answer the most urgent letters.

Monthly Reports

In order to plan citizenship schools and other work intelligently, we need to have not only the names of the county chairmen but up-to-date information on all county activities. The easiest way to get this is in the form of simple monthly reports, which can be uniform for every county. We will gladly furnish blank forms to all county chairmen if this meets with the approval of the district chairmen.

Miss Kneubuhl

Miss Kneubuhl's time after July 15th has not been dated up. She has some engagements in the 7th and 9th districts, but we should appreciate the co-operation of district chairmen in seeing that we receive definite applications long enough ahead so that we can make out well-balanced schedules with time for adequate preparation.

Report of Executive Secretary
September 9, 1920.

FILE COPY

The work since the July board meeting has been very much interrupted by the absence of officers and members of the staff on summer vacations. In spite of this, all regular activities ~~xxxxxxxxxx~~ have been maintained and considerable new work undertaken.

On the news of the final suffrage victory a special meeting of the board of the Equal Suffrage Association and officers of the League of Women Voters was hastily called together, and plans were made for a fitting celebration of the event. Word was sent all over the state to make a noise and spread the news, and reports have been pouring in which show that the suggestion was carried out with enthusiasm. At our headquarters a special tea was served in honor of pioneer suffrage workers in Minnesota.

A set of 6 posters designed to catch the eye and urge the importance of turning out to vote November 2nd has been prepared and a supply sent to every county chairman. These were prepared for use particularly at county fairs. Pink, white and blue dodgers corresponding to the pink, white and blue ballots which will be used in this year's elections throughout the state and showing exactly what officers and amendments are to be voted on have also been prepared and are ready for distribution.

In August the State League and the Fifth District League working together put on a mock county fair at Mrs. McKnight's for the purpose of raising money. Flower, booths, country store counters, fortune tellers, soft drink parlors, supper, children's grab-bags, white elephants and special entertainment features all brought in a good return in cash, while a mock presidential election and the voting play were put on by special troupes as educational features.

A League of Women Voters booth has been equipped at the Woman's Building at the State Fair and is now running under the direction of Miss Kneubuhl, with assistants supplied from the Fifth District and Ramsey County Leagues to help handle the crowds that flock to it. Special literature was prepared for distribution from the booth, and the voting play is being put on four times during Fair Week.

During August word came from our national headquarters that the League will concentrate first on the Sheppard-Towner Maternity and Infancy Bill and for the first time we were asked to put candidates on record as to their stand on a given measure. Letters sent to the 20 candidates running for Congressional office in Minnesota have had the result of putting 13 of them on record in favor of the Sheppard-Towner bill.

Since the July meeting Miss Kneubuhl has been in 13 towns in the 1st, 2nd, 6th, 7th, 9th and 10th districts, and in 7 of these conducted regular 2-day citizenship schools. Miss Kneubuhl has now spoken in 45 towns and about as many counties in Minnesota. Six requests for speakers outside of Minneapolis have also been supplied during this period.

Our latest reports show 66 active county chairmen, leaving 20 counties still without leaders through whom to carry on the work. These counties are divided as follows:

1st Dist	1
2	4
3	3
6	2
7	5
8	1
9	4
10	1

over

Special progress in organization has been made in the Sixth District, where the chairman has ~~given~~ gone in person to nearly every county to attend organization meetings and citizenship schools and to help organize a speakers bureau and finance plans. In other districts where the chairmen have not been able to give so much time to the work during the summer months, reports indicate that the work is going on enthusiastically in those counties where women of initiative and energy hold the office of county chairmen.

Report of Executive Secretary
 Miss Gladys Harrison 1920
 October 6th

September saw the beginning of a state-wide Getting out the Vote campaign, the first step in which was the League of Women Voters booth at the Minnesota state fair. The booth was manned all through the week with women able to answer questions as to the technique of voting and the League of Women Voters itself, the voting play was produced four times, and 6,000 sets of the special ballot dodgers were put into the hands of visitors.

This experiment was so successful that a bulletin was sent to all county chairmen telling them of the plan and offering to send out supplies of the ballot dodgers at cost price. The response to this was splendid. In 27 days 45 chairmen sent us in orders totaling 16,875 sets. Our reports on the number of League booths held at county fairs is far from complete but show that they were a feature in the following counties:

Anoka
 Becker
 Beltrami
 Big Stone
 Blue Earth
 Carlton
 Chippewa
 Chisago
 Clay
 Dakota
 Dodge
 Faribault
 Freeborn
 Hennepin
 Houston

Isanti
 Kandiyohi
 Lac qui Parle
 McLeod
 Morrison
 Nicollet
 Nobles
 Olmsted
 Ottertail
 Polk
 Mahnomen
 Red Lake
 Redwood
 Rice
 Sherburne
 Stearns
 Steele

Wabasha
 Yellow Medicine

Speakers from headquarters were sent to speak at three of these fairs.

The demand for literature of all kinds has been very heavy all through the month, and we have had to make reprints of some of the educational leaflets. In addition every mail has brought us many questions on points not covered by any general leaflets - specific information on candidates, the history of particular pieces of legislation, etc.- which it has taken considerable time and research to answer. To answer the many letters which come asking for information concerning the various parties and candidates, we keep on hand copies of the platforms of all the national parties, and have mimeographed lists of all candidates on the state ballot, and bibliography on all the presidential candidates. Detailed information on all candidates is being collected and put on card files. A questionnaire to all candidates for the legislature and for governor and lieutenant governor will go out this week.

The number of orders received for the ballot dodgers was so encouraging that we prepared a special inspirational dodger to use in the final windup of the campaign and sent samples to all county chairmen offering to supply them in unlimited quantity at the same low rate as the ballot dodgers.

We found it very hard to get information on the pros and cons of the important amendments to be submitted this fall, but our difficulty was solved by the generous co-operation of Professor Anderson of the Bureau of Research in Government at the University who prepared a very thorough statement covering all four amendments. This was mimeographed and sent to all county chairmen and to many others on request, and makes an admirable basis for study and discussion. The idea of holding special amendments meetings or "Pink Ballot Teas", which originated in Minneapolis, was passed on to all chairmen and is being taken up eagerly.

County chairmen were also advised of the rulings in regard to the serving of women as election officials and urged to co-operate with local officials in manning the polling places and relieving the congestion and confusion which may result from the increased number of new voters this fall. Reports from a few counties show that the chairmen are hard at work on this problem.

Miss Kneubuhl started the month of September by putting in a strenuous week at the State Fair. Since then she has addressed meetings in Fergus Falls, Ada, Crookston, Aitkin, Brainerd, Royalton, Anoka, Owatonna, Kasson, Minneapolis, and South St. Paul. This has meant giving from six to twelve speeches a week, with hard travelling in between, and many extra conferences to solve local organization problems. The schools have been particularly successful this month, the chairmen having given painstaking care in the preliminary arrangements which insure a big attendance from the start. In most cases the financial end has also been well handled at three in.

No new chairmen have been reported for counties which have been without chairmen, although there have been some changes in the officers of counties already organized. There have been two resignations in the Third District.

Six out-of-town requests for speakers have been filled from headquarters.

FILE COPY

Report of Executive Secretary - November 4, 1920.

The state-wide Getting-out-the-Vote Campaign which was begun the first of September came to an end November 2nd with a turn-out of women voters which promises to set a record for the entire country. It is impossible to give anything like a complete report of the activities of the League in all parts of the state, but from the press clippings which have been pouring into our office and the letters and reports which some of our busy chairmen have taken time to send us we can get an idea of the tremendously fine work done by county and local chairmen in every district.

Headquarters had all it could do to keep up with the steady demand for literature, information and instruction which came in by every mail. Figures are dull, but some idea of the size of the job is gained from the fact that in this campaign 10,000 new educational leaflets, 17,000 vote dodgers, 300 election plays, and 108,000 ballot dodgers were sent out from our office in addition to a great deal of miscellaneous material. We were obliged to keep an extra worker in the office all the time to help get out literature, as well as volunteer helpers during the heavy rush. Fortunately, we were able to give all our time and material to the work outside the big cities. Minneapolis and St. Paul with their independent headquarters conducted their own campaigns and prepared their own special material, and, far from asking the state organization for any assistance, contributed their own speakers and help to us whenever possible.

Lists of candidates and replies to the questionnaires sent to state candidates in October were furnished whenever requested. I believe that next time we should have not only lists of candidates but actual sample ballots for wide distribution. Also I hope we shall be able to publish information on all candidates. This is an expensive proposition, but Leagues in many other states are doing it and it is a great help to the voter. Replies to our questionnaire were received from 103 candidates for the legislature and will be very helpful to the Legislative Council in lining up the members for our program next winter.

Schools

Miss Kneubuhl kept up the pace begun in September and held meetings or schools in the following towns: Kasson, South St. Paul, Minneapolis, Staples, St. Cloud, Princeton, Perham, Detroit, Moorhead, Pelican Lake, Breckenridge, Alexandria, Mankato, St. Peter, Ortonville, Beardsley, Graceville, Farmington and Hastings.

Already Miss Kneubuhl has prepared a number of new topics for her after-election schools, and her next school to be held in Austin next week will be devoted largely to community problems and special instruction to prepare women for taking an intelligent part in local government.

Organization

In the midst of the Getting-out-the-Vote campaign some fine organization work looking to next year's program has been done. Mrs. Coe gave us a week of her time in the Third District where a number of counties were without chairmen and the district chairman was away and unable to fill the vacancies. As result Carver county organized for the first time and elected Miss Nellie Baxter of Chaska as chairman. Since Mrs. Coe's visit a successful county conference has been held with Miss Burton and Miss Monahan as speakers. In LeSueur County Miss Alice Kendall was elected chairman, and in Scott and Sibley County Mrs. Duffy and Mrs. Fearheilly have taken up the work which they resigned early in the summer. Miss Florence Rice has accepted the appointment of chairman for the northern part of Rice County.

Mrs. Coe also went with Mrs. Spencer to Wright County which had never organized and held a successful meeting where Mrs. C. E. Jarker of Delano was elected chairman.

Big Stone County in the 7th District was thoroughly organized at the time of Miss Kneubuhl's visit.

We now have 73 county chairmen. The second and seventh districts both have 5 counties without chairmen.

Child Welfare Luncheon

On October 7th at the time of the State Conference of Social Workers in Minneapolis we held a special luncheon at the Curtis Hotel with special speakers on Child Welfare Problems: Judge Mary Bartelme of Chicago, Mr. Hodson of the Minnesota Children's Bureau, and Miss Burton of the State Labor Department. The luncheon was attended by about 100 people, a large number from out of town.

Speakers

Mrs. James Faige spoke for us during the month at Cambridge, Rush City and Fergus Falls, and in all 13 out of town requests for speakers were filled from the state office.

County Reports

I want to thank all the county chairmen who sent in reports. These are still coming in and show a tremendous number of meetings held during the month and thorough house-to-house work in many places. The most encouraging feature of all is the development of local workers, especially speakers. The Sixth District has built up a Speakers Bureau in St. Cloud which has been able to take care of calls in every part of the District, and a number of counties have their own Speakers' Bureau so that they can reach every township with trained speakers. Other counties have trained dramatic troupes which have gone about from township to township putting on the play. Our memberships are growing rapidly, one county having reported over 2000 new members this month.

Monthly Report of Executive Secretary
MINNESOTA LEAGUE OF WOMEN VOTERS
January 12, 1921.

The last month has been largely devoted to clearing up the work of the annual convention and preparing for work at the state legislature. Copies of the minutes of the convention and of the general reports made at the convention were mailed to all county and district chairmen so it will be unnecessary to give a report here.

Legislative Work

Immediately after the convention letters were sent to every member of the state legislature telling of the action taken by the convention on the legislative program and asking for endorsement. Replies have been received from about 75 members. Many of the men ask for more information before committing themselves on definite measures, and arguments in support of our measures have been prepared by experts and mimeographed in this office, and whenever legislators express themselves as unfavorable to a measure, or without sufficient information this material is mailed to them.

During the month a card file has been prepared on which all useful information about the legislators, including their previous record, answers to our questionnaire, political affiliations, committee appointments, etc. is kept as nearly as possible up to date.

County chairmen have also been written to in regard to the legislative program and asked to bring local pressure to bear on their representatives in its behalf. As a result some of the candidates were interviewed before they left their home for the opening of the session, and the reports received from chairmen who headed the delegations are especially valuable.

The Woman Voter

We have gone to a great deal of work and considerable expense to give The Woman Voters a successful start. County chairmen were sent a number of copies before Christmas and asked to co-operate in securing subscriptions. A few counties have done well, but the total number of subscriptions up to this week was little more than 200. We have therefore ordered an edition of 7000 copies this month. 4500 of these are being mailed out to our membership in the state, while the cities are being asked to take care of their own distribution. In this way we are offering to all our members a means of keeping in direct touch with our work, whether they live in a community where the League as an organization is active or not. ~~With the Voter xxxxxxxx of the xxxxxxxx xxxxxxxx of the University xxxxxxxx~~ ~~xxxxxx being xxxxxxxx~~ It is not likely that we can afford to circularize such a big list again. The names of those who subscribe now will be put on plates for the addressograph so that they can be addressed quickly and at small expense hereafter. They will therefore naturally constitute a preferred mailing list not only for future numbers of the Voter, but probably for other material as well. For this reason, and because no more free copies of the Voter will be distributed, our chairmen are urged to make every effort to get a large number of new subscriptions at this time.

The University Course

In order to assist our chairmen in getting a large state registration for the University Course, 4500 copies of the program for the course are being mailed out with this month's number of The Woman Voter. Special letters are being addressed to county chairmen.

Organization

No changes in county chairmen have been reported this month, the total number now listed being 70. No schools of political education have been held in the state during the holiday season.

Report of Executive Secretary

February 8

1921 (?)

FILE COPY

January has been a busy month, with a steady development of activities in a number of directions.

ORGANIZATION

A number of new chairmen have been reported to replace vacancies. These include:

1st Dist.	Mrs. C. H. Robbins	for Winona County
3rd	Mrs. Donald Grant Jr. <i>Mrs. J. T. Fulton</i>	Rice <i>Goodhue</i>
6th	Mrs. A. C. Webber	Crow Wing
7th	Mrs. L. J. O'Meara	Litchfield Meeker
9th	Dr. Lenna Clark	Greenbush Roseau

Dr. Clark is the first chairman for Roseau County, the northernmost county in the state. Two chairmen who had previously resigned recalled their letters of resignation and agreed to go on with the work because the women in their own communities had demanded it and because of their own keen interest in the legislative work. There are still five counties in the Second District with whom we are out of touch because of vacancy in the chairmanship, three in the Seventh and the Ninth, two in the ~~Third~~, the Sixth and the Eighth, and one in the ~~First~~ and the Third.

We hope to make good progress in getting the county organizations on a better footing by recommending a model constitution and a definite finance plan to all the county chairmen this month. During January Miss Kneubuhl sent out to county chairmen the remaining sets of cards used at our convention banquet which provide a space for the name of every woman who will contribute to the League as many pennies as correspond to the date of her birthday. Each set of cards filled out in this way should bring in \$60, and a number of chairmen have written back enthusiastically to say that they expect good results from this very simple method of money raising.

A letter was sent to all county chairmen giving the amount of the quota for 1921

STATE LEGISLATURE

Headquarters has been on call to back up the work of Mrs. Ueland ~~and~~ at the state capitol. New material on the county allowance bill and the eight-hour day has been prepared in quantity for distribution. Special letters have been sent out to our chairmen to bring pressure to bear on their representatives on particular measures. A general bulletin on legislative progress was sent out to all county chairmen and to a selected list of about 75 additional names, with notations for each county as to the position of its own representatives on every measure. When the county allowance bill went through the House, a letter expressing appreciation was sent to every member who voted favorably on the bill. Our records at headquarters have been kept as closely as possible up to date, and when hearings on our bills have been announced we have assisted in getting word to all the women interested so as to make a good showing before the committee. ~~But~~ When members from rural districts began to express doubts about the feasibility of an eight months school in the rural districts, we compiled statistics which show that already the eight months term is the standard in such districts, and we sent letters to ~~every~~ all county superintendents of schools to ~~discuss~~ get their opinion, which is almost unanimously in favor of making eight months the minimum.

A bulletin sent out to all county chairmen on federal legislation

"The WOMAN VOTER"

Every mail brings a new subscriptions for The Woman Voter with many comments on its interest and usefulness. We have now about 550 subscriptions, which will enable us to apply for second class postal rates next month. To cover just our bare printing and mailing costs, however, we need at least 1000 subscriptions. It is only a matter of a little salesmanship to get them. The mere fact that our largest bunch of subscriptions outside the big cities is from the little towns of Spooner and Baudette up on the Canadian border where lively meetings have recently been held indicates the results which can be expected from larger communities. We are making a point of sending large bunches of Voters to towns where we know schools and meetings are to be held, and any chairman who is arranging a meeting ~~in the future~~ has only to notify headquarters and we will send a supply of ~~Voter~~ Voters to distribute at the meeting.

The editorial staff invites suggestions and criticisms on the make-up of the paper.

SCHOOLS

The ~~Sixth~~ northern parts of the Sixth and Eighth Districts were visited for the first time by Miss Kneubuhl last month in a trip which took her to Duluth, Ranier, International Falls, Spooner and Baudette. There is a short account of this trip in the Voter for this month. The outstanding point of the trip is that ~~these~~ ~~these~~ these isolated northern communities, some of which cannot be reached except by travelling through Canadian territory, are more alert to the possibilities of the League program than many well-established communities in the heart of the state.

UNIVERSITY COURSE

For the University extension course in local government 111 full-course tickets were sold, 89 evening tickets, and about 25 single admissions. Every district in the state, with the exception of the Ninth, was represented by three or more students, and the states of Wisconsin, Illinois and South Dakota each show one registration. The special trip to the State Capitol which replaced ~~the regular~~ one of the regular afternoon programs was a great success, and so impressed Governor Preus that instead of speaking only five minutes as planned he practically repeated his whole inaugural address. Most valuable of all was the opportunity to get in touch with the forty-five women from the state who took the course, and especially the twenty or so who took Miss Kneubuhl's public speaking course at state headquarters in the mornings. The same public-speaking course was ~~also~~ repeated in St. Paul the first week of this month.

Organization

Immediately after last month's board meeting we sent out to every county chairman the suggested model constitution and finance plan. Since then we have sent them to a number of city Leagues on request, and we believe that ~~many~~ in many places these constitutions are being adopted and helping to put organization on a better basis.

No new county chairmen have been reported this month, and for much of our work in behalf of the bills at the Legislature we have had to appeal to individuals whose names we happen to have on our lists at headquarters. ~~The response which we have~~ had from these women has been surprisingly enthusiastic and seems to indicate that many of these places are only waiting for a little leadership to build up ~~their~~ a local organization. We are also constantly receiving letters of one kind or another from towns whose very names are unfamiliar to us and which point to an increasing interest in League work and desire to make a definite connection through organization.

Another way we have of judging the amount of interest and activity in the state at large is through the press clippings which come to us from all parts of the state. The number this month shows a big increase, but it is disappointing on examining them to find that they come from a comparatively small number of localities and that months may go by without a single clipping from many counties. I want to suggest that we save the clippings from every district for a period of a month and send them to each district chairman, so that she can see for herself just how much activity is shown in the press reports.

One thing is especially worth noticing. ~~That~~ You can trace Miss Kneubuhl's progress through the state by the press clipping returns as clearly as though she had blazed a trail. You can trace her in the same way by the bunches of subscriptions to "The Woman Voter" that come back to headquarters. Of course that is to be expected, but I do want to plead that our local chairmen initiate more activities that do not depend on direct help from headquarters and especially that they make a ~~real~~ effort to get subscriptions to the Voter. The number of subscriptions that come back from communities where Miss Kneubuhl gives the "Voter" a little enthusiastic advertising shows what can be done.

The Voter

We are glad to announce that the subscription list now numbers over 750 names, of which only 100 are from Minneapolis. This is a sufficient number on which to secure second-class mailing privileges, and our application is now in. However, under the terms of our entry we can distribute in the future only a very small amount of free copies so that we hope this month to have a special effort made to get new subscription. We have mailed copies to all the names on our lists from unorganized counties, and have prepared special sample copies which we will send in quantity to any chairman making a special request.

Schools and Speakers

Miss Kneubuhl since the last board meeting has been in Crookston, Warren and Fergus Falls in the Ninth District, LeSueur in the Third, Duluth in the Eighth, and Mankato and Wells in the Second. Miss Wells went to Hastings to address a big evening meeting, and Mrs. Lonegren spoke at an evening meeting in Farmington.

Alice in Wonderland

The film "Alice in Wonderland" was shown in Winona February 26, and is to be put on in Willmar this Saturday. A performance in Duluth is scheduled for March 19, and Hibbing, Little Falls, and St. Cloud are considering dates. ~~These arrangements~~ Arrangements for the film should be made at once as we shall have to return it to the film company unless we have definite engagements in sight.

Miss Kneubuhl sent letters to county chairmen with material for carrying Legislation

The office has been unceasingly busy sending out letters and material to the state in support of the work at the state capitol. A letter was written to chairmen in all counties whose representatives had voted favorably on the Mothers' Allowance Bill asking them to write to express appreciation. A special progress report on all our bills was sent to a select list consisting of district, county and city chairmen and a few other names. A letter was sent to all county superintendents of schools asking them to express their views on the matter of an 8-months minimum school term, as a result of which we have 46 replies very strongly in favor of this increase.

In addition to these form letters we have every day sent out letters calling for action on behalf of certain bills on senators or representatives reported uncertain, and we want to thank all those who responded promptly to these requests.

A special bulletin on the progress of our child welfare measures was sent to all our county child welfare chairmen.

Spring Elections

A bulletin suggesting programs to be worked up before the spring elections was sent to district, county and city chairmen by Miss Kneubuhl.

At the last moment last week we sent out into the state 600 colored posters urging women to vote in the hope that these would reach chairmen in time to use for the March 8th elections. This was done very hurriedly and very late because the electro-plate which was used had just been completed. We now have this electro-plate, which we can use at any time for posters of any kind. It is most a and we shall be glad to make up ~~hundreds of~~ posters with special printing and supply to chairmen at cost. Posters showing the picture alone and no printing can be supplied at about a cent apiece, and the price for special printing would vary from anywhere from 5¢ apiece for less than 50 posters to 2¢ or less for more than 50. We believe these can be used most effectively in places where elections are still to be held.

Office Work

The office secretary reports 976 pieces of mail sent out last month, including 539 form letters, 42 copies, 93 notices of meetings, 175 dictated letters, and 112 packages of literature.

Monthly Report of the Executive Secretary

May 17, 1921.

The last month we have been largely engaged in "cleaning-up" after the final rush of the legislative session, and in formulating plans by which to carry out the new work undertaken at the Cleveland Convention..

Following-up the Work at the Legislature

600 bulletins were sent to the newspapers of the state reviewing the bills passed by the Legislature which were part of our program.

97 letters were sent to county and city chairmen enclosing this bulletin.

officers

Letters were sent to ~~Representatives~~ of the League in 39 districts asking them to thank their representatives for their vote on the ~~xxxx~~ Board of Control Bill.

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The/senators and representatives who introduced our bills were sent special letters of thanks signed by Mrs. Ueland and Miss Wells.

A meeting of the Legislative Council was held to consider means of increasing its membership, securing more effective co-operation with affiliated organizations, and ~~xxxxxx~~ beginning study and discussion of measures to present to the Legislature of 1923.

The votes of senators and representatives on all measures on our legislative program were carefully tabulated from the official roll-calls and published in a special Supplement to The Woman Voter for May.

Following-up the Work of the Convention

A special board meeting was held to consider methods of carrying out the recommendations of the convention, and particularly the recommendation concerning disarmament.

The legislative programs adopted by the convention have been mimeographed and are ready for distribution.

A film called "Women who Represent Women in Washington" which was shown at the convention has been secured for one month and is ready for use anywhere throughout the state. This is through the courtesy of the ~~xxxx~~ Woman's Home Companion.

Letters have been sent to every district chairman giving a report of the convention, and urging them to hold meetings throughout the districts, for which the full assistance of state officers and state headquarters is offered.

The Woman Voter

In order to see how far our membership is being reached by The Woman Voter, the subscription list has been tabulated by districts and counties, showing 980 subscriptions from 61 counties ~~xxxxxx~~ very unevenly distributed. Letters were sent to District, County and City Chairmen urging them to appoint at once a special chairman to get subscriptions between now and June 1st.

It is interesting to notice the return on letters sent by Miss Wells to the eleven other members of the Minnesota Committee on Social Legislation, calling their attention to The Woman Voter. Within a week 11 of them have sent in their subscriptions, one of them, a judge, sending in his subscription for four years.

Finance

In order to help in the raising of quotas, the state treasurer sent a letter to chairmen in 11 of the larger cities, telling of the success of the rummage sale held in Minneapolis and urging them to undertake a similar sale in the immediate future. St. Paul is to have a rummage sale very soon.

State Work

February

For the first time since ~~January~~ 1920 a month has gone by during which no citizenship schools have been conducted under state direction, and there seems to be a rather general slump in activities except in a few counties. Much of this is due to the fact that spring elections are over and local Leagues have been waiting for the outlining of definite plans for future work,, but a great deal is due to the fact that many counties are still without ~~active~~ chairmen and that in others the chairmen have not taken the lead or made use of ~~material~~ the material and co-operation offered by headquarters. The counties which are doing the most effective work are those where the organization has been carried out by having a full set of officers and necessary committees to divide the work and where meetings are held ~~regularly~~ at rather regular intervals with a definite working program.

For meetings which are to be held in the 2nd and 3rd districts this week headquarters has been co-operating by sending out press bulletins and letters to Voter subscribers.

1369 letters and packages have been sent from state headquarters this month.

Report of the Executive Secretary

to the Annual Convention of the Minnesota League of Women Voters
October 18, 1921

Two years ago today the history of the Minnesota League of Women Voters could have been recounted almost in full by any member of the committee which made the plans for the first state convention, and even then it would have been only an introductory chapter - for that convention which saw the League organized did not take place until later in the month, October 28, 1919. A year ago the organization was everywhere very dependent on the state Board for direction, and a half dozen members of that Board could have traced the story of its important activities with few omissions. Today at the opening of our third convention it would be interesting and desirable to review all the activities of the year just past, but there is no historian for the task. Not all the members of the state Board could combine to tell the story, nor all the women on the roll of county and local chairmen, nor all the members of this convention.

I shall try to report briefly on a few of the main features of the year's work throughout the state, and especially on the work of your headquarters.

ORGANIZATION

It is difficult to report accurately on the growth of an organization which has no paid membership and which is not made up of closely organized units but spread through whole communities and organized on the basis of political units.

Last year we had at this time 70 county chairmen - this year there are 66. The gain is not in numbers but in what they represent. The first year we were obliged to build hastily. We could not stop to lay strong foundations. Many of the first chairmen were women, impressed by the obvious need for preparing the mass of new voters to take part in the national election, who had simply accepted an appointment and built a temporary organization to meet a temporary need. The inevitable testing came soon after the presidential election. A few chairmen, who had little understanding of the breadth of the League program, dropped out. It would be idle to ignore also the effect of widespread misrepresentation, some of it unthinking but some of it deliberate, on an organization which had been scarcely a year in existence.

But the League went on. Wherever there has been good leadership, it has branched out, struck root, and gathered new strength. It has demonstrated its sincerity and its value to the community. Our local branches are no longer dependent on headquarters, they are finding their own work in their own communities, and they are choosing their own leaders by election and re-election. And they are increasing. Forty-two new city chairmen have been added to our list during the year. This is the best possible sign of healthy growth. Except for certain sections which have been handicapped for lack of leadership, the League is everywhere "filling out", completing its organization in the various units and gathering new and valuable workers.

The League has had no regular organizer in the field during the year, but it has been most fortunate in securing Mrs. Albee Lsdd as its new director of organization. Since September 10th she has visited nine counties and will spend the greater part of her time in the state this winter.

LEGISLATION

The Legislative Council of the League was formed in May 1919, and consisted last year of representatives of sixteen organizations interested in social legislation and of the chairmen of the League's own standing committees. After six months of careful study and research, the Council recommended to the annual convention of the League last December nine propositions calling for legislative action, all of which were adopted. It immediately became the task of the state organization to get this program before the state Legislature, which convened the first of January. A letter was sent to all members of the Legislature, explaining the action of the convention, enclosing a questionnaire, and offering to send material on any or all of the measures proposed. At the same time a letter went to all League chairmen, asking their help in bringing the program favorably before their representatives. Throughout the session chairmen were kept posted as to the situation of bills and the attitude of their own representatives, and study material was prepared and sent out in large quantity. At the end of the session a report giving the roll-call on all bills on our program was printed and sent out as a

supplement to the Woman Voter.

The work at the Capitol was carried on daily and tirelessly, and in a spirit of heartiest co-operation with any other organizations interested in the various bills. During the session an emergency arose when a bill was suddenly introduced to alter the structure of the State Board of Control in a way which seriously threatened its future efficiency. On the unanimous recommendation of the Legislative Council, the League threw itself into a fight against the bill which ended with a removal by amendment of its most objectionable feature. It is interesting to see in this effort to preserve a principle of efficient administration in one of the State's important boards the beginning of our work for Efficiency in Government of which we shall hear much at this convention.

At the end of the session the following bills on the League's program had passed: Increase in the Maximum allowed under the Mothers' Allowance, a bill to enable the state to accept the provisions of the Sheppard-Towner Maternity and Infancy Bill, the Street Trades Bill, an amendment to the compulsory attendance law, the three bills relating to the service of women on juries. The Bill providing for an eight-months minimum school term was the only bill actually defeated, being lost in the House after its unanimous passage by the Senate. Both houses voted favorably on the Bill for the regulation of hours for women employed outside the home, but through technicality for which its opponents in the House must be held responsible, failed to become a law. The appropriation for the state refund provided for by the present mothers' pension law was never reported from committee.

Before leaving the subject of legislation, I wish to speak of the important part played by local Leagues in making the public opinion of the home community active in behalf of these bills. This was especially true of Leagues in rural communities. It really may be said that the larger the community the less well informed women seem to be on legislative matters - legislative procedure, the need for improved social legislation and how to work for it, the character and record of their own representatives. There is great need for educational work in the cities along these lines, and throughout the state on probable subjects for legislation next year.

LOCAL ELECTIONS

It was natural that women should make a good showing in the presidential election in 1920. The importance of the issues, the dramatic appeal of a spectacular campaign, the novelty of full enfranchisement, and the tremendous effort of the great party organizations to win over, each to its own cause, the "woman's vote", all contributed to get them to the polls.

To turn the attention of the women of the state forward to the importance of local elections, scheduled for the most part in the spring, the state League in January conducted in Minneapolis a five-day intensive course in local government by arrangement with the Extension Division of the State University. A total of 207 women enrolled in the course, 37 from outside of Minneapolis. Miss Kneubuhl, in conducting schools and lecturing throughout the state, specialized on local government. All League chairmen, in bulletins from headquarters, were urged to do the same. Attractive posters were supplied urging women to participate in the local elections. Many of the local Leagues conducted courses in municipal government which lasted through the winter. As elections drew near the practice of inviting all the candidates for a given office to appear at public meetings and give their stand on important issues, was widely adopted. It caused considerable excitement in some communities, but met with increasing approval and popularity, and perhaps did more than anything else to awaken general public interest.

Unfortunately it is impossible to report the result of all this work. In some communities where the League was especially active the vote at the local elections approached, and in one or two places, actually exceeded the vote at the presidential election. In other communities the shrinkage in the vote was as high as 60%, a common condition in our country where the voter has been so constantly overstimulated by the sensational advertising methods employed in exciting partisan campaigns that he is failing to interest himself properly in the plain needs of his own community. This problem is particularly serious in the rural districts. There elections are not as carefully safeguarded by law as in the cities. As a result many a township is run by a small group of petty local politicians who divide the offices among themselves year after year. We have had report after report of townships where this sort of thing took place and where the women except for one or two hardy spirits, were too timid to participate in an election where men folks made it plain they were not wanted. It will take more courage for women to break into the politics of their own home town, than into the politics of the nation - and there is no place where they are so much needed.

LIMITATION OF ARMAMENT

The third great work of the League has been to forward the movement for limitation of armament. In June the Minnesota League of Women Voters had formed a state committee on International Reduction of Armament, with 26 distinguished men and women from all parts of the state as members. I cannot adequately report on the rapidity and enthusiasm with which local Leagues have caught up the inspiration and gone to work, of the Fifth District League which is now holding a steady pace of one speech a day in Minneapolis, of Winona where a series of splendid lectures on armament and international relations is now under way, of Freeborn County which has held big meetings and secured the co-operation of every other local organization in this work, and so on down to the smallest community. The exhibit held by the state organization at the State Fair is only typical of similar exhibits given by fourteen county organizations. At the State Fair exhibit 3,417 names were taken to a letter to President Harding, expressing intent and concern in the conference soon to be held in Washington. We have a personal message from the President thanking us for this expression of interest, and similar messages from his secretary acknowledging the receipt of other letters and resolutions which are going forward weekly through state headquarters.

THE WOMAN VOTER

An interesting and helpful development in our work the last year has been our own publication, "The Woman Voter". This tiniest of monthly periodicals has shown a steadily increasing subscription list which now numbers 1,364 names divided as follows: 1st District, 277; 2nd, 77; 3rd, 142; 4th, 70; 5th, 181; 6th, 185; 7th, 62; 8th, 148; 9th, 136; 10th, 39; and other states 50. Aside from the obvious benefit of keeping individual members well informed on our activities, it has been a valuable aid to our organization and educational work. Despite the small subscription price and the use of many extra copies for special purposes, the "Voter" in its first year has been nearly self-supporting.

SPEAKERS

Speakers from state headquarters have filled 64 speaking engagements outside of the Twin Cities, 14 in the 1st district; 5 in the 2nd; 10 in the 3rd; 6 in the 6th; 10 in the 7th; 5 in the 8th; 7 in the 9th; 8 in the 10th. Miss Kneubuhl in her work of political education specialized on local government, on disarmament, and on special classes in public speaking.

MATERIAL

Throughout the year your state headquarters has been a veritable factory and mail-order house collected into one. On separate sheets I have made an itemized report to indicate the variety and quantity of material which is prepared and distributed. This report, which is very far from complete, shows 73 form letters (an average of more than one a week) totalling 4,553 copies sent out to our chairmen and to special lists; 6,600 press bulletins; 6,350 pieces of general educational material; 5,550 pieces of literature on state legislation; 2,450 on national legislation; 10,500 relating to organization work; 59,280 on disarmament; and an interesting if not impressing list of dramatic material. Most of this material was prepared by headquarters, only a comparatively small quantity being secured from outside sources. This record gives no account of general correspondence, or the necessary work of keeping books and records nor of any of the planning and study which must go into the preparation of all this material.

Material Used by Minnesota League of Women Voters, Dec. 1, 1920 - Oct. 15, 1921

m indicates mimeographed material

p indicates printed material.

* indicates material prepared under the immediate direction of the Minnesota League of Women Voters.

GENERAL EDUCATIONAL MATERIAL

No copies distributed.

"Vote" Posters for municipal Elections p. *	850
National League of Women Voters - Lessons for the Study of Citizenship - 50 ¢ per copy. p.	100
Problems in Citizenship - Manual for Voters in Minnesota - Published by U. of M.	200
Problems in Municipal Government - A Study Outline - 25¢ per copy. Pub. by U. of M.	30
Synopsis on University Course on Local Government, with bibliography. m.	400
Political Education Leaflets. p. *	
2. Elections in Minnesota - to be revised.	200
3. Presidential Election	50
4. Political Parties in Minnesota - to be revised	120
5. State and Local Government in Minnesota	800
Primary or Convention - Bulletin of Election Laws Committee. m.*	200
The City Manager Plan - Pub. by National Municipal League. p.	100
The Short Ballot - Pub. by National Short Ballot Association. p.	100
Bibliography - Political Parties and Municipal Politics. m.*	200
Political Education Bulletins - Miss Knoubuhl. m. *	
1. General (now out of date)	300
2. City Government	300
3. Traveling Library - Books on Municipal Government available from State Library Commission.	200
4. Citizenship through Movies - List of Films available (now out of date)	200
5. Bibliography on Community Problems	300
6. Program Suggestions - March 1st	200
How to Prepare a School of Political Education. m. *	200
List of Subjects for School of P. E. m. *	200
Suggestive Helps for Speakers' Bureaus. m *	200
Training for Public Speaking. m. *	
Lesson 1. Essentials of Public Speaking	200
Lesson 2. Organization of Material	200
Lesson 3. Need of Public Speakers Today	200
Study Outlines. m.	
Federal Government	100
Minnesota State Government	100
City Government	100

Material Used by Minnesota League of Women Voters Dec. 1, 1921 - Oct 15, 1921

LEGISLATION -STATE	No. copies distributed
Material sent to League chairmen and used at Legislative hearings, etc. Legislative Program for 1921 m.*	
Brief Argument on Increase of Mothers' Pension m.*	100
"The County Allowance - a Partnership in Citizenship" m. *	300
Brief Argument on Street Trades Bill -M. *	100
"Shall We Regulate the Street Trades?" -m.*	300
Argument on Bills for the Revision of State Aid to Schools - m. *	400
"Why County Superintendents Favor an 8-months School Term" -Digest of Questionnaire m.*	25
Analysis of Length of School Term in Every School Dis- trict in Minnesota - m. *	200
"Will You Let Mothers and Babies Die Needlessly?" - Argument for state legislation to secure benefits of Sheppard-Towner Bill -m. *	250
"Partners or Pets" - Editorial on Jury Service for Women - Reprint	350
Bill amending present law to permit women to serve on juries -m. *	100
Argument on 8-hour Day For Women in Industry and for Adequate Appropriation for Minimum * Wage Commission and Bureau of Women and Children-m.	300
Statistics on cases of overwork of women and girls in small town hotels and restaurants -m. *	200
Legislative Bulletin, February 1. Detailed report on situation in regard to increase of mothers' pension, jury bills, street trades bill, 8-months school term, regulation of hours for women in industry.	200
"Our Bills at the State Legislature" - Report of Mar. 12- m. *	125
Legislative Progress Reports. Detailed report on actual progress of bills kept up-to-date from Feb. 15 to April 15 m.*	500
Legislative Supplement to The Woman Voter- record of legislators on all bills on League program-p. *	1600
Report of the State Board of Education on Revision of State Aid -p.	500
<u>DRAMATIC MATERIAL</u>	5,550
Election Scene -m.*	30
"Dearie Won't Do" - A Political Comedy	150
"Shadows" -Disarmament Pageant *	5
"Alice in Wonderland" - film presented in five cities for money raising	
"Women Who Represent Women in Washington -shown in four cities.	

INTERNATIONAL

No copies distributed.

Programs of National Standing Committees. m. *	
Food Supply and Demand	100
American Citizenship	100
Child Welfare	200
Women in Industry	200
Uniform Laws concerning Women	100
Social Hygiene	100
Sheppard-Towner Bill. m. *	100
Leaflet on Sheppard-Towner Bill. p.	200
Why the Administration of the Sheppard-Towner Bill Should be Under the Children's Bureau. p. *	500
Leaflet on Smith-Towner Bill. p	200
Leaflet on Fess-Capper Bill. p.	100
Study Program on Problems of Women in Industry. m. *	100
Minimum Standards for Child Welfare. Pub. by U. S. Children's Bureau. p	150
Social Hygiene Legislative Manual, 1921. p. Pub. by American Social Hygiene Association	300
	2450

INTERNATIONAL LIMITATION OF ARMAMENT

Digest of Will Irwin's book "The Next War". p	12,000
"Shall We End War" - Sermon by Harry Fosdick. p	2,500
"How Our Nation Spends Its Income" - leaflet. p	23,300
General Bliss on Disarmament - leaflet. p	150
"How Our Nation Spends Its Income". 2 color poster	90
"What You Can Do to Help". p. *	15,000
"The Staggering Burden of Armament" - booklet . p	60
Study Outline on International Disarmament-National L.W.V. p.	1,200
Bibliography *	600
Resolution to President Harding	750
Bulletin of Foreign Policy Association p.	100
Educational Exhibit - 20 cards per Set, 5 sets	500
Poster-"Shall We Spend for Battleships or Babies?" p.*	500
Poster- "Can We Afford the Cost of Modern War?" *	500
Quotations on Disarmament - Harding *	500
Hoover *	500
Roosevelt *	500
Ellis *	500
	30
Book - "The Next War", by Will Irwin	59,280

THE MINNESOTA LEAGUE OF WOMEN VOTERS

Report of Executive Secretary Meeting of State Executive Board November 17, 1921.

FOLLOWING UP STATE CONVENTION

Following the state convention, a letter fully explaining the action of the convention in regard to next year's quotas and budget and copies of the annual report of the executive secretary were sent to all county and city chairmen.

The final reports show that 2100 people attended the Will Irwin lecture at the Auditorium, but, as a great many seats were given away, there was a slight deficit amounting to \$116. This was made up by 24 Minneapolis women who had agreed to act as guarantors.

INTERNATIONAL REDUCTION OF ARMAMENT

Beginning November 3rd ~~the~~ ~~bulletin~~ ~~the~~ ~~Washington~~ ~~Conference~~ headquarters has undertaken to issue bi-weekly bulletins on disarmament and the progress of the Washington Conference. These are being sent to a list of 150 names, including county and city chairmen, members of the state Committee on International Reduction of Armament, and speakers and chairmen of Committees on Reduction of Armament throughout the state so far as they have been reported to us.

The first ~~bulletin~~ urged the observance of Armistice Day in civic celebrations emphasizing the need for limitation of armament. The pageant written for the League by Mr. Louis Swarthe was presented most successfully before an audience which packed the Auditorium in Minneapolis, and also in Wheaton, Minnesota, from which our chairman writes back that it was the best thing ever produced in that city and a most inspiring success in every way. The Duluth League had a big luncheon meeting on disarmament; Faribault and Winona community mass meetings; St. Cloud a union service of all churches; Austin afternoon and evening meetings, and so on. The ~~chairman~~ ^{St. Paul,} chairman for Duluth, Mrs. Roulo, has sent in a splendid report of activities since the convention.

In Washington a great mass meeting of women was held on Sunday the 13th at which our national President Mrs. Park, ~~and~~ and Mrs. Harriet Taylor Upton were speakers. Greetings were sent to the meeting from women's organizations all over the country and were presented to President the next day. These included one sent by Miss Wells in the name of the Minnesota League.

ORGANIZATION

Since convention Mrs. Ladd has visited ¹⁰ ~~nine~~ ^{nineteen} ~~nine~~ counties, eight of these in the Ninth District where she ~~worked~~ worked with the district chairman and vice-chairman. The Saturday after Armistice Day she went to Austin for a fine meeting and found the League there flourishing in every way with a well-formulated program and enthusiastic officers and members.

(Towns visited: Breckenridge, Wilkin County; Moorhead, Clay; Crookston, Polk; Warren, Marshall; Hallock, Kittson; Thief River Falls and Goodridge, Pennington; Red Lake Falls, Red Lake; Gonvick and Bagley, Clearwater; Mahnomen, Mahnomen; and Austin, Mower.)

EFFICIENCY IN GOVERNMENT

Mrs. Marcle has been busy working out a plan of co-operation with the Bureau of Municipal Research of the University and with the League of Minnesota Municipalities for the study of municipal government. She is sending today a letter to all city chairmen with a questionnaire, asking each local League to report the municipal problem of most immediate concern in its own community.

PRESS ~~BULLETIN~~ AND WOMAN VOTER

A special press bulletin on Armistice Day and the opening of the Washington Conference was sent to all state newspapers. The subscription list for The Woman Voter has taken a jump as a result of special campaigns ~~in~~ in certain places, 148 having been received this month from St. Paul. It is now just a year since the Voter was started, and there must be a real effort to have subscriptions renewed if we are not to report of big slump in the number of subscribers

County Allowance
Sheppard's Town Hall
monthly reports for November
Program

In the history of the League in Minnesota, I believe we have had no more quiet month at Headquarters. This is partly because there is no immediate political emergency before us and also because the organization is more and more getting into working order and local Leagues are able to get along for the most part with only routine assistance from Headquarters.

PUBLICATIONS.

During the month we have had printed and distributed to all our chairmen a program guide which we believe will be a great help in enabling chairmen to put the right emphasis on the ~~right~~ ^{various} phases of the League's program.

It has been almost a year and a half since we have printed anything in the way of a general descriptive leaflet of the League's aims. This month we have taken two of the leaflets of the National League of Women Voters and combined them into one, making a very brief statement of the League's purposes and the reasons why every woman should belong. This leaflet ought to be a great help in membership campaigns and especially in organization work in new territory.

INTERNATIONAL REDUCTION OF ARMAMENT.

We have continued to send out bulletins on the progress of the Washington Conference, on the bi-weekly plan already adopted. The bulletins of this month have taken up the question of reduction of naval armament and the settlement of Pacific and Far Eastern questions. With the latter bulletin we are glad to have been able to send out a special bibliography prepared and printed by the Minneapolis Public Library.

We are disappointed still in not having been asked to arrange any schools or lecture courses in International Relations in the state. The Fifth District League has plans for a lecture course well under way.

LEGISLATIVE COUNCIL

The year's work for the Legislative Council started most auspiciously by a luncheon at the Radisson Hotel which was attended by close to 200 men and women. Miss Caroline Crosby outlined the scope of the work of the Board of Control in a very able paper which we will have at our Headquarters for reference. The meetings of the Council will be held monthly and notices are being sent to a special list of about 150 especially interested in legislative problems.

THE WOMAN VOTER

Our little paper The Woman Voter is now a year old and is meeting a hard test in the problem of securing renewals of its subscriptions. The problem is to secure the subscriptions without spending an amount of money out of

proportion to the subscription price. The number of subscriptions expiring this month and next month is about 400. Notices of expiration ~~were~~ sent to all the subscribers and renewals have so far been received from twenty-five.

ORGANIZATION

In the 3rd District perhaps the most successful annual county meeting we have had was held in South St. Paul, and resulted in the election of Miss Grace V. Smith as the new county chairman. Mrs. Ladd and Mrs. Gault were speakers at the meeting which was particularly successful from the point of view of the number of localities represented at the meeting.

In the 4th District a fine annual meeting resulted in the re-election of Mrs. J. A. Sylvester.

In the 5th District an annual meeting just held resulted in the re-election of Mrs. McKnight. A Christmas party following the meeting was most successful and amusing.

Mrs. Ladd has just completed an unusually successful trip in the 8th District, visiting International Falls, Virginia, Eveleth, Grand Rapids, ~~Chapin~~, Duluth, Two Harbors, and Moose Lake.

In accordance with the policy agreed upon at the last Board Meeting one county chairman who has not been active for at least a year was written to and advised that her name would be dropped from our list to receive future bulletins if she felt she could not give immediate attention to the work. In reply this chairman asked that she be given another chance as she had been impressed as the result of recent local elections as to the need of the organization of the League of Women Voters, and she sent in a number of Voter subscriptions, and agreed to re-new the activities of the League immediately.

Mr. Millard stopped in Minneapolis and St. Paul for a day or two after the Des Moines Convention and also spoke for the League of Women Voters at Hastings in Dakota County.

Heeborn reports app. of a county organizer

*Grand Rapids
quits in Jan.*

MINNESOTA LEAGUE OF WOMEN VOTERS

Report of Executive Secretary.
for December, 1921.
to meeting of Executive Board, January 11.

held December 14

The period since the last board meeting, extending as it has over the holiday season, has been one in which it has not been possible to do any field work in the state. The organization work already in hand, however, has been followed up carefully by correspondence and consultation, and plans have been worked out for Mrs. Ladd's trip to the Sixth District next week and in less detail for visits to all the other districts sometime before the National Convention in April.

It has been possible to do a great deal of needed work in the office, clearing up the filing and making up reports, but in this we have been handicapped because our one stenographer had a leave of absence over the holidays.

MATERIAL -

During the month we have received from our National committees on Food Supply and Demand and on Social Hygiene the programs they recommend for meetings on the study of their various recommendations. These are being mimeographed and copies are available. We expect to receive the program outlines of the other national committees within the month, so that every League will be able to devote a meeting to the work of each committee before the national convention in April.

Material on the Lehlbach Bill for Reclassification of the Civil Service has been mimeographed and is ready for distribution.

Another excellent piece of literature received from our National organization this month is a "Short Reading List on Government and Politics." This is in the form of an attractive printed booklet, very brief and very simple and very fine piece of work, being prepared for the League by the chief bibliographer of the Library of Congress. The regular price of this is fifteen cents each, but we are ordering 100 copies ~~xxx~~ for \$10 in order to let our chairmen have them at the lowest possible price, 10 cents each. Copies will be placed in many libraries of the state by our Department of Efficient Government, but every League member who is a student will want one for herself.

Copies of Miss Crosby's address of the work of the state Board of Control have been typed, but it is too long to mimeograph for general distribution.

The fifth and sixth bulletins of the Reduction of Armament Committee on the progress of the Conference at Washington have been prepared and sent out to a special list of about 175 names. This list includes the names of all members of local disarmament chairmen who have been reported to our office.

Three hundred special Christmas "peace" posters were purchased from the National Council on Limitation of Armament and were ordered sent to sixteen of our local organizations who have been active in the disarmament work. One of our chairmen who received them wrote gratefully of the posters sent her by the National Council. Of course she had no way of knowing that they were actually ~~laughed~~ purchased by the League. I doubt if our chairmen ~~xxx~~ realize how much the League does ~~xxx~~ do in this indirect way. For example ~~Mr. Frank~~ all the people on our Voter subscription list recently received a copy of Mr. Frank Cobb's recent article on "Economic Aspects of Disarmament". This was printed by the U.S. Government Printing Office and was enclosed in envelopes bearing the signature of Senator Borah. ~~It was~~ Actually, however, they were purchased by the League, shipped out to us by Senator Borah, and addressed by the addressograph in our own office. The cost to us was not large considering the number of people we were able to reach in this way.

During December we received a request from the American Child Hygiene Association for a list of women who would be interested in receiving copies

of their official magazine. We sent them list of a hundred of our chairmen, who by now have doubtless received copies of that attractive publication.

As a help to our chairmen we have made a list of the material available from headquarters. It is not complete but it does list 59 pieces of literature for which we have the most frequent call and should be useful ~~in~~ to consult in planning programs and hunting for material.

The Woman Voter

We have made a careful study of the first year of The Woman Voter both in respect to circulation and cost, and the results of this study have been embodied in a brief report which is available for all our chairmen. This report shows several interesting things:

- 1st-That the subscriptions are very unevenly distributed - 18 counties have no subscriptions at all, and in some counties where there is a good chairman and a good organization there are only one or two subscribers, showing that there has been no systematic attempt to get subscriptions.
- 2nd-That whereas the subscription price does not begin to cover the labor which goes into the preparation and ~~publishing~~ mailing of the Voter, it will cover the actual costs of printing, paper and postage ~~provided~~ we can keep up our subscription list. This means that old subscriptions must be renewed.
- 3rd-That the Voter, ~~xxxxxxthanxxxxxx~~ reaches more of our members, more effectively, and with less cost ~~than~~ to the organization, than any other material we distribute.

Activity of Committees

The new Committee of Efficiency in Government, having launched its program of municipal government in November, is now following up closely the replies which have been received from different parts of the state. ~~Especially it is getting in touch with the libraries in the towns where there is a keen interest in problems of municipal government.~~ Letters have been sent this week to our chairmen in 17 ~~cities~~ where a special interest in municipal government is reported, and letters have been sent also to the libraries in the 15 of these cities that have libraries to make sure that they will carry the material which is necessary for a study of municipal government. Copies of the new "Reading List on Government" will be furnished these libraries where they will be available for League members and others who wish to consult them.

Following a recent decision of the state Supreme Court in regard to prosecutions under the minimum wage law, ~~the chairman of~~ Mrs. Dietrichson, chairman of our Women in Industry Committee, and other League officers have consulted with members of the State Industrial Commission with a view to determining how the law can be effectively enforced.

A number of consultations have been held on the subject of the state's educational requirements, following which ~~the League tentatively proposed~~ ~~xxxxxx~~ Mrs. Thorp, chairman of the committee on Education, and other League representatives, appeared before the Interim Committee on Education at the Capitol (January 4th) and presented a tentative program of required legislation.

Consultations have also been held with members of the State Board of Health, Board of Control, Children's Bureau, and the Minnesota Public Health Association, in regard to carrying out the provisions of the Sheppard-Towner Bill in this state.

The activities of the state Committee on Reduction of Armament have been confined to supplying material and bulletins for the use of local branches.

Report of Executive Secretary
MINNESOTA LEAGUE OF WOMEN VOTERS
to meeting of the State Board
February 15, 1922.

In accordance with the instructions of the last board meeting we sent out from headquarters letters to our chairmen in all cities of the third class asking them to investigate the enforcement of the street trades law. This letter brought the interesting report from St. Cloud that our new chairman there Mrs. Cline is also the school attendance officer, and we have her assurance that there will be no laxity in the enforcement of this law in St. Cloud.

Also in accordance with the instructions of the last board meeting we prepared financial reports for each district for this year and last and sent them with individual letters to our chairmen in every town and county. This has already had good results in clearing up ^{small} differences in the records of local treasurers and our own books, and of giving chairmen a clear idea of just how matters stand to date and what the needs of the situation are.

MATERIAL

The month has seen the end of the Limitation of Armament Conference at Washington and also of the regular bi-weekly bulletins which we have sent out to our chairmen and members of the Committee on Reduction of Armament. Eight of these bulletins have been sent, covering all the various items of the program of the Conference in the order in which they were taken up in Washington.

With the return of the spring election season, steps were taken to remind our chairmen of the part which the League should take and particularly to inform them of the new machinery provided for by the last Legislature. At a special meeting of the executive committee it was voted to recommend that women should participate to the fullest extent in the delegate elections of their respective parties in order to give the new party convention law a full and fair trial and also to recommend that women file as candidate for delegate wherever possible. Special letters to this effect were sent to all chairmen, a preliminary bulletin on the machinery of the new conventions was sent out, and later when the party committees had set the convention dates an outline of all the delegate elections, conventions, and primary elections was printed and sent out as a supplement to the February issue of the Voter. A press bulletin on the same subject was sent to all newspapers.

Other material sent out has included small chart showing the various types of municipal government, including village government, copies of the "Reading List in Government" prepared by the National League of Women Voters, a report on the circulation of The Woman Voter for the first year, and copies of the magazine of the Minnesota Educational Association giving their legislative program. Follow-up letters have been sent to city chairmen who did not respond to Mrs. Marcle's first letter in regard to the study of city government.

ORGANIZATION

Important organization work was done in the Sixth District where Mrs. Ladd and Miss Mitchell visited a number of places together. St. Cloud is perfecting a splendid city organization, and Brainerd is doing fine work and will help in organizing the rest of the county and in neighboring counties in the spring. New chairmen were elected in two cities: Mrs. Frank Illingworth in Wadena and Mrs. Gerald Roskilly in Staples. Meetings were also held in Elk River and Crosby.

The following week Mrs. Gault and Mrs. Ladd together visited Shakopee, Chaska, Belle Plaine and Henderson in the Third District. Mrs. R. R. Moehler was named chairman in Belle Plaine, Miss Minerva Herman in Henderson. A group of women in Northfield to whom we have sent speakers voted this week to organize a League of Women Voters with Miss Florence Rice as chairman. Nicollet, also in the third district, was organized early this month with Mrs. P. Schonveiller as chairman, and Miss Alice McCarthy is reported as the new chairman for Washington county. In the eighth district the organization of a League in Virginia is reported by Mrs. Colton, with Miss Rosalia Bohrer as chairman.

*Mrs. Eli Southworth, Shakopee,
organized Feb -*

SPEAKERS

Mrs. Marcley spoke at luncheon meetings of the League at Faribault and at St. Cloud, ~~both meetings being on~~ on the work of the Efficiency in Government Department. Both meetings were very successful, and Faribault and St. Cloud are planning to develop visiting committees to follow the work of the various branches of their city government.

The most interesting undertaking of the month was the speaking trip arranged for Mr. Walter J. Millard, through the generous arrangement of the Proportional Representation League by which we were not required to pay the full regular fee. In a period of 12 days Mr. Millard addressed 22 meetings in 12 cities, the only mishap of the trip being the blizzard which he ran into the third day out which made it ~~necessary to~~ impossible for him to reach Crookston and delayed his arrival in Bemidji. The cities visited included Fergus Falls, Moorhead, Bemidji, Brainerd, Minneapolis, St. Cloud, Faribault, Northfield, Owatonna, St. Paul, and Duluth. In many cities men's organizations such as the Chamber of Commerce, Commercial Club, Kiwanis or Rotary Clubs co-operated with the League in arranging meetings. In some cases this did not result in as good attendance as was hoped for but in financial co-operation the men's organizations were very helpful and prompt. Perhaps the most important consideration was that Mr. Millard talked with city officials and members of charter commissions in the cities visited, and we may expect his trip to have ~~xxxxxxx~~ a very definite influence on the drafting of new charters in these communities. The comments on Mr. Millard's talks are everywhere most enthusiastic, and I believe his trip has done much to strengthen the standing of the League, particularly in the estimation of men's groups and city officials. This is all the more satisfactory when it is considered that the cities visited more than raised the amount of Mr. Millard's expenses while in the state and that the whole trip cost the state organization no more than was involved in making the arrangements.

Report of Executive Secretary.
Minnesota League of Women Voters.
March 15, 1922.

Following the last Board Meeting a letter was sent to Dr. Chesley of the State Board of Health advising him of our recommendation that women members of Child Welfare Boards, especially those who are not ex-officio members, be given consideration in making up local boards to ~~administer~~ ^{administer} the Sheppard-Towner bill. Letters were also sent to Minnesota members of the Appropriation Committee in Congress urging that they act favorably on the recommendation of the Bureau of the Budget to remove the discriminatory limit on salaries in the Women's Bureau.

A report on the business of the last Board meeting was sent to all chairmen.

The educational questionnaire presented at the last meeting was sent to all our chairmen and great interest is being evidenced in its discussion. To date, however, only one questionnaire has been returned.

During the month we received from the National advance copies of the programs of the various standing committees to be acted on at the Baltimore Convention with the request that we send them out with a questionnaire so as to ascertain the sentiments of our membership. Twenty-five of these were at once sent out to our chairmen, and one-hundred additional sets ordered which will be mailed out as soon as our order is filled.

A press bulletin on the Baltimore Convention was sent to all newspapers in the state last week.

No printed material was published during the month but a great deal of time has been given to the preparation of a popular digest of the state election laws.

The Legislative Council held a luncheon meeting attended by 60 people on a suggested extension ~~voting~~ ^{voting} for the state in the case of defectives and delinquents. A report of the discussion was printed in the last Voter.

Mrs. Marcley spoke during the month at Duluth, Mrs. Thorp at Orchard Gardens and St. Cloud, Mrs. Hargreaves at Hastings, Mrs. Ladd made a long trip visiting Lake City, Winona, Caledonia, Spring Valley, Rochester, Albert Lea, Worthington, Pipestone, Granite Falls, Willmar, and Litchfield, nearly all of these being cities in which difficulties in organization have been encountered. Litchfield was organized for the first time with Mrs. Anna Determan as chairman.

REPORT OF EXECUTIVE SECRETARY
TO
STATE BOARD MEETING

September 6, 1922.

Since our last meeting on June 14th the work has been very much interrupted by the absence of officers and staff members. Miss Wells went East immediately after that meeting and did not return until August 18th. Mrs. Thorp has been in Europe since early in June and is only just returned, and our first vice-president Mrs. Paige is still in Europe. Your executive secretary was away on her vacation from July 12th to August 12th, and Mrs. Ladd went to Kansas in the hottest part of the summer to do a month's work for the League there and then took a week by way of vacation. Throughout the state the story has been much the same.

However, certain parts of the work has been pushed forward. Particularly the Legislative Council, by meetings held in June and August and by smaller meetings held by hard-working sub-committees, has been gradually working out a program which soon will be ready to be submitted to the Board.

Mrs. Ladd and Mrs. Spencer together, in two auto trips, have visited every county in the Tenth District but one, with the result that organizations are being formed in a number of communities which have never before had a League and Cambridge, which a year ago had ~~xxxxxx~~ a very active organization, is preparing to renew its activities this fall on a bigger scale. This work is not yet completed but it promises to make the Tenth District a very strong factor during the next year. Mrs. Ladd also made a brief trip to the Seventh District, where the best development was the formation of a League in Olivia and the enlistment of Mrs. Dowling's active efforts in extending the organization to include all of Renville county.

A special double number of the Woman Voter was published in July to take the place of the July and August numbers. As this contained material of general political interest, including an analysis of the candidates' questionnaires, it was sent to all candidates running for the state legislature. A special attempt was made at the same time to secure new subscriptions with very satisfactory results. As a result of the list of available material published in this same issue, a very large number of orders was received during the summer.

Preparation of an exhibit for the State Fair required a great deal of planning and a considerable outlay of money for new literature. The exhibit occupies the same space (minus three feet), which we had last year, and the background is strikingly decorated with large signs and ~~charts~~ charts in black, red, and white bringing out the importance to the community of the public schools. There is also a large supply of literature for free distribution dealing with the needs of the schools - three very inexpensive dodgers, one more elaborate outlining practically our entire educational program, and also five explanatory dodgers furnished by the Minnesota Educational Association. Every afternoon, in addition to the regular booth workers, a well-known educator, a county superintendent, a representative of the state department of education, of the M.E.A., or some such body, is at the booth to talk with visitors interested in this work for the schools. Another feature of the booth is a political information service. Copies of the platforms of the three state parties, and of Mrs. Park's pledge for voters, are given out free, and questions about the election and the records of the candidates are answered. Great credit is due to the women who through intense heat have worked to prepare the booth and make it a success, and to Miss Lawrence for working out the signs and charts which are used so effectively.

The literature used at the Fair is now available for use at county Fairs and local League meetings, and a letter with samples is being sent out to all our chairmen today urging them to arrange exhibits similar to the one used at the state Fair.

REPORT OF EXECUTIVE SECRETARY
TO STATE BOARD MEETING

SEPTEMBER 6, 1922.

The summer months have been even more than usually

Report of Executive Secretary

Meeting of State Board
MINNESOTA LEAGUE OF WOMEN VOTERS
November 9, 1922.

POST-CONVENTION WORK

Following the convention all our local chairmen were sent copies of the legislative program and the other recommendations adopted by the convention. While it has not been possible to send every chairman a full report of the convention, a real effort has been made to ~~put~~ make available the speeches and reports delivered at the convention. Miss Wells' address has been typewritten in several copies and extracts printed in the October Voter. The Legislative program and the resolutions of the Efficiency in Government Department have been printed. ~~These have~~ We have asked the speakers of the convention to send in copies ^{of} or at least notes ~~on~~ ~~xxxxxxx~~ ~~xxxxxxx~~ on their speeches, and we have already mimeographed 300 copies each of Miss Schutz' talk on the limitation of hours for women workers and Miss Swenson's talk on teacher helpers in the rural districts. As fast as possible we are preparing for general distribution and study arguments on each of the other points on the legislative program.

PRE-ELECTION WORK

~~xxxxxxxxxxxxxxxx~~
Immediately after the meeting Miss Wells wrote a letter to all local chairmen outlining eleven definite ways of working to get out a big vote November 7th. Never has the response from the League all over the state been so prompt and so enthusiastic. Some of the Leagues carried out every one of the eleven suggestions and added others of their own. We will not have a complete report on their work until next month, but we have preliminary reports from over forty cities that show very remarkable activity.

For three weeks the state office was swamped with requests for the material which had been prepared for the Get-Out-The-Vote Campaign. Five thousand sample state ballots were ordered and distributed by our local Leagues, 2750 posters, practically all of the latter being used in the smaller communities and fifty having been sent on request for use in North Dakota.

The first of this week Miss Wells sent out another letter to all chairman asking for a complete report on this pre-election work.

SPEAKING ENGAGEMENTS

During the month, Mrs. Marcley has spoken at Fargo, N.D., and at Mankato in our own 2nd District. Miss Wells spoke at the annual meeting on the Ramsey County League in St. Paul. Mrs. Ueland spoke in Rochester at a meeting of the state Registered Nurses Association. Miss Harrison spoke at Duluth, Hibbing and Rosehill, re-organizing the League in Hibbing and organizing a new League in Rosehill. Miss Rouse spoke at Richfield, where there is now a request for a League organization.

ORGANIZATION

A letter has just gone out to all local chairman designed to check up on the ~~xxxxxxxx~~ situation in regard to organization all over the state. This problem is to be discussed at the present board meeting.

Leg. Council has had one meeting

Notes for
Annual Report for Minnesota
1922 - 23

FILE COPY

Organization

105 active Leagues in communities ranging from 300 to 400,000
Active Leagues in every congressional district
Estimated membership in state 10,000
No affiliation with other organizations of any kind except in the Legislative Council
Plans for extension include making district chairmen responsible for organization in their own districts and asking every strongly organized League to undertake the ~~organization~~ building up of another League in adjacent territory during the year.

~~Staff~~ Headquarters and staff in Minneapolis
State organization has permanent headquarters/with executive secretary and office secretary. Minneapolis, St. Paul and Duluth also maintain headquarters of their own

Bulletin -

"The Woman Voter"

Paid General Subscription list numbering ~~2200~~ 2100. Is sent also to the 3000 members of the Minneapolis League with a special insert on city activities.

Published monthly except during the Legislative Session when ~~it~~ ~~xxxxxx~~ it is published ~~xxxxxx~~ twice a month.

Bulletins and form letters to local chairmen are sent out by the state office on an average of twice each month

A daily average of 261 pieces of material (literature, letters, and bulletins)

Newspaper publicity -

Press bulletins are sent on the average of once each month to all newspapers in state.

League ~~xxxxxx~~ news stories average during the winter months ~~2x~~
9 stories per week in Minneapolis papers
4 " " " " St. Paul papers
1 story per week in Duluth papers
110 ~~xx~~ stories per month in papers outside of 3 large cities

Editorial ~~xxxxxx~~ co-operation in Minneapolis press is very satisfactory, and there is ~~xxxxxx~~ an increasing amount of editorial comment in the press generally.

Education for citizenship

No formal citizenship schools have been held during the last year
Extensive "Get-Out-the-Vote" drive accompanied by lectures, classes of instruction, essay contests in schools, mass meetings, and distribution of sample ballots and instructions in voting, was one of the most important features of the year's work

~~and~~ Inauguration of "Radio" program of educational character, with lectures on some problem of government given twice weekly from one of the best broadcasting stations in the Northwest. Began with having our four newly elected women legislators make brief talks.~~xx~~

Efficiency in Government

Increased emphasis on study of municipal government by local Leagues
Conferences on Organization of State Departments, and support of
a movement in the present Legislature to investigate the entire
field of state administration with a view to reorganization in
the interest of efficiency and economy.

Inauguration of special study groups on civil service and budget
problems in local Leagues

Support of a bill for a constitutional amendment to authorize adoption
of proportional representation in municipal elections.

Education in favor of direct primary

Social Legislation

Legislative Council consisting of representatives of 16 organizations
for the study and recommendation of ~~proposed~~ desirable legislation
before the meeting of the Legislature.

League program adopted on recommendation of the Council consists of

A series of educational bills

3 bills affecting women in industry, including a bill for
a 54 hour week for women employed outside the home

Appropriations for Sheppard-Towner work, mothers pensions, and
~~xxxx~~ support of state Children's Bureau "

A bill for the establishment of a family court in first-class
cities, ~~opposition~~ bill for equalizing penalties for
adultery, bills for the regulation of dance halls, and bill
for ~~prohibiting~~ prohibiting itinerant street carnivals

Opposition to bills to ~~undermine the law making women eligible~~
~~for~~ excuse women from jury service in salacious cases,
to a bill to repeal the indeterminate sentence, and to
the "blanket" "equal rights" bill (These 3 bills have
been defeated)

Legislation handled by lobbying, publicity, co-operation with other
organizations, and constant bulletins to local Leagues throughout
the state

Finance -

~~xxxx~~ State League raised and expended a budget of \$10,000 last year
Method is by quotas assigned to each local League on basis
of population

Smaller Leagues raise a large part of quota through sustaining
membership dues - others have to supplement this by
campaigns for large ~~xxxx~~ personal contributions, benefits
theatricals and bridge parties, ~~xxxx~~ rummage sales, etc.

International Co-operation to Prevent War.

34 Round-Tables organized in state to discuss international
problems

Maud Royden lecture

~~xxxx~~ Radio lectures

Preparation of special bibliographies

Report of Executive Secretary
State Board Meeting
Bismarck January 17, 1923

I am setting down only a few outstanding features of the month's work in order to give at least a general idea of the activities of headquarters. It has been a very business month, a month of many conferences which do not show up in any statistical report but which are of great importance in the initiating of new plans and in developing effective policy. The so-called holiday season brought no diminution of the activities of the office, but it did take from us for two weeks the services of our office secretary and stenographer. This meant that correspondence did not receive the prompt attention it should. We are sorry, but it could not be helped.

ORGANIZATION

Last month the state board authorized dropping from our lists of chairmen to receive material from headquarters some 17 names. The reason was that these women had no organization back of them, were not in touch with their district chairmen or with the office, and were receiving the benefits of our service without assuming the slightest responsibility in return.

This action was carried out, and letters notifying the women of the action taken were sent out. I believe we have suffered no real loss, and have strengthened the reality of our organization. We have heard from three of these former chairmen. One (Anoka) said she thought the action justified, asked to be continued as ~~xxxxxxx~~ ^{an} individual and enthusiastic member, and expressed the hope that the time would yet come for real organization. She added that the material we had been sending had become a real problem, for all the local clubwomen had formed the habit of coming ~~for~~ ^{to} her for League material to use at their own meetings. Mrs. A. T. Nelson, Breckenridge, wrote that she thought the action justified but begged to know if there were not some way in which she could ~~xxxxxxx~~ continue to receive our material, in spite of the fact that she had not the time to form a League organization. We suggested in reply that, as she is already active as a chairman and is ready to assume the financial responsibility, it would certainly be easy for her to secure a minimum of ten League members and thus entitle her to remain on our lists. Mrs. Powers of Mahanomen wrote with regret that she had not had the time to do more for the work. She said the plan of co-operation with the local club had worked badly for the League, as it simply meant that the club used our service and gave nothing for it.

Mrs. Yetter has accepted the chairmanship for the northern three counties of the 9th district.

RADIO

Miss Wells has initiated and put into effect an arrangement with the WLAG radio station for broadcasting two lectures a week on legislation and general welfare. The first talks were given yesterday evening, and it is planned to continue this service through the winter.

LEGISLATION

Already bills on our program are in and hearings have begun. It is the part of headquarters to send out and to gather in the necessary facts and material. We want to thank our local chairmen for the splendid response to our emergency call for information from women who have served on juries, which was used at a hearing before the Judiciary committee yesterday. Replies to the questionnaires on dance halls and carnivals are also coming in and will be equally valuable.

Material on our women in industry bills ~~xxx~~ is being sent to-day to all our chairmen.

xx

GENERAL MATERIAL

It is easy with events developing so rapidly at the state Legislature to lose sight of the foundation work in the study of citizenship which is still the urgent need of a great many women.

Our national League has sent us this month two excellent new publications, one of them the best simple handbook for the study of government that we have yet seen - "The Outline of Government in the United States" prepared by Raymond Moley and Helen M. Rocca. Like all publications of our own Training in Citizenship Dept., under Miss Sherwin, this is up-to-date, to-the-point, well-arranged, and thoroughly sound and accurate - a living and interesting simple text on government.

The other publication, equally good in its own way, is a simple folder by Mrs. Raymond Brown entitled "The Voter and the Political Parties".

This, and other general study material we have at our office, has been prepared with such care and is so thoroughly good that we should all feel a responsibility to see that people know of it and use it. As a step to this end we wrote to every library in the state describing seven of our best publications and as a result are receiving a number of orders. We will receive more orders if our League members let the librarians know the material is wanted.

VOTER

This month we have increased our service to our membership by beginning the publication of special numbers of the Woman Voter which will continue through the legislative session. It means a great addition to the work, and a considerable addition to the expense, at headquarters but we believe it is well justified.

At the same time we have begun booming The Voter subscription list - which was in sad danger of dwindling away. First, the Minneapolis ~~affix~~ League decided to send the Voter to each one of its 3000 members. At the same time it is printing an additional page devoted entirely to Minneapolis League news which is enclosed with each monthly issue.

Then Miss Wells made an appeal to our local chairmen to go out for subscriptions and to justify our new venture of ~~xxxxxx~~ special legislative supplements by the results. The response has been quite thrilling, and in two weeks we have restored our subscription list to the old high-water mark of 1921. It shows what can be done when our chairmen go right after ~~af~~ a task. With a little more effort we should push our list up to 2500 names, and by going outside the League membership and getting subscriptions from men and others who are interested in the Voter when it is called to their attention, we should have a good 3000 outside of Minneapolis.

MINNESOTA REPORT MONTH TO MONTH

M A Y
1 9 2 3

Publication of Summary of Results of 1923 Legislative Session
with Roll-Calls.

National Sustaining Membership Campaign undertaken
16 out of goal of 40 secured in two weeks

Petition for "A Mile of Signatures" for the World Court started
Peace program inaugurated on Memorial Day when many local
Leagues joined with American Legion in appropriate exercises.
Mrs. Hargreaves' address mimeographed and sent all local Leagues.

Field Work

Sixth District. Executive Secretary with Mrs. W C Cobb, district
chairman visits Bemidji, Brainerd, Crosby and Staples.

Seventh District. Executive Secretary with Mrs. M J Dowling,
district chairman, visits Watson, Appleton and Granite Falls.

Third District. Mrs. Laws visits Chaska League.

Tenth District. Executive Secretary speaks at Columbia Heights.

J U N E
1 9 2 3

Get out the Vote for the Special Senatorial Election
Candidates' replies to questionnaire published and sent to
all "Voter" subscribers and used in general distribution.
Posters sent to local Leagues.

Field Work

Third District meeting at Northfield 97 present
Mrs. Paige, Miss Monahan, Mrs. Nixon, Miss Harrison,
Mr. Elliott speakers.

Sixth District Rally at "Grandmother's Garden", St. Cloud.
Seven towns represented. Miss Lawrence, Mrs. Waters,
Mrs. Brown, Mrs. Paige speakers.

First District. Executive Secretary and Miss Florence Harrison ✓
motored to Wabasha, Winona, Lanesboro, Caledonia, Rushford,
Austin, Preston, Spring Valley, Albert Lea and Alden in
interest of World Court petition. Also stop at Hastings
and Red Wing in the Third District and Wells and Mankato
in the Second.

J U L Y
1 9 2 3

County Fair Exhibits begin. Special exhibit featuring World Court, School Budgets, and State Reorganization prepared. Used at thirteen county fairs.

"Law - Not War" Day celebrated. Bill Board posters displayed in Minneapolis and St. Paul

Third District. Washington County picnic at Marine on St. Croix. 50 women present, most of them from Stillwater. Mrs. Nixon and Miss Harrison speakers.

AUGUST
1923

The Plan of Work for 1923-24, Mrs. Park's message, and a revised list of material available from the League office sent to all local Leagues.

Field Work.

Second District. "World Court Car" with Mrs. Hargreaves, Miss Larson, Miss Melgard and Miss Harrison motors to Mankato, Wells, Blue Earth, Fairmont, Jackson, Worthington, Adrian, Pipestone, Lake Wilson, Slayton, Marshall, Redwood Falls, New Ulm and Madelia, in interest of petition. ✓

S E P T E M B E R
1 9 2 3

State Fair - League maintains booth in Woman's Building, ✓
also a "Recruiting Tent for Peace". 3113 signatures to
World Court Petition secured.

Field Work

Third District. Miss Wells speaks at luncheon of 105
women given by Stillwater League.

Tenth District. "World Court Car" with Mrs. Ueland
and Mrs. Spencer visits Princeton, Osseo, Dayton, ✓
Cambridge, Isanti and Anoka. Also Elk River in Sixth
District.

Miss Wells and Mrs. Nixon visit Taylor's Falls for
World Court in interest of petition. Mrs. Nixon and ✓
Mrs. Spencer visit Delano, Monticello, Maple Plain,
Waverley and Annandale.

OCTOBER
1923

Sale of "Law Not War" stamps begun - 147,000 sold up to April 1924

"Woman Citizen" subscription drive begun

Field Work

Eighth District. Mrs. Paige speaks at Duluth, Hibbing, Eveleth and Virginia.

Ninth District. "World Court Car" with Mrs. Ueland and Mrs. McKnight visits Erhard, Fergus Falls, Pelican Rapids, Moorhead, Ada, Erskine, Crookston and Mahanomen. ✓

Also Melrose, Sauk Center, Wadena, Little Falls and Long Prairie in the Sixth, and Alexandria in the Seventh. ✓

ST. NICHOLAS

NOVEMBER
1923

State Convention in Minneapolis

Institute of Government and Politics held in Minneapolis in cooperation with University of Minnesota. 129 Institute tickets sold, 78 course tickets, and 299 single admission tickets - total 504 ✓

Woman Citizen Subscription Drive for 100 subscriptions completed.

Field Work

Second District. Mrs. Hargreaves speaks at organization meeting of Fairmont League.

DECEMBER
1923

World Court Petition Parade

General letter to all local Leagues enclosing the year's
Plan of Work

Special convention number of "The Woman Voter."

J A N U A R Y
1 9 2 4

Legislative Council resumes meetings to draft program ✓
for 1 9 2 5, with representatives of 16 women's
organizations and a newly constituted Rural Advisory
Committee.

Committee on Political Relations organized and gets to ✓
work to interest women in party caucuses and conventions.

Efficiency in Government program outlined in letter sent
by Mrs. Wittich to all local Leagues.

4500 Bok peace plans distributed

Two-months' contest for "Voter" subscriptions started.

ST. NICHOLAS

F E B R U A R Y
1 9 2 4

A letter regarding party caucuses and conventions, with a simple "Primer" sent to all local Leagues.

Field Work (for January and February)

First District. Miss Lawrence visits Winona to plan Institute.

Third District. Mrs. McGuire speaks at annual meeting of Jordan League. Mrs. Wittich speaks at Farmington, Stillwater, and White Bear.

Sixth District. Mrs. McKnight and Mrs. Paige speak in St. Cloud.

Seventh District. Mrs. Wittich speaks at Olivia.

Eighth District. Mrs. Paige speaks at Duluth

Ninth District. Mrs. Paige speaks at Crookston and Moorhead.

MARCH
1924

Institutes of Government held in St. Cloud in the Sixth District and Winona in the First District, with cooperation of State Teachers' Colleges.

Questionnaires sent out on conduct of party caucuses and conventions.

Announcement of "Know Your Own Foreign Policy" and others matters sent to all Leagues by Mrs. Nixon of Committee on International Cooperation to Prevent War.

National Finance Campaign successfully completed.

"Voter" subscription contest closes with 671 subscriptions secured in state (outside of Twin Cities)

Field Work

First District. Mrs. McGuire in Rochester, Spring Valley, Preston and Lanesboro, and at Winona Institute.

Second District. Mrs. Wittich visits Mankato to plan Institute.

Sixth District. Mrs. Ueland and Miss Lawrence visit Sauk Center and organize League in Little Falls. Miss Lawrence visits Elk River, Kimball, Osakis and Clear Water.

Ninth District. Mrs. Wittich visits Moorhead to plan Institute and stops at Fergus Falls. Mrs. Parkes visits Crookston.

Tenth District. Mrs. Ware organizes League at Robbinsdale

A P R I L
1 9 2 4

Institutes of Government held in Moorhead in the Ninth District,
and Duluth in the Eighth District, with cooperation of State
Teachers' Colleges.

Minnesota delegation starts for National Convention.

Field Work

First District. Mrs. Parkes visits Rushford, Chatfield and Austin

Eighth District. Mrs. Wittich and Mrs. Waters at Duluth Institute.

Ninth District. Mrs. Ueland represents Board at Moorhead Institute.

Report of the Executive Secretary

Meeting of the State Board

June 7, 1923.

May has been distinctly an "up-grade" month, both in respect to organization and reality of accomplishment. These have been accompanied by an unusual amount of publicity, from national and state press releases, and from purely local sources.

WORLD COURT PETITION

Mrs. Nixon's Committee on International Co-Operation to Prevent War, through the plans adopted at the last state Board meeting, has given to the organization that precious thing, an impetus to immediate practical action, which has been felt throughout the organization and responded to simultaneously by nearly every local unit.

Mrs. Hargreaves' Three-Minute Memorial Day speech was repeated word for word at many exercises on Memorial Day, and in still others was the inspiration for sounding a peace note in sermons and patriotic programs.

The petition, with its challenge of a "Mile of Signatures", has united the local Leagues in a common effort as nothing has done since the "Get-Out-the-Vote Drive" before the General Elections last fall. It is popular because, while directed toward a big ideal, it is itself practical and simple in the extreme, and provides work of a kind which every member can do. The difficulties are slight, except from the amount of work involved. To be sure, one of our chairman has received a letter from the Ku Klux Klan inviting her "to keep her mouth shut" - this in response to a letter printed in the local paper quoting Hoover, Hughes, Judge Allen and others in support of the Court idea. A more serious indication comes from a town on the Iron Range where the local paper reports that there is opposition to the Court because "it resembles too closely the League of Nations". The League of Women Voters in this town is holding a meeting to vote on whether to support the Court or not. It is important that before taking any action which might involve repudiation of National and State policy on so important a matter, the most careful study should be given to it.

The petition is proving itself a wonderful aid to publicity and to organization. In a number of places the local League chairman has been able to appoint for this work a committee of women of the highest kind of ability who ~~may~~ would be interested in no other part of the League work to any great extent.

ORGANIZATION

The Executive Secretary has made two brief trips, one in the Seventh and one in the Sixth Districts, in each case with the district chairman. The result confirms two convictions which hardly needed strengthening. First, a personal visit to local Leagues at least once or twice a year is absolutely necessary to keep organization functioning well and to smooth away local difficulties. Second, whoever else goes, the personal presence of the district chairman is needed to awaken a sense of responsibility to the organization as a whole. A third conviction is, personal visitation pays. It is infinitely cheaper to get on a train and travel to even the most remote point in a district than to waste time and money in correspondence while a local League may be breaking up under difficulties which can neither be understood or dealt with from a distance.

For example, in Bemidji the League chairman was absolutely inactive and would not answer letters. The material from headquarters she was simply filing away. No money had been sent in in over two years. When finally encountered face to face she proved to be very cordial, presided at a meeting which was called, and explained that she was moving away from the city for a year. New officers were straightway elected from the interested women present, plans made for the petition work, and Voter subscriptions renewed.

Staples was much the same, except that the chairman, who never had answered letters and was also moving away, could not be seen at all. However

we found the vice-chairman ready to take her place and much interested in the work. She needed help, however, for all the material which had been sent to the chairman had been thrown away.

Brainerd and Crosby have active Leagues, but it was very valuable to me at least to meet with them and get acquainted with their officers and with their problems.

In the Seventh District a difficult situation had developed in Watson. An officer of the Federated Clubs had induced the Watson League to change its name and to federate, assuring them that it would not ~~change their~~ interfere with their relation with the League which was the one they preferred. The action was taken and the Watson League was dropped from our lists as soon as we heard of it, since it ceased to fulfill the qualifications for a local League prescribed by the convention. To solve a difficult situation without creating ill-feeling, Mrs. Dowling appointed a new county chairman, a very able fine woman, who has the power in turn to appoint a new local chairman and so organize again from the top down, ignoring the existing organization altogether.

The fact that we were both in the vicinity of Appleton made it easy for Mrs. Laws to call a meeting in her home, at which officers for a new League were elected from the very representative group of women who attended. Mrs. Fred Taylor is accordingly the chairman for Appleton.

In Granite Falls, where Mrs. A. W. Winter is chairman, it was possible to have some valuable consultations with a view to extending the organization through the county and bringing together the women of conservative and radical groups who have been hopelessly ~~divided~~ divided and with no hope of a common meeting ground.

A spontaneous request for organization came to the office from Columbia Heights in the Tenth District. I was able to go out to an organization meeting, at which officers were elected and plans made for getting out the vote in the approaching municipal elections. This new League has made a splendid start, it has a very considerable membership, a hard-working able group of officers, and has attacked a hard piece of work with a thoroughness and enthusiasm which is sure to give vitality to the organization.

One League in the Third District should be mentioned. Chaska has been one of the "mystery Leagues" from which no word ever comes to the state office. It was possible for Mrs. Laws to get in touch with the officers and to speak at one of their meetings. She found a wide-awake representative group of women who are doing things in a League way. The peculiarity of this case is that they are scared of the state officers because they don't know them personally and never have paid a cent on their quota. More personal getting acquainted would seem to be a cure for both of these difficulties.

FINANCE

Back of all the work of the month has been the testing process of the drive for sustaining members for the National League on the co-operative plan adopted at Des Moines. We have found that men and women, prominent in the community in many ways, have although never connected with League work come to appreciate it as a serious and intelligent effort in behalf of better government deserving of the support of good citizens. We have encountered criticism - both ignorant and informed - and learned to answer it.

Report of the Executive Secretary to
the State Board

January 11, 1924.

World Court Petition

Up to December 10, the date on which the World Court petition was paraded down Nicollet Avenue and rolled up in the famous hat-boxes preparatory to its final despatch to Washington, the energies of the office were almost exclusively devoted to the petition-work. It was necessary up to that date to employ an extra stenographic ~~xxxxxx~~ and clerical worker.

~~xxxxxx~~

General Office Work

During the holiday season which followed the office had a delightful sense of relief from pressure, but that does not mean that it was any the less busy. A great many office details which had necessarily been neglected during the ~~xxxxxx~~ busy fall months when the ~~xxxxxx~~ county and state fair work, the Convention and Institute, and the World Court petition activities crowded one upon another. Clipping files were brought up to date. The very extensive pamphlet file was allowed a much needed expansion in the form of a new shelf along one side of the office and many new filing boxes. This permitted in turn a clearing up and rearrangement of the general literature shelves. The filing of ordinary correspondence was brought up to date, and the card file index for The Woman Voter was checked over - a very long and laborious job.

Your executive secretary had quite a shock when she began to prepare the material for the January number of the Voter and realized that this would be Number 4 of Volume IV. ~~During the xxxxxxxx~~ In the more than four years during which the League has been organized and maintained a state headquarters, a really astounding amount of valuable information concerning ~~xxxxxx~~ local League activities and workers, ~~xxxxxx~~ and concerning ~~xxxxxx~~ many women not League workers but who might be brought into the League if the right approach were used, the problems of scores of different communities throughout the state, and ~~xxxxxx~~ many ~~xxx~~ forms of activity and methods of work which should be kept on record and be made available for the future.

This information is so extensive and so various that it has outgrown all the filing systems that have been set up to hold it, and is now scattered in the general ~~xxxxxx~~ files and a number of special files. The key to the use of these lies very largely in the mind of the executive secretary, and since it depends largely on memory, has grown decidedly rusty. ~~xxxxxx~~ She therefore got to work on the problem of a general organization file ~~xxxxxx~~ into which all this back ~~xxxxxx~~ information can be gathered together and new information recorded as it comes in. The goal to which she aspired is to be able to say "If I die tomorrow, my affairs will be found in good order".

The work on this new card file is proceeding very slowly, chiefly for lack of time to work on it. Until it is completed we shall not be able to get the full benefit ~~xxxxxx~~ of our past work and of the resources of the office.

New Material

Besides the regular issues of the Voter, there has been ~~xxxxxx~~ quite a lot of interesting new literature ~~published~~ prepared in the office or collected from various sources:

- A small black-and-white poster with map on The Permanent Court of International Justice (Citizens' Committee - Northampton)
- Legislative Review of 1923 - mimeographed in office
- Important Opinions on the National League of Women Voters (national)
- 3 Suggested Programs on Local Government (national)
- Mrs. Catt's speech on "~~xxxxxx~~ Peace or War" (Ramsey County League)
- Miss Wells' convention address and the State Plan of Work (as supplement to the Woman Voter)
- Christian Crusade against War - Fosdick (courtesy of New York League)

General Letter

Leagues In December a general letter was sent to all local Leagues containing general business details, such as the quota, and calling attention to certain parts of the Plan of Work, especially the study ~~groups~~, visiting committees to branches of local government, and law enforcement. With this letter were enclosed the plan of work, organization folder, a copy of Mrs. Catt's speech, and an announcement of the prizes

From Faribault has just come word ~~that theyxxxx~~ the League there is planning to organize a Study League, encouraged by the success of their round-table on international questions last year.

Efficiency in Government Letter

The letter for January ~~xxx~~ was written by Mrs. F. W. Wittich, chairman of the Efficiency in Government Committee, calling for concentration on the work of her committee during the coming two or three months. Study of local government by the survey method is the chief recommendation of the letter

Legislative Council

Steps for the renewal of the Legislative Council for the work of shaping a legislative program ~~of~~ for 1925 were taken, and a letter sent out to the presidents of twenty organizations interested in social legislation. There has been an unusually prompt and cordial response to this letter, and the prospects are for a Legislative Council of increased size and usefulness.

Report of Executive Secretary,
February, 1924

Birds eye view of activities of the month, many of which will be presented in detail for committee heads.

Organization

This matter was considered in detail in December and 3 principal recommendations made:

1. That Board itself should consider condition of districts lacking in leadership.
2. That the Board itself should consider directly the conditions in the larger cities.
3. That the district chairmen should appoint county chairmen to act with them in as many counties as possible.

1. First District A woman prominent in the District has been invited to take the chairmanship and has declined with reluctance, being involved in other responsibilities this year. Her refusal was put in such a way that it seems most probable that she will accept in the fall, especially if district can be handed over to her in reasonably satisfactory condition.

Ninth District is still without a chairman which means inevitable retrogression and loss of interest. Great pity because there are some strong centers, which with good leadership, would serve as foundation for strong district organization. Institute may help.

- 2 and 6 - ?
2. Minneapolis and St. Paul O.K. Since then Winona has reorganized, strong board, good chairman, 180 women at first meeting. Magic trick turned by Miss Lawrence. St. Cloud and Stillwater in good shape. Brainerd seems to be having some local disturbances, will be visited by Mrs. Wittich. Fergus Falls and Albert Lea lack their former vigor and need a tonic.(?) Lacking a good district chairman, Board itself will have to give these care. Mankato presents a difficult situation and one which needs looking into as Mankato is in many ways the key to the 2nd District. Miss Lawrence and Mrs. Wittich may work this out. Bemidji is another city of importance which needs to be looked after. We have a chairman

and other officers there, elected within the year, but headquarters has failed to get reports from it for over ⁴~~21~~ months. Mrs. Colton has plans for the Range towns. The executive committee is planning for a meeting in Rochester in May.

3. In the matter of county chairmen, since the Board took special action on this matter we have had no reports at all except from Mrs. Glasoe who has appointed four new chairmen. ^{by Mrs. W. W.} The executive committee has also invited Mrs. Robbins to take the Winona County chairmanship and are awaiting a reply. The executive committee has arranged to have field work done in certain counties of the First District, now without a chairman, in order to develop organization there - and we expect results.

Speaking Dates Mrs. Wittich in Duluth, Farmington, Stillwater, Olivia, White Bear
Mrs. Paige in St. Cloud, Brookston, Moorhead
Mrs. McPherson, St. Cloud
Miss Lawrence in Winona
Mrs. McGuire in Jordan

Month notable for activities of two committees, one new and one renewing its activities.

The first, Committee on Political Relations, formed in pursuance of action of the last Board meeting, has certainly performed all the duties that could have been expected of it. Under its direction the following steps have been taken.

Letter sent to chairmen of state central committees

Conferences with state party leaders - women

20 Letter to each League district chairman urging conference with party leaders for co-operative work in getting women to do their part in caucuses and conventions.

270 Letters to every local League chairman outlining in detail methods for securing same result.

600 A press bulletin to each one of the 600 newspapers in the state.

800 A primer on caucuses and conventions sent as study material to every League.

25 A questionnaire, with this, requesting reports of the conduct of the caucus after participation.

26 15 Be

February issue of the "Voter" devoted to same subject.

A play, written by Mrs. McGuire, and most successfully produced in Mpls. with performances to be repeated in St. Paul and Faribault. I might say that reports from a number of Leagues show many interesting meetings devoted to the ~~extinction~~ question, especially in Northfield, where the whole process of caucus and convention from the precinct to the National convention was realistically staged amid great excitement.

The Legislative Council with ~~reconstituted~~ membership held its first meeting of the year and got under way in most promising style. One of the new members has been badgering me ever since demanding to know the date of the next meeting, she found the first so interesting. 15 member organizations, 7 League representatives, 9 members of Rural Advisory committee.

VOTER CAMPAIGN

Perhaps the most important undertaking of the last Board meeting, although it represents nothing new, was a campaign to get in new and renewed subscriptions to the "Voter" Speaking very plainly this was undertaken first, to save the Voter from extinction so far as its general state circulation is concerned, and, second, to secure something like the number of subscribers which the League's official bulletin should have. Figures on the results will be given later. Suffice it to say that to date the results are not enough to assume that even the first of these objects will be accomplished.

INSTITUTES

Progress on the arrangements for district Institutes of Government will be reported by Mrs. Wittich, 3 cities having already set their dates, Winona, St. Cloud and Duluth.

PLAN OF WORK

Copies of the proposed new National Plan of Work have been sent to every local League with a request for action upon the new matter.

Report of the Executive Secretary
to the Executive Board

MINNESOTA LEAGUE OF WOMEN VOTERS

April 2, 1924

As practically all the details of the month's work will be covered by individual reports, I am going to try only to give you a bird's eye view of what you - all of you - have accomplished.

INSTITUTES

You have conducted two very successful Institutes of Government and Politics arranged in co-operation with the State Teachers' Colleges, one at St. Cloud and one at Winona. Mrs. F. J. Wittich represented the Board at the St. Cloud Institute and Mrs. A. J. McGuire at the Winona Institute.

FINANCE

You have financed yourself through another month without exhortation or anxiety - a great tribute to a finance system which is proving really workable and to the vigor and loyalty of the best of the local Leagues.

VOTER SUBSCRIPTIONS

You have added 671 subscribers to the subscription list for The Woman Voters in a two months' period, thus assuring the League bulletin of a creditable foundation on which to build up its mailing list outside the cities.

PARTY PRIMARIES

You have been more successful than the party organizations themselves in stimulating women to go into the parties and in preparing them to take a real part in caucuses and conventions in which it is most difficult for voters without the backing of the machine to have any voice. It is difficult to select the Leagues which did the best work before the caucuses last month. In Northfield women outvoted men 2 to 1, sent a 50-50 delegation to the county convention, and when committees were appointed there composed of entirely of men, such a discussion took place that when it came to appointing delegates to district and state convention women were recognized, and League members from Northfield sat in both conventions. In Rice County this is almost revolution. The St. Paul League sent in a complete report of the vote in every precinct in the city which is the best piece of reporting on the result of an election that has ever been sent in to the state office.

INTERNATIONAL CO-OPERATION

Your committee on International Co-operation has sent a letter out to all the local Leagues giving suggestions about the work, and announcing the receipt of the new -Know Your Own Foreign Policy pamphlets from the National League. Nearly 75 sets of these have already been ordered.

FIELD WORK

Members of your Board have done field work in four districts with resulting organization of new Leagues and stimulation of work generally.

Mrs. Wittich has had conferences both in Moorhead and Mankato to make arrangements for the District Institutes which are to be held there this month. Mankato has been not only an Institute problem but an organization problem so it is particularly good news that Mrs. Wittich secured the beginnings of organization in the group which seems the most promising possible nucleus, among the faculty women of the College. Mrs. Wittich also stopped in Fergus Falls which was reported at the last Board meeting as inactive and put new life and enthusiasm into League workers there.

Mrs. Ueland and Miss Lawrence organized a new League in Sauk Centre where they went to advertise the St. Cloud Institute. From there Mrs. Ueland journeyed on to Little Falls where she met Mrs. E. J. Quinn and organized another new League. Miss Lawrence has ~~visited~~ visited round in Elk River, Kimball, Osakis, and Clear Water and has mysterious expectations of organization in those places on which she is going to report. Just 250 people turned out to greet Miss Lawrence in Osakis so it is not strange that she feels encouraged.

Mrs. Ware gathered all the women of Robbinsdale together at an afternoon meeting where she signed up 39 members and laid the foundation for organization.

Mrs. McGuire on her way to the Winona Institute stopped in Spring Valley, Preston, and Lanesboro for visits that were very hurried but revealed possibilities of organization. This is a territory where organization has broken down through lack of leadership and contact with the state League.

Mrs. John Parkes made a stop in Crookston where the League has officers who have

failed to act. A conference showed many women anxious to have the League resume activities, and arrangements were made for the election of a new board of officers later in the spring.

A questionnaire has been sent out to every woman carried on our list as league chairman asking concerning details of organization. This questionnaire will be used for revising our headquarters lists and as a basis for organization.

Report of Executive Secretary,
May, 1924
Given at State Board Meeting, May 23rd, 1924

The National Convention of the League at Buffalo, April 24th to 29th, meant a considerable interruption in the activities of the League in the state. Nineteen delegates from Minnesota were present at Buffalo, including Miss Owen, and Miss Florence Harrison of the National League staff.

Institutes Since the last meeting of the Board, three Institutes of Government and Politics have been held in connection with the State Teachers' Colleges, as follows: Moorhead, April 3rd and 4th
Duluth April 9th, 10th and 11th
Mankato May 14th and 15th

Reports on these Institutes will be made by committee chairman.

Speakers Since the last meeting of the Board, the State office has arranged to send speakers to points outside Minneapolis and St. Paul as follows:

Mrs. Waters	Columbia Heights
Mrs. Helm	Stillwater
Mrs. Gilman	St. Cloud
Mrs. Ueland	Northfield
Mrs. Hargreaves	"
Mrs. Wittich	Duluth Institute
Mrs. Waters	" "
Mrs. Ueland	Moorhead Institute
Mrs. McKnight	Mankato "
Mrs. Wittich	" "
Mrs. McGuire	" "

These speakers went without expense to the local League except Mrs. Gilman and Mrs. McGuire at the Mankato Institute. Mrs. Wittich was also a speaker at the Wittich convention of the Sixth District Federation at Little Falls and Mrs. Paige at the convention of the Seventh District Federation at Litchfield.

Committee Meetings A meeting of the Legislative Council was held in April and there have been two meetings of the Executive Committee and a series of meetings to formulate Get-Out-the-Vote plans since the last Board meeting.

Questionnaires to Candidates Questionnaires and letters were sent to the seventy-seven candidates for Congressional offices early in May. Twenty-two answers have been received to date.

Material In addition to the questionnaire to candidates, the following stencils have been prepared in the state office.

- Statement on the Equal Rights Amendment
- Press release on the Mankato Institute, and letter to librarians
- Voter renewal slips
- A letter to all local League chairman on Get Out the Vote
- Two bulletins on the same subject

The office has also prepared and had printed cards for the enrollment of workers, has had a poster made showing the voting percentage by counties, and has had a Get-Out-the-Vote appeal printed on all the regular stationery. It has also laid in a stock of the special edition of Kent's book "The Great Game of Politics" and Mrs. Park's speech to the Buffalo convention "A Record of Four Years."

With the authorization of the executive committee, a new file has been purchased for the office.

SUMMARY OF METHODS
of the
MINNESOTA LEAGUE OF WOMEN VOTERS
June, 1924
prepared by Gladys Harrison

C O N S T I T U T I O N

The constitution with amendments made at the 1922 convention has provided a definite basis for organization without unduly restricting the development of new policies.

At present it need revision in respect to certain obvious but minor details. It is suggested that as a matter of annual routine, a member of the state board be appointed two or three months before the state convention to go over the constitution and recommend changes necessary to bring it into harmony with changing methods and policies.

C O N V E N T I O N

Time Annual--between October 1st and December 15th, according to constitution
Business Election of officers, adoption of budget and program of work for the ensuing year.

Delegates No definite restriction of credentials has been found necessary.

All registered delegates who are members of the League are entitled to a vote in the convention. The general plan has been to send each local League chairman credentials in proportion to the size of the community in which the League is organized. This plan is on the same basis as the apportionment of finance quotas.

District chairmen and other members of the board are provided with credentials directly from the office, and county chairmen are provided with such credentials as they can use advantageously. It is suggested that all sustaining members at large (who live in communities where there are no leagues) be offered credentials.

Program The make-up of the program for the convention is necessarily in the hands of the executive committee, or those few officers who are thoroughly acquainted with the business of all the departments of the work which have a claim upon the attention of the convention. Aside from the regular business, it is customary to stage some money-raising event, usually a luncheon (and most important because it provides the occasion for the raising of pledges amounting from \$5,000 to \$8,000), and one or more evening meetings of conspicuous public interest. In 1923, the convention was held in conjunction with an Institute of Government and Politics.

Local Arrangements It is customary for the hostess city to provide the halls for all meetings held in connection with the convention, to assume the responsibility for local advertising, and to provide committees necessary to care for all details of transportation, registration, information, elections, ushering and paging, distribution of materials to delegates, etc. It is customary for a representative of the state board to meet with the local convention committee.

Publicity The handling of all general convention publicity is necessarily reserved to the state publicity director.

STATE BOARD

The state board normally consists of 32 members, including 6 general officers, 6 directors, 10 vice-presidents who are also the chairmen for their respective congressional districts, the chairman of the Legislative Council (by vote of the 1922 convention) and of nine standing committees: Efficiency in Government, International Cooperation to Prevent War, Law Enforcement, Education, Child Welfare, Legal Status of Women, Living Costs, Women in Industry, Social Hygiene.

No formal distinction has yet been drawn between departments and committees. While not pressing, it is desirable that this should be done for several reasons:

- (1) To distinguish co-ordinate branches of the work from such committees as are grouped under the Legislative Council.
- (2) To encourage a greater sense of responsibility in the department heads.
- (3) To facilitate a more satisfactory division of responsibility among the members of the board.

Division of Duties Among Board Members

President All responsibility not definitely assigned to individual board members rests theoretically with the board as a whole, but actually with the president. Relieving the president of the undue burden of responsibility which she now carries is the central problem of the League today. Until it is solved the organization is on a precarious basis and continues at the cost of personal sacrifice and labor which cannot rightly be expected of any officer. It can be solved in two ways:

1. A further definite division of responsibility for different departments of the work among other board members--particularly in the matter of finance, organization, political education and federal legislation.
2. (More important) The actual discharge of responsibilities once assigned and accepted by other board members.

Vice-Presidents The two general vice-presidents have no particular duties assigned to them, and they have never served to relieve the president. It is suggested as important that vice-presidents in the future be assigned to definite responsibilities. The matter of organization should have the constant oversight and attention of a member of the board, and might well be assigned to one of the vice-presidents, and the departments of finance or of general political education (both of which are now inadequately supervised) and could be assigned to the other.

The president is also entitled to have as a first vice-president a woman who will keep sufficiently in touch with the various departments of work so that she can take over the responsibilities of the presidency on occasion without the risk of serious loss of efficiency to the organization. This has never been the case, and it has been necessary during the rare absences of the president to leave the responsibility to the honorary president, the executive secretary, or the board member most closely in touch with the work as a whole.

Corresponding Secretary The duties of this officer are confined to the writing of occasional letters of courtesy or particular formality. It is suggested that this office be abolished, and a third vice-president with definite responsibilities be substituted.

Recording Secretary The duties of this officer are to take the minutes of board meetings and to sign such certificates as customarily require the signature of an officer. All minutes are mimeographed and sent to board members by the state office, and the minute books are kept in the office.

Treasurer The duties of this office have never been sufficiently defined. They may be divided generally into matters of finance policy, including dealings with the local leagues in respect to finance, the actual handling of funds, and the responsibility for the maintenance of proper business systems in the state office, bookkeeping and auditing.

In practice, it has been found that unless the treasurer can give daily personal attention to the bookkeeping, the office secretary who handles the mail, makes a record of quota payments, deposits moneys, and keeps the petty cash account, can without much additional labor and perhaps with less confusion, attend to the posting of the books also. In practice she general in prepares the financial statement for the treasurer to present to the board. The treasurer therefore has important responsibility for the close supervision of bookkeeping and office business methods.

The treasurer has never in a large sense taken the responsibility for general finance policy. This matter is in fact so closely allied with organization and so vitally affects the relationship of the state and local leagues that it probably should not be the responsibility of the treasurer alone. It is suggested under finance that there be a finance committee of which the treasurer should be a member and to which she would contribute particularly her knowledge of the financial needs of the state and an intimate up-to-date knowledge of the financial status and quota payments of individual leagues.

District vice-presidents The district vice-presidents are the chairmen of the ten congressional districts of the state. They are, or should be, the most important facts in organizing the state, being each primarily responsible for the organization of the league in her own district. Their expenses to the state board meetings are paid from the state treasury, and they are allotted \$100 each for expenses incurred under their personal direction for organizing.

See Organization.

Directors No duties attach to the office of director. It is desirable to elect to this office women representative of various political groups or of various sections of the state, women who can afford to attend all meetings of the board at their own expense and who can as speakers carry the benefits of these meetings to leagues throughout the state.

Meetings of the State Board Meetings of the state board are held monthly and all members are expected to attend. Necessary expenses of the district chairmen in attending board meetings are paid by the state. It is customary to invite the chairmen of local leagues to attend the meetings of the board, and meetings are rare in which there are not at least five or six local leagues represented. The total attendance varies from about 22 to 40. No one factor has contributed so much to the strength of the organization as these meetings.

It is customary for the board meetings to be held in Minneapolis or St. Paul. Because of the central location of these cities and the better rail facilities, it is generally more satisfactory to local leagues to hold the meetings in these cities. The proposition of holding them at other points has many strong arguments in its favor, against which must be weighed the fact that the business to be transacted requires from 10:30 a.m. to 5 p.m. It is suggested that the plan of shifting the location of the board meeting to be satisfactorily carried out should be arranged carefully in advance so that there could be assurance of the local interest and arrangements which alone would justify such a dislocation of routine. It would be necessary to hold an executive meeting committee in advance to act on

as many matters of routine as possible, and to divide the agenda so that reports of general interest could be made at a luncheon or at an afternoon session to which the public could be invited.

Election of Officers

The constitution provides that the ten district chairmen (vice-presidents on the state board) shall constitute a nominating committee for the general officers. It has been customary to ask the local chairmen in the various districts to act as a nominating committee for the district chairmen of their own district, who are then elected at the state convention. The constitution provides that the district chairmen may be elected at properly called district conferences and that the district chairmen that they will then automatically become vice-presidents to represent their districts on the state board. The 4th and 5th districts follow this practice.

EXECUTIVE COMMITTEE

The executive committee consists of five members selected by the state board from its own membership and always including the president and treasurer to transact business in the interim of board meetings.

STAFF

Executive Secretary The duties of this position are comprehensive and involve keeping in constant touch with every branch of the work. She acts upon all correspondence either directly or by referring it to the proper officer, advises with and usually meets with the various committees, acts as personal assistant to the president, and makes a monthly report to the board of the general condition and activities of the organization. She has acted as editor of "The Woman Voter" and most of the time has had actual charge of the publicity and the preparation of much of the educational material.

Office Secretary The duties of the office secretary call for a high degree of responsibility and efficiency, and, because, of the small amount of work to be done with only occasional clerical assistance, quickness is essential. The office secretary opens the mail, deposits money, keeps a record of quota payments, handles the petty cash and does a large amount of bookkeeping, has complete charge of the subscriptions records for "The Woman Voter," and does the stenographic work and filing.

Organizer The staff has not regularly included an organizer since 1922. It is believed that best interests of the organization demand a regular field worker who should be qualified to conduct schools and classes as well as organize. See Organization.

OFFICE

Files The correspondence file dealing with ordinary league business within the state has been put on a geographical basis so that all correspondence from one community appears in the same folder. General correspondence is filed according to a simple alphabetical system.

Organization File It has been found increasingly important as the number of reports and clippings bearing on the organization situation has grown to have these also filed geographically. According clippings, reports of field workers and miscellaneous reports of all kinds received from local leagues will be found filed by counties. There is an obvious need for subdividing many of the files for the larger counties according to communities.

The quickest reference to the organization of local leagues by town or country will be found in the card index which includes notes on the officers, activities, quota payments, etc., of every community in the state in which organization work has been attempted. This file is also divided chronologically, the notes for the years 1919 to 1923 appearing on cards of one color and those for the current year on another. This file should be kept up to date and it is believed will furnish most satisfactory handy source of information for field workers, district chairmen, etc.

Mimeographed Material A sample of every piece of material mimeographed in the office, whether letters, minutes, reports, or educational material, is immediately pasted in scrap books which furnish a chronological record of all the form material turned out.

Mimeographed material which has been found desirable to keep in quantity is filed in special folders in the literature cabinet.

Printed Material Samples of all printed material prepared by the league or used extensively by it are immediately pasted in scrap books similar to those used for mimeographed material.

General pamphlets are filed in special pamphlet boxes which are labelled to correspond with the principal divisions of the work of the league.

Clippings from local and some out of town papers on issues of interest to the league are filed in individual scrap books.

There is a large amount of bulletin and printed material in a general data file which also is divided as nearly as possible according to the principal divisions of the work.

Literature in quantity is kept in a special cabinet divided according to the same plan and this cabinet also contains complete files of the Woman Citizen, the Searchlight and the National Municipal Review.

Books, including many state reports, are kept in a book shelf which is part of the office equipment.

Records All records of the organization including a secretary's and treasurer's books are kept at the state office.

Clipping Files All clippings from Minneapolis papers on the League of Women Voters, are kept in a special scrap book. All clippings from papers throughout the state bearing on organization of local leagues or special events are filed in the organization file ~~at~~ geographically.

ORGANIZATION

In general the league in Minnesota is organized on lines closely resembling the organization of political parties. It is organized according to political divisions with a popular membership unrestricted by financial requirements with a large degree of self-government in the local units and with the administration carried on through chairmen for the various political divisions, city, county and district.

MEMBERSHIP

Membership is of three types:

1. Enrolled The constitution for the state organization provides that no fee can be required for membership. There has been repeated discussion of the advisability of a change in this provision, but up to the present time the majority of the board and of the convention has preferred to retain the present principle because of its more democratic character. There are several arguments for a free membership, although it is realized that the organization has not proceeded to such a point as to have fully tested out its possibilities. It has seemed desirable, first, to impress upon league members and very often on league officers the distinction which exists between clubs, which are exclusive by nature, and leagues, which exist for active political and educational work which cannot be successful if confined to small groups; second, the free membership provides the only self-respecting way of handling large and important groups which are unable to make a financial contribution; third, it provides an introductory membership which opens a way for getting on to our lists women somewhat interested in voting, who by careful follow up work, may be brought into the category of sustaining members.
2. Sustaining Every local league sets the amount of its own sustaining membership, the amount varying in practice from 25 cents to \$2.00. No record of the complete membership is reported to the state headquarters. Great emphasis, however, is being placed on the importance of having the membership in all cases take care of a subscription to the Woman Voter (25¢ a year) so that the subscription list for the Voter in the state office should ultimately provide a fairly close record of the sustaining memberships.
A great deal of attention needs to be given by league officers and field workers to the importance of regularly checking membership lists and careful checking of the sustaining membership fee.
3. Sustaining Membership at Large Provision has been made for sustaining memberships at large which may be taken out by women living in communities where the league is not organized. The dues for such membership are \$1.00 a year and include a subscription to the Voter.

LOCAL UNIT

The 1922 state convention adopted certain requirements which may be demanded of local leagues in order to entitle them to receive service from the state headquarters as follows:

- Adoption of the name and aims of the organization.
- Adoption of a constitution, providing for the regular election of officers.
- An active and responsible chairman to receive the bulletins from the office.
- A minimum of ten members (or even a smaller number for small communities.)
- Assumption of the quota voted by the annual state convention for the support of the state league.

The same convention authorized the state board to drop from the list of active leagues those which do not live up to these requirements. Close to 50 chairmen have been dropped at various times under provision, but the authority given the board by the convention has never been used in cases where the local chairman really desired to carry on the work and where the organization was merely suffering under difficulties which the state organization could help them to overcome. It has proved a necessary provision for the removal of chairmen who had become inactive but whose nominal continuance in office embarrassed efforts to reorganize the community.

COUNTY UNIT

During the first two years of the organization, the county unit was emphasized practically to the exclusion of local leagues. All material from headquarters went to the county chairmen to be used in the county as she saw fit. The result was unfortunate as it meant that upon a county chairman becoming inactive the state organization lost its contact with local groups which would in many cases have been in a position to continue.

In 1922 the policy was adopted of building up important local leagues with correspondingly less emphasis on the county unit. We are now trying to rebuild county organization particularly in those counties where there is a strong city league. The county chairmen are now not numerous and they are regarded primarily as lieutenants to the district chairman to assist in the extension of organization within their counties.

At present no adequate provision is made for the expenses of county chairmen involved in organization work. It has been suggested to the district chairmen that they budget the \$100 allowed them for organization so as to take care of their own personal expenses and those of the county chairmen acting under their direction. All expense accounts for county chairmen should be O.K'd to the state by the district chairman.

DISTRICT UNIT

There is a chairman for each congressional district but no further district organization as such.

The district chairmen are or should be primarily responsible for the extension of organization and the progress of the work within their own districts. Even when an organizer is available, far better results can be obtained when she works with the close cooperation of the district chairman.

It is suggested that better results in the way of organization might be obtained if one of the vice-presidents of the state league were made particularly responsible for organization and worked closely with the district chairmen who would constitute with her a standing committee on organization.

It would also be suggested that a much needed feeling of interest in the organization as such would be fostered in the state by the holding of district meetings, perhaps one for each district biennially, to be arranged in the spring following the national convention. The district chairmen should be responsible for the arrangements for such conferences.

COMMUNICATION WITH LOCAL LEAGUES

Written On an average of not less than once each month a letter is sent from the state office to the chairman of every local league in the state, with copies also to the district and county chairmen. These letters may be of a general nature, written by the president or the executive secretary, or they may come from the chairman of one of the departments of work, but they are at all times planned with reference to the ability of local leagues to assimilate the suggestions contained and to their timeliness with respect to the orderly development of the year's work.

Samples of practically all literature published by the state or national league are sent to every local chairman with prices. The state organization has a policy of pricing its new material practically on the basis of the reprint cost in order to encourage its generous use by the locals. Although this means that the state undertakes the considerable expense in the set up of new material it is believed that the reverse policy of charging the locals a discouragingly high price to cover the set-up cost is penny-wise but pound foolish.

Personal Great progress has been made in persuading members of the state board to visit local leagues as speakers or advisors. The result is a tremendous increase of interest in the problem of organization and in general understanding of field conditions.

The state league has always expressed its willingness to see that each local league which puts in a request with a reasonable notice shall have a speaker from the state organization at least once a year without expense. It is suggested that the organization should do more and see to it that every league is visited by a state representative at least once a year. The results in the strengthening of the local organization and in giving them a sense of receiving something in return from their quota are well worth the expenditure.

Use of Organizer When an organizer is available, experience indicates that the best results are obtained when the district chairman (1) asks in advance for the use of a certain portion of the organizer's time, (2) plans the itinerary carefully in advance so that as much preparation as possible will be made in the localities and (3) either accompanies the organizer or cooperates so closely that the local leagues regard the organizer as a personal representative of the district chairman as well as the employee of a distant state office. The visiting of existing leagues is even more important than the organizing of new groups and the organizer's time should be used so that she may coach the local officers in organization methods. Speaking at general meetings is desirable but is not as important as working conferences with the local officers.

F I N A N C E

The state is fortunate in having worked out a quota plan which is in the main very satisfactory to the local leagues, but much needs to be done to improve the general administration of finance.

Budget The budget for 1923-24 calls for \$9450.00 to be expended by the state league. The budget was prepared by a temporary committee appointed before the last state convention and was based largely on the expenditures of the preceding year and the known salary and office expenses plus an allowance for a half-time field worker. The budget is not sufficiently detailed and, because of the

success achieved in raising the amount asked by the national by the extraneous scheme of \$100 memberships, no amount for the national league was included. This was a departure from practice, and it is suggested that the amount at least of the minimum dues to the national should always be made an integral part of the state budget. It is not believed, wise, however, to include the entire amount asked by the national in that part of the state budget which is apportioned to the local leagues under the regular quota plan for the reason that this would necessitate a general quota increase which would be, it is confidently believed, a financial calamity and a serious blow to the development of local organization. It is moreover not necessary as the experience of the last year has proved that adequate funds for the national requirements may be raised by sustaining memberships or contributions or large amounts in campaigns not a part of and not interfering with the regular quota plan. The aim of the present year should be to increase the number of communities and individuals making these special contributions.

Quota Plan Every local league is expected, under the quota plan adopted by the last two state conventions, to pay \$10 a year to the state organization for every 1,000 of population in the community. The amount for each league is therefore automatically and easily determined by referring to the figures of the 1920 census. The plan has the obvious advantages of simplicity, absolute impartiality, and of putting a premium instead of a tax on the increase of membership in the local league. There is no question but what this plan is generally satisfactory to the local leagues, certainly far more satisfactory than any plan which preceded it or has been proposed, and has resulted in an increasing number of 100% paid-up leagues.

The income to be derived under such a plan is obviously dependent on the number of local leagues, their strength and their good will to the state organization. During the two years it has been in force, the state has for the first time come through the fiscal years without indebtedness and without serious financial embarrassment. The margin has, however, been precarious, and the increased activities and expenditures of a presidential election year show only too clearly that the state is not strongly enough organized to bear its financial burden comfortably.

Finance Policy There is an obvious need for some administrative machinery in the state league to give constant attention to the problem of finance. In spite of the fact that, under the general plan, the burden of raising funds is taken off the state organization as such and placed upon the local leagues, the problems of organization and finance are one and both come back to the state board. It is suggested that there be a standing committee on finance, of which the treasurer shall be a member and also the vice-president in charge of organization (if such is found) and one other member of the state board. Included in the duties of this committee would be:

Preparation of the annual budget to recommend to the state convention.

Recommendation of a scheme for raising the budget through the quota plan and such additional campaigns (not interfering with the quota plan) as may be necessary.

Advising with local leagues on means of raising quotas and of efficiently local finance methods.

Careful study through the year of income and expenditure with a view to any possible needed revision of the finance policy.

It has been urged that such a committee also be empowered to reduce the amount of the quota for particular local leagues where local conditions make the raising of the full quota difficult. I would urge that this policy be adopted, if at all, only after a competent committee has followed closely all correspondence from local leagues bearing on the matter of finance for a period of at least one year. A quota

plan, which though not perfect by any means, has been the most conspicuously satisfactory part of our finance policy and to which the local leagues are now well accustomed should not be changed without great caution.

To fix a lower quota for particular leagues would be to throw open the gate to a thousand pleas of exceptional local conditions which would endanger the general principle entirely. Many of the leagues now loyally doing their full part under the present plan of a quota based on population are doing so in spite of special circumstances (such as the presence of large foreign populations) which would justify them in presenting a special case or in resenting special treatment for other leagues not more handicapped but perhaps less hard working. No local league has ever been dropped because of failure to pay its full quota. The state league relies in the end ~~and~~ solely upon the good will of its local organizations. It is believed that local leagues, when the matter is fairly presented, will continue to support a general principle which has proved fair and workable, even though some of them for reasons beyond their control may not be able to raise the full amount of the quota asked. It is vividly remembered that one league objected to the original adoption of this quota plan on the ground that there was a large foreign population in their town which would make it impossible to raise their quota. They were persuaded to yield their individual difficulty for the sake of the general principle--and they have been to their own surprise a 100% paid-up league ever since, without any great difficulty reported.

A real difficulty with the present quota plan is encountered in organizing a large community where the quota is obviously beyond the ability of the local league to raise during its first year or two of organization. It is possible for the organizer, the state finance officers, and the local league to agree upon an amount which it would be fair to raise the first year without changing the system itself. This has been done in the case of the Mankato league, reorganized with a small but growing membership last winter, which voluntarily and in consultation with the state office, undertook to raise and did raise \$50 this year in place of the \$125 normally to be expected from a community of its size.

PUBLICITY

For the last two years the publicity for the state has been part of the work of the executive secretary. This work is of such a special nature and requires such a large amount of time when properly attended to that it is desirable to have a special publicity person if possible either as a member of the staff or of the board.

Weekly Releases It has been customary to write from one to as high as four rather long Sunday stories which are furnished to the newspapers in Minneapolis and St. Paul and to the leading newspapers in Winona, St. Cloud and Duluth. Copies of these stories are also sent to the publicity chairman of the league in Washington. The Associated Press has just been added to this list by request. It is probable that desirable arrangements can be made with the United Press for the use of similar stories.

Frequently during the week it is possible to release material which will be used in the news sections of the papers. This type of story is handled as hot news and either telephoned direct to the papers or taken down by messenger. There is a fixed rule that no member of the league shall release stories to the press except by express arrangements with the person in charge of publicity.

General State Releases It has been customary to send to all the newspapers in the state from five to twelve times a year a one-page story on the outstanding activities of the organization. These are extensively reprinted but it has not been possible to make a careful check so as to eliminate papers which are unlikely to use the league material. It would also be very desirable to study carefully the possibilities of getting better results through close cooperation with the various newspaper services.

Clipping Files As noted above, clippings are received from a regular clipping service of all newspaper stories in the state making reference to the League of Women Voters.

L E G I S L A T I O N

FEDERAL

The state work in behalf of federal legislation is not organized satisfactorily at present. The standing committee chairmen are occupied largely with state legislation. It would be highly desirable to appoint one woman to be thoroughly posted on the progress of the league's federal legislation at all times. At present there are the beginnings of a card file on the league's bills based on the reports in the Woman Citizen. Because of the many inquiries coming in to the office usually by phone, it would be helpful to have such a file up to date at all times.

STATE

Legislative Council All social legislation supported by the league is first considered in the legislative council and then submitted to the state convention.

The legislative council consists of the representatives of 16 organizations most of them state-wide in membership, who are appointed at the invitation of the league by the presidents of these organizations and who are usually the chairmen of their legislative committees. The state board of the League of Women Voters appoints the chairman of the council. The league also assumes entire responsibility for the calling of meetings, the mimeographing of minutes and preparation of the extensive material which is used by the council. The chairman of the league's standing committees on education, women in industry, child welfare, living costs, social hygiene, legal status, and law enforcement are ex-officio members of the council. A development of the present year has been the appointment of a rural advisory committee, consisting of women in small communities or rural districts who may be unable to attend the meetings of the council but who, because of their location and experience may advise the council helpfully on the aspects of proposed legislation as it affects rural conditions. Members of this committee have already contributed to the council but plans for the best use of this promising feature of the council remain to be worked out.

The council meets usually once a month beginning at least twelve months before the session of the legislature. Its procedure is to refer to sub-committees for intensive study every proposal brought before the council. Measures must be before the council during at least two meetings and the rule has been followed of taking no action until the members of the council have been furnished with written reports of the proposals under consideration. After measures are tentatively approved by the council, they are referred to a committee on final program which selects the few measures believed to be most pressing and important.

The program finally adopted by the council goes to the state board of the League of Women Voters and later to its state convention where it becomes the legislative program of the organization if approved.

- Organizations which are members of the council are free to adopt such parts of the program as they consider suitable. The council is, therefore, purely advisory but it has so far done its work so carefully that its recommendations have been adopted as a whole by the league and have been gratefully received by the member organizations.

Work at the Legislature The chairman of the legislative council has been in charge of the league's work at the state capitol and it has been her custom to appoint committees to deal with the various measures, these committees usually including representatives of the other organizations on the council particularly interested in their passage.

Local league chairmen are kept posted on the progress of bills at the legislature and it is customary to print special issues of the Woman Voters while the legislative session is in progress. Much can still be done in the organization of the work at the legislature, especially in improving the communication between the workers at the capitol and the state office.

STANDING COMMITTEES

The duties of the standing committee chairmen are advisory in the matter of legislation. They are, as stated above, members of the legislative council, and they are looked to to supply facts and to represent a technical viewpoint on matters falling within the scope of their committees.

Little has been done to develop the standing committees in an administrative way.

EDUCATION

The chairman of this committee has supplied the council and the league with excellent material and counsel on educational matters and has been active in the encouragement of such features as Education Week, educational exhibits at county fairs, etc., which contribute to an understanding of public school needs. There is no organization of a committee at the present time.

CHILD WELFARE

In 1921 the child welfare committee was developed with chairmen in most of the counties of the state. This organization of the committee has lapsed and the last meeting of the state board voted that it should be re-constituted in order to work for the child labor amendment ratification. A great deal of committee work needs to be done in the gathering of material necessary to the consideration of child welfare matters now before the council.

LIVING COSTS

This committee has been inactive due largely to the illness of the chairman, but also because the membership of the organization generally is so unfamiliar with the program of the committee that it has been inadvisable to undertake definite legislative work. It is suggested that this committee might start its work by a study of the bills before the next legislature dealing with cooperative marketing and similar subjects and to report on them to the council and to the state board.

SOCIAL HYGIENE

A new chairman for this committee has recently been appointed.

WOMEN IN INDUSTRY

WOMEN IN INDUSTRY

The chairman of this committee has appointed representatives at a number of points in the state to advise with her on matters relating to the work of her committee. This committee has been successful in the most important items on its legislative program and its most difficult problem the last year has been in connection with the blanket legislation proposed by the Woman's Party. In opposing this, this committee has worked closely with the committee on the Legal Status of Women.

LEGAL STATUS OF WOMEN

The chairman of this committee has appointed four women lawyers who constitute with her the committee and who have performed valuable research work on the present legal status of women in Minnesota and are now at work considering desirable action to be taken with respect to all legal differences between men and women.

LAW ENFORCEMENT

This committee is new. Its chairman is a young woman lawyer who has not a great deal of time to give to the work but who was asked to advise with the state and local leagues on problems which arise which have to do with the enforcement of laws. She has just completed an excellent piece of work summarizing all the laws whose passage was supported by the League of Women Voters and pointing out that part of the state and local governmental machinery which is charged with their enforcement.

EFFICIENCY IN GOVERNMENT

This committee is at present unorganized as a state committee, but its work has been most effectively done under the leadership of the state chairman who has worked directly with many of the local leagues.

Legislation falling within the field of efficiency in government is acted upon by the state board and the state convention of the league before it becomes a part of the program of the organization. A citizen's committee consisting of about 30 members, mostly men, was organized under the encouragement of this organization last year for the consideration and support of proposals for the reorganization of state government. This citizen's committee is the closest analogy in the field of efficiency in government to the legislative council in the field of social legislation.

It has been suggested that a council on efficiency in government be definitely organized to work in a manner similar to the existing council on social legislation, having of course this difficulty to overcome that fewer organizations have been accustomed to take an interest in efficiency in government legislation.

TRAINING IN CITIZENSHIP

The relation of the work of efficiency in government to general political education has not been definitely worked out, there being no one woman appointed to take charge of this more general field. As a result, the chairman of efficiency in government has been charged with such enterprises as the Institutes of Government which have been held in the state and congressional district units.

There is an obvious need for a chairman to headup the enormous amount of league work which falls under the head of general political education and with that other interesting field which we have come to refer to under the name of direct political activities. This would include all such matters as the Get-Out-The-Vote activities, schools for voters, questionnaires to candidates, candidates'

meetings, cooperation with political parties where possible, political information service at headquarters, and so forth.

A committee on political relations organized last winter with the special purpose of encouraging participation of women in party caucuses secured an unexpected amount of cooperation from party leaders (some of them) and had a marked effect on the attendance at the caucuses.

INTERNATIONAL COOPERATION

There is a state chairman for this committee, and local chairmen are appointed by the various local leagues. The St. Paul and Minneapolis chairmen with the state chairman of international cooperation constitute what amounts practically to a very valuable policy-making committee for this branch of the work. There has been no further development of the committee in an administrative way, except for the temporary committees appointed in many communities last year to circulate the petition for the World Court.

The committee has been extremely active, and the great contribution which it can make both to organization and finance are only dimly indicated by the large number of communities which became interested in the league through the World Court petition and by the hastily organized benefit ball in 1921 which raised a fund of \$450 for work in support of the Washington Disarmament Conference.

Changes Noted by Emily Child
August 1930
In Statement "SUMMARY OF METHODS"
Prepared by Gladys Harrison - June 1924

CONSTITUTION AND BY-LAWS

Page 1

The Constitution and By-Laws have been amended at conventions from 1924 to 1929 in respect to the following provisions:

Membership - To require the payment of dues as a condition of membership in local Leagues (Article IV, Section 2 of the Constitution, amended 1927)

Vice-presidents - A third vice-president was added by the 1924 Convention.

Method of amendment - changed in 1924 to make the amending process easier by providing that the one month's advance notice of the subject matter of the amendment be given in writing to "members of the executive board" instead of to the whole membership.

Nominating Committee - changed to provide that instead of the committee's being made up of the district chairmen, one of them acting as chairman of the nominating committee, the committee be appointed by the executive board with one representative from each Congressional district. This permits the committee to be made up of members outside the state board although board members may be appointed also.

District chairmen - The title changed from "district vice-presidents" to "district chairmen" in 1927 and the nominating committee authorized to include nominations for vacancies in district chairmanships with recommendations for other offices to be filled.

Section 3 of Article II of the By-Laws still exists as an inoperative provision except for districts four and five (Minneapolis and St. Paul). Miss Harrison's statement (Election of Officers, page 4) that "it has been customary to ask the local chairmen in the various districts to act as a nominating committee for the district chairman of their own district who are then elected at the state convention" seems not to have been the usage in the years since 1924. The procedure followed has been to ask only delegates from the district for which a chairman is to be elected to ballot for that chairman at convention. The nominating committee has of necessity in the absence of previous action by the districts except those mentioned, included in its report recommendations for the district chairmanships as well as the other offices.

Department of Public Welfare in Government - Section 1, Article VI of the By-Laws changed in 1927 to include this department.

CONVENTION

Page 2

The constitutional provision is "that the executive board shall fix the number of delegates for each local League." It has been customary also, as Miss Harrison states, to supply members-at-large with credentials.

STATE BOARD

Two titles formerly appearing in the list of board members that no longer appear are:

- 1) Chairman of the Legislative Council
- 2) Chairman of the Committee on Law Enforcement

Since the death of Mrs. Ueland who held the permanent chairmanship of the Legislative Council, no permanent chairman has been chosen but members of the Council have been asked to preside at meetings in rotation, in accordance with the question under discussion. In a few instances, these have been representatives from other organizations. The chairmanship of the Law Enforcement committee, held by Miss Alice Kercher, is no longer an active chairmanship although the committee is named in the By-Laws in Section 1, Article VI. Should someone other than Miss Kercher be appointed to this chairmanship, it would result in adding a member to the board. The chairman of the Legislative Council is not named in the By-Laws although Miss Harrison's statement is that by action of the 1922 convention the chairman of the Legislative Council was named as a member of the state board.

The necessity mentioned by Miss Harrison of drawing "formal distinction" between departments and committees has not seemed to be a problem in the years since 1924. The department chairmen have carried a good deal of responsibility in connection with their work and the committee chairmen have acted successfully as advisers to the state board in the subject matter of their committees.

Vice-presidents - Miss Harrison's recommendation that vice-presidents be assigned to definite responsibilities--as organization, finance, or political education--has never been acted upon although there was at one time some consideration of the possibility. The fact that the executive committee has held regular weekly meetings since May 1926 and therefore given more consideration to organization and finance matters than previous to that time may have changed the situation somewhat. There is also the consideration to be kept in mind that the extension of organization and finance are of vital concern to the life of the organization and therefore perhaps cannot be assigned to a vice-president who may not always be able to carry the responsibility. The department of work referred to by Miss Harrison as political education has not seemed to develop as a separate activity in the Minnesota League. It has seemed difficult to isolate this type of activities from the three department or from the general field of pre-election activities, plans for which have been made by the executive committee and state board.

The fact that two of the three vice-presidents have also been department chairmen has operated both to increase the responsibility of department chairmen in the division of labor with the president, and has postponed the decision as to making other assignment of responsibility to vice-presidents.

Corresponding secretary - This officer was abolished in accordance with Miss Harrison's suggestion.

Treasurer - It is still true that the treasurer does not take responsibility for general finance policy or for seeing that there is money to meet the budget voted by convention. The suggestion that there be a finance committee of which the treasurer is a member has not been acted upon in recent years. The finance responsibility has been carried solely by the president with what assistance the treasurer or others could give upon request.

District vice-presidents - The budget allowance of \$100 for organization work in each district was changed in 1926 to \$50 inasmuch as the district chairmen did not do the travelling or organization work necessary to use up the \$100 allotment.

Miss Harrison's statement that the expenses of district chairmen to state board meetings are paid from the state treasury has not been true except for the chairmen who feel they cannot afford to carry this expense themselves. At least two of the district chairmen who have served in the last four years have never asked for or received reimbursement for their expenses.

Directors - Following the recommendation of the National League that a woman representing farm women be included in the membership of the board, one of the directorships has been held by such a woman since the 1927 state convention.

Meetings of the State Board - More meetings have been held outside the Twin Cities during recent years than previously. The executive committee determines when local League chairmen or other guests shall be invited to board meetings. No invitation is extended without its sanction except in a very exceptional instance. When the board meeting is held out of the city, at the invitation of a local League, it has been customary to use the morning for the business session of the state board, with only local League presidents invited to attend, and then to extend a general invitation to the local League membership for the afternoon session.

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Election of Officers

See Constitution and By-Law changes listed on page 1.

EXECUTIVE COMMITTEE

The size of the executive committee was changed in 1924 from five to seven members. Following the 1929 state convention, the state board decided that the following officers should be named to the committee: the president, treasurer, and the department chairmen (of which there are two, the Public Welfare in Government chairmanship being vacant); and the presidents of the Leagues in Minneapolis and St. Paul. Since May 1926, the executive committee has met regularly once a week, on Thursdays at 11 a.m., except the week of the board meeting and during short periods when, because of the absence of officers or the lack of necessary business, it is possible to omit meetings by vote of the committee.

STAFF

Organizer - There has been a staff member assigned to organization, called the "field secretary" since 1924 except for necessary absences by reason of illness or family emergencies that made it impossible to remain at work. The field secretary has not conducted schools and classes in local Leagues, as suggested by Miss Harrison. She has assisted in preliminary arrangements for such schools which are then supplied with state or local speakers.

OFFICE

Notes on office records and procedure will be covered in a separate statement to be prepared by Miss Child as soon as possible.

SUSTAINING MEMBERSHIP-AT-LARGE

It has been agreed for the past five years that it is important to secure members-at-large wherever possible where there is no local League, as a possible help in the future organization of a League and also in order that the League may have members in counties in which it has no local organization. This is especially important in connection with legislative work.

In connection with a campaign to increase League membership in the state, undertaken at the request of the National League in the months preceding the 1930 National convention, a special effort was made to secure a considerable number of members-at-large. In this connection it was decided to discontinue separate Voter subscriptions and offer the Voter only as part of a local League or state membership.

A list of almost a thousand names drawn from the League files, many of them women closely identified with the League in the early years, was circularized with a letter signed by Mrs. Wittich as special chairman of the drive and including an expensive 16-page issue of the Woman Voter (for February-March 1930). As a result of this circularization and of a follow-up postcard, a total list of some 29 members-at-large was secured. The Wisconsin League has done very much better than this in securing members-at-large. Perhaps we should inquire how they do it.

The need of having some more personal contact with members-at-large than merely through sending them the Voter has been discussed at various times. A letter prepared especially for them with a statement of outstanding activities and accomplishments of the League and sent several times in the course of the year has been suggested. There is also the possibility of sending them informational material prepared for local Leagues. The problem is to build up the sustaining membership list and treat it in such a way that it will help in the formation of local Leagues, rather than result merely in a service to individual women that the organization can hardly afford to give with the membership dollar as the only return.

COUNTY UNIT

By 1925, the number of county chairmen carried on the mailing list was seven, all of them remaining from the time when League organization was on the county basis. It was called to the attention of the board at that time that the decision had been made to leave it to district chairmen to appoint county chairmen wherever they wished to have their assistance in organization work. It was voted, however, that "appointments of county chairmen shall be renewed by the district chairman at the time of the annual convention." No such appointments have been made by district chairmen and there are at this date no county chairmen serving in any of the districts.

It might be well to consider the possibility, when there is a vacancy in the district chairmanship, ~~to~~ secure² county chairmen wherever possible in the district both for what assistance they can give and with the possibility that one of them might later become chairman of the district. An immediate task that ~~for~~ the county chairmen could be asked to perform as proof of her interest in the organization would be the securing of state members-at-large within the county.

DISTRICT UNIT

The suggestion that district meetings be held biennially in the spring following the national convention with the district chairman in charge of arrangements has never been carried out. The success of such conferences would depend upon ~~a~~ the chairman with a good deal of initiative who established in advance close contact by personal visits with the Leagues in her district; otherwise the responsibility for them would have to be carried by the state League which has not had the necessary personnel - or budget - to sponsor ^{ten} such a conference in addition to its other work.

The district chairmen have acted successfully as agents of the state League in their districts in carrying out definite requests for assistance in writing Congressmen and acting as a liaison between the state board and the local League in the city in which they live. They have given the field secretary some, though not much, help in her work--mainly through personal conferences although in some cases they have accompanied her in her field trips. It has seemed to be impossible for them actually to become the arm of the state League in their district for the purpose of extending organization and strengthening existing organization, ~~was~~ was the original conception of their function.

It is worth while to try what can be accomplished in the way of stimulating district work by frequent conferences of district chairmen with the state president, the field secretary and the executive secretary. The difficulty is that, with an all-day board meeting once a month, it is difficult to get all of the district chairmen to come together very often for an additional day. The effort should be made, it seems to me, in order to see what the effect might be in increasing the effectiveness of the service by district chairmen.

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COMMUNICATION WITH LOCAL LEAGUES

Personal - Miss Harrison says that the state League has always been willing "to see that each local League which puts in a request with reasonable notice shall have a speaker from the state organization at least once a year without expense." This has not proved possible in the years since 1924, since every local League wants "the best" and the League has ~~xxx~~ never had a sufficient number of this type of speakers to send nor the budget necessary to cover their expenses. It has only been possible to try to arrange to secure for local Leagues public officials who are glad to go and pay their own expenses as part of the educational work connected with their office, or state League officers when the local League is willing to pay the travelling expenses. It is true that ^{since 1924} the state League has offered local Leagues the service of a field secretary (with the exceptions noted above) and that she has been able to visit ~~xxxx~~ each local League at least once in the course of the year. It is difficult, however, to get the local Leagues to understand that the field secretary's visits are in lieu of a "speaker" and the suggestion often appears in correspondence that the state League should send them one speaker a year without expense (probably a result of the former custom mentioned by Miss Harrison.)

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FINANCE POLICY IN RE QUOTAS

It is still true that the state board is urged by local Leagues to reduce their quotas since they ~~some~~ feel that this would remove the feeling of inferiority that they seem to have in not meeting the quota, even when they

make comparatively little effort to do so. The state board, however, has continued its policy of suggesting that the local League board make its own decision as to the amount of quota it can pay and look upon the payment of the full quota as a goal to be reached when it has sufficiently strengthened its organization. Two notable exceptions to the policy of not establishing a reduced quota exist in the case of the Sibley Unit League in West St. Paul and the Lincoln Unit League in Bemidji. In each case, these Leagues are organized in a definitely separated area so that there is little chance that the existing group could become representative of the whole city. In this case, their quota is based upon the actual population in the area in which they are organized. Special action of the state board was necessary to authorize this plan.

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PUBLICITY

The preparation of publicity releases has continued to be the responsibility of the executive secretary. An effort was made in 1924 at the instigation of Florence Harrison when she was secretary of the Minneapolis League, to have a publicity committee meet weekly and decide upon what publicity should be given out.

In the two months that the committee met, from the middle of July to the middle of September, it was apparent that it would be very difficult to keep it to consideration merely of the use of existing facts for publicity. Its discussion became inevitably diverted to planning activities that might result in effective publicity. This promised to prove an embarrassment rather than a help to the work of the state League and the committee was allowed to die a natural death.

Weekly releases - These are sent to the five cities named by Miss Harrison and to the local Associated Press. The effort to release stories for mid-week issues of the city papers has been discontinued owing to the trouble it produced because of the fact that the Tribune concentrates its attention upon its morning issue and, whenever possible, issued the news the morning before ~~xxxxxxx~~ it was used in the evening Journal. In that case, the news was spoiled for the Journal or if the Journal used it first, it was spoiled for the Tribune. "Exclusive" stories only should be sent to the mid-week papers.

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The Associated Press prepared press releases from the longer releases we send them and distributes to daily newspapers in the state. The United Press and the Western Newspaper Union use only very brief paragraphs; The United Press supplies only the larger newspapers, while the Western Newspaper Union sends to a large number of very small newspapers in Minnesota and the adjoining states.

During the get-out-the-vote campaign of 1924, it was possible to visit a good many newspaper editors in the state and learn that the mimeographed releases sent them direct from the state League headquarters were seldom used. They prefer to get their material through press services such as those mentioned above or to reprint from city newspaper items. Therefore, the state releases previously sent "from five to twelve times a year" to a list of some 600 local newspapers in the state was discontinued, in favor of releases sent to the newspaper services mentioned above.

Clipping Files - In the spring of 1930 it was decided to discontinue our clipping service for local Leagues for several reasons:

- 1) A mimeographed report blank for local League meetings was proving satisfactory in bringing in information previously secured from clippings and itx seemed desirable rather than otherwise to rely upon local League officers for this news. In this way the news reaches us much earlier than by clippings which were sometimes ten days late.
- 2) A good deal of time was involved in looking over the clippings, sorting out duplicates of which there were sometimes several and determining which were to be filed. Inquiry revealed the fact that the clippings, when filed, proved of very little value in supplementing correspondence and field reports.
- 3) With a field secretary, on the job, it is possible to maintain contact with local Leagues so that it is not necessary to depend upon the information in clippings.

FEDERAL LEGISLATION

The situation described by Miss Harrison seems to have changed completely. Part of the change is due to the fact that the National League now furnishes the state League with adequate information on League federal measures and gives it very detailed directions for necessary action in their support. The executive committee, in its weekly meetings at which the department chairmen are present, is able to act quickly upon communications from the National League. Moreover, the department and committee chairmen are equipped and ready to act quickly in supplementing what the National League supplies in the way of information on federal measures.

STATE LEGISLATION

Legislative Council - The plan by which the Legislative Council formulates recommendations to the state board on legislative measures in the field of Public Welfare in Government to be recommended to the state convention for adoption in the legislative program was changed before the 1928 convention. The difficulty of concluding the procedure set up in the Council for clearing such recommendations to the League board in time for the program to be sent to local Leagues well in advance of convention was one of the reasons for the change. It is only in the last few years that the state board has attempted to follow the National League plan of submitting to local Leagues the Proposed Program to be voted upon at convention, long enough before the convention so that it can be discussed at local League meetings. It is also true that the conception of the Council as a body that can helpfully advise the League as to its legislation is changing somewhat. Since the legislative program changes comparatively little from year to year, the thorough discussion of the measures by public officials and other authorities has already taken place in the Council, in previous years, and the questions of strategy in the handling of the measures in the legislature that now occur in planning the legislative program are questions that must be submitted to different advisers than are contained in the Council membership. The Council continues to be a clearing house for information for the organizations on their legislative interests but its purpose, from the point of view of the League, is more and more that of acquainting other organizations with the measures in our program and the arguments for them. Thus the Council becomes a body through which to extend education on the League program instead of a body to which the League might look for advise on its program. The legislative chairmen named as representatives by the various organizations are in many instances wholly unsophisticated and they

appreciate the opportunity offered by the Legislative Council to become informed on federal and state measures, some of which are carried in their own programs. The more sophisticated members seem equally glad to keep in touch with the League's legislative work through attendance upon Council meetings, and to assist in the education of the general group.

Taking away from the Council the responsibility of recommending a program of social legislation for action by the state board of the League and its state convention seems to have made no difference at all in the interest felt by Council members in its meetings. In fact, it seems probable that the members are not conscious that there has been any change. The carefully prescribed procedure by which sub-committees worked on special measures, reporting them to a program committee which reported final recommendations to the Council was a procedure set up and maintained by the League evidently without much consciousness on the part of the Council membership.

The adoption of measures discussed in the Legislative Council in the program of other organizations seems ~~to~~ likely to occur in the future as often as in the past in spite of the absence of definite recommendations by a "final program" committee. It will be interesting to check on this and see just what happens. The fact that in certain of the other organizations there is no definite source of information or guidance for the chairman within her own organization results in the Legislative Council discussion bringing her most of the definite information she has on current legislative proposals. In other organizations, which make up their legislative program in some such way as the League makes up its program, the recommendations prepared under the former Council procedure were necessarily more or less "shelved" by organization interests and procedure.

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Work at the Legislature - Since Mrs. Ueland's death there has been an appointment by the state board, upon recommendations of the executive committee, of someone to act as liaison officer between state League headquarters and the Capitol. This chairman has carried out suggestions made to her by the state League president, in accordance with policy decisions by the executive committee of the state board, but has not carried the responsibility for work at the Capitol in the way that it was carried by Mrs. Ueland. She has actually served as a liaison officer between the Capitol and state League headquarters rather than as a captain directing forces in these two fields.

It has been customary to consider each department or committee chairman as in charge of the actual lobbying for a bill in her program. In some cases, the chairman has been unable to carry this responsibility and someone has been delegated to it in her place. It will always be necessary to provide such assistance to the League's representative at the Capitol since it is both impossible and unwise for one person to lobby effectively for different measures at the same time.

DEPARTMENTS AND STANDING COMMITTEES

Since 1924 there has been a definite effort to have every local League appoint at least chairmen of the three departments who shall be members of the local League board. Small Leagues have not been urged to name committee chairmen in the Public Welfare in Government department unless they have women interested in the assignments. The department chairmen named by local Leagues have been considered to be members of the state League department or committee. Conferences of the state department chairman with chairmen from local Leagues first

occurred at the state convention of 1927 in Minneapolis. These conferences were repeated at succeeding conventions.

The state chairmen, at long intervals, and when the executive committee or state board have approved, communicate by circular letter with the corresponding department chairman in local Leagues. In this case a copy of the letter is sent to local League presidents in Leagues where no chairman has been named. There is a definite policy (although no board action has been taken upon it) that department and committee chairmen shall communicate with local League chairmen only when authorized to do so by the executive committee or state board. This is necessary in order to avoid conflicting requests and directions reaching a local League from the state League. It is generally considered best for the state president to clear requests or directions to the local League president according to action by the executive committee or state board. *com*

The department and committee conferences at the state convention are not planned as auxiliary to the convention program in affording the group a chance to hear speakers. They are, rather, for the purpose of allowing the local League chairman an opportunity to meet the state chairman of her department or committee and gain from her in informal conference an understanding of the current issues in the Program of Work. This is the one opportunity in the course of the year when the departments or committees meet together and gain a sense of solidarity.

Preparation of Recommended Program - Beginning with the fall of 1928, department and committee chairmen have been asked to meet together some two months before the convention and agree upon recommendations for the program to submit to the state board ~~except~~ which, in turn, takes action upon them and forwards them to local Leagues for their information and discussion in preparation for convention action by delegates.

TRAINING IN CITIZENSHIP

As stated above, there ~~is~~ has never been action to appoint a chairman of activities in this field. The appointment of special chairmen or committees for Voters Schools, vote surveys, etc. has taken the place of having a permanent chairman. Perhaps it would be well to consider the possibility of a permanent chairmanship although the difficulty of getting the right person for it would be very great. *No*
m.m.w.

EVENING CONFERENCE AT MISS WELLS'S HOME

Ex. Sec.

Field Sec.

Miss Wells, Miss Child, and Miss Beggin met at Miss Wells's home to discuss organization (and Convention and Institute) on Monday evening, September 28th, 1926.

At the table there was a discussion in regard to the merits or demerits of different types of schools--private, experimental, public, etc., teaching to cultivate memory instead of thinking, "real tolerance".

The conference began with a discussion of the regional Director's Organization Conference at Winetka. Miss Wells advised that Miss Beggin read the minutes of the meeting. Certain problems relative to Winetka Organization Conference were discussed:

First: Miss Wells asked whether Miss Beggin felt that a definite number of members could be declared as the basis for organizing a League. Miss Beggin said that she thought ten could be declared so, having in mind the fact that six, seven, or eight members could gain the deficit in a few months.

Second: Miss Wells asked Miss Beggin whether she felt the Voter's School or the study group advanced the League's program more effectively. Miss Beggin said she could hardly judge from her own experience for she has dealt entirely with Leagues which are study groups. Many of them also had Voter's Schools last fall. She felt that the two could hardly be compared as methods of advancing the program for the Voters School gives a large group of brief study; the study group a smaller group, of more intensive study. Miss Beggin felt that the two should supplement each other, stating that in such Leagues as St. Cloud, Winona, Brainerd, etc., there is a chance for a study group in or outside League membership, and a Voter School. In other places Leagues might choose whichever method is the more practicable for them.

Third: Miss Wells brought up the question as to whether definite study outlines, such as clubs have, should be sent out to Leagues, covering a year's work. She was inclined to feel that the program should not be made inflexible, that the office send out definite plans for meetings, frequently enough to care for twelve meetings a year (See set of year's form letters) that the Voter could keep an intelligent chairman informed. Miss Wells gave ~~mentally~~ what she felt to be a year's study work on the constitution, speaking of a primer on the constitution which she wished to write. Miss Child said that that was not just what she had in mind, but the preparation of a paper or group of papers, such as Mrs. Hargreave's articles, which might be read at meetings and be supplemented by further information. Miss Beggin knew local Leagues would "love" such prepared papers, and suggested they be extended to Wadsworth-Garrett Amendment, Sheppard-Towner Act, etc.,

Miss Beggin said that she thought a list of objectives for the year's work to be the best outline for Local Leagues. Such would answer questions as to "what there is to be worked for now" and satisfy more demanding league members. Miss Wells added that with the statement of objectives should go a list of "routine details", such as committee reports, reading of letters from headquarters, etc., to be used at each meeting. Miss Child suggested that these go on a separate sheet of paper. *Miss W. suggested only client ones - framed!*

Finally, in regard to outlines, it was suggested by Miss Beggin that detail study outlines might be prepared on each subject recommended for study, such as Sheppard-Towner Act, Wadsworth-Garrett Amendment, Constitutions, etc., these to be used by Leagues instead of more general study, if preferred, or to be used by study groups. In general, Miss Child and Mrs. Beggin felt that local Leagues should receive, first, an outline of year's objectives and "routine details"; second, a popularly written paper or series of papers on each subject, supplemented by references; third, detailed study outlines on each subject. (Miss Child referred to sample outlines in various state League Bulletins. Miss Beggin said that she might carry with her on her trip such outlines as suggestions to Leagues--I believe Miss Child has another idea for outlines not yet discussed.

We spoke of the study program of Federated Clubs, Miss Wells reading outline of year's program of Hawley Study Club. Miss Wells asked Miss Beggin whether young girls

out of college would join such a club, and Miss Beggin answered in the affirmative, stating that such a club represented the social life of the town. Miss Wells felt that the club would be harmless if it would pretend to be what it is - "playing house" - but to work as a study!! Miss Beggin said that a small group of women were definitely dissatisfied with such study, and wished for the League. - The college girls would join the latter, also, and the two (Club and League) would have to run parallel for a time, the latter on the gain. Miss Wells felt that a certain group of middle ages women were lost to us, and that we must appeal to college girls.

This brought up the subject of the "New Voter". This was just touched upon, Miss Child speaking of definite possibility of getting a start at St. Olaf's College, Hamline, Carleton College, and St. Cloud, Mankato, Winona State Teacher's College. Miss Wells asked about Gustavus Adolphus and Macalester. The subject is to be discussed later at a conference. Miss Wells states that Miss Beggin would be responsible for caring for groups of "New Voters".

Regional
~~that~~ Attention turned to the program of work again, and Miss Wells stated that she felt ~~that~~ the year to be one for study. She mentioned the question, which was raised at the Regional Conference of Redwood Directors, as to whether all that could be hoped for was only to get the Child Labor Amendment passed or whether, at the same time, a study of Constitution could be carried on to build up a background for Child Labor Amendment and ensuing National Legislative, such as Sheppard-Towner Act and Wadsworth-Garret Amendment. Miss Wells felt inclined to the latter belief.

Miss Wells spoke again of extending organization through program--never to forget the fact!

Miss Child asked to what extent League literature should be supplied to outside organizations. Requests from Y. W. C. A. And Federated Clubs were read. Miss Wells felt inclined to serve the former, suggesting that they secure copy and do own mimeographing or pay adequately for work done at office. Serving the clubs was declared to be a nuisance and would have to be stopped, Clubs literally declaring they received all their "study outlines" from League.

Returning to specific subjects. Miss Child asked whether the "Know your County" pamphlet could be used, as in Wisconsin with County speakers on various ~~xxxx~~ phases of subject.

The attention turned from Organization to Institute. Miss Wells suggested strongly a Monday (or Tuesday) meeting in St. Paul of Institute Com. General plans by days were made, Miss Wells reading outline of last Institute.

Round table discussions on organizations, etc., were discussed. All felt that city league women and smaller town League women should be carried for in different groups, each discussing own problems, possibly after Con. Luncheon, Miss Child said. Miss Wells suggested that Miss Beggin should take care of the securing women in the state to speak on certain problems, and see that representative women come to convention. She, Miss Wells, would see that Mrs. Parkes would be in the southern part of the state two weeks before Convention to assure Women's coming to the convention.

The outgoing district Chairmen were mentioned and Miss Beggin asked to suggest successors.

Miss Wells and Miss Child suggested various chairmen for nominating committee, Mrs. Ueland and Mrs. Hargreaves being mentioned.

Reported by M. Beggin

1925-26

Statement on Study Groups for Board Meeting

21 Leagues have reported Study Groups on at least part of the Current Questions in Government, with a total of 31 groups.

Leagues reporting are

Olivia
Slayton
Staples
Lake Park
Frazee
Hawley
Detroit
Columbia Heights
Watson
Sibley Unit
Minneapolis (5)
Winona (5)
Fertsbault (3)
Duluth
LeRoy Affiliated Study group
Wells
Northfield
Kenyon
Brainerd (S T only)
Monticello (S T only)
Moorhead Study group

Mrs. H. E. Mo

Mr. Junt Miller

Miss Elizabeth Fink

Mrs. James Paige

Mrs. Harriet Vance St. Paul, Minn.

~~Wm~~ Woman's Club of Yonkers.

P. T. A.

Federated Clubs

American Legion

Fraternities Women

Catholic Women

Synopsis of Report by Executive Secretary
State Convention in Minneapolis
December 3, 1927

Statistical Report

Mimeographed material on legislative issues, other program subjects and vote survey blanks	13,000 copies
Mimeographed letters	1,800 copies
Types letters and reports	4,200 copies
Printed material distributed (National League publications)	3,000 pieces
Minnesota Woman Voter	27,500 copies
Letters from state president to local League presidents at proximately monthly intervals	12

Activities

Falls months - Minnesota senators informed of Sheppard-Towner activities in Minnesota as preparation for measure in Congress; study groups and meetings on League legislative program in local Leagues as preparation for legislative session; legislators invited to local League meetings to learn about League program and to speak on legislative procedure.

Winter months - Support of League measures in legislature which convened in January; weekly radio program of legislative dialogues undertaken starting in January; questionnaire on service of women as jurors sent out to clerks of court in every county in February with follow-up report and publicity early in May; local Leagues asked to cooperate in securing from prominent men opinions on the success of women suffrage for use by Mrs. Catt in suffrage campaign in Japan.

Spring months - Memorial service for Mrs. Ueland and publication of memorial issue of Woman Voter; vote surveys conducted at request of National League in Olivia, Monticello, Slayton and Minckley.

Summer months - Use of "Ask Me Another" questions on international relations in local League discussion groups. Preparation of state and county fair exhibits. Intensive work in the office clearing out and reorganizing files and reference material.

Early fall - Questionnaire on electric power prepared by National League Living Costs Committee sent to local Leagues and returns secured. (According to Mrs. Ann Dennis Bursh, Minnesota turned in more questionnaires than any other state except Connecticut.) Study of local Sheppard-Towner ~~act~~ work by local Leagues with follow-up messages to Minnesota congressmen to convey information of its value to local women. Preparation for Institute of Government and Politics to be held the end of November.

Change in Committee Chairmanships - Mrs. John M. Gaus of the Social Hygiene Committee and Miss Martha Botsford of the Living Costs Committee ~~were~~ left the state and vacancies to be filled by appointment of the board following convention.

Synopsis of Executive Secretary's Report
1928 State League Convention in St. Cloud
For Period November 1, 1927 to October 1, 1928

FILE COPY

Mimeographed material prepared and distributed	7644 pieces
Educational printed material distributed	3000 copies
Minnesota Woman Voter	29600 copies
Letters to local Leagues	10

Chronological Outline of Year's Activities

Institute of Government and Politics, November 29 -December 3
Institute addresses printed (1000 copies) at a cost of \$228

Publicity Campaign for National League "Voters' Service" Radio Program begun in January

Securing Radio chairman in local Leagues

Promotion of radio supper parties arranged by local Leagues

Assembling Information for Questionnaires prepared by National and State Leagues
National League Questionnaire on prohibition enforcement (for use in connection with proposal to take prohibition agents out of civil service (as provided by the Cramton Act)

National League questionnaire on changes in state legislation since 1920 affecting the status of women

State League questionnaire on service of women as jurors
Supreme Court Decision in Renville County case

Successful challenge of jury panel in Pennington County because of exclusion of women

Pre-Election Activities:

A. In extending information on the caucus-convention system for choosing delegates to national party conventions

Distribution of mimeographed Caucus-Skit to encourage participation by women in party caucuses

Questionnaire to women attending caucuses to supplement similar information assembled by the League in 1920 and 1924

B. To extend information on operation of Direct Primary in Minnesota
Practically every local League devoted a meeting to this subject

C. Questionnaire to candidates for state and Congressional office before November election

D. Replies to candidates' questionnaires published in October 1928 Voter

Minnesota's part in National League convention in Chicago in April

All committee chairmen except one and two department chairmen attended
Successful luncheon meeting of fifth region delegates with 21 Minnesota delegates present

Appointment of Special Committee on Immigration Problems

To keep in touch with work of National League committee on same subject

Emily Child