



League of Women Voters of Minnesota Records

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LEAGUE OF WOMEN VOTERS

OF THE UNITED STATES

1026 17TH STREET, N. W.



WASHINGTON 6, D. C.

MRS. JOHN G. LEE
President

September 3, 1953

Mrs. Harold Wilson
Organization Secretary
League of Women Voters of Minnesota
84 South 10th St., Room 406
Minneapolis 3, Minnesota

Dear Mrs. Wilson:

Your letter of August 31, suggesting that Rochester and Duluth be included in my schedule has been received. I remember the Duluth League very well, and the city of Duluth as an important Minnesota city. I have never visited the Rochester League and do not know that city beyond one brief visit when my doctor son was doing some special work at the Mayo Clinic.

I want to have several days with the Minneapolis League in order to study their unit organization pattern. It is the one city that has built up a very extensive unit organization which seems to function very effectively. Other cities could profit by more detailed knowledge of their techniques.

St. Paul was included, wisely I think, because you really have an interesting Metropolitan situation with the two cities so close together. You may want to schedule a board meeting and some separate conferences with certain board members of the St. Paul League.

*Rochester
League
Board*
I will be coming to Minnesota from Michigan. Since November 23 is on Monday- and I will have the week-end for travel, I see no reason why I could not meet with the Rochester League Board on November 23. I think it would be wise to spend the whole day there - and go on up to Minneapolis the evening of the 23rd.

I am scheduled to be in Kansas City, Missouri on December 3rd and 4th, so will have to leave Minneapolis by train or plane to meet this date.

If it is possible to work in a day in Duluth, I would be very delighted to make a return visit there.

I will not write to each of the local League presidents, but will leave it to you to make the plans with them - working out the schedule as best you can.

I do want to be in Minneapolis on Thanksgiving to be with my son - Dr. Herbert Plass - and family. In each case I hope to meet with the board and have some individual conferences as well. It is especially important to meet with membership

Mrs. Harold Wilson

-2-

September 3, 1953

and unit chairmen on membership expansion and participation - and public relations chairmen to discuss expanded work in the community.

I am so glad Minnesota has been included in my schedule.

Sincerely,

Rae R. Horner

Mrs. Errol O. Horner
Organization Secretary

RRH:rps

copy

Aug. 31, 1953

Dear Mrs. Horner,

At our state board meeting on August 20th, Mrs. Horner's visit was discussed. The board was very appreciative of her visit to the two big city Leagues. Then they wondered if she was interested in spending so much time with just two Leagues, or if she would be willing to visit Rochester, and perhaps Duluth? They are quite "big city".

Rochester is willing to switch their regular board meeting date from Dec. 7th, to November 23, if Mrs. Horner could visit them then. And any part of the day Monday that she could spend with them, would be much appreciated.

Duluth says they have no particular problems now, but would be glad to learn from her anything that will help them in the future, as they grow and branch out even more into the community. Have not talked to them about a date.

Will you let us know what you think about this, and we will be glad to help in any way you suggest to set up the schedule.

Sincerely,

Mrs. Harold Wilson
Organization Secretary

copies to Mrs. Young, Mrs. Grindlay, Mrs. Roemre

LEAGUE OF WOMEN VOTERS

OF THE UNITED STATES

1026 17TH STREET, N. W.



WASHINGTON 6, D. C.

MRS. JOHN G. LEE
President

August 14, 1953

Mrs. Harold L. Wilson
Organization Secretary, League of
Women Voters of Minnesota
84 South Tenth Street, Room 406
Minneapolis 3, Minnesota

Dear Mrs. Wilson:

Your letter of August 11 to Mrs. Horner is being forwarded to her, as she is on vacation this month.

In the meantime it might facilitate your planning to know that Mrs. Horner will be available from November 23 - December 2. She is scheduled to be in Kansas City, Missouri on December 3.

No doubt you and the Minneapolis and St. Paul presidents will be hearing from Mrs. Horner shortly after September 1.

Sincerely,

Dixie Drake
Organization Secretary

DD/ar

COPY OF LETTER TO MRS. HORNER, AUGUST ~~XX/XX/XX/XX~~ 11, 1953

I'm very sorry that your letter to Mrs. Young of July 15th, which you wanted answered by August 1st, is just now getting answered. Our problem is communication, between Hibbing, Mrs. Young's home, and Minneapolis, the State Office. We have an arrangement with the national office that we get 2 copies of all correspondence, one to Mrs. Young's home, and one here. But in case of the letter from you, we got the only copy, but didn't know it was the only copy, so there has been this delay in getting it all straightened out. We're very sorry.

We're looking forward very much to your visit to our big city Leagues. I know you will be able to help them, since their problems are no doubt shared by all large city Leagues, which you have had the opportunity to study.

Mrs. Lee offered the tentative dates of November 23 to Dec. 4th. We checked with both the Minneapolis and St. Paul presidents, and suggest that you spend Nov. 23 - Nov. 27 with St. Paul, and Nov. 30 to Dec. 4th with Minneapolis. Minneapolis has its regular Board meeting on Dec. 2nd.

You say you hope to meet with the local Board, and following this, have conferences with individual board members. I am enclosing the board list of the Minneapolis and St. Paul Boards for your information.

You speak of Miss Sweeney's visit to the St. Paul League. I have written to Mrs. Pierce that St. Paul has postponed its finance drive until next spring, and so perhaps Miss Sweeney won't be coming to St. Paul in September. In understand you will write directly to Mrs. Samuel Gale, President of the Minneapolis League, and Mrs. Donohue, President of the St. Paul League, to make more specific plans. Please call on us again in the state office if we can help in any way.

Sincerely,

Mrs. Harold Wilson
Organization Secretary

copy to Mrs. Young, Mrs. Donohue, Mrs. Gale

July 17, 1953

Dear Mrs. Young,

We have Mrs. Pierce's letter on Mankato. Hope you have received the letter from Mrs. Horner re Minneapolis and St. Paul visits. I talked with Mrs. Gale and Mari about the time for Mrs. Horner's visit with them. Minneapolis has its Board Meeting on December 2nd so we agreed that Mrs. Horner would spend the week of Nov. 30 - Dec. 4 with Minneapolis. She will spend Nov. 23 - Nov. 27 with St. Paul. Mari understands that Mrs. Horner will want the Board's full attention, but I am afraid Mrs. Gale thinks that Mrs. Horner will sit in on their regular meeting and listen to them conduct other business - I am sure she would give Mrs. Horner some time; but perhaps not as much as she would like.

I am enclosing a list of St. Paul and Minneapolis Board members to include with Mrs. Horner's letter. I thought she might want to know the different positions on the two Boards. I talked with Barb about the advisability of a conference with St. Paul and she had already mentioned it to Mari, and thought it was a very good idea to include them. We agreed that Mrs. Horner should meet separately with each Board since the problems and procedures are so different, but I wonder if there would be any merit in Mrs. Horner meeting with the chairmen on each Board in her individual conferences.

two

Oh yes - one other thing. Mari did not know of the tentative plan for Miss Sweeney to meet with their finance chairman about the drive. At the last St. Paul Board meeting the Board agreed to change the time of the drive to spring. However, they intend to spend the time up until the drive in building up their list of contributors and I am sure they would appreciate help along this line - though they may not want to give Miss Sweeney a full Board's attention.

We order our appointment calendars from the Missouri League. I have postcarded the Leagues asking for their order by August 1st and Grace will reply soon after then with our order (which was 2575 last year).

LEAGUE OF WOMEN VOTERS

OF THE UNITED STATES

1026 17TH STREET, N. W.



WASHINGTON 6, D. C.

MRS. JOHN G. LEE
President

July 15
1953

1. Copy made & sent to Mrs. G.
2. Answer for Mrs. Y.

Mrs. Basil Young, President
League of Women Voters of Minnesota
84 South Tenth St., Room 406
Minneapolis 3, Minnesota

Dear Mrs. Young:

Your letter to Mrs. Lee of July third has been referred to me so that we could do the definite planning for my visit to Minneapolis in November. I am certainly looking forward to a return visit.

The account of your meeting with Mrs. Gale and Barbara Stuhler is most interesting, and you have put your finger on one of the real problems of all big city Leagues, the problem of the responsibility and relationship of the individual member to her League. Very often she feels a loyalty and feeling of belonging to her Unit, but has too little knowledge of and loyalty to the city-wide organization.

The relationship between the "Big City League" - the State board and the smaller Leagues in the state is another of the questions we are aware needs consideration.

We are really exploring the problems, gathering as much information as possible about the structure, performance, program etc. of the city League. We hope we will eventually be able to give more constructive help to the Big City Leagues and to the state boards in which these big Leagues are located.

I hope to meet with the Minneapolis Board and perhaps a state board member or state organization chairman could meet with us to encourage future close cooperation between the state and city Leagues and follow up. Following this, I think conferences with individual board members are important. ✓

Do you think it possible and advisable for me to visit the St. Paul League too? I would like to do so, for it would give me the picture of one more city League. I believe there is a tentative plan for Miss Sweeney to meet with the St. Paul League and give them help on their finance campaign in September.

Would it not be wise for you to talk to Mrs. Donohue and Mrs. Gale and arrange some kind of time schedule before I write to either of them directly. I am going on vacation on August first and am anxious to get this trip pretty definitely planned before I leave so if you can let me hear from you fairly soon, it will help.

I am looking forward to this visit.

Sincerely yours,

Rae R. Horner

Mrs. Errol O. Horner
Organization Secretary

RRH-a

cc Mrs. Lurie
Mrs. Hargraves

117 West Howard Street
Hibbing, Minn.
July 3, 1953

Dear Barbara:

I received the enclosed letter from Mrs. Lee in re Minneapolis and have replied, and am enclosing my letter to her. Will you please check it over, add anything you think should be included, and send it on.

I am sending copies to Grace and you may want to talk it over with her and perhaps Mrs. Gale.

Thanks.

Sincerely,

Ely

Grace :- for your information

Re 2422

117 West Howard Street
Hibbing, Minn.
July 3, 1953

Mrs. John G. Lee
President, League of Women Voters of the United States
1026 17th Street, N. W.
Washington, D. C.

Dear Mrs. Lee:

I was very glad to receive your letter of June 30th and the welcome news that Mrs. Horner is tentatively planning to visit Minneapolis between November 23rd and December 4th.

We are very proud of our Minneapolis League; they are doing excellent work and have good leadership, but are faced with the usual big city problems. About three weeks ago Mrs. Gale, Minneapolis president, Miss Stuhler, State 1st Vice-President, and I met and discussed the particular problem they are facing, and which is growing, of maintaining a feeling of responsibility and close relationship between the individual member and the Board of such a large League, which has as many units as the state has locals, and we are very cognizant of the necessity of strengthening the "family ties".

Because of their size and power, it is easy for them to forget the importance of the state and national picture, and their unintentioned independence does not escape the notice of the small leagues. At their annual meeting they had an exceptionally good program, but an attendance of only 70 out of a membership of 1315.

We have been trying to formulate plans for some sort of a "shot in the arm" in this respect, and Mrs. Horner's visit seems the answer to our prayer. I know Mrs. Gale and the Board, as well as the State Board, will be delighted to have her able assistance.

Does she plan on visiting St. Paul at the same time?

Sincerely,

Mrs. Basil Young
President.

Nov. 5, 1953

Mrs. Errol O. Horner
c/o League of Women Voters of Michigan
314 M.A.C. Avenue
East Lansing
Michigan

Dear Mrs. Horner,

Thank you for your nice letter of October 12, with all the answers to my questions.

I am enclosing copies of our LOCAL LEAGUE DIGEST NEWSLETTERS which are prepared for the State Board and Organization Committee. I thought it would give you at least a sketchy idea of each of the four Leagues you are visiting. I should probably supplement it with additional letters.

Since Minneapolis was a bit behind in its reporting the last time we got the DIGEST out, I will copy a resume of their last three months minutes.

AUG. 6 - Board met, 16 plus 2 unit chairmen. Reported League will be about \$500 short of finance goal. Discussed ways of making up loss. Thought League members should contribute more. Suggested a Fact Sheet on Finances be sent to units in Sept., also a Finance Chairman be appointed in each unit to get solicitors for next year's drive. Tentative calendar approved. County Gov't study emphasis discussed. Discussed number of League Days for this year. Sept. League Day was good (League History, displays, Mrs. Young, state president, excellent talk). Dec. 8 League Day to be dinner meeting with City Council and Mayor as guests. Calls for Action reported. Non-partisan policy report (of committee) ready to be submitted to units for their study and suggestions. Orientation to be part of first unit kit. Training Meeting for Unit Leaders on Discussion techniques planned, with Miss Saloshin, University teacher leading it, cost \$15. Radio series discussed, UNESCO to be first few programs. TV Program ideas being investigated.

Sept. 2 - Board met, 18 plus 4 unit ~~chairmen~~ chairmen present. TV Program offered to League, every other Sunday A.M., 11, for one hour, will cooperate with St. Paul on it. Station wants controversial program, with station moderator. Significant Roll Calls to be distributed to libraries, other outlets. UNESCO Plans announced, need 250 hostesses, reporters, etc. from League and other organizations will be 2 meetings open to public. Mrs. Beach ~~to~~ to be Workshop Chairman of UN Rally. Asked Board members to study report of Citizens Committee on City County Road rehabilitation.

Oct. 7 - Board. Revised budget accepted. Suggestions for national program discussed. Asked Units to discuss them, also. To be finally discussed at special board meeting Nov. 10. Some suggestions so far - UN Charter changes, electoral practices, natural resources. Sept. League Day reported good in every respect except attendance (50). Hennepin County Council decided to study county as whole, do survey. Board of Educ. Budget reported. To be 3 programs on schools on KNOM Radio series. Have 52 units, in spite of loss of Richfield units. Edina & St. Louis Park not ready to break away. Finance Drive Plans now being started for next spring.

I have made a note of the problems that a big League gets into, as it grows, and they apply in varying degrees to our four Leagues you are about to visit.

1. Personnel Placement. The bigger the League gets, the harder it is. How to know the talents of your members, and so to place them and use them on committees is very challenging. Mpls. with all its 1200 plus members still has to hunt for workers. And we have noticed that when our suburb units break away and form local Leagues, the leadership that comes to the top to lead the new League is most outstanding, and yet as members of the Mpls. large League, they were unrecognized, except as unit leaders.

2. Unit Loyalty. Another problem is that members tend to develop more loyalty to their unit, than to the League as a whole. The attendance at unit meetings is more important to them than general meetings.

3. Talents are lost in a big League. If a big League could realize that each one of their units, might if they were suddenly transferred, be capable of being a board of a small League, they would try to find ways of using the highest, most creative talents of all their members. Example: Just a few years ago Mrs. Young was a member of a Minneapolis League unit, and not until she moved to Hibbing and became active there, was she pushed into a position of leadership. Wouldn't it have been too bad for us if that hadn't happened. Maybe there is another "Mrs. Young" in our big Leagues.

4. Publicity. In many big city Leagues, this is a very frustrating assignment. Minneapolis for instance has to work so hard to get a story in the paper, whereas Falcon Heights, Richfield, and others have several stories in each issue. Duluth is an exception. Their average of pictures and stories is 5 a month, through last year.

5. How to reach the public. This seems theoretically to be easy in a congested area, but in practice is difficult. How to break through the apathy and self absorption of busy city people? One of the reasons I suppose is that they feel so remote from their city government, whereas in a small town, everyone knows the mayor and the problems of the town. Minneapolis League has built up an excellent corps of visitors to all the board and commissions, 40 or so, who visit regularly and report.

Now specifically:

Duluth - This is an excellent League. In the past it had resisted the new League ideas of organization, action, finance, etc. But in the last six years it has made great progress. Mrs. Wallinder was a wonderful president, worked out some very business like methods on her board, has had successful finance drives. They are growing, adding units. Are trying with a little success to reach West Duluth, "the other side of the tracks" area in Duluth. They are this year developing resource committees, which they have not had before. Started Bulletin last year. (enclosed) Considering meeting through summer, since so many have winter vacations. Also considering whether an evening training meeting (as well as daytime) should be started. Attendance at League Days somewhat disappointing.

ROCHESTER -

~~XXXXX~~ - This is a wonderful League. Some of its problems seem to be that all their unit chairmen are a part of the board, or at least come, and it makes 30 plus people at board meetings. Also, some units have up to 50 on their membership list, but a small proportion of those will take responsibility for programs and discussion leading, and also a large number of them don't even attend. It is hard to get workers in spite of large membership. Cross section membership is always a problem in Rochester because of nature of town, they know it, try to counteract it. Mrs. Grindlay, State Organization Chairman, is Rochester member, former president.

MINNEAPOLIS - This League Board has a wonderful spirit, and works together well on the whole, has respect for League policy and rules. Last January Irene Sweeney was here, met with St. Paul and Minneapolis and the suburban Leagues and the suburban units of the Minneapolis and St. Paul Leagues. Point of the meeting was to explain why units would not in future have privilege of voters service activities they had had in past, with special permission from city boards (illegally they now realize) and to explain the steps toward independent status. As a result one after another has broken away, until now we have four in Minneapolis and four in St. Paul area work

(s'cuse the switch of typewriters, need service suddenly on mine) working toward local League status. Minneapolis has been very cooperative about this, has done nothing to hinder. They have built up a number of new units in the city to make up for those being lost to Richfield (4) Edina (4) St. Louis Park (1 or 2) Hopkins (2). Also when it was pointed out last Jan. by Irene Sweeney that Minneapolis was working on county matters without consulting other Leagues in county, or having a county council, they immediately stopped their work, and took steps to get a county council started. It is now functioning. One of the weak spots, I think, in the Minneapolis set up is the fact that the units are so much on their own. True, their representatives are supposed to come to unit chairmen's meetings, but if they don't come, their kit is mailed to them. The Minneapolis board has no way of knowing how well a unit is functioning. No check on attendance, or topic covered, or sentiment of group on agenda items discussed. One group was dead a year once before they discovered it. They are reluctant to check up on groups. They don't set standards they have to meet. Some groups have closed memberships, because of size of homes to meet in etc., and perhaps some of them for other reasons -- this makes the placement job of the membership committee a delicate one. You'll be interested in how well Duluth has solved this problem.

over

in digest
ST. PAUL - There is a quite thorough review of St. Paul League ~~after~~ over the last few months. I hardly know what to tell you, other than is there, because if I start it will take a month of writing. What preceded all this is a long history of a League which is quite conservative, very sensitive about the city's opinion of them, and very fearful that state and national would think badly of them, and yet on the other hand quite independent in their feeling, don't feel much relationship to state or national, except of course they enjoy the prestige. Many of their board members have been on for a very long time, 15, 17 years some of them, so have developed a personal attachment to League.

ST. PAUL continued

The orientation of the St. Paul Board has apparently been very bad, over the past years. Miss Washburn has spent so much effort trying to remedy that situation this last year, but apparently takes more time. Part of the problem of orientation has probably been that the state organization committee has been apt to let the cities shift for themselves, thinking there was so much to be done in the smaller Leagues and the big cities had so many people to draw on to do a good job. And I think it was probably a necessary decision for those years. But the result is that the big cities feel pretty independent.

Another complication to the present situation is the personality conflicts. The new president has many talents that St. Paul needs, ideas, initiative, courage, good League orientation, ability to delegate and find people to help her, imagination -- and many of us who worked with her on the State Board last year felt so happy that she was going to be St. Paul president, that it would be the best thing that could happen to St. Paul. For some reason, that is probably very complicated, however her skill in human relations differs, depending on the people she is associated with. She has made some people very angry, they feel she is dictatorial, tactless, and they begin to look for reasons for her behavior. That is the start of rumors. The fact that she is the wife of an appointed county probation officer makes some people point to this as a reason for her behavior. And so the complications have multiplied so that it is a very serious situation. The moving spirit of the opposition seems to be the former president and her friends. Jealousy is no doubt at the base of it, but it is also kept going by the loyalty of friends to the former president. You can read the actual facts in the DEQUEST. I truly don't know what to suggest to you, when you come. I believe that the best thing you can do is to ignore the past as much as possible, look toward the future in your talks with the board and committees, and hope that with the attention of the group turned toward the job to be done, rather than toward the people that do it, something may be gained from your visit.

One of the things that has bothered the State Board people that have worked on this problem with St. Paul is this: there are two policies in the League that in this situation are in conflict, one is that the members choose program, the other is that the League must study thoroughly, both sides of a question, and when tackling a new field of government, must make a thorough study of the whole field of government (in this case Ramsey county), before taking action. The priority of policies puzzled us. Mrs. Lee's advice indicated that the membership choice of program had priority. The result is that the membership, right or wrong, is supreme. It makes it difficult for the organization committee. Just what power or control does the state board have over Leagues? We have taken lately to saying to Leagues, after explaining policies and procedures, "Of course, there are no policemen to make you obey these rules, it's up to your conscience." And if pressed by questions, we say that of course the national board has the power to remove your charter, if repeated violations occur, but it's a messy business, may involve a lawsuit, and no one wants such a thing to happen.

I investigated train schedules for you, and I suggest that you take a train to Duluth on Sunday evening at 5 P.M. at the Great Northern Depot. It arrives in Duluth at 7:45, and I'm sure the Duluth President, Mrs. Roemer, or Mrs. Wallinder will meet you and see you to a hotel, probably the Spalding. I'll write again about that when I hear again from them.

Nov. 23

You will spend all day Monday with them, then at 4:30 will take the train back to Minneapolis, arriving at 7:15 Monday night, at Great Northern Depot.

Somebody from the Organization Committee and I will go with you to St. Paul on Tuesday and Wednesday, Nov. 24 and 25th, where you will meet with their board on the 24th, and with committees the 25th, the exact plans I don't yet know.

You are due in Rochester on the 30th of November. I haven't heard from them yet on their specific timing. You could go by limousine Monday morning, either leaving at 7:30 A.M. and arriving at 9:30, or later in the day if Monday A.M. is very hard for them. You are to meet with their board in the evening, so you could come back to Minneapolis that night by plane, leaving Rochester at 11:15 P.M., arriving Minneapolis 11:53 P.M., if you wish. Or if you wish to stay over night in Rochester, you could take a limousine at Rochester at 7 A.M. and arrive in Minneapolis at 9 A.M. in time for your two days with the Minneapolis League.

If you have a choice on the Rochester transportation, let me know and I will make reservations for you. You can probably decide that after you get here, since you are not due there till Nov. 30.

I hope this information has added to your information, rather than to your confusion. I'm sure there is much more that could and perhaps should be said to you, especially about St. Paul. I believe Miss Washburn means to write or talk with you, and perhaps Mrs. Donohue will write to you also asking help and advice on specific matters.

We're looking forward so much to seeing you. I will enjoy going with you, as Mrs. Grindlay has asked me to do, and learning from you, and asking your ideas on some of our Leagues. And I'm glad for you that your trip will also be a nice family reunion for you with the Plass's.

Sincerely,

Mrs. Harold Wilson, Organization Secretary

State File

St. Paul

Exchange of big city techniques will be available Jan. '54, can send for it.

Membership - 120,000 members in League, April '53, gain of 16,000, largest gain since 1920. 13,000 not renewed. Therefore net gain was 29,000 (13 plus 16,000) which is 25% of total League membership. What does this mean? Problem of orientation of 1/4 of our membership, true all over the country, greatest gain in established Leagues. Problem to solve all of is - why did 13,000 lapse? Each League should find out for itself. If not interest, why not? Margaret Hickey, Home Journal, says from her studies that women join the League in order to be active or effective. Did they expect of the League something that League is not organized to do? Such as special hobby? Or did League fail somewhere?

How do we get new members? In St. Paul specifically? Membership committee in each unit, card file of talents is kept by her, this file is available to board members and committee chairman who need committees. She also helps in placement and orientation. Mrs. Horner asks - is this expecting unit to do too many jobs? Are you almost considering it a small board?

Orientation - some cities do it by monthly meetings for new members, either as part of each monthly League day, or separately, at League office, if there is one. Gives a feeling of relationship to board and League as a whole. Some board members should be at these orientation sessions, which are informal and conversational in nature. Better to give orientation in this way than at unit meetings, if you want them first of all to feel orientated to whole League. It is true that leadership and talents of unit members can best be learned by membership chairman in each unit, but orientation is best done to League as a whole. (G.W. asks - How about topping off orientation session by a trip, conducted tour, to the Court House - This could be informally thought of as one of the requirements to membership, besides dues).

Training Meetings for Unit Leaders - St. Paul is starting a session for evening unit leaders. (1/2 of units meet in evening) Isn't necessary for same resource chairman to do training twice, if she has a resource committee, some of which can best give evening time.

Cross Section - Good to do a Community Analysis, a job which is well done by non-member. Use outline prepared 1953 (Guide to Metropolitan Area Study, Oct. '53). Do population study, social problems, overlapping government responsibilities. Compare this to the membership in League, then you will know where to reach out for new members. Units should be as cross section as possible, if not able to achieve, assign some members to take view not really represented in group to stimulate discussion and enlarge understanding. How to get more cross section membership - Get news into foreign language newspapers, house organs, church bulletins (Ex., N.Y. has 1 million Puerto Ricans; Chicago, 500,000 Poles - question, how to reach their leaders?) Mrs. Horner says regular League material needs interpretation to reach groups we have not yet reached. UN to US and new Budgetary Booklet, Mr. Moneybags, are example of national's attempt to "interpret". League city leaders need more help in interpreting to the "mass", has so recommended to national LMV. Approach new prospects from point of view of "What is your reason for joining? How can we help you find what you want from the League?"

National Material - Mrs. Horner asks evaluation. Most thought it good for leaders, most thought it needed interpreting for mass membership. Pat's explanation of her unit experience - "she works hard to condense and present mass of material, no time for discussion, result is that members are impressed and awed, but have not had experience of learning through discussion, have just been stuffed with facts, can't digest them. Mrs. H said this is example of what discussion unit should not be. Ideal situation, some thought would be for League to receive, in one packet, leaders material, members material, and public's material, in decreasing difficulty. Would be wonderful to receive this all at once, at the time it was promised, so League Board could meet calendar plans, and plan complete use of all materials on one subject for one month, or so.

Operation Citizen - Chicago did very detailed and careful experiment in reaching out into previously untouched area. Not a depressed area, but one step lower than general level of present membership. Went into area offering a course on Citizenship, gave 3 sessions, and whatever developed after that, it was not wasted, because basic education had been done. Afterwards, they were invited to form Unit, if they wished.

Unit Leadership - Mrs. Horner's advice is to have chairman (who has housekeeping duties, such as notices from board to unit, arrange time and place, telephoning, mechanics, know basic League orientation); a discussion leader (who once a year has training on how to lead a discussion; and resource chairmen (who only give basic background introduction to subject of discussion, and then answers questions, or corrects inaccuracies during discussion. Some object that League membership takes too much time. Average unit member of unit that meets twice a month spends 5 hours a month (1 hour transportation, 1 1/2 hours program, twice a month). If she is a leader, she also spends another 3 hours, at training meeting. This is not too much to spend in time, to learn to be better citizen. Board members of course spend more time, but board time is saved when committees do pre-board work (where committee discusses thoroughly, so that the time of presentation to the board is brief, and basic decisions can be made quickly. Too bad to have one person on several committees. Committees should be as well organized as boards, with jobs broken down into many parts, and person assigned to each part. Remember what Big City Study proved - 1) yes, we are over organized but 2) it's the same people who overlap into many organizations who are re overorganized.

Finance - St. Paul has unit money raising projects. Temporary, although they have been customary for many years, but have been thought of as something they would eventually get away from. This year these unit projects are being more encouraged, because of financial straits (changing time of finance drive to spring, so 1 1/2 years elapse between drives). Mrs. Horner said "alright as expedient, but as soon as possible, abandon". Pointed out Indiana study of League finances. Last year, St. Paul has 148 prospects, this year want 1000. Usually get 50% response, averaged \$19 average (high). How is St. Paul building contributors list? 1) call unit chairman, ask to appoint unit finance chairman (Mrs. Horner thought this not so good) 2) ask for contributors to add to list from units (Mrs. Horner thought OK) 3) ask for finance workers from unit (OK). Mrs. Horner told of one League what has men's advisory committee to set up contributors list. N.Y.C. is building up their contributors list a year ahead, precultivation, now, before spring drive. Metropolitan area conflicts - prospects - divide names fairly by negotiation. Usually solicit where the man lives and votes, not where he works. One League did sample solicitation - one real man, one real solicitor - put on demonstration, asked good questions. Don't feel you fail if you don't get money. Don't ask for donation (sounds like charity), ask for investment in good government. Try to reach cross section, somewhat, in contributions, avoid too large donations. Might get professional fund raiser to talk for 15 minutes to kick off meeting (for free of course). Building contributors list is a continuous job - ask from units, yellow section of phone book, seek out categories you've missed other years (in St. Paul doctors, dentists, etc.) read newspapers for names, have conferences with business men to get more names.

Public Relations - It's HALF the League job! Much of our work must be through P.R. How reach those who belong to nothing, except church. Trade papers, church bulletins, shopping news. Radio and TV - Booklets out soon, as good as Tips on Reaching Public. Boston had workshop on Mass Media, for Leagues in metropolitan area. Idea is that stations are giving us very valuable time, and we are amateurs. We owe them the best in programs in return for valuable time. Ask for professional advice from radio and TV people, advertisers, industrialists, etc. Speakers Bureau - It is extremely wasteful to prepare good League program and give it only once. Should go beyond the 250 units, to community. Example - one town had beautiful window display on UN, and in one corner of window was small card listing names of 4 on speakers bureau. From that one window, League got 25 requests for speakers. Should take resource material to resource director for Board of Education for civics classes to use, also adult education organizations. Citizens Training Course, outlined in Mrs. Horner's Big City Report, is excellent to use in many ways, in community center, on radio, on TV, with new citizens, give it in series of 3. It's a way of developing interest in "blank areas" - send team or panel on League subject, or V.S., or Citizens Course to PTA or club or church in area you need to reach. When planning a pamphlet, such as a Voters Guide, make a survey of who will want it, especially go into areas you haven't members, factories, etc...and in effect take orders, for free of course, and order according to interest. Make complete plans for distribution before ordering number from printer. One town did this, went to factory manager - he agreed it would be a good thing to print and distribute - gave permission for distribution in his factory. Day of distribution, every public relations stop was open - radio, spot announcements all day, cars with banners, pictures in paper, crew of women all went out one day to distribute new pamphlet - Out of all this came 80 new members from factory neighborhood.

I. Idea for paper or TV feature - See Check list on citizenship, on page 17, Big City League. Alabama - a newcomer, a "d--- Yankee", wrote national office telling how much she missed the league, and the need for it in her adopted town. Mrs. Horner was sent, in 3 days, had a meeting of 50, in 1 1/2 years, had 7 local leagues in the state. Another town (Mississippi or Louisiana?) - there were 30 amendments on ballot, it took much longer to read the amendments than a voters was allowed in the booth. So League got out flier on amendments. Got 10 cars lined up in front of court house, LMV streamers on cars, each car had 4 occupants, amid much picture taking etc, cars took off to different parts of city to distribute fliers, and invite to L. open meeting on subject next night. Another new League, asked community what questions to ask in candidates questionnaire, build sheet around real interest, gained new members this way. Good device - went into "blank" areas to ask these questions, where they wanted to reach new people.

Unit Chairman's Meeting - What we learned from Big City Study - 1) big city is group of communities, there is loyalty to area, not to city. 2) Big city, many places, has little home rule, in some cities, govt. is connected with crime. 3) suburbanitis 4) larger proportion of population in lower income and educational level, hampered by not enough free time to inform selves, in any organization 5) social tensions.

"Our Town is Different" - Of course it is. Make survey of how it is different. Use Outline in Big City. 88% of labor, and 63% of white collar workers belong to no organization except church. Who do people turn to as leaders? Not educated, such as lawyers, doctors, LMV, but rather to political bosses. In Philadelphia, 55% of all women belong to no organization, except church.

Philadelphia had successful campaign for charter change. How? One thing, they interested schools in teaching every student from 7 to 12 grade about gov't. by studying the writing of the city charter, as it was being written. (Idea for our State Constitution campaign some day).

St. Paul complains about small response from units in program making. Only heard from 6 units. Mrs. Horner asks why? Back of that lack of response is a need on the part of the members to understand privilege and responsibility in League. Indianapolis has developed (right League?) good system of getting reports from units (as have several leagues she has met with the last few weeks) - it is a report sheet that each unit fills out at the end of each meeting. The purpose is to make easy liaison between units and board. There are places to fill in:

attendance (members, non-members)	-to membership chairman
subject of discussion	-to resource chairman, present subject.
who lead it?	
did they attend briefing meeting on it	
where will you meet next time?	-to bulletin editor for listing *
areas of agreement and disagreement	-to resource chairman on board

It is cut into 3 sections, given to membership, resource, bulletin chairman after each unit meeting. Detroit uses system, gets 100% return from units. *If you miss your unit, go to another - open to all" *This system helps to break down autonomy of units, and adds new ideas to unit from visitors.

Discussion Leader Film - by Ford Foundation. Is very good, available. We need help on discussion techniques, should have training meeting once a year.

Organization committee meeting - What visitor can learn by visiting units: 1) recognize leadership potential 2) help unit perfect its system, ~~can be~~ A committee under unit chairman, can do this visiting. Expansion in new areas - 1) have existing units invite guests from blank areas 2) report from unit comes to office with names of visitors, follow this up 3) send letter of invitation to visitors 4) Dearborn League follows up such names by telephone, in which they learn persons interests, what else they belong to, ask her to small meeting of new members or prospects, to meet with some board people to discuss League, come to ask questions.

Public Relations - What press outlets aren't you reaching? House organs? Community papers? church bulletins, foreign language papers, labor papers. Important thing is how to make dramatic a dull item. Birmingham, Michigan. - Had a County Fair, every department of government had a booth, backdrops for fair professionally done, tremendously good. Alabama League for dinner, to state Trade League International from League rich country, her husband said, don't need imports. Wife asks are you willing to do without tomorrow everything we import. Foolishly he says yes, so rest of skit is her refusing him first coffee, then car, then telephone" . . . A CLEVER SKIT.

¹¹
Mrs. Lee's recording - comment was that it was too long to use on our League program should be 12 minutes. (send suggestion to national). Dr. Olive Schroeder, Western Reserve University, Cleveland, Ohio - "can get outline of telecourse he conducted on gov't. excellent." Good radio program should not presuppose previous information in mind of public. Ask yourself what is audience level of interest at time radio gives you the time. Learn to talk to people at level of their development.

What we need to know to become more effective citizens - This is what we must keep in mind, more important than any one of our agenda items. We must learn to interpret, dramatize, use many types of programs to reach different types of listeners. Gear programs to non-League people.

You get free, very valuable time. Program must be good. Therefore a workshop with experts to help us learn is good investment.

Speakers Bureau - do need some kind of training on techniques. Go to ready made audiences, when you are asked to come and speak, you reach 10 times as many as if you try to get them to your League meeting. Public Relations Chairman can spark Publications Chairman to reach out with pubs at meetings where Speakers Bureau goes.

MINNEAPOLIS

Organization Committee

Baltimore tried to expand into low income area, tried very hard, it failed. Lesson it taught - try in level just below mass of your membership, instead of skipping to lowest level, work to that gradually, step by step. Chicago - Operation Citizen, success. Should we spoon feed new units? Yes, have to for some time. Experiment with group that League leader goes to service, not treat as a League unit (for example, Foreign Language group, need interpreter, in Boston experiment). This should be done by experienced L. members, but not by members of B card, they're too busy.

Questions to ask about your units? Has it developed leadership? Has it helped members to become more articulate? Has it helped develop opinion?

How do we successfully train leaders? Discussion is not merely giving a paper. Some Leagues use discussion technique in training session, feeling if its a good device to use in units, its good for leaders to use. Discussion training needed once a year.

How do we know what unit member is thinking? Its disturbing that we don't get cross thinking between units. How overcome? What has been tried in Minneapolis - 1) more program exchange, discussion, at unit chairmen's meetings 2) more than one person from each unit at chairmans meetings 3) board members are members of some of the units 4) nominating committee chooses from units 5) units send a visitor to the Board each month, for liaison.

Tailoring material to units of different abilities. Obviously units do have different abilities. Minneapolis tries to take care of this by offering a range of program in each kit. That is, there is the minimum that each unit should cover, then there is bibliography, reference material in office, extra meetings sometimes, that units can take advantage of, if they are capable of doing more scholarly job. The month the chairman misses a training meeting, the kit is mailed to her. Units are encouraged to telephone resource chairman on board for help.

What organization do you have in units? Long list of officers and resource assignments. How do you choose chairmen? unit elects, of course. Mrs. Horner reluctant about it.

Information exchange between units is an idea. Use bulletin for this? worth exploring.

Loss of members - Lost 303 last year. % of loss is less than past, number of loss is same over the years. Analyze why, correct if can. 25% new nationally. Suggest orientation in League office, with board members, monthly, just casual conversation, better than trying to absorb great number in bunch.

Attendance at League Day - disappointing. 75 or less in Sept. Board members don't all come. True of all organizations, said Mrs. Horner, (general meetings down town). We're competing with 40 other organizations, with overlapping memberships. But are we reaching unorganized? TV cutting into live audiences.

Public Relations

Reach public through your membership. Have survey of circle of acquaintance each member has, use her contact. One of advantages of overlapping membership. Who else is there then that you don't reach? In what ways? Tie in with speakers bureau.

TV Listening Units - a way to use members as critics. Add to this that they should report to TV station. Most important thing they need to know is that they have listeners. Mpls. and St. Paul are doing this ...have assigned 2 units from each city to listen and criticize, and the same to be studio audience. Problem of using those who volunteered, says chairman, since few can actually appear before cameras....can use for research for questions, develop audience.

One city had pilot project - 30 listening groups, listed. Newspaper cooperated with announcements, discussion outlines, follow with action.

General Advice:

Don't reach already convinced.

Cut down number of points covered.

Do plan on evaluation, show it to station

Never write anything until you know who you are writing to

Program Kits to lend - Prepare kits of study and discussion material to lend to organizations, saves speakers bureau's time.

Decentralize, and let units compete in neighborhood window displays.

Note to Mrs. Horner:

These notes do not cover all your points in all the meetings, partly because I am not that good a note taker, and partly because I didn't note down the points in one meeting which had been covered in a previous meeting.

Sorry they are this late, hope they will be of some use to you.

Mrs. Harold Wilson, Organization Secretary

P.S. Thank you so much for all the help you have been to us. It was wonderful to have you here.

LEAGUE OF WOMEN VOTERS
Regional Board Institute

Hibbing Public Library

Hibbing, Minnesota

April 9, 1956

The meeting, attended by representatives from the League of Women Voters of Duluth and Hibbing, was called to order by Mrs. Basil Young, Minnesota LWV President, who presented Mrs. Errol Horner, Organizational Field Worker from the National Office.

Having established that between 65 and 75 percent of local members were active participants in the Duluth and Hibbing Leagues, the following problems faced by both organizations were discussed:

- I. Obtaining and keeping membership and training of leaders.
 - A. Cultivating active participation by larger percent of membership.
 1. Holding long-time members and stimulating their interest even when items are repeated year after year on National, State, and Local levels.
 - a. Using members' talents on research and action work.
 - b. Studying topics from many different angles.
 2. Orienting new members in basics of League work and studies so that their interest may grow instead of being "defeated" by jargon and lack of understanding.
 - B. Building membership, with emphasis on an attempt to reach "at least 60 percent of women who belong to nothing but perhaps a general church group," as pointed out by Mrs. Lee.
 1. Interpreting League program to reach the 60 percent who may be considered non-joiners, but who should be drawn into League work because Government enters every woman's home and is an important factor in her life.
 2. Stressing open membership of the League which has no requisites or requirements except one of citizenship, and associate memberships may be carried by either men or non-citizens.
 3. Formulating intensive membership plans with a standing membership committee which should incorporate or work closely with the orientation program.
 - a. Planning meetings which potential members will find easy to attend.
 - b. Utilizing opportunities of Voters Service and other local work to contact potential members.
 4. Listing of membership "talents" in card file for reference.

- C. Organizing stronger boards for more responsive and responsible board member participation and greater League accomplishment.
 - 1. Emphasizing board attendance backed up with enforcement of By-Laws which state that three absences may be considered as a resignation.
 - 2. Establishing permanent committees under chairmen with vice-chairmen where needed.
 - a. Helping acquire more cohesive action.
 - b. Stimulating greater membership participation.
 - c. Sharing work load so that a few are not "exhausted."
 - d. Utilizing committee jobs for leadership training.
 - 3. Holding "individual board institutes" in which the president makes plans and discusses programs with each chairman.
 - 4. Obtaining closer identity of members with board.
 - a. Scheduling more general meetings, i.e. alternate months with two unit meetings, one general and one unit meeting.
- II. Developing finance drive, stressed as important for continuance of League growth.
 - A. Expanding finance drive means more funds to enable League to reach further out into community, state, and nation, as in local Voters Service work.
 - B. Taking advantage of Finance Drive to further good Public Relations so that the League can find a more secure place in the community.
 - 1. Using publications of the League.
 - 2. Stressing non-partisanship of the League.
- III. Keeping non-partisanship of League, democratic processes, and the Roll of Minority constantly before membership and community.
 - A. Orienting new members to rules of non-partisanship of the League, while encouraging membership participation in the political party of their choice.
 - B. Stressing non-partisanship of the League in all publicity and in all local activities, such as Candidates meetings and Voters Service work.
 - C. Developing full understanding by membership of the Roll of Minority in the League, the democratic processes of arriving at consensus, and the orderly procedure of changing stands through representative governing at the convention.

- IV. Using publications to best advantage.
 - A. Understanding to what purpose each publication is directed.
 - B. Making available to the membership all publications from both state and national levels.
 - 1. Requiring each League to take the \$6.00 subscription per year which covers all publications.
 - 2. Setting up routine procedure for getting publications out to the membership.
- V. Adopting and successful carrying through of local programs.
 - A. Finding programs of general interest which would culminate in civic improvement.
 - B. Programming the project to follow the three steps of research, building public opinion, and then acting, which make up an action program.

MRS. L. O. BIRKELAND

Acting Secretary

- 3/19 - State Office
- 3/20 - Hutchinson, with Beirne & Meberg; 11 A.M. at Hutchinson Hotel, stay all night at hotel
Mrs. Davison of Olivia will leave message at your hotel to say IF carload
from Olivia will have meeting at your hotel in evening.
- 3/21 - Hutchinson, come back to Minneapolis to sleep
- 3/22 - Excelsior, with Humphries, who will pick you up at 9 A.M., thru lunch and into PM
- 3/23 - Red Wing, with Gressman, who will pick you up at 11:45, to be in RW for lunch, 1PM
home for weekend (1916 Irving Ave. Se., Mpls.)
- 3/26 - Southern Conference in Owatonna, at Tanner Hall, of St. Paul Episcopal Church,
from 10 to 3, "Bring a sack lunch" instructions say, but am sure Grindlay will
provide same for E. Horner. B. Grindlay will also let us know where you are to stay
that night and make arrangements.
- 3/27 - Jackson, with DuShane, Grindlay, Hill, 2 P.M. Board meeting. Where? _____
Where stay for night? _____
- 3/28 - Tracy, with Williams, dinner with board, membership in evening. Stay in Tracy hotel.
- 3/29 - New Prague? Mrs. Simmer will call confirming. With Williams.
- 3/30 - Home for weekend and reports.
- 4/2 - St. Cloud for Northern Conference, at Mrs. Wm. Anderson's home, 928 6 Ave. Se. from
10 to 3, with Mrs. Reger Klein, "Bring Sack lunch", instructions say, but am sure
R. Klein will bring one for E. Horner. Buttz and Simonsen also attend.
R. Klein arrange for overnight, suggest hotel.
- 4/3 - Park Rapids, with R. Klein, details still to be received, from Klein.
- 4/4 - Fergus Falls, with Schroeder, Board at 2 P.M., Membership in evening, stay night, hotel
- 4/5 - Moorhead, Arrive by 12, afternoon, evening, stay all night at hotel, Buttz, Simonsen.
- 4/6 - Drive home, stopping in Alexandria for lunch, short afternoon conference, home for
weekend.
- 4/9 - Hibbing, go by bus, meet with board in evening., stay all night.
- 4/10 - Drive to Virginia with Young, Neumaier, Helm, to cultivate for new League.
- 4/11 - Virginia
- 4/12 - Virginia, until time for bus back to Minneapolis.
- 4/13 - University Campus, Metropolitan Area Conference, Room 315 at 10 AM, lunch at
1:15 in Room 305, continue meeting to 3 in same room.
- 4/16 - Willmar, Federal Savings Room, 2 P.M., Guthrie. Drive back to Mpls.
- 4/17 - Hutchinson, with Beirne, Meberg
- 4/18 - Hutchinson, with Beirne, Meberg
- 4/19 - Buffalo? Hiller will check.
- 4/20 - State Office, whole organization committee, state board, evaluation meeting.
(Also prepare for Round Tables at State Council)
- 4/21 - St. Paul A.M., and Minneapolis P.M. - Conferences with Mrs. Horner, in own offices.
- 4/22 - Mrs. Horner do reports, A.M., meet D. Anderson for lunch at noon, Radisson Hotel, to
make final report.

General tips on organization:

F 2 D 3 C 1 2 b.

Give schedule to any field visitor (as per copy)
Take along on any league visit:
summary of local league minutes (briefing)
note any specific problems
list of L L Bd members
local current agenda
Budget
any deviation from By-Laws

The League Files should always stay in the office
On specific leagues:

Tracy--very dull

Fergus Falls--needs a lot of servicing

Moorhead--is impressive

Tracy--

two good new members in Mrs. Coyle (wife of editor) and a Mrs. Stassen who are needling old members--

St. Paul meeting with Board

big excellent meeting with over 60 present--

talked of Board organization and need for cooperation between local state and national--

discussed state item--Mrs. Horner feels that Mrs. Guthrie and Crossman can draw heavily on St. Paul--they can supply well trained people for state committees

Faye Liksett outstanding

Talked of possibility of using state money to bring outstate people in to legislature to lobby during session -

Asked if they could do a State Speakers' Bureau? Mrs. H; said as members of a trained speaker's Bureau--not do one alone--

Asked where is best place to orientate? unit bores old members--decided small groups of 4 to 5 new members together to talk league with Board member or two is best--

St. P. liked last fall's workshops--suggested that local league have meetings of its own unit chairmen to discuss their local problems--

Minneapolis purely organizational meeting--
discussed unit problems--

Future Planning

Plan for conferences on Annual Meeting, Budget and Local Agenda
Local League Visits--shall they be with the Board, membership or committees?
Try small area groupings--perhaps at Fergus Falls--
Big Area Conferences

should do Local League Presidents and State Board with Mrs. Horner
Try making tape recordings of area conferences for small meetings--
Perhaps schedule one conference with Wayzata, Mound, Excelsior and Deephaven
Do area conferences on specifics as Finance and Public Relations--
Think of the possibility of making weaker leagues a unit of a neighboring L.
We need to strengthen the communications pattern between L. Leagues and State--

MAR 2 - 1956

LEAGUE OF WOMEN VOTERS OF MINNESOTA

UNIVERSITY OF MINNESOTA

15th and Washington Avenue S.E. Minneapolis 14, Minnesota

Federal 8-8791

March 2, 1956

Memo: to local Leagues in Austin, Granite Falls, Jackson, Kasson,
New Prague, New Richland, Olivia, Red Wing,
Rochester, Tracy, Waseca, Wells, Worthington.

From: Mrs. John Grindlay, Organization Chairman, State Board

Subject: Mrs. Horner's day long Conference for Leagues in southern
Minnesota

The plans for Mrs. Horner's Conference with you are now set. They are as follows:

- 1) Who is to come? Board members who are to be in office this coming year, and any others interested.
- 2) What is the subject? Membership, budget building, finance, local agenda, and anything else you want to discuss.
- 3) Where? In Tanner Hall, of St. Paul's Episcopal Church, at the corner of Mill and Cedar Streets, in Owatonna.
- 4) When? On Monday, March 26th, from 10 A.M. to 3 P.M.
- 5) How? Come by car, bring a carload. Come by bus, or whatever you can figure out. Bring a sack lunch, and the Owatonna girls will furnish coffee.

We hope there will be many of you at these meetings. We realize that it is not the easiest week in the year. But when you remember that when we asked for Mrs. Horner, we specified we did not want her during the snowy months, you see the problem.

We feel that the help she has to offer, from her wide experience all over the country with Leagues of many different sizes and strengths, urban and rural, will be so valuable to you that you will be glad you all had this day with her. And besides this, the comradery of meeting with like minded people from 12 other towns in Minnesota is really exciting. So do plan on attending.



Affiliated with the
League of Women Voters of the U.S.

MAR 16 1956

League of Women Voters of Minnesota, University of Minnesota, TSMc, 15 Washington S.E.
Minneapolis 14, Minnesota

FE8-8791

March 16, 1956

ATTENTION: Metropolitan Area Leagues
From: Mrs. O. H. Anderson, Organization Chairman, State Board

On Friday, April 13, Leagues in the metropolitan area will have an opportunity to discuss with Mrs. Errol Horner, of the National LWV staff, some of the experiences and problems in the fields of public relations, finance, county councils and general integration of effort in such fields as lobbying. We welcome your suggestions as to further subjects for discussion.

We will meet from 10 A.M. to 3 P.M. in the Minnesota Union on the Campus. Our morning session will be held in Room 315; from there, we will adjourn to Room 305 for lunch at 1 P.M. (\$1.25) and for the remainder of the meeting.

Reservations for the garage must be in the State Office by March 30.

Reservations for Lunch can be taken until April 11.

Let's make Friday, April 13, a Lucky Day for all of us by attending this stimulating Conference.

LEAGUE OF WOMEN VOTERS OF MINNESOTA

UNIVERSITY OF MINNESOTA

15th and Washington Avenue S.E. Minneapolis 14, Minnesota

Federal 8-8791

March 29, 1956

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Affiliated with the
League of Women Voters of the U.S.

Jackson will have her
at 2 p.m. for Board.
No word from Worthington.
What did Olivia say?

Spring 1956

Notes from Board and Organ. Committee Conference with Mrs. Horner.

Present: Mesdames Young, Simonsen, Schroeder, Hill Du Shane, Horner, Beirne, Williams, Humphries, Grossman, Guthrie, Grindley, Anderson, McDonald, Suzenski, Buttz, Duncan, Hill, Wilson, R. Klein.

Mrs. Horner gave general report on visits; Mrs. Horner mentioned Mrs. Beirne's work as being especially good. Meetings at Duluth, Virginia, Hibbing, Hutchinson were good. Worthington meeting finally worked out well. Wilmar was a disappointment. Tracy is really a study group, and needs special attention. While the League at Buffalo is small- 5 board members with a membership of 13, there are several excellent board members, one of whom is a native of New Zealand who understands League procedure thoroly and is very enthusiastic. In reply to question from Mrs. Grindley about the possibilities in Tracy, Mrs. Horner mentioned one of the Tracy woman as a good leader; she is a teacher and wife of the local/paper (Mrs. Williams knows her) The vice-president at Tracy is an editor

elderly woman who "understands what is going on in the world, but doesn't understand the League program".

Matter of ~~xxxxxx~~ reorganization status was then discussed. Mrs. Horner stated that ~~xxxxxx~~ it is very difficult to "impose" upon a League that will not see it as a help. It seems to her that the standards were adopted by national convention but that the national board is in no position to impose them. She feels that this is a matter for the Procedures and Policy Committee to handle at the national level and there will be an opportunity for discussion in that committee at the time of the national convention.

Another matter which should be discussed at the meeting of the Procedures and Policy Committee is the matter of Mrs. Horner's status on these visits: she feels she is ~~x~~ working as a staff member of the Minnesota organization committee, but that the leagues consider her wholly as a national staff member. There was discussion of this matter, many of the organization members present feeling that prestige as a national staff member far outbalanced any ~~disadvantages~~ other disadvantage. Members pointed out that a shared staff person, trained as she is, would have a wider experience and a broader perspective than if she were a local person, and that we should capitalize on the staff person's position as a national person.

Suggestions:

We need to inspire league members, instead of holding the book and saying "you do this, you don't do that." We must understand human nature and inspire our members on our visits. We underestimate the intelligence of people and overestimate their knowledge of the LWV. We can't be too rigid. We need to remember that we can learn from the local league members.

Mrs. Grindley then asked if some discussion could be devoted on the question of whether we could be divided regionally in our organization work. Mrs. Horner described the plan worked out in California, where they have one chairman with three other people on the board responsible for organization work in the northern, southern, and valley sections of the state. Mrs. Horner indicated that some such division in Minnesota would be good. We might have vice-chairman (not necessarily on the state board) who would be responsible for organization work by committee members in certain regions in the state. The planning, of course, should be statewide.

Mrs. Horner asked how often the committee has met as a whole. It has met so far twice a year.

Mrs. Grindley asked if training meetings for organization committee members could be held regionally if a division of the work could be worked out that way. Mrs. Horner indicated that she felt there should be a state-wide meeting with maybe

additional meetings to be held regionally.

Mrs. Horner reported that there is strong feeling in the state that the state board is not sympathetic toward small leagues, and she suggested that we need to consider, ~~xxx~~ not so much whether the League is small, but whether it is effective in the small community.

In reply to a comment on the effectiveness of small Leagues during a legislative session, Mrs. Horner said that we need to remember that the basic purpose of the league is not program, but to encourage active participation in government. (This is the way I heard the above statement, but I wonder if we aren't helping our members "participate in government" when we give them the opportunity to act in a legislative year? I wanted to ask the question at the time, but felt maybe there were other more important matters to be discussed. I put it in here, because I feel sometimes that we talk at cross-purposes and fail to understand each other. E. Duncan.)

Question: What shall we do about our 14 small leagues? What do we do about leagues that refuse to have a finance drive in the community? Mrs. Horner suggested that we ask the Procedures and Policy Committee consider this. Mrs. Anderson stated her feeling that as leagues grow in membership, they come to the finance drive of their own accord. Mrs. Young reported on the experiment Bemidji is trying, which seems to be going in the direction of a finance drive in the future, although they have always been strongly opposed. The advantage of a budget building day was mentioned.

Problem of leadership : "A league president has an 8 hour a day job." Mrs. Horner said that we need to do a much better job of setting up committees, and we also take on too big a job in many of our leagues. Mrs. Du Shane felt that building up membership would solve most of these problems.

Standards: Could there be "limited standards" for smaller leagues? Mrs. Horner said that she feels that this would be going backwards, and we need to solve our problems in a different way than this suggests.

Future plans: Mrs. Horner feels that she could not do a good job spending less than a month a visit in the state.

She said the scheduling of visits was very good this time.

Question: Have other states had different types of meetings? Mrs. Horner described Indiana's plan of having one complete day at an area meeting devoted to the problems of the annual meeting--this was good. They also discussed budget and public relations. In her return visit to Indiana, they are going to have an area meeting on program, carrying it through every state. The timing has been good in Indiana.

For the visits next year we should plan:

1. meetings with individual leagues (we should discuss whether this should be confined only to the board, or whether it should be with committees, etc.)
2. meetings with groups of leagues with similar problems (St. Cloud pattern)
3. big area meetings.

Question: Could tape recordings be used at training sessions? Mrs. Horner said there are going to be 2 films for membership and orientation and ~~either xxxxx~~ ~~nightxxx~~ to be shown at the national convention, and these might be used locally. There are some recordings too which might be used.

Mrs. Horner said that it has worried the national board that leagues have tended to think that this shared staff plan ~~has extended to be considered~~ a matter only for organizational work, whereas it was intended to is cover the entire field of LWV work.

2.

meeting of entire
Suggestion: A/membership to consider the problem of membership might help local boards to fill offices.

A manual on program building is being prepared by the national board.

Questionnaires to leagues ~~visited~~ visited are being sent by the Indiana league to learn more about the reactions locally and to learn the wishes of the local leagues in regard to future visits.

Suggestion: need to have other board members and organization people to visit Moorehead.

Question: could the state organization committee contact some civic-minded person to demonstrate the approach that should be used in a finance drive? Illustrations of where this has been done were forthcoming, and it was agreed that this is a good way to overcome opposition to finance drive in a local league, and also a good way to educate solicitors. There are recordings of some interviews.

Question: Could we have state-wide training meetings for various board chairmen and corresponding chairmen from local leagues?

Finance again: We need to give more help on getting the list of potential contributors built up. More help in setting up plans for the drive.

Question: If we build up state-wide committees for organization work in the state, what would the function of the organization committee on the state board be?

The state organization committee can do the ~~xxxxxxx~~ rounded, balanced job. The "special" committee would do the "spot" things under the direction of the organization committee.

We need over-all planning by all the members of the organization committee. We could run specialized meetings simultaneously at a central place. Conn. plan has 4 or 5 different area meetings with almost all board jobs analyzed at them.

Mrs. Horner's comment: In Minnesota we have not yet trained our local boards for continuity, etc. We need to devise better methods for passing on material etc. from one board to another.

Schroeder: In Finance we need first to stress the making of a good budget. Conn. budget-making day again mentioned.

We need a much greater interchange of information on all levels if our work is to have the continuity it needs to succeed.

Met area w. R. Harner

Reservation

April 13

league

name

address

Mrs Thomas Bingham	1425 Hartford St. Paul
" H. L. Sampson	1123 Juliet - St. Paul
" C. R. Anderson	35 Inner Drive St. Paul
" M. C. Likhon	1575 Edgewater Ave.
" O. C. Helseth	1471 Skiles Lane
" R. T. Carlson	1200 Eldridge
" P. Boyer	1713 Shryer
" Earl Harner	1776 N. Dunlap
" Clayton Johnson	2030 Lake Blvd St. Paul
" J. R. Van Fleet	4756 Crest Col. Heights
" E. A. Nelson	3730 Tyler St. Col. Heights
" Blanche Ross	1844 Orchard Lane
" J. E. Costigan	White Bear
" Ray Currey	3030 Quail, E. Valley,
" A. C. Bower	2901 Perry " "
" J. F. Lee	Rt. 4 Stillwater
" Flannery	Lakeland, Minn
" Muldon	4222 N. Girard
" L. Newstrom	4226 21st Ave S.
" H. M. Holmes	4301 Overlook Drive
" T. Jones	69 Circle Pines
" S. D. Harner	Rt. 1 Wayzata
Dorothy Anderson	Rt. 3 Mound
Mrs. Guthrie	Mah to medi
" R. Jordan	Birchwood, St. Bear
" Helen Rice	Roseville
" Turner	Edina 5005 Moore
" Lounell Teslow	3112 W. 60th Edina
" Mary Burton	5840 Ashcroft Edina
" P. Tang	5845 Zenith
" J. Frost	5100 Oxford
	5235 N. Bald Eagle
	Blvd.

87 Bd

37 Bd

Mrs. M. Lehman 1532 Haverly Place ^{3rd}
 Mrs. B. Gustafson 2677 S. Shore Blvd
 " C. Japs 2217 Floral Drive
 " F. C. Kammerlohn 2527 Lake Ave.
 " A. S. Brown White Bear
 " R. Marshall Naktonedi
 " E. C. Williams St. Louis Park.
 " G. Rokoskai
 " J. F. Kester 3724 Fairlawnd Drive
 " R. Walton 624 36 $\frac{1}{2}$ A. N.E.
 " A. C. Smeltzly 7515 Columbus Ave
 " E. A. Munger 6444 2nd Ave. S.
 " O. Janski 6500 2nd " S.
 " W. C. Faust 7145 1st Ave S.
 " J. R. Vallett 7300 4th Ave. S.
 " T. Olson 4752 16th Ave. South
 " D. Moore 1478 E. Hayt, St. Paul
 " N. Duff Rt 3 Wayzata
 " L. L. Holstad Wayzata
 " R. Thornton Wayzata
 " R. Hill Deephaven
 " Ethel Young Hubbing
 " Lyksett St. Paul
 " W. C. Fortune "

Orig Con

Mrs. McFarlane

Mrs. Jazenski

Mrs. Earl A. Bore

Mrs. J. Collins

Mrs. Harner

59

60

Mrs. Lester Strouse for St. Paul

St. Paul

Mrs. Jazenski

St. Paul

cc

at Apr 13 mtg
also regis
were:

Mrs. Arthur
Bochler

Mrs. Marion
Harner

Mrs. Shirley
Holmes
Bloomington

*0 hours int. in West...
or waiting in*

*Leave Hotel
with...
initial list*

9:30 AM can't

*Tell (well) Olivia
not need to go
to Olivia
4:40 D.T. road
19:20 D.H.P.
Hotel...
wed*

TENTATIVE SCHEDULE for MRS. HORNER'S VISIT
Minnesota - Spring 1956

Place Time Committee Member To Accompany Her

State Office March 19, Monday Anderson, Sazenski
Hutchinson 11 A.M. - March 20, Tuesday Beirne, Moberg
Hutchinson March 21, W'day " " "
Buffalo March 22, Thursday Hiller *can't*
Excelsior *think can* → A.M. March 23, Friday Humphries 10 A.M.

*R.Wing 23
22*

no

29? (Summer will call)

(Conference for)
Owatonna (southern LWV's) March 26, Monday DuShane, Grindlay, Hill *(arrive herself)*
Jackson 2 P.M. Board March 27, Tuesday " " " "
Worthington *Leave W.A.M.* March 28, W'day " " " "
Tracy *noon Wed - report her* March 29, Thursday Williams → *Board - Wed 28. 4:30 - no time*
Olivia March 30, Friday " " " "

(Conference for)
Brainerd (northern LWV's) April 2, Monday Buttz, R. Klein, Simonson *hotel*
Park Rapids April 3, Tuesday R. Klein
Fergus Falls *apt + news* April 4, W'day Schroeder 1, Board 2; *mailing, etc.*
Moorhead April 5, Thursday Buttz, Simonson
Alexandria Apr 16, Friday " " " "

Union - 8:30 1:25

315 (Conference for the)
Twin Cities (metropolitan area) Apr. 9, Monday Anderson, Beirne, Guthrie, Hiller
LWV's McDonald, Schroeder, Williams
Hibbing (& Duluth) April 10, Tuesday Holm, Neumaier, Young
Virginia April 11, W'day " " " "
Virginia April 12, Thursday " " " "
Virginia April 13, Friday " " " "

Willmar - 7:00 Sav. Room - 2

Willmar April 16, Monday Guthrie
Hutchinson April 17, Tuesday Beirne, Moberg
Hutchinson April 18, Wed'day " " " "
Red Wing *no* April 19, Thursday Grossman
State Office April 20, Friday Whole Organization Committee &
Whole State Board

St. Paul & Minneapolis April 23, Monday Anderson, Duncan, Grossman,
Humphries, Schroeder
State Office April 24, Tuesday Anderson, Sazenski

*Lunch
Radisson
Horner + Anderson*

LEAGUE OF WOMEN VOTERS OF MINNESOTA

UNIVERSITY OF MINNESOTA

15th and Washington Avenue S.E. Minneapolis 14, Minnesota

Federal 8-8791

March 2, 1956

Memo: to local Leagues in Austin, Granite Falls, Jackson, Kasson,
New Prague, New Richland, Olivia, Red Wing,
Rochester, Tracy, Waseca, Wells, Worthington.

From: Mrs. John Grindlay, Organization Chairman, State Board

Subject: Mrs. Horner's day long Conference for Leagues in southern
Minnesota

The plans for Mrs. Horner's Conference with you are now set. They are as follows:

- 1) Who is to come? Board members who are to be in office this coming year, and any others interested.
- 2) What is the subject? Membership, budget building, finance, local agenda, and anything else you want to discuss.
- 3) Where? In Tanner Hall, of St. Paul's Episcopal Church, at the corner of Mill and Cedar Streets, in Owatonna.
- 4) When? On Monday, March 26th, from 10 A.M. to 3 P.M.
- 5) How? Come by car, bring a carload. Come by bus, or whatever you can figure out. Bring a sack lunch, and the Owatonna girls will furnish coffee.

We hope there will be many of you at these meetings. We realize that it is not the easiest week in the year. But when you remember that when we asked for Mrs. Horner, we specified we did not want her during the snowy months, you see the problem.

We feel that the help she has to offer, from her wide experience all over the country with Leagues of many different sizes and strengths, urban and rural, will be so valuable to you that you will be glad you all had this day with her. And besides this, the comradery of meeting with like minded people from 12 other towns in Minnesota is really exciting. So do plan on attending.



Affiliated with the
League of Women Voters of the U.S.

Dear Mrs. Horner:

write Park Rapids meet 5-8 with next years Board

I have waited until the last possible moment to give you the missing details of your schedule next week because the nearby leagues I had thought you would visit have been so slow in letting me know, (or no news is not good news).

Mrs. John Hill of Rochester, our state publications chairman will meet you at Owatonna for the southern leagues conference Monday and will bring your sack lunch. Mrs. Du Shane of our committee had surgery recently and is still unable to travel, and I am leaving shortly for Lutsen where we are taking our children skiing for their spring vacation which begins today. Mrs. Hill will come back to Rochester with you, or at the same time, and would like to have you have dinner at her house and spend the night. If you would prefer a hotel or motel, you two can make those arrangements. The Rochester league would like you to attend their Board meeting that night at 8 o'clock. Then Tues. you will have to start out for Jackson, as it is 165 miles, and you are to be there at 2.

The Jackson Board will meet at the home of Mrs. Neils Hauge 813 Brown St several blocks west of the new Riverside grade school. Mrs. Hauge was the voters service ch. when I visited Jackson. I think this league has made great progress in the past year, but I don't think they are capitalizing on their community service. The report of the finance drive, as we received it, was only two contributors, and only one or two league members working on it. I think they need some encouragement about this and some help in making plans. The fact that they tried to have one was such a milestone, I hope they are not too discouraged. Mrs. Donald Doll, the pres. has been ill, as the letter Mrs. Hill will give you indicates, so may not be there. She is a capable, young teachers' wife and has been trying to carry out the recommendations we made a year ago, when the pres. was Mrs. Solstad, who then became finance.

I'm sorry about Worthington which needs your help so desperately. We will just have to sit out one more year of that president's term, for she refuses assistance and is doing a miserable job. I tried all fall to get over there to follow up after your visit, and she would not cooperate enough to set a date. There is quite a gap between the 8 o'clock Jackson meeting and Tracy for dinner the next day, which we had hoped to fill with Worthington. I don't know what to suggest except that there are two "friendly" contacts in W. that you might want to call. They are both past presidents, Mrs. C. M. Johnson, and Mrs. Hardy Rickbell. I have not made any reservations for that night, having heard about Worthington only yesterday. Or would you care to backtrack to one of the communities in another county and see if there is anything like league potential? You will go through Fairmount and Blue Earth, and either of those with populations of 8,193 and under 5,000 respectively, might be possibilities. If you want to start inquiries in either town, I am sure that would be very valuable for future reference. Possibly the Jackson women might be able to give some names, and one of them, Mrs. Solstad, might accompany you, to Fairmount, which is only 30 miles from Jackson. Then you could spend night there.

The thing that bothers me about this segment of your trip is wasting any chance of training org. com. personnel. I asked Louise Hill to try to recruit someone at the Owatonna meeting. I have made telephone calls and written letters to Austin, Owatonna and Waseca, and not found any members in time for your arrival. If Mrs. Solstad could be lured by you, I would think she would be a valuable member, and capable of starting something in Fairmount, if this appeals to her.

I am sorry not to be with you on this part of your trip. We promised our children all winter that when Easter vacation began we would take them on a skiing trip, and so we will be away until next Friday. Mrs. Klein of Brainerd will meet you at the northern conference in St. Cloud (with your lunch), and make arrangements then for your trip to Park Rapids the next day. They can't meet until 5 p.m.

Good luck, have fun, and I will see you on the 20th. Sincerely,

2502 East Superior St
Duluth, Minn.

Dear Mrs. Grindlay-

I have read your letter about the Organization Committee with much interest and a lot of attraction to it. You do sell people on it!

But my husband and I plan to be in California from April 1 for six weeks or more so I would be gone at the crucial moment when Mrs. Horner was giving her invaluable training course.

Under the circumstances, you can see why it is best for me, + for you, that I decline to serve at this time. I feel there should be a continuity of effort that I can't give.

Cordially

Constance Buffington

LEAGUE OF WOMEN VOTERS OF MINNESOTA

UNIVERSITY OF MINNESOTA

15th and Washington Avenue S.E. Minneapolis 14, Minnesota

Federal 8-8791

February 15, 1956

Dear Mrs. Neumaier, Mrs. Holm of Hibbing and
Mrs. von Glahn, of Duluth:

Do you mind a collective letter? re: a possible new League in Virginia!

Under separate cover I am sending you each a copy of ORGANIZING
NEW LEAGUES, and a pink sheet entitled MATERIALS HELPFUL TO STATE
ORGANIZATION COMMITTEE.

I am also sending a Kit for a Provisional League to Mrs. Neumaier.
It is an old one, we have had on hand for a year or so. So when
you get it, will you look it over, and if you need to order more
up to date material, will you do so? You can order directly to
national, charging the LWV of Minnesota, or send it to me to send
in.

Will each of you look at the pink sheet, and check what you want
me to send you. I'm doing it this way, rather than sending you the
whole caboodle (is that the spelling?), because you may have many
of these things in your own file that you can use for this purpose,
thus saving the League money. And of course, you don't need all
of these materials in the very beginning.

Sincerely,

Mrs. Harold Wilson
Executive Secretary



Affiliated with the
League of Women Voters of the U.S.

Sent O. N. L. D.

Feb 8 - 1956

Sanderson (Kucillo)

Ran Bldg.

next mtg April 16?

W. Horner

~~Sent O. N. L.~~

~~D. H. H. H. H.~~

~~+ other Hibbing~~

3) Have Mrs. Horner

help local people

prepared to speak

Dawn organization

William Experience

We learned from this:

1) Handle publicity

fr. St. Office

(don't know if
she did anything)

in case - not done

locally

2) Stay put several

days - personal

calls (3 days)

Find when organizing

meet.

- anything outside

don't distinguish

between echelons

4) Feed impersonal

publicity about

LWD (not person

in LWD) to papers

(thru Sanderson)

- ~~VII 9. Falls -
— H. Carl Anderson
Bennedy~~
- ~~IX C. K. K. Tan~~
- ~~VI St. Cloud
Marshall~~
- ~~II Hutchinson
G. Hara~~

F. H. B. -

OK - need strength

G. Valley

Board works well -

Worhead

help on application

for recognition

N. Prague

15 men

3 - Board members

like I die?

7. Falls

40 members?

2 units

board pretty good

delegates author

1st VP Frick Good

WBT

so good -

criticism - president

delegate

Olivia

no ans.

P. Kamm

Apt

Hapkins -

so on finance

Hutchinson

W. St. Paul

P. Rapids -

defeated

B. Lake -

Wells -

fin help - need -

Maund - A+

Wahitomea A+

Rochester

G. Falls - fin question?

Bennedict

Can. Lake - good Survey

Exceller - Fin. prob. defeated

B. Hon - so good

Worthington

Jackson

Brainerd

need local agenda

interest -

appreciate the
sacrifice & time
that this will
mean for you -

~~Very happy~~ please
will you ~~try~~
do the inter-
viewing & return
the reports by Dec. 1

Diff for any reason
You find this
impossible I do
please let us
know at once
so that we may
make suitable
arrangements. -

We have found
in other years
that these inter-
views are very
important

in order to inform
our representatives
time of the his
new point & to
clearly from the
of our Congress
his ~~stand~~ & his reasons
for his stands
these interviews
are one of the
most important
parts of his activities

Sincerely,

III-V

Mrs. King - Mrs. -

Wall & Dudd

Habit & Humphrey

Ray & Wier

Thurs. Down -

Sen. Edw. J. Thye

Eugene McCarthy

VIII. Neuman - Hibb.

Blatnik

I F. P. Brown Rev.

(Andresen, Aug.)

Saginaw
will brief ~~for~~ for

Wayzata
terrific

Red Wing
need more initiative
& imagination

in finance —

11 members —

need local prog^{int'l}

Birchwood

New Richmond (900

Bd organizing poor

but good pres —

youth Recreation

Center —

Waseca

can't get invited

Worthington

no invitation

Austin — pre received

VP

inc. & mis. tips

no idea really

finance

Aurora

- need growth, still

Kasson

2 new members —

W B Lake — will die

unit of Twp —

Stillwater

every Sat 4 M

35 up to 70

"You & yours

col^d P. Jacobson

Dear Mr.

Enclosed is a copy
of the request for
a member's inter-
view then C'men
which these ~~reps~~
~~sems~~ are in their
home districts
before the next
session of Congress.
An outline of the
topics to be covered
in the interview
is a statement of
the h's interest
in or position on
these topics is
included.

Please ask your
chairman of natl
item 1 on the Chm
whose portfolio
covers these
topics & do the
interviewing

or to be responsible
for some of the
member
interviewing
the Congressmen
listed below

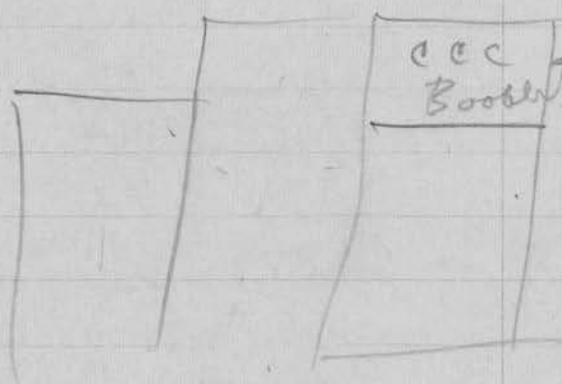
Please send
in 2 copies
of the interview
report to the
st. office -
one copy will
be for st file
& 1 for the nat
office file

The 3rd copy
we send is for
your own use.

4 ~~Exp~~ We are
asking you to do
this bec. there
is no h in the
district - we

~~7.00~~ 1386.00
500

.20¢



500 / 100.00

80 / 1500

Land

10,000 - 1 book - 3,620.00

good bound-sewed 36¢

paper 150-175

white 1/2"

space 8 by 5 1/2

10,000 - extras

2,520.00

39 pages -
300 cover

Write letter:

no promise
in at council mtg.

L

damages Mr.
hospital etc.
consortium (2 sp.)
(no rule) services

Mum Ball
Channing
Pres. of CS4

- Mr.
- a) pain exp. & now
 - b) future pain
- "reasonable certainty"
 - 3) permanent injuries
"reasonable certainty"

Pres letter

Nat'l. Convention
Displays

Verdicts

Return to Ref. library
for Mr. Chelley

Subject: Promote
St. L. W. Program
Send to St. office

Pres. letter

✓ Org Report
✓ Fin Report
✓ Data on KYT.

copy #

type on memo.

(Sample copy) info

Send to national
"yes - we want
128 space
by Mar. 15"

Mrs. Hargrave -

Who will use "Story In"
Party leaders
Legislators
Few copies - in School
League members
Libraries?
some -

~~Rating Force~~

~~7 d. \$1.00~~

~~by Chealy~~

~~1.4 - Goodrich~~

Summary:

Sis & Laurie { go ahead
no definite
decisions

Discretion of Mrs.
Hargrave -

PR -
Publ
Chealy,
Sis } Consult

maybe Mrs Klein
could meet
with Nyls &
St Paul V S
Chairmen to
work out
tentative
questions

Governor -

May 25 - Booth
Radio
Column

Charge Court

law -

Plaintiff claims
negligence

1) Crozzo
slippery wet
knew it

2) negligent at
time of accident
- slick -

Defendant

- 1) no negligence
- 2) not slippery
- 3) no mud
- 4) cleaned 6:30
- 5) heater
- 6) lighted
- 7) saw floor
- 8) no

Public Policy

Not ~~insurance~~ safety
"reasonably safe"

Negligence

if had knowledge
+ did not care for it

reasonable care

prudent person
some circumstances

Decide:

1. Defendant negligent
2. Plaintiff contributory negligence?
- if at all - Def.
is not guilty
If ~~she~~ is guilty
found for defendant.

WORKSHEET for Mrs. Horner's Visit in spring, 1956

5th.

1st March 19, Mon. Office	3rd week March 26, Mon. alep. Braun Bing Area Conf. Can. Lake Braun Paul Reps. ST Cloud Rogers Duluth Rout. 1000 Hocking	4th week April 2, Mon. Met. Conf. Main office	2nd week April 9 Mon. Area Conf awato New Aln.	April 16, Mon. Virginia
March 20, Tue. Org. Com. Training Hutchinson	March 27, Tue. V	April 3, Tue. V SV Paul mple 6	April 10 Tue V Jackson	April 17, Tue. V
March 21, Wed. Hutchinson	March 28, Wed. moorhead Rogers	April 4, Wed. Willmar Washington	April 11 Wed. Washington	April 18, Wed. V
March 22, Thurs. Hutch. Willmar	March 29, Thurs. V	April 5, Thurs. Willmar	April 12, Thurs. Loay	Apr. 19, Thurs. org.
March 23, Fri. Hutch. Willmar	March 30, Fri. Paul Reps. Good Fri. office a.m.	April 6, Fri. Hutchinson	April 13, Fri. Alma Alma	April 20, Fri. office
		agenda for 1956		April 23 24

February 7, 1956
2206 Ninth Avenue East
Hibbing, Minnesota

Dear Mrs. Grindlay:

I am very sorry that this letter has to convey two disappointments--one for you and one for me.

For my part, I am very disappointed that I will not be able to come to the organization meeting tomorrow. My young son has caught one of the many strep throats going around town, and needs too close care to trust with a baby sitter.

For your part, I know you will be disappointed to see what seemed to be a tailor-made situation in Virginia fall through. Apparently (see incl.) Mrs. McKenzie acted on her own enthusiasm, and then didn't get the support she had hoped for from her board. However, I know that there are interested women in Virginia, with the plan you have in mind. I am sure that we can get a successful league started in Virginia this spring.

Again, I regret that I cannot attend the meeting tomorrow. But you know you can count on us to cooperate with your plans--just let us know what to do and we will get started.

Sincerely,

Virginia Neumaier

905-8th Ave. North
Virginia, Minnesota
February 1, 1956

Mrs. John J. Neumaier, President
League of Women Voters of Hibbing

Dear Mrs. Neumaier:

Thank you very much for your interesting and informative letter concerning the League of Women Voters of Hibbing.

After discussion with the A. A. U. W. members, I am afraid though that I have come to a dead end. They seem to feel that it is just another organization in their already too hectic lives. I also think that the fact that the A. A. U. W. State Convention is here this May may have influenced their opinion.

I had thought that perhaps a committee from the Business and Professional Women, A. A. U. W. and the Study Club could make a nucleus and we could start from there. Perhaps it really takes a person from out of the city!

Thank you very much again and I am sorry for using your time.

Sincerely,

Jean McKenzie

January 24, 1956

Mrs. John Neumaier, President
League of Women Voters of Hibbing
2206 Ninth Avenue East
Hibbing, Minnesota

Dear Mrs. Neumaier:

For a long time we have hoped to start a new league in one of the range cities, and now at last it looks as if we can make a beginning in Virginia. I am writing you to ask again (remember convention?) for some volunteers from the Hibbing League, in addition to Mrs. Young. We also have asked for two from Duluth, so in effect, four all together would be a wonderful team to do some preliminary work in Virginia. Then when Mrs. Horner comes for her next Minnesota visits in March, we have allotted the last part of her stay (April 16 - 19) to Virginia.

The requirements would be the usual ones of a good league and board experience would be preferable though not absolutely necessary. This would be just for Virginia, so there would not be the consideration of other travel, except for a meeting on Feb 8 at 11:30 at the Coffman Memorial Union, which we hope our new people can attend. Mrs. Young has asked to have the prospective committee members get in touch with her so that she can make plans for the initial visits, and I presume you will be talking this over with her, too. Then it would be well to notify the state office of your selection, and whether she can attend our Feb. 8 meeting.

The qualifications for the job would be sufficient league experience to be able to advise a new group, although we all can refer to handbooks and all the written information on how to organize a new league which is pointed out step by step. Also someone who meets people easily and gets along with different personalities would be helpful. There will be several visits to Virginia before Mrs. Horner comes, and we expect to have Mrs. Horner accompanied by these members part of the time she is there, for this will be their training period. After the league is organized, we have the visitors at all the board meetings during the provisional period, but with several of them, they could divide up the trips that ensue later.

I will be anxious to hear how this works out, and I am sure with the prospects of working with both Mrs. Young and Mrs. Horner, you can be able to find just the right person for us. A good strong league or two up there would be very beneficial to existing leagues, and would justify the great expense of having Mrs. Horner for five weeks at this time.

Sincerely,

Betty Grindley
Mrs. John H. Grindley, chairman
state organization committee

January 24, 1955

Mrs. Gerard von Glahn
2105 Vermillion Road
Duluth, Minnesota

Dear Mrs. von Glahn:

For a long time we have hoped to start a new league in one of the range cities, and now at last it looks as if we can make a beginning in Virginia. I am writing you to ask for some volunteers from the Duluth League who would be available to do some preliminary work there with Mrs. Young, and several (I hope) other Hibbing members. Then when Mrs. Horner comes for her next Minnesota visits in March, we have allotted the last part of her stay (April 16 - 19) for Virginia.

The requirements would be the usual ones of a good leaguer, and board experience would be preferable though not absolutely necessary. Mrs. Roemer has been on and off and almost associated with our organization committee, in fact she came to a meeting or two, and probably could give you an idea of our requirements. This would be just for Virginia, so there would not be the consideration of other travel, except for a meeting on Feb. 8 which we hope our new people can attend. (Coffman Union Building 11:30). Perhaps if Mrs. Roemer is in good health now, she might be able to join us, as she almost did last fall. At Gertrude Wellinder's suggestion, I have written Mrs. Buffington. If she will accept, I think one other from Duluth would suffice, and it would be best for these women to get in touch with Mrs. Young directly. They can notify the state office about the Feb. 8 meeting. (You see I am confident that there will be two available).

Thank you for giving this your consideration. I know that both the Duluth and Hibbing leagues would profit greatly from some others in their neighborhood, and I hope that this year will be the time when we start on a "range network". If there are any questions concerning this assignment, I will be glad to answer them. Someone with an ability to meet people and "get along" with them, (that is a very poor description), and with a good league background would be ideal. There will be several visits to Virginia before Mrs. Horner comes, it would be well to plan on being with her part of the three days she spends in April, and after the league is organized the visitor attends the monthly board meetings during the provisional period. I hope this doesn't sound like a formidable order, but rather an exciting challenge.

Sincerely,

Betty Grindley

Mrs. John Grindley, chairman
State organization committee

File

January 23, 1956

Dear Mrs. Grindley:

You see how thrifty the League is! Still using some of your old paper, given to me on my last trip!

Your letter of January 14th, and the schedule have both reached me here in Indiana. I am delighted with the plans approved by your Board. Since I will be back in Washington for two to three weeks before the trip which brings me to Minnesota, I am not carrying my Minn. files (not travelling in my car this time) and I am answering some questions from memory.

Your decision to try the City-County experiment in Hutchinson, as I recall, is a wise one. Wasn't that one of the counties in which there was no community, other than Hutchinson, that was large enough to support a League? I suggest that you in doing your exploration there get in touch with your farm organizations, find out names of some of your farm women leaders, possibly arrange some small group meetings of these rural women with whom we can have "League talks". Possibly something can be done through the church groups out in the county.

Your schedule for the southwest part of state sounds fine. The Leagues there did need help - badly! I think the area conferences can be very helpful in helping outgoing boards see how to help new coming Board members in their early planning for the coming League year. Here in Indiana we have been holding area meetings on planning for good "Annual Meetings".

I am glad you are scheduling for all the work in Southwest to be done in one trip - and the same in northern area. It saves travel time and expense. As the schedule is somewhat elastic we can make changes depending on weather and League opportunities.

I will arrive in Minnesota in time for meetings on March 19. I can't be as definite about the final date. I do have to get to Chicago for that Board meeting, and am not altogether certain whether or not I will have any committee responsibilities. I think I can be with you on the 24th providing I can catch a train or plane to Chicago getting me in the night of 24th.

I will keep you informed and will be glad to have news, as it develops on Hutchinson, Willmar, etc. I am surely looking forward to my next trip.

With best wishes to you all.

Sincerely,

Rae R. Horner

LEAGUE OF WOMEN VOTERS OF MINNESOTA

84 SOUTH TENTH STREET, ROOM 406

MINNEAPOLIS 3, MINNESOTA

Atlantic 0941

NEW ADDRESS, you know, is University of Minnesota, 15th & Washington S.E.
TSMc, Minneapolis 14, Minnesota. Phone, FE 8-9801

January 20, 1956

Dear Organization Committee Member,

The time has come, the Chairman said, to talk of many things,
Of where we've been, and where we'll go, and sundry other things. —

And so, we are calling a meeting of all organization committee members
for Wednesday, February 8. Because of our pre-pre-organization meeting
in Willmar the night before, our meeting will be an 11:30 luncheon at
the Union on the Campus, where we can talk through lunch and remain
right there for the balance of our session. We need your expert advice
and counsel on many matters. Will you please call Grace Wilson in the
State Office at FEderal 8-8791, Station 29, so that she may make the
reservations for our lunch (\$1.25).

Sincerely,

(Mrs. O. H.) Dorothy Anderson

(Mrs. John) Betty Grindlay



Affiliated with the
League of Women Voters of the U.S.

January 20, 1956

Dear Betty:

Thanks for sending me copy of your letter to Mrs. Horner, which sets it out very well; I did not mention Hutchinson in my letter to her; just told her we would let her know the site after board meeting - but she knows it now. Am enclosing copy of Mrs. Pierce's letter - somehow I got two; you are probably aware the schedule was not enclosed and either you or Grace have taken care of it by now.

Also have copy of your letter to Mrs. Williams - the essence of tact and diplomacy!

Am enclosing copy of the organization part of the minutes as I redrafted them; if you feel I have said too much or too little, let Grace know and she can add or delete. I was not sure if you would care to have Hutchinson mentioned before you contacted them - you decide.

Grace sent me complete file on Willmar and says Doris will write too, and have copy of letter sent to the 60 women there, so guess there's nothing more to do on that right now except for me to figure out what to say to them.
and Dorothy

I presume you will take care of letting the organization committee know of their responsibility in dividing up leagues and personnel for council workshop and would you also write the Hibbing & Duluth presidents - or Mrs. Buffington of Duluth, whom Gertrude suggested - don't have her husband's name or address on the Virginia project, advising both to get in touch with me and we can set a date and make plans for going there. That's all I can think of at the moment.

Thanks for your suggestions in re "dedicated funds". Will write Gertrude reminding her, and will you consider yourself a member of this committee; get facts and figures and report at next board meeting and we can decide then. Talked it over with my husband and he says we should at least take advantage of the additional $1\frac{1}{2}\%$ savings & loans offer if we are prohibited by bequest from investing in "safe" stocks or bonds.

Thanks.

Edna

Grace: Will you send Gertrude - if she doesn't have it - whatever there is in the files on the JGS Fund.

Agenda for visitor Dk - sent to League - Board Institute
+ committee sessions 1990

no St. Board Institute again?

Met Finances

Met P R

Keeping members on Arg. Com. - {regularly recurring
duties
regular contacts w/
chairman + other
committee
members -

Recruiting talent

County Councils

Overlapping Gant, in a league (inside
all phases
exclusion)

Profiles? need re-doing? (how keep up?
+ share?)

Briefing before visit Dk

Mrs. Homer in at pre-organization mtg.

(pre-pre - Feb 7 -

pre, Mar 7.

Aug 1st, Sep 7
Homer -

(Mrs. Mobley or? - subarb?)

Standard for very small h - in very small town

Train State Board Committees

Time - 40 hr - 5-5 1/2 day week

(\$8.25 ^{day} one day hotel food)
(90 mile)

{includes
travel +
report time

File

C original to E. Young
O copy to B. Grindlay,
P D. Anderson
Y

Jan. 18, 1956

Dear Mrs. Young,

Your letter of Jan. 5th, during the national Board meeting, before I left Washington on this part of my "Shared Staff" trip. It was in time for me to make my plans in Washington and with Indiana. I appreciate your cooperation and am glad the change of dates will be advantageous to you.

Since I will be coming from Washington to Indiana, then on to Minnesota on this last trip I may, in order to make dates fit, have to fly. If so, and if I must have a car in Minnesota, I will arrange it somehow through my son.

It is encouraging to hear that you are having a meeting in Willmar on February 7. Good luck to you, and I hope you come out with a good new League.

I'll be anxious to hear the Board's decision on the place for our City-County experiment. It should be interesting to work out.

With all good wishes to you.

Sincerely,

Rae R. Horner.

make² copy *

sent D O A + B G

University Hotel

STATE ROAD 37 NORTH - BLOOMINGTON, INDIANA
PHONE 2-3351

Jan. 18, 1956

Dear Mrs. [redacted]:

Your letter of Jan 5th, during National Board Meeting, before I left Washington on this part of my "Shared Staff" trip. It was in time for me to make my plans in Washington and visit Indiana. I appreciate your cooperation and am glad the change of dates will be advantageous to you.

Since I will be coming from Washington to Indiana, then on to Minnesota on this last trip I may, in order to make dates fit, have to fly. If so, and if I must have a car in Minnesota, I will arrange it somehow through my son.

It is encouraging to hear that
you are having a meeting in Willmar
on Feb. 7th. Good luck to you - and
I hope you come out with a good
New League.

I'll be anxious to hear the Board's
decision on the plan for our City -
County experiment. It should be
interesting to work out.

With all good wishes to you

Sincerely,

Rae R. Horner.

File

Hilltop, Route 1, Rochester, Minn.
January 14, 1956

Mrs. Elwyn Williams
1454 Louisiana
St. Louis Park, Minn.

Dear Roberta Williams,

Although I spent most of Wednesday and Thursday in the cities and had on my list of things to do a telephone conversation with you, I regret to say that somehow I didn't even call your number, and I am sorry, for it is so much more satisfactory to talk than to correspond.

Grace tells me that you are about in the mood to want to quit in Fergus, or I should say, that you would like to be relieved of Fergus, that the train trip is hard on you etc. I think you should know how very grateful we are to you for making the long journey and for all the good work you have accomplished there. When I look at my notes taken the last day of the Horner Visit, it seems to me as if Fergus is the one place where something has been accomplished and some of her recommendations have been carried out, thanks to you. So, I do think you have done a good job, and I know it is discouraging. It seems as if one has to be a born optimist in the League, for something is going to disappoint you as soon as there is the slightest glimmer of encouragement in another spot.

It would be very hard to accede to your request were it not for one fortunate circumstance. Doris Schroeder, our state board member in charge of finance, (and whom you arranged the meeting for in Fergus), says that she has to go through Fergus anyway about monthly to visit her father. Since she was just there last week, and so was able to establish friendly relations, it would be the logical thing to have her the one to continue your good beginning.

I think it would be well for you and Doris to get together and you could fill her in on what is not discernible in your very adequate reports. Since you are both in the twin city area, you could at least talk by phone if it is not convenient to meet, for I realize you are rather far apart. I told her Thursday that if this arrangement could be worked out, it should only involve three more visits, for their time will be up and they should be OK by May. Does that sound right to you?

Would you let me know what you think of this plan, and also if we can count on you for some other organization assignments, those that do not require a long journey. Our committee, you know, has always been smaller than we would like, and we can't afford to lose you. Mrs. Horner will be back for five weeks beginning March 20, so there will be a blaring of trumpets sounded for the Organization Committee Gals to rally round the standards and escort Mrs. Horner about the state. Committee meeting to plan tentatively set for February 8th, and later to evaluate on April 19th — aren't we getting advanced in our planning?

I'll be anxious to hear from you, and would appreciate a speedy reply, for then I will write to Fergus, which I have intended to do for some time anyway, and tell Mrs. Mann that Mrs. Schroeder will try to "finish them up."

Sincerely,

Mrs. John Grindlay, State Board

File

LEAGUE OF WOMEN VOTERS OF MINNESOTA
Minutes of Meeting of Board of
Directors
January 12, 1956

The Board of Directors of the League of Women Voters of Minnesota held its regular meeting at the state office at 15th and Washington Ave. S.E. on the University Campus at 10:00 A.M. on Thursday, January 12, 1956. Present were Mesdames Anderson, Chesley, Duncan, Grindlay, Grossman, Hill, Humphries, John Klein, Roger Klein, Schroeder, Simmer, Wallinder, and Miss Salisbury, and Mrs. Young, presiding.

MINUTES The minutes of the December 13 meeting were read by Mrs. Simmer and approved as read and corrected.

TREASURER'S REPORT Mrs. Wallinder read the Cumulative Treasurer's Report showing a balance of \$888.69.

Upon suggestion of Mrs. Grindlay, the Board requested Mrs. Wallinder to check the terms of the Jane Grey Swisshelm Fund bequest and investigate the possibility of investing it for greater income.

ORGANIZATION Mrs. Grindlay presented plans for Mrs. Horner's visit to Minnesota from March 19 to April 24, including a day-to-day schedule of her visits to Leagues, three area conferences in the northern, southern, and metropolitan sections of the state, organization of two new Leagues in Willmar and Virginia, and she proposed that a county-city organization experiment, as suggested by Mrs. Horner and approved by the national board, be conducted in Hutchinson, if the Hutchinson League agrees. These plans were discussed at length and Mrs. Wallinder moved that they be approved. Motion seconded by Mrs. Duncan and passed. Mrs. Grindlay was instructed to advise Mrs. Horner of these plans and to contact the Hutchinson League on the city-county proposal. Mrs. Grindlay advised that preliminary work had been started in Willmar and that a meeting has been scheduled for February 7, which will be conducted by Mrs. Guthrie and Mrs. Young. She also stated that she would write the Duluth League and the Hibbing League presidents asking them to provide personnel to do preliminary work in Virginia with Mrs. Young. She announced that the next Organization Committee meeting would be held in the state office on February 8th.

Mrs. Schroeder reported on her trip to Fergus Falls. She also stated that she had received notice from the Rochester League reporting a discrepancy in membership lists and requested permission to check on this, and any such matters in the future, and make the necessary adjustments. Permission was granted by the board.

STATE COUNCIL MEETING Mrs. Young presented the Council Committee's tentative program for the Council meeting to be held at the Leamington Hotel May 17 and 18 with the Edina League acting as hostesses, and read letters from Governor Freeman and Senator Elmer L. Andersen accepting invitations to speak at this meeting. The program was discussed and revised. The program will be circulated among board members for further consideration and finally approved at the February meeting.

Mrs. Grossman and Mrs. Duncan presented the committee's outline for workshops to be conducted at the Council meeting, providing for 6 workshops, divided according to size of Leagues and held simultaneously on the same subjects. It was agreed that this pattern would be far more advantageous to the Leagues than the one previously followed; the general plan was approved, some revision was made and Mrs. Grossman was instructed to make the necessary changes and present them at the February meeting for final approval. It was decided that the Organization Committee be asked to make the division of Leagues and assignment of personnel for conducting the workshops.

NATIONAL CONVENTION Mrs. Grindlay moved that Mesdames Young, Anderson and Chesley be elected as delegates of the state board to the national convention to be held at the Sherman Hotel, Chicago, April 30 to May 4th. Motion seconded by Mrs. Duncan and passed.

GOVERNOR'S YOUTH PROGRAM Mrs. Young read a request from Governor Freeman for the League's cooperation in planning Town Meetings on Youth problems. The Board instructed her to call the attention of the local Leagues to this program to give them an opportunity to participate as individuals and as members of other organizations, and to write Governor Freeman advising him this would be done.

STATE PROGRAM Miss Salisbury reported that material for the Constitutional Convention booklets is now complete and ready for printing. The board discussed plans for financing, publishing and promoting of these booklets. It was suggested that Mrs. Hargraves be requested to look into ways and means of financing, that Miss Salisbury take care of the publishing, and that Mrs. Hill and her committee handle the promotion. This plan was approved.

Mrs. Chesley reported that she is asking resource chairmen to prepare one-page broadsides on constitutional revision for later use. Miss Salisbury moved that a Constitutional revision letterhead be printed for use in correspondence, news releases, broadsides, etc. Motion seconded by Mrs. Chesley and passed.

PUBLIC RELATIONS Mrs. Grossman asked permission of the board to explore the possibility of procuring a movie film on constitutional revision for use on screen or TV; she stated the prospects looked good, suggested that a charge be made for the film to defray the cost, and that we would have an opportunity of viewing the film and rejecting it if it was not what we wanted. Permission granted.

She reported that arrangements for essay contests in schools was progressing; that a 30 volume set of Americana Encyclopedia and a Dictionary had been donated as first and second prizes. She asked for suggestions for essay titles. "Minnesota's Need for a New Constitution" was the title suggested by the Board. In answer to her request for a slogan, for billboards, letterheads, flyers, posters, etc. the Board suggested a pair of hands holding an outline of the State of Minnesota with the caption: "Minnesota's Future is in Your Hands". It was decided by the Board that a file case be awarded to the League doing the best job on constitutional convention.

VOTERS SERVICE Mrs. Klein proposed that a Presidential Primary broadside formerly used be brought up to date and printed and that further information on Presidential Primary be prepared (mimeographed) for the Leagues. She also reported she had investigated the cost of "Get Out The Vote" Posters and requested permission to have them printed. Mrs. Humphries moved that the presidential primary material be printed and sent to local Leagues and that 500 Posters be ordered. Seconded by Mrs. Anderson and passed.

LEGISLATIVE CHAIRMAN Mrs. Young reported she has no legislative chairman, as yet, and asked for suggestions.

FREEDOM AGENDA A request from Mrs. Archer, FAP Chairman of St. Cloud LMV, to send Civil Liberties Union material to local Leagues was discussed. It was decided that when CLU has material pertinent to FAP, the Board would consider calling it to the attention of local Leagues.

EXTRA CURRICULAR MATERIAL The president reported on status of material requested by May '55 Convention: Iron Ore Tax material, prepared by Mrs. Sam Gale, sent to Leagues in December; School Finances material is being prepared by Mrs. John Neumaier and Mrs. Down will prepare Sales Tax material. The Board agreed that NO ACTION CAN BE TAKEN ON ANY OF THESE ITEMS at Council or any time during biennium, it is for information only.

NEXT BOARD MEETING Thursday, February 9, 10 A.M., State office. Meeting adjourned at 3:30 P.M. Respectfully submitted, Mrs. Thomas M. Simmer, Secretary

Jan. 6, 1936

Dear Betty, Grace & Dorothy:

Thanks for your respective notes on Mrs. Horner's visit; I have written her agreeing to the change in date - a happy break for us I think, and also said we still wanted her for five weeks.

The rest of the questions - and decisions - I left unanswered and told her we were meeting on the 12th and would send her a complete schedule and plans directly thereafter.

I really feel that all four of us should spend some time before board meeting getting this thing well organized and planned, and I'm afraid a half-hour before board meeting with the inevitable interruptions would not do it justice. I know this is asking a lot, but would it be possible for us to meet the night of the 11th, have a leisurely dinner at the Lexington at 8:00 and give it some concentrated coordinated attention.

I don't think we should attempt the impossible of course, but I am very reluctant to give up the county experiment without further exploration - How about Hutchinsen?

I know how busy you are and how much of an extra burden this ^{would} project has placed on all of you, but with the time and money involved seem to warrant the best thoughts of all of us and I think we can do so much better if we do it together.

Hope you can all make it.

Ethyl

January 5, 1956

Mrs. Errol Horner
Organization Field Secretary
League of Women Voters of the U.S.
1026 17th Street, N. W.
Washington 6, D. C.

Dear Mrs. Horner:

I am sorry my answer to your letter of December 16th has been delayed, but the holidays complicated contacting Mrs. Grindlay and Mrs. Anderson, and I did want their views before answering.

I have today heard from both of them, and they both agree with me that the suggested change in date would be advantageous to us, and that we will still want you for five weeks. So March 20th to April 24th would be fine.

We are meeting next week, on the 12th, and will work out a definite schedule for you, make final decision on the site of the experiment and let you know right after board meeting.

The pre-organization meeting (or is it pre -pre) for Willmar is scheduled for February 7th. Mrs. Grindlay has asked me to go and speak to them on that date, and Mrs. Guthrie, who has been doing the preliminary work there, will accompany me.

I hope this gives you enough to go on until you hear from me after board meeting on the 13th.

Best wishes for the New Year.

Sincerely,

Mrs. Basil Young
President

January 4, 1966

Dear Ethyl:

This is hardly a prompt reply to the communication dated Dec 16 which Grace copied for me from Mrs. Horner. But I assume that we can eliminate Xmas and New Year weeks from league activities without apologies.

I think that the later dates which she suggests would be very much better, and I hasten to recommend that we accept them. The question of 4 v.s. five weeks is not so easily answered, for I think we can always find enough for her to do in 5 weeks, unless for budgetary reasons we prefer to save what would amount to several hundred \$. If the money is there, my desire would be to have her for five weeks starting March 20 and I think at the next board meeting we could work out a schedule for her and start making plans for her time. I think if Dorothy, Grace and I could each make up our own version of what we would like to have her do, and have a half hour before the meeting on Thursday to go over and consolidate our respective schedules, we might have something to give to the board at that or the Feb. meeting, depending on how full your agenda will be this time. Then I think it would be well to have an org. com. meeting sometime at the beginning of Mrs. H.'s visit, using her for another training session, and not trying to call a meeting before she comes.

Her other question about the locale is not so easily answered. I think we had better stay with Willmar and hope that it will be more ready for something by the end of March. I am not as impressed with the possibilities of any of our other thoughts, unless we could get somebody like Mrs. Beirne out in the field now to see if a place like Buffalo has any possibilities. Waseca and Owatonna do not strike me as particularly good prospects for the city-county thing.

I am sending a copy of this to Grace, and she can talk on the phone with Dorothy A. about her reply. Hope I am not too late.

See you next week.

Ethyl

Mahtomedi, Minnesota
January 3, 1956

Dear Mrs. Young,

In considering the possible location of a city-county experiment,
I believe that the McLeod county selection would be wise for these reasons:

our existing league--Hutchinson--is stronger than my second
choice, which would be Wright County(Buffalo)

there are no large communities in the county

there are about 10,000 rural residents

there are some good county problems from what I have heard-

accessible geographically for our org. committee members

the fact that Hutch is not the county seat does not seem too
serious an objection to me.

we have more leadership(at least to my knowledge) in the H.LWV

This whole process is somewhat like reaching into a hat; my first choice
originally would have been Owatonna, but I can see the reasons against a city-county
with that size a city with its ^e walth of problems. I also like the Waseca-New Richland
combinations^e and think that such an experiment might serve several purposes; there would
be attendant problems too. Lyon county is just too far away and brings up the Tracy
impasse or whatever it is.

Wright County would be a good choice polotically; the Buffalo League has
been very timid about specific issues invólving their legislators, especially their
senator. I question whether this league could or would be willing to supply the type of
leadership ~~wh~~ich this pioneering will demand.

I have really taken a recess from all responsibilities this season, and will
have to batten down the hatches and get to work.

Avery successful New Year to you.

Sarahy Anderson

[illegible]

LEAGUE OF WOMEN VOTERS

OF THE UNITED STATES

1026 17TH STREET, N. W.



WASHINGTON 6, D. C.

MRS. JOHN G. LEE
President

December 30, 1955

1st Vice President
MRS. ROBERT F. LEONARD
Washington 6, D. C.

AIR MAIL

2nd Vice President
MRS. RENSIS LIKERT
Ann Arbor, Michigan

Secretary
MRS. WERNER J. BLANCHARD
Dayton 9, Ohio

Treasurer
MRS. EDWARD M. BOYNE
Pittsburgh 21, Pennsylvania

Mrs. Harold Wilson, Executive Secretary
League of Women Voters of Minnesota,
University of Minnesota,
15th and Washington Avenue, S.E.,
Minneapolis 14, Minnesota.

Dear Grace:

One more letter in 1955, with best wishes to you and
the Leaguers in Minnesota for 1956.

DIRECTORS

MRS. DRYSDALE BRANNON
Marion, Indiana

MRS. HAROLD D. DYKE
Syracuse 4, New York

MRS. ORVILLE FOREMAN
Jacksonville, Illinois

MRS. ALF H. GUNDERSEN
La Crosse, Wisconsin

MRS. C. WALKER HAYES
Albuquerque, New Mexico

MRS. HENRY L. KILLEN
Orlando, Florida

MRS. JOHN F. LATIMER
Washington 8, D. C.

MRS. WALTER H. C. LAVES
Bloomington, Indiana

MRS. MOSES H. LURIE
Belmont 78, Massachusetts

MRS. OSCAR M. RUEBHAUSEN
New York 22, New York

MRS. WALDO E. STEPHENS
Oklahoma City, Oklahoma

I have tried to bring myself up to date on happenings
in the Minnesota League since my September visit, but find
little that is current in our files. Maybe there is material
floating around the office on the way to the files. However,
for my own private file won't you send me copies of any state
releases, minutes, field reports, etc., for which you have
duplicates? I am so anxious to know how Mrs. Guthrie and her
assistants have gotten along in Millmar - and also what has
happened in other spots where we made some fairly specific
plans.

Another matter I am anxious to have an answer on is whether
or not the suggested change of date which I sent to Mrs. Young
will be convenient to Minnesota. I have some personal complica-
tions which I hope to plan for before I leave Washington on
January 14th, and I cannot go ahead until I hear from you. I
hate to hurry you in making your decision but it is important
to me.

I hope you have had a wonderful holiday season and that
the New Year will bring you the best of everything.

Sincerely,

Rae

Mrs. Errol O. Horner

will
do -
- g.w.

will you
answer
E. Y.?

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sent copy of E.Y. Danner,
B.G.
D.A.

LEAGUE OF WOMEN VOTERS

OF THE UNITED STATES

1026 17TH STREET, N. W.



WASHINGTON 6, D. C.

MRS. JOHN G. LEE
President

December 16, 1955

Mrs. Basil Young
President, League of Women
Voters of Minnesota
15th and Washington Avenue, S.E.
Minneapolis 14, Minnesota

Dear Mrs. Young:

It has been a long time since I have had direct news from Minneapolis and I am wondering whether or not some of our good plans are materializing. A letter from Mrs. Williams regarding the Fergus Falls League sounded most encouraging. This was surely one of the weakest spots we visited, so I feel hopeful about some of the others.

I have been back in the office only two days and have not had time to go through the Minnesota files but will do so at the first opportunity. I can get some news of developments from them I feel sure.

Mrs. Lee agrees with me that it might be possible to revise our schedule somewhat for the balance of the League Shared Field Work year. Weatherwise, and for my convenience I would be pleased if we could delay the visit to Minnesota a bit. Your schedule calls for five weeks from February 28th to March 26th. Do you still think you want five weeks? If so, would March 20th to April 24th be as good, or possibly a better time for you? It might be slightly better weather then, and also might enable us to do some good training of incoming local boards. If you feel four weeks would be adequate we could then make it March 26th or 27th to April 24th. If you feel you can make this change I could then go directly from Minnesota to the pre-Convention Board meeting. I will have to wait until I hear from you before changing Indiana's schedule and they do their planning well in advance.

Another thing that has been on my mind is the selection of the best place to try out the experiment, agreed to by the national Board, to reach rural membership.

Mrs. Basil Young

- 2 -

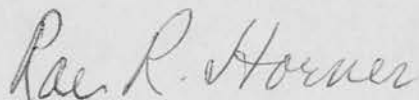
December 16, 1955

Have Mrs. Grindley and Mrs. Anderson come to any decisions on this? Some preliminary work might be done on this before my scheduled trip, doing the first cultivation and community evaluation.

If Grace could send me any available reports that would bring me up-to-date on Minnesota developments I would appreciate it very much.

My very best wishes for a happy holiday to you all.

Sincerely,

A handwritten signature in cursive script that reads "Rae R. Horner".

Mrs. Rae R. Horner
Organization Field
Secretary

RRH:hsh

I LOCAL LEAGUE PRESIDENTS CONFERENCE*LEGISLATIVE CONFERENCE
Mpls. Y.W.C.A.-- Solarium 15.00 must be out by 3 P.M.

II ANOKA MEMBERSHIP CONFERENCE OCTOBER 4 10 to 3
Community room in Anoka's new city hall--on east side of Rum River, just off
main street--park behind bldg. Ask those attending to bring sandwiches;
Anoka will serve coffee, dessert and relishes.

III LAKE AREA CONFERENCE OCTOBER 5 9.30 to 12 Deephaven Village Hall
will serve coffee--have informal grouping around tables
have agenda planned--Mrs. Schanfield of Excelsior will
introduce-

IV NORTH AREA CONFERENCE FERGUS FALLS 10 to 3
River Inn--coffee served at 9.45--luncheon under 1.00 served by Inn-

V METROPOLITAN AREA CONFERENCE ON ANNUAL MEETING MPLS. YWCA 10 to 3
Y Teen Room 8.50

VI South "

We are looking forward to meeting all Local League Presidents and Legislative Chairmen at our statewide Conference at the Minneapolis Y W C A on October 3 from 10 to 3. The two groups will meet separately in the morning with the Presidents discussing together, and with Mrs. Horner, their job with its **problems**. It is rumored that a skit, "A Day in the Life of a Local League President", will start the morning off with a chuckle; Presidents from different sized Leagues are being asked to present their particular most pressing problem for the group's discussion.

The morning session for Legislative Chairmen, (if your league does not have one, send your Constitutional Revision Chairman--be sure to send someone), will include the latest information on our Current Agenda and Continuing Responsibilities, techniques in lobbying, both at home and during the session, We are making an all out effort this year to get favorable action on our bills. Have you talked with your legislator ? Have you given him material on our progra, items ? Your lobbying at home will be more important than your letters after the session starts.

During the afternoon session, the two groups will meet together, along with several State Board members, to discuss how the Presidents, the Local Leagues and the State Board can combine forces to do a bang up job of promoting the State Program.

Form Letter for Area Conferences on Annual Meeting

The _____ Area Conference on Annual Meetings will be
Held in _____ at _____ on
_____ from 10 to 3. Included in this conference will
be a Workshop on A Good Local Agenda, from the actual choosing
of the item through all the steps to the accomplishment of the
objective. Another feature of this Conference will be a discussion
of How to Build a Better Budget. This conference is open to any
League member interested, with a special message for the Treasurer
, the Budget Chairman and the Local Agenda Chairman.

details on area conferences:

Metropolitan Area Conference--Thursday-October 11-Mpls. Y W-- Teen Room

Northern Area--Fergus Falls--Tuesday, October 9-River Inn

Southern Area--New Ulm--Monday, October 15-Eibners

Northern Leagues involved

Fergus Falls, Alexandria, Battle Lake, Bemidji, Brainerd, Cass
Lake, Moorhead, Park Rapids, St. Cloud.

Southern Leagues

New Ulm, Austin, Granite Falls, Hutchinson, Jackson, Kasson,
New Prague, New Richland, Olivia, Owatonna, Red Wing, Rochester
Tracy, Waseca, Wells, Worthington

Metropolitan Area

All others, except Duluth, Hibbing and Virginia

Mrs. Horner to have some sample budgets.

F 2 D 3 C 13

BUDGET MAKING FOR THE ANNUAL MEETING

I. WHAT is a budget?

WHY have a budget?

II. Kinds of ~~xx~~ budgets:

1. The unimaginative kind--a budget isn't supposed to be cast iron--so rigid that the Board has no leeway in spending it. It should contain you like a two-way stretch girdle--in other words, flexible enough to give the Board some spending leeway.
2. You have a certain sum in the treasury to divide up among the needs of the various services performed by the League.
3. The bold forward looking kind which says "Lets get something done". Each resource chairman plans for the following year and the Board decides what it would like to do for the community the following year.

III. IMPORTANCE OF THE BUDGET -

1. It is the force which motivates the whole years activity.
2. It promotes Board planning
3. Sets the finance goal -

IV. HOW DO YOU SET UP A BUDGET-

1. Where do you get the figures?
 - A. Previous years activities gives you a measuring stick
 - B. Board planning
2. The Board appoints the budget chairman and one or two members from the membership depending upon the size of the committee. President, Finance Chairman, Treasurer all members of the committee.
3. Tools necessary

V. Submitting the finished tentative budget to the Board for approval.

1. How to do it.

2. Then to the membership one month in advance
of annual meeting (through bulletin)
3. Presentation at annual meeting:
 - a. Use visual aids

VI. Important tools of budget making are available from
the state office :

The Handbook

Build a Better Budget

How to Raise Money for the LWV

Finance Workers Handbook

Questions:

Should you attempt to estimate the membership donations and include them in the budget?

How can you estimate the receipts from dues?

How do you determine the size of the budget?

October 14, 1956

Dear Dorothy:

Thanks for asking me to do the Budget for you at the Area conference--I thoroughly enjoyed it. Hope it did some good. Bemidji was there and certainly some of this type of philosophy will finally penetrate there sooner or later don't you think so? I think that the only way we can really reach them is by persistent harping on the merits of this type of drive. Mrs. Horner really gave them something to think about and answered all their stereotyped ideas for not having a finance drive with authority and told them about the role of the minority which I thought was just wonderful!

A question came up as to the value of the drive method of fund raising over the project method and I have some charts here at home which will do me no good but I do think that you or Mrs. Leshner should have them. The one would be dated--it gives the ratio of League budget to size of community etc. The other is a comparative chart which I wish I had taken with me to the conference. I do think that visual aids are very helpful.

There is also enclosed, the outline I used for my introduction. This is a simple outline to get the "ball rolling" and then Mrs. H. went on from there as to what should be included in each item of the budget--my feeling was one of complete "blank" as far as the budget discussion was concerned as either we did a good job of presenting it or else it is a subject no one (especially women) ~~likes~~ likes to talk about--you know what I mean.

Please thank Mrs. Leshner for me for the material she sent. I would like to write her a note but filed the envelope with her address on it in the waste basket. Also congratulate her on her new State Board portfolio and wish her for me, the best of luck.

Five of us from here went to the conference and we all enjoyed it very much--I do believe it is the thing to do.

Sincerely,

Lillian Simonsen
(Mrs Clifford)

Enc.

P.S. - I don't plan to
charge for doing this
for you as I rode up in
a car with the rest of
the Alex. Gals.

Proposed Agenda s for Officers' Conferences

F 2 P 3 C 1 3

10 A. M. Introductions

Purpose of Meeting
Plans for the day

- 10:30 General Discussion of the League-its Policies and Principles
Responsibilities of the Officers
General Board Organization
The Use of Committees

Unit Reports!

11 A. M. The Specific Job

The President
1st and 2nd Vice-presidents
Secretary
Treasurer

minutes
Bulletins

12:30 Lunch

- 1:30 How to Organize your new Board
How to train your new Board

- 2 P.M. Questions and General Discussion
3P.M. Adjournment

Agenda for Large Suburban Leagues' Meeting-Hopkins-16 to 2
April 12

- 10 A. M. Introductions
Purposes of Meeting
Outline of plans for the day

- 10:30 General Discussion of the League-Policies and Principles
Responsibilities of the Board
The Use of Committees

- 11:30 Division of the group into groups by Portfolio
Mrs Horner "floating"-one state person in each group

- 12:30 Lunch--
bring sandwich-coffee and dessert served for 30¢

- 1 P. M. General Discussion
answering of questions which arose in groups

Suggested Leaders for Buzz groups

Discussion and Unit Org.
Local Agenda
Public Relations
Publications
Finance
State Item
Voters Service
National Items
Membership

Mrs. Dosse
Mrs. Humphries
Mrs. Grossman
Mrs. Hill
Mrs. Leshner
Mrs. Guthrie or Hargraves
Mrs. Kaehler
Mrs. Siggord
~~Mrs. Gray (Hole)~~

or
members
of
their
committees

workshop for NW C. R. -
International
Showing of all Visual Aids at
Convention

F 2 D 3 C 13

Schedule--Local League Presidents' and Leg. Chairmen Conference

LOCAL LEAGUE PRESIDENTS'-----Room 509 10 A.M.

- | | |
|---|-------------|
| 1. Opening remarks-----Mrs. Young | 10 to 10:10 |
| 2. Introduction of Mrs. Horner and State Board members---Mrs. Young | |
| 3. Skit--Marian Sazenski; Inez McDonald | 10:15 |
| A Most Unnatural Day in the Life of 2 L.League Presidents | |
| 4. My Most Troublesome Problem as a Local League President | 10:30 |
| 1. Mrs. Paul Schmidt-----Granite Falls | |
| 2. Mrs. Olaf Sohlberg-----Mahtomedi | |
| 3. Mrs. Janski-----Richfield | |
| 4. Mrs. Silliman-----Rochester | |
| 5. Discussion of above problems | 10:50 |
| 6. General Discussion of a president's problems | 11:30 |
| Adjournment for lunch | 12.00 |

AFTERNOON SESSION-----Solarium Both Groups 1 P.M.

- | | |
|--|----|
| 1. Introduction of Mrs. Horner and State Board Members---Mrs. Young | 5 |
| 2. The Role of the State Board-----Mrs. Horner | 10 |
| 3. How the Local League Promotes the State Program in a Legislative year-- | |
| Mrs. Guthrie | 10 |
| Mrs. Hargraves <i>B. Kane</i> | 10 |
| Mrs. Hill | 10 |
| Mrs. Horner | 10 |

Adjournment 2:45 P. M.

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Y.W.C.A. - October 3, 1956 - Morning Session

Meeting of League Presidents with Mrs. Horner of National Staff.

The first presentation was a skit, "A Day in the Life of a Local League President" put on by Marian Sagwski and Inez MacDonald of the State Board.

This was a very amusing interlude on what not to do as a League President.

Next, Mrs. O. H. Anderson introduced the next four speakers, Local League Presidents from four different sized Leagues. The following are their own impressions of their most pressing problems.

1. Mrs. Paul G. Schmidt - Granite Falls, Minnesota - representing the small sized League - membership around 25.

- a. Membership - how to get more and how to keep up the interest of the present membership.
- b. How to operate efficiently with an undersized Board.
- c. The program load is too heavy - can't cover everything thoroughly.
- d. Hard to find interesting local studies without getting into small insignificant problems.

2. Mrs. O. I. Sohlberg - Mahtomedi - Membership about 56.

- a. Board organization - each board member has to thoroughly understand her own field and keep complete records of achievement and experiences for successors.
- b. Hard to develop discussion techniques that will be continually stimulating.

3. Mrs. Janski - Richfield - Membership 150.

- a. Training Leadership.
- b. Covering whole program adequately.

4. Mrs. Silliman - Rochester - Membership 225.

- a. Keeping interest of older "tired" members.

Mrs. Horner followed these Local League Presidents and gave us some very thought - provoking ideas, and the following ideas came forth from this discussion both from Mrs. Horner and from the Local League Presidents themselves:

1. Membership

- a. We should all budget for membership as we do for money and have a goal for growth and really work on it.
- b. Just remember that we'll always lose some members and that the time they have spent in League really develops leadership for other organizations.
- c. We sometimes get too professional. We have to learn to be satisfied with just the little bits of time and talent that people can spare from busy lives. All the things that the League has accomplished has been done with just part time and little talents.
- d. Invitations to prospective members to come to meetings before joining have to be limited. At initial meetings policies and purposes should be stressed and people not overwhelmed with program.

- e. Be sure to follow up on guests.
- f. Biggest problem in membership is the member who joins and who isn't sufficiently interested and gets out without getting anything out of it.

2. Material

- a. Schedule of programs should be re-examined.
- b. Local Leaguers feel too much pressure from State and National and feel that they are not given enough time to get programs and action into being.
- c. Local League Presidents have to make certain decisions about what is to be emphasized and what can be adequately covered.
- d. Local Leaguers like to hear occasionally that they are not in complete disfavor if they can't meet every deadline.

3. Local Board

- a. To absolutely cover every phase of the program and continuing responsibilities a full Board of 17 must be had.
- b. However, it is possible that in the smaller Leagues the job will have to be done by a smaller Board.
- c. Double portfolios may be necessary with members doubling up on jobs.
- d. It might better further the efforts to have two units even in smaller leagues.

The final thought given to the group by Mrs. Horner was that were not to forget that the State Board is us. We are to be there when and where we need help and also to tell them about all of our successes.

Y.W.C.A. October 3, 1956 - Afternoon Session

Mrs. Young began afternoon session by introducing State Board members to an audience made up of Local League Presidents and Local Legislature Chairman.

Mrs. Horner was called on next to give her impressions of the role of the State Board. The following two items were in her opinion the role of the State Board.

1. Responsibility for the National Program as directed in the By-Laws
2. Impelementing the State Program.

Mrs. Guthrie, State Legislature Chairman, was next called on and explained a little how the league will work to direct legislative actions on the following items.

1. To establish a Constitutional Convention
2. Re-apportionment
3. Party Designation
4. Improving the Civil Service Law by modification of the Veteran's Preference Law.

Mrs. Kane, Resource Chairman, next explained about the booklet "The State Your In". This is basic factual background material on our State and all League members should be thoroughly familiar with it.

"Well, What Do You Know - Minnesota Has a Constitution", was really the highlight of the afternoon session and was spotlighted on the program.

Mrs. Hill first told us all about the booklet and how it would be gotten into the hands of just everyone before the Legislature convenes.

Mrs. Gross, Public Relations Chairman, told of all the plans for the debut of the booklet on Oct. 8 with a full page color spread in the Mpls. Sunday Tribune on October 7 announcing it. She also mentioned several other methods to be employed to get in the public eye.

At this point Mrs. Horner told us of a few of her ideas on how best to get this phase (Constitutional Revision) of our Program across.

1. The State Board should concentrate on contacting non-league areas. Local Leaguers will get to League areas.
2. We should analyze where the opposition is and where to concentrate our efforts.
3. Make special contacts in Counties where there are no leagues.
4. Set up State Speakers Bureau
5. Which are most important groups to reach.

The following items were brought out in general discussion.

1. Our public relation materials such as skits, tapes, speeches, films, etc. are not being used enough.
2. There will be no other tools, other than those new booklets, to be brought out before the Legislative session.
3. Provisional Leagues can sell the booklets.

We ended the session with a general discussion on definitely keeping separate our Voters Service and our Action Program.

F2 D 3C 13

REPORT ON MEMBERSHIP WORKSHOP

On October 4, 1956 in the Anoka City Hall, Mrs. Horner and Mrs. Beirne met with representatives of the Anoka and No. St. Paul Leagues to discuss membership problems. Invited but not attending were Buffalo, Circle Pines, Columbia Heights and Falcon Heights. After coffee, the discussions lasted from 10:30 to 1:00, and 2:00 to 3:00 P.M.

The following points were brought out, not necessarily in this order:

Introduction: What is League membership? League not a federation but each member is a part of the LNW of Minnesota and United States. Membership is without requirements, so the potential for new members is greater than other organizations.

Particular problems: Anoka: Overorganized community, rapid growth of Coon Rapids with interest in own problems and need of new people in Anoka area.

No. St. Paul: Reactivating old members, general low level of activity and selling the league.

Discussion: Unit meetings:

Have more than one unit, even if very small, to develop variety. Encourage informality. Use group baby sitter, adapt time and place to group. Create fun at units. Must get together in large groups every so often.

Membership in general: Community analysis must be made by membership committee. Non active members good for moral support, and she gets benefit of publications. Keep percentage of non active ones low. Show budget plans for membership growth. Use How to get Members book. Emphasize personal contacts more.

Orientation: Carry throughout the year. Do it by personal visits to each prospect. Use older members as part of orientation program. Have them tell of older ways in contrast. Use yellow pages in membership manual. Prevent experts from giving too much at meetings. Do League talk before doing any agenda items. Two parts to orientation, first is League orientation, second is subject matter orientation. Do second by giving subject information before discussion meeting.

Drops: If because of disagreement, urge them to stay and represent their minority views. Use program record to find areas of agreement in the past and future. If jaded, try offering a completely new or different task or project. Do not let responsibilities get anyone jaded by too much at one time.

Voters Service: Ties very closely with new membership increase. Wonderful opportunity to get membership tel. number to the public. Reaches greatest number of people. Practical work appeals to many. Trends in voters service away from get out the vote to providing information. Explain to new people.

Publicity: Always use membership information. Pays off in sum total, though each individual effort does not seem worth doing alone. Emphasize league open to all, many misunderstand that. Make way for reaching newcomers to town.

Summarizing Membership Work:

Using the attached checklist, each league gave a verbal response to the questions. Those not previously touched on, were discussed briefly, so that all eighteen points, covering membership in all its facets, were covered.

A short general question period for the last 30 minutes brought up the following points:

State board help was requested in determining non partisan officers at the local level.

Mrs. Gordon E. Olson	No. St. Paul League	Rep. to Ramsey County Council
Mrs. Robert Thompson	"	President
Mrs. Jerome Textar	Anoka	
Mrs. Carl E. Bonnell	"	
Mrs. Ed. Jarnig	"	Membership Chairman
Mrs. C. B. Thurston	"	
Mrs. Fred Kaehler	"	Voters Service
Mrs. Marshall Way	"	
Mrs. E. Eyrick	"	
Mrs. Ruth Giddings	"	Librarian
Mrs. Marian Fletcher	"	President
Mrs. Amy Pease (Arch)	"	Finance Chairman
Mrs. Richard Longfellow	"	
Mrs. Richard Kemske	"	Legislative Action
Mrs. William Chamberlain	"	Unit Chairman
Mrs. Earl Bergeron	"	
Mrs. Mary Spurzem	"	State Item Chairman
Mrs. George Ghostley	"	

F2D3C13

LEAGUE OF WOMEN VOTERS OF MINNESOTA

15th and Washington Avenue S.E. Minneapolis 14, Minnesota

Federal 8-8791

Lake Area Conference--Deephaven Village Hall--Oct. 5--1956

Participating Leagues:Deephaven, Mound, Excelsior,Wayzata--White Bear Township-Afton-Lakeld.

Purpose: To discuss informally, and freely, the Community as a Basis for League Organization-

Characteristics Common to Participating Leagues:

Suburban

All having many members living outside governmental jurisdiction of league-

All having members and Board members in varying types of govt. as twnshp,village

All needing total membership to maintain League standards and carry League program load.

Some of these facing a loss of their members to a new League in a newly organized village.

Several sharing a school district

All havin trouble keeping a full Board

Noon Meeting with Presidents of Deephaven and Excelsior

Purpose:To discuss the impact which the formation of a Minnetonka Village League would have on these other two leagues.

How many members would be involved ?

Are they willing to help advise a new League ?

Would they suggest a unit first, and then a local league in the new village ?

What is their estimate of the potential in this new area ?

Afternoon Meeting with Gladys Beirne and Mrs. Duncan

Hutchinsán-- McLeod County Experiment

Mrs. Beirne: Up to date Briefing on status Quo

What is present situation as to :

Officers and Board

Survey Plans

Finance

Hutchinsán Survey

Candidates Meeting ?

Plans for Fall meetings

Plans for Mrs. Horner's Oct. 16 visit.

Mrs. Horner: Concept of what we have tried to do-

Have we gone astray, and where ?

How shall we advise from now on ?

Advisor at every Board Meeting ~~2~~



Affiliated with the
League of Women Voters of the U.S.

LEAGUE OF WOMEN VOTERS OF DEEPHAVEN
Notes from planning meeting 8/22/56 with
Excelsior, Wayzata and Mound LWV

August 23, 1956

Anderson
1-2 D 3 C 13

LAKE AREA CONFERENCE WITH MRS HORNER

Friday Oct. 5, 9:30 to 12 noon
Deephaven Village Hall

PURPOSE: Leadership training, enthusiasm building, discussion of
problems in our individual jobs

AGENDA: To be made up at the meeting by the group itself (Mrs.
Horner's usual method)

PARTICIPANTS: All Board members from Mound, Excelsior, Wayzata and
Deephaven are cordially invited. Non-Board members are also
welcome (for example committee members) if they would be
interested in this type of meeting.

Anticipated attendance: 48 at the most. We shot a guess
that perhaps 12 would be coming from each league - 2 or 3
of these being non-Board members.

FORMAT: Informal, around tables with coffee

LITTLE HINTS on items which might come up for discussion:

- how to build enthusiasm among members
- how to get new members
- any new way to raise money beside finance drive?
- how to make meetings interesting
- discussion versus report type meeting
- how to get the right person for the right job
- what makes a good local agenda item?

All 4 of our leagues have one problem in common - more than
half (except for Wayzata which has about 1/3) of our members
and Board live outside the area in which we are organized.
The area problem is in all our minds because we meet it where-
ever we turn. We do not consider it a major agenda item but
it probably will be touched on as we discuss local agenda,
membership, finance etc.

(over)

Dear Dorothy,

What hotel will Mrs. Horner be stopping at? where may I pick her up and return her? we would love to have you too, Dorothy, but don't feel you have to come if life is full for you that week. Is Doris still on your committee? maybe she could do this for you. It's O.K. from our point of view. The extra copy is for Mrs. Horner or Doris or whoever you want to have it. I have already sent a copy to Doris Schroeder just for her information. I've invited her but I'd hate to have her tire herself out over it.

Will you please send to Norma Schaefield (Eckstein's ex) some background information on Mrs. Horner for an introduction. The Village Hall is on the left just as you enter Cottage-wood from County Road 5.

Cordially,

An Duff

TV
F 2 D 3 C 13 FERGUS
Minutes of the Workshop of League of Women Voters
Held at the River Inn, Fergus Falls, Minnesota
Tuesday, October 10, 1956
ARF Conference

Oct 8/
After a short coffee hour, the guests present were welcomed by the President of the Fergus Falls League of Women Voters, Mrs. Grady^{Mann}. Special guests present were Mrs. Horner from Washington, D.C., representing the National Board and Mrs. Simonson and Mrs. Viste of Alexandria, representing the State Board.

MRS. HORNER, first speaker.

The State Board has great deal of responsibility and authority delegated to it by the League of Women Voters as set out in the State By-Laws and the National By-laws. It is the responsibility of the State Board to assist the local leagues in finance and organization, to help existing leagues to do the very best league job possible, and to organize new local leagues. They help to select the State current agenda and in getting together research material on the state current agenda. That is the role of the State Board. There are an awful lot of leagues in Minnesota, a limited number of people on the State Board, and a very limited budget. It isn't possible for the State Board to go directly to every league in the State and do everything they would like to do. So a series of meetings were planned, and the theme of this particular meeting is "The Annual Meeting."

All policies of the League of Women Voters originate with the members and not with the Board. The Board Planning Committee carries out the decisions of the members. There are three meetings in the League where members give the orders to the Board - local, state and national.

1. Local annual meeting. Members decide and vote on what they want to work on for local current agenda, how much they may spend, how much money they need to receive, etc. The most important meeting from the viewpoint of the members telling the Board what they want to do.
2. State Convention. Delegates from local leagues tell the State Board what they want on the State current agenda, election of State Board members.
3. National Convention. Meets every other year. Every member of the League thru elected delegates to the National Convention tells the National Board what they want to do for two years: elect National Board members, adopt national budget, adopt national current agenda.

On the State and National level, there is actually a representative government because it isn't possible for 26,000 women to come together for national convention.

Role of Nominating Committee. Every League in the United States could train more leaders. Need more members to serve on committees to get training for leadership. Every league leader in the whole United States is trained first in a local league and then moves to the State Board and finally to the National Board. Role of Nominating Committee is important to do the best possible job in selection of people that are to serve on the Board of the local league. Check your by-laws and see if at the last annual meeting you have elected the chairman of the present nominating committee and possibly two other members. Leagues present at meeting called for -

Moorhead
~~Breckenridge~~ Bemidji
 Battle Lake
 Cass Lake
 Alexandria
 Fergus Falls

Alexandria, Fergus Falls, Moorhead indicated they had nominating committee set up for next year. Nominating Committee should work throughout the year, not just the last two months before the annual meeting, watching every member for leadership ability and the ability to work with others on a Board. The local, State, and National Boards need women who can work together as a team. The Board must do a good team job, and the Nominating Committee should have in mind that the Board needs not only leadership ability but those who can do well in a team situation. in making decisions that must be made by the Board. The work of the Nominating Committee takes the whole year.

On the National level, the nominating committee is looking at Leaguers all over the United States. It is a big job and can't be done in just two months before the annual meeting. They are looking all year for leadership.

The role of the Nominating Committee is set out in the Handbook but talking about its duties sometimes makes it more easily understood.

Mrs. Horner asked for a showing of any league present who had a completely filled Board. None present could indicate that. If the Nominating Committee is functioning, it has a good idea of potentially good leadership and be of help in making recommendations.

The report of the Nominating Committee should go out to the membership before the annual meeting so the membership is aware of who has been selected by the Nominating Committee as a slate. A single slate is presented by the Nominating Committee. It should be stressed that nominations can be made from the floor. However the person

making the nomination from the floor should have the consent of the person nominated to accept the nomination and agreement to do the job if elected.

There was some discussion from the floor at this time as to the advisability of a single slate. Mrs. Horner pointed out that altho it is well for the by-laws to call for a single slate by the Nominating Committee, that it should be made clear that there may be nominations from the floor so that the membership is represented. She felt that dual slates can build up factional feeling and a lot of campaigning. However that particular by-law does not have to follow the standard by-law and a local league can change it to allow "a single slate or more". However she strongly recommends a single slate with nominations from the floor.

Sometimes there is a feeling, especially in older and bigger leagues, that no-one should be on the slate unless they have had a tremendous lot of League experience previously. Although that is good, it is not necessary. A new member with a little research can do an excellent job on the Board, and often add new life and new enthusiasm.

Discussion on limiting the consecutive terms of service for any one person on the Board. Mrs. Horner felt that often a person does the best job during a second term, that it could be very handicapping if a person was limited to only one term, and she felt it was better not to set a precedent but putting in a limitation one way or the other in the By-Laws.

MRS. VISTE

of Alexandria League of Women Voters, ~~representing~~ representing the local agenda item.

Where does the interest lie and where do the ideas come from for the local agenda item? There is a tendency sometimes to let somebody else thing of an idea or maybe the Board will come through with an idea for local agenda study. If the membership does not have an idea, one place to go is your "Know your own Town Survey." She suggested a survey every five or ten years. Other places to go for ideas are City Council meetings, School Board meetings, Charter Commission meetings, Planning Board Commission meetings. Sometimes ideas are suggested by contributors when the finance drive is being carried on. Can get ideas from newspapers, editorials, lectures on local problems, etc. Most local current agenda items come as a follow-up of previous study items. Mrs. Humphrey, the local current agenda chairman on the State Board is an excellent source of material. She sends out resource material.

Mrs. Viste called attention to resource material sent out by Mrs. Humphrey in September '55 which is good and still available. Another source of material is League Municipalities - two pamphlets. "Outlook for Week" which is a report of the State Board was sent to all League presidents with the July letter. The local current agenda item on this is very complete. Then the issue of "Minnesota Voter". The next "Voter" will be on current local agenda.

A third source is the local leaders' Handbook. This tells everything on pages 9-17. Mrs. Viste reviewed this section of the Handbook, reading the fifteen points to use in selecting a good item.

Then having found an Item which meets with the criteria set forth in the Handbook, how do you get this item placed on the local current agenda? The machinery for doing this is written into the By-laws. They may differ from local league to local league, but the procedure is usually similar.

1. The Board considers the suggestion of the local agenda committee two months in advance of the annual meeting.

2. One month before the annual meeting a written proposal is sent to all voters listing the ideas.

3. A vote is taken at the annual meeting on ideas to be considered as local current agenda. At this time by a 2/3 vote of the members any other item maybe brought up for discussion to replace the item selected by the Board. The local current agenda item can be revised if it is necessary if the by-laws in the local league provide for it.

There is new material coming out with the next President's letter listing the local current agenda for every league in the state. Mrs. Viste closed her talk by reading excerpts from a letter from Mrs. Humphrey.

MRS. HORNE commented that again with the current agenda item, it is not something that is picked out blind-folded two months before the annual meeting, but is something that is developing through the year. She gave an account of the adoption of a city charter by Philadelphia.

MRS. POWELL from Bemidji told how the League worked for a new city charter

in Bemidji and used a door -to-door campaign to inform every person in Bemidji of the need for a new city charter.

Mrs. Horne asked how many of the leagues present had bulletins. Those having bulletins were Fergus Falls, Alexandria, Bemidji. Alexandria sends regular observers to the City Council meetings. They go to observe - have no authority to speak for the League.

There was a discussion of how to mold public opinion, the importance of selling your idea to the editor of the local newspaper and the local radio and TV who are the "opinion molders" of the community; also speakers bureau, handing out handbills, etc. One criticism of the League that was mentioned was the fact that so often League members talk to only those who hold the same opinion; in other words "talk to themselves." An effort should be made to get out and talk to other people

It was pointed out that a good current agenda item is not always the popular problem. It should be a problem that would develop the greatest membership interest and allow for the greatest membership participation and should also be something that the community would benefit from. It should not be presented to the members in such a difficult way that the average member of League can't explain it to another person. The recommendation of the local agenda item should not be general, but should be a specific thing that the League can do. A good current local agenda item is important because it is the part of the League work that is most evident to the contributor.

A local current agenda item is adopted by a majority vote. It can never be 100%, but it should be much stronger than a simple majority.

NOON RECESS.

Mrs. James Seward Cass Lake
Mrs. Rudolph Jackson Cass Lake
Mrs. C. R. Swenson Cass Lake
Mrs. Conrad M Olson - Cass Lake
Mrs. E. E. Alenord - Alexandria
Mrs. Norman Seppanen - Alexandria
Mrs. S. H. Buttz - Alexandria
Mrs. Clifford Simonson - Alexandria
Mrs. Stan Bristol - Moorhead
Mrs. Lloyd Eck Moorhead
Mrs. George Gearhart - Battle Lake
Mrs. Wilkin, Battle Lake
Mrs. Harold Starnow Battle Lake
Mrs. Warren Hunter Battle Lake
Mrs. Earl Engan Fergus Falls
Mrs. L. L. Wermager Fergus Falls
Mrs. W. J. Dowling - Battle Lake
Elsie A. Grina, Fergus Falls
Mrs. A. E. Settre Fergus Falls
Mrs. S. P. Adams Fergus Falls
Mrs. R. A. Wickersham Fergus Falls
Mrs. Len W. Porter Fergus Falls
Mrs. Byron Hannay Fergus Falls
Mrs. Earl Freye Fergus Falls
Mrs. Byron Walford Fergus Falls

Miss George Myland

Fergus Falls

Mrs. Paul Jacobson	Fergus Falls
Mrs. Russell Schei	Fergus Falls,
Mrs. R. S. Lamski	Maorhead.
Mrs. Robert Emerson	Fergus Falls
Mrs. Ward Shaver	Fergus Falls,
Mrs. John L. Townley Jr.	Fergus Falls
Miss Hazel Shimmmin	Bemidji.
Mrs. Romaine Powell	Bemidji
Mrs. George Nyland	Fergus Falls
Mrs. Art Calbrecht	Fergus Falls
Mrs. Gerald Frick	Fergus Falls
Mrs. E. C. Veste	Alexandria, Minn
Mrs. Charles Nelson	Fergus Falls
Mrs. David Sanderson	Fergus Falls

Afternoon Session - LWV Workshop - Tuesday, October 9, 1956

Mrs. Mann, President of the Fergus Falls League, called the afternoon session to order and introduced Mrs. Horner who introduced Mrs. Simonson of the Alexandria League who spoke on Budget.

Mrs. Simonson: Definition of a budget as given her by an accountant from a book was far from simple so she started from scratch for her own definition. A Budget is a plan the League follows instead of wandering in the dark. There are limited types of budgets based on only records of previous year or whose which take a whole given sum divide it up ~~as~~ approximately as it was spent previous year. The League however needs a bold, forward looking, flexible budget. The Budget Committee may use Budget of previous year as a guide but the Board in making requests should consider the League's goal for the year. Then the Budget Committee uses the Resources' Chairmen's requests and requests of other Board members on which to build the Budget. The Budget is a force which motivates whole year's security; it should show greatest expenditure in Local Action. Budget promotes Board planning. There may be a sinking fund. With a Budget the Treasurer can pay bills without hashing over each little item. Tools to use are the Handbook, Finance Workers Handbook, How to Raise Money for LWV and Building League Budget on the Local Level. Board appoints Budget Committee 2 months ahead so they can plan. Then tentative Budget is submitted to Board, copies for each with explanation especially any drastic changes. Then the tentative budget is submitted to the membership 1 month ahead of Annual meeting and each item is explained. Then get members at annual meeting to understand what and how important Budget is to League, not in detail but what and why of large expenditures. May use visual aids such as graphs, ratio pies, etc. Mrs. Simonson showed a chart used at Alexandria, the LWV "Sun" shedding light on Alexandria, rays did not reach way down into every part of town but gradually, year by year were reaching farther. With this chart there was no trouble with Board or with membership.

Mrs. Horner then took over again. If we operate under too tight a budget and must curtail work then we must ~~see~~ where bigger budget is needed. May need two budgets, a minimum budget and a growth budget. We must at the Local level get every Board member to analyze past year's budget and see where we need more. Mrs. Horner listed some places where most local budgets were inadequate:

1. Expenditures of President (baby sitting, etc.??!!)
2. Committees always have too little. as for free distribution of material by Finance and Membership committees.
3. Delegates expenses. Representation is so important. (You're never the same after you've gone to a National Convention)
We should provide at least travel expenses, and hotel if possible.
4. Operating cost. Depends on size of community and the League.
5. Capital Expenses. Every League needs a good file -not box under the bed.

Publications needs to give some free distribution of material so people know the League is in the Community.

Budget has been criticized because it is a 'net' budget but it is more realistic. Activities LWV is different. We are an activity organization. We must reach the citizens, we are not a study, self-improvement group. This takes planning and thinking ahead. The more you do in the Community, the more the Community will help the League. The Community must see that the League is really active.

State and National Service Much voluntary help in state office. There are competent and generous volunteers but the state budget is also pinched. The National Office grows. The number of Leagues and the number of members has doubled since Mrs. Horner has been on the National Board. The funds are depleted.

Everything comes from the Local League.

On the Income Side: We don't do enough planning. Every League should ~~show~~ show continuous growth. Therefore every budget would show increased number of membership dues.

The Local League faces day to day problems^{ms} of carrying out League program and may feel frustrated and discouraged, but Mrs. Horner is enthusiastic because she sees tremendous thing which the whole League does, the sum total, and therefore she must have unbounded enthusiasm and believe the League is worth selling. (and she can talk and we do it). We have a belief in the purpose of the League and we are selling what we believe. We should try to get away from the day to day problems.

Back to the Income Side: - we must get money and do a better job each year, therefore we need more money from members and more members. 85% of Local Leagues have no other method of fund raising except ~~the~~ contributions. Over a 5 year period (as of '54) growth figures show that membership increased 48% but total expenditures increased 65%. Therefore we have a growth in Finance and in the Community reaching beyond membership growth. In a 5 year period the greatest increase is at the Local Level then state, then national. The volunteers of the League do a most professional job but are much too modest. A provisional League in Natchez, Mississippi (city of 27,000) had a first total budget of \$1,000 of which they raised \$600 from non-member contributions. They said they could have done more if needed. Help the solicitor; give her a feeling of confidence, she is making a new friend for the League. At least with each call the prospect becomes more aware of the value of the League. There is a recording available from National Office for training solicitor with 15 questions and answers. Alexandria had made its own training recording with a local business man.

Member from Bemidji stated their membership was consistently against a Finance Drive. Mrs. Horner: "Get battery of statistics that show you get more for your woman hours and also are building interested supporters (money and new members) also, in recognition standards for Local Leagues the league must have some support from the Community." (we don't think often enough - on whole subject of voluntary giving that if we don't contribute voluntarily to causes the Gov't would do so through taxes)"

Comment from Alexandria - raised three fourths of goal in one day.

Mrs. Simonson - Couldn't Board plan a Finance Drive without membership?

Bemidji: Members vote out Finance Drive at Annual Meeting. Board not now in agreement on Drive but at one time were and at annual meeting ~~the~~ "non-member contributions" voted out. There may be fear of yearly campaign.

Mrs. Horner: There is no magical answer, must depend on gradual growth of new members.

Mrs. Frick of Fergus Falls League - Is it possible that there is large turnover in League membership because of forced Finance Drive?

Mrs. Horner - it is bad in planning fund raising to force each member to solicit.

Bemidgi: Well in spite of Committees work old members resent idea of Finance drive.

Mrs. Bristol of Moorhead League - Membership is restricted if dues are increased instead of having Drive.

Bemidgi: Prospects say why should I give?

Mrs. Bristol: - We do what you can't - Community Service.

Another member from Moorhead: Our League is asking a small amount compared to requests of other drives.

Bemidgi: All drives fall short here. People are not civic minded.

Mrs. Horner: If 85% do have Finance Drives successfully it is the best pattern we have, and this is in the Recognition Standards. Policies are set by the local league. If you have a better idea send it in and - if there are enough the policy could change. Maybe the 85% could be converted to some other plan.

Then comment of Mrs. Horner that in one metropolitan League there is a waiting list of people who want to solicit on Finance Drive.

Mrs. Simonson: There is a need for choosing a good substantial list of contributors. Make new friends with the Leagues' contribution to the community. Use care in choosing people who are interested and you know will contribute.

Mrs. Horner: Representatives of various men's groups were invited to a Men's Advisory Committee luncheon in Indianapolis and as a result of the luncheon meeting the men gave help- sent in lists of names and offered help with work- a publisher offered give-away material. Therefore the names and the other help from the men opened door to good drive.

A small League in Reno gave a luncheon and presented budget and envelopes and raised a good part of the goal right there and also got recommendations for other contributors. "we don't look on work of League as a charity, it's an investment in our way of life, in good government, etc."

This is too much Fund Raising - let's get back to the Budget.

Visual Aids make better budget discussion at annual meeting.

Too many annual meetings are report meetings. Instead written reports of Board members and committees should be available and President may summarize what has been done. Annual Meeting should be a planning meeting. There should be opportunity for member participation in plan for the year.

Mrs. Horner read letter from Mrs. Hill, State Board Publications chairman, concerning various recent publications. "The State We're In" much better than old yellow one. This is a do or die year after 9 years of working on Constitutional Revision we have prepared a readable booklet, "What Do You

Know, Minnesota has a Constitution. There are 50,000 to be distributed so each League must have a goal. There is steady publicity throughout the State. (here there was a comment as to why League publicity was always on the ~~women's~~ page but after all most of us do read it) There is also a "Lobby by Letter" folder which states what League will take action on in State Legislature.

Last 15 minutes open to free-for-all discussion:

Orientation - How to inform. Get new members acquainted with the League and its members and what we do. The Board could get a few together to help them understand the League. Small informal meetings with older members or Board members. Give review of League program with a little care so as not to be repetitious to old members. Perhaps short meeting of new members before regular meeting for refreshing and for review.

Meeting adjourned.

October 11, 1956

Subject: Local Annual Meetings of the League of Women Voters

Morning meeting: Mrs. Anderson, presiding
Mrs. Horner, discussion leader

I. Introduction

National League By-Laws state that the State Leagues are responsible for strengthening Leagues in state so this type of meeting is important for State Boards to hold to help Local Leagues.

Membership in League or duly selected representatives have three important meetings during year, namely, Local Annual Meetings, State Convention or Council Meetings and National Convention or Council.

Local Annual Meetings have not kept pace with State or National Meetings. Should be more discussion at Annual Meeting. Should be more important than others because everyone has an opportunity to talk and take part.

II. Nominating Committee

A. Selection of nominating committee

At Annual Meetings the nominating committee is elected according to Local By-Laws.

Majority of nominating committee should be elected by membership.

B. Duties of nominating committee

Should operate all year by attending Local Board meetings, Unit meetings and membership meetings looking for new people who have an interest in League and believe in purpose of League, who have some time and will follow the non-partisanship policy of the League.

Nominating committee should understand the non-partisanship policy very well and explain thoroughly to nominees.

Nominating committee should look for those who will do team work and work well with others.

Nominating committee should get to work.

Nominating committee might assume another responsibility - serve as a committee to help make replacements or spot (short-time jobs) on Board during year.

Membership should be invited to make recommendations to nominating committee.

C. Questions

1. Should nominating committee indicate portfolios when asking nominees?

Committee cannot specify but can indicate preference to incoming board. Assignments should always be done after election and Board should organize themselves.

Secondary interests might help passify board members who have more than one interest. Administrative person might be used on program committee if not too involved. This helps to give Board members more experiences. They shouldn't be asked to do research work but to sit in on discussion meetings if they want. Administrative person may want experience and can contribute.

2. What about a single or double slate of officers?

Historically the LWV has always used single slate. Single slate is democratic. Double slate causes descension since they might have different program ideas.

3. Would you assume that old board members would continue in their present portfolios?

A change of portfolios is good every-so-often. Shifts might strengthen organization even during the year.

Afternoon meeting:

III. Local Current Agenda

A. Selecting a Current Agenda (Mrs. Humphries)

1. Importance of a well chosen Local Item

Creates interest among members for they all are effected

Can influence new friends in community

2. Get allmembers in act in choosing Local Items

Ideas and time to discuss should come from units

3. Wording important

Should be clear to membership, community, etc.

4. Criterion (from Local Leaders Handbook, p. 10)

5. Procedure (from Local Leaders Handbook)

6. State committee wants reports from Local Leagues as to how a program was carried out for an exchange of ideas (success stories as well as pit-falls)

B. An actual program item carried out (Mrs. Graham, Bloomington League)

Subject: Working for Optional Plan B of Village Government

Study: League studied all village government plans

Action: League got behind Optional Plan B and was responsible for getting it on ballot but not for passing it (educating the public). In 2 months a representative group covered Bloomington and really screened the village. The education program was carried out through schools, stickers, neighborhood coffee parties, mailers, newspapers, etc.

Good reference material: "How to Win Civic Campaigns" from the National office (League of Municipalities?) and similar book from state.

C. By-Laws (Mrs. Horner)

1. Change in National By-Laws

A change in vote for reconsideration of a non-considered item from 2/3 to a simple majority but a 2/3 majority to pass the item.

2. Refer to By-Laws before changing agenda

D. Steps in planning a Local Current Agenda (Mrs. Horner)

1. How to get those early suggestions for Local program items and what is best for the League for another year

a. From attending council meetings

b. From recent Know Your Town Government study

c. From members working on village committees

Committee members should not speak for League unless League has taken a stand

d. One program can lead to another

e. A gripe list

f. Send out a suggested list of items or "Lively Issues" similar to National. Combine suggested items from Board with items from members

g. Use the film "Your Vote Is Your Key"

2. Making a selection
 - a. Devote part of an issue of your local voter to program making (p. 10 of Local Leaders Handbook)
 - b. Explain to membership that a good program item fits as many criterion as possible and also program principles. Not all items in the field of government are good and can be rejected when looking at the program principles.
 - c. All members should keep a file of National and State Voters.
3. Time schedule in making the program
 - a. Be sure the members understand the time schedule in making the program
 - b. Is the present scheduling cumbersome? If there are suggestions they can be sent into National and it might be an improvement.
 - c. At local level program items suggested by membership should be specific with explanations (this applies to suggestions at all levels)
4. Wording of agenda
 - a. Should be simple
 - b. Study not necessary in wording
5. Adoption of agenda
 - a. The discussion at annual meeting should give the direction of study
 - b. Following the adoption of program the membership should be given a full explanation of item and what it is based on (principles and criterion) in local publication
 - c. To go from study to action call a membership meeting to get cross thinking of units
 - d. Continuing Responsibilities is spelled out in By-Laws
6. A short range program

Once in a while the League needs to do a short range program that can be used as an accomplishment

IV. Budget Making

A. Budget Committee

1. Selection

By-Laws should be followed and the treasurer or finance chrm shouldn't be chairman

2. Tools

How To Raise Money for the LWV (National LWV)

Work sheet listing last year's budget, expenditures and expected expenditures for coming year.

Budget com. and finance chrm. should read Local Leaders Handbook

A booklet for treasurer's will be available soon since the treasurer's part has been omitted from the Handbook.

B. Preparing budget

1. Activity during the year

Treasurer should give monthly reports at Board meetings and a quarterly report to see how it ties into the budget

Every board member should be conscious of budget and how it is working and where it is working hardships

2. Budget time

Board members should make recommendations on increases and over all picture of budget

Ample time should be allowed at Board meetings for budget chrm to present budget in detail. Brd. gives suggestions to budget committee and then budget com. reconsiders and then takes the revised budget back for Brd. approval and then sends it to membership.

Money carried over should not appear in budget but in treasurer's report. Cash balance shouldn't represent more than $\frac{1}{4}$ or $\frac{1}{3}$ of over-all budget.

4
"A budget shouldn't be like a corset to restrain but a 2-way stretch to go all ways."

C. Presenting Budget at Annual Meeting

1. The budget should be presented well and in a descriptive and exciting way using charts, flannel boards, etc.
2. Membership should vote on spending money from the reserve fund

D. The budget form

actual

1. President's Account: Are you making it a token or actual expense? Are you limiting it to those who can afford the job?
2. Committees: Have plenty to take care of all committees.
3. Delegates and meetings: Should take care of lunches, parking etc. for those who attend meetings representing the League.
4. Operating cost: Be sure to include everything so the business men will be impressed by the LWV budget. Include audit and if the person doesn't charge include it as a contribution or service by member.
5. Publications: Should appear on expense side
6. Activities: Need more imagination in this item. Under this comes Action in the Community which includes voter service, community meetings etc.
7. Dues: Have the membership committee plan for a membership growth
8. Contributions: This comes from members, non-members and services

E. Questions and comments

1. A family budget and League budget do not parallel - the family budget has a fixed income and a League can go out and get what it needs
2. Have fund raising in fall when League is doing most work.
3. Have annual meeting in April if finance drive is in May.
4. Confusion of the transition period between old and new boards. Planning has been done previously and Brd. doesn't completely change. The thinking of most Leagues is that annual meetings should be geared to fiscal year and not program year. Annual meeting should be held by April 15 if possible.
5. What is being done to help increase National LWV income? This kind of meeting where more Leagues are setting better goals. As Local LWV do a better job, the prestige increases on a National level.
6. Don't ask for donations for the League but ask for their investment in good government.
7. National and state Leagues are expanding so budget needs to expand. Everytime Leagues expand existing Leagues are benefited. League can't afford to stand still in the job it is doing.
8. Cost of carrying a League member? Costs \$4140 per member for state and national services.
9. League does a good job except for finances and they have never come out of the bargain basement on finance drives.
10. Action item in the budget should be increased in order to get more money to operate with in the League. More action in the community makes for more contributions.
11. Get people out to annual meetings by getting them involved in program.
12. Make annual meeting a planning meeting and not a report meeting of past year's work. President could summarize past year's work and then let time be spent on new plans.
13. Is location of state office as good in its present location as it was downtown Mpls.? Would like to have the reaction of the Local Leagues.

F-2 D 3 C 13

METROPOLITAN AREA CONFERENCE ON ANNUAL MEETINGS OCT. 11, 1956

Y W C A TEEN ROOM 10 to 3

Morning session----- 10 to 12

1. Introductions

Mrs. Horner--Mrs. Humphries

2. General Remarks on an Annual Meeting Mrs. Horner

3. The Nominating Committee

4. The Local Current Agenda---Mrs. *Humphries*
Swain

Afternoon Session 1 to 3

1. Introduction of Mrs. Leshar as Finance Chairman

2. Building a Better Budget Mrs. Leshar Mrs. Horner

Suggestions for further Annual Meeting Discussion--

How can we make the Annual meeting an attraction instead of a duty ?

How can we get the dues paid quicker ?

What about the practice of having guests and outside speakers at the Annual Meeting ?

How can we budget for membership ?

By law change

F2D3C13

Leagues attending Metropolitan Area Conference on Annual Meetings

Circle Pines
St. Louis Park
Roseville
Afton-Lakeland
Arden Hills
White Bear Township
Deephaven
Golden Valley
West St. Paul
Richfield
Mound
Minneapolis
St. Paul
St. Cloud
Mahomet
Bloomington

Type of Jobs Represented@

Treasurers, Finance Chairmen, Organization Committee, State Board,
Local Current Agenda, County Government, Budget Committee, Presidents, Local Survey.

Leagues attending Metropolitan Area Conference on Annual Meetings

Circle Pines
St. Louis Park
Roseville
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White Bear Township
Deephaven
Golden Valley
West St. Paul
Richfield
Mound
Minneapolis
St. Paul
St. Cloud
Mahomet
Bloomington

Type of Jobs Represented@

Treasurers, Finance Chairmen, Organization Committee, State Board,
Local Current Agenda, County Government, Budget Committee, Residents, Local Survey.

DA
VI
F2D 3C - 13
Monday, Oct. 15, 1956
10:00 A.M. to 3:00 P.M.

South Area Conference on Annual Meetings and Budgets,
New Ulm, Minnesota

Represented were Austin, Granite Falls, Hutchinson, Jackson, New Prague,
New Ulm, Olivia, Red Wing and Wells.

Mrs. Horner of the National Staff conducted the morning forum on annual meetings.

Business to come up at annual meeting:

- a. Adopt Local Current Agenda
- b. Adopt Budget
- c. Elect nominating committee for next year

The importance of the nominating committee was given a good deal of emphasis by Mrs. Horner with the following observations:

1. The nominating committee can serve all year as a ~~personal~~ body and as an advisor to the Board when vacancies need to be filled.
2. The nominating committee should consist of two people appointed from the Board, in addition to the three elected members. (appointed members should never exceed elected members)
3. The nominating committee should at all times stress the non-partisanship policy of the League in presenting a slate of candidates.

Mrs. Humphries - State Current Agenda Chairman next discussed with us the Local Current Agenda.

1. Importance of a well - chosen Current Agenda
2. Full membership participation.
3. Be careful about wording of current agenda item.
4. Apply criteria stated in Local League handbook concerning current agenda.
5. Follow accepted procedure of adoption.

Lastly she urged everyone to re-read Article 9 in Local League Handbook about program. Also it is very important to send all items and information to State Office on Local Current Agenda.

After a delicious luncheon served by Eibners Cafe, we reconvened at 1:15 for the afternoon session on Budget.

Mrs. MacDonald opened the meeting by giving us a few thoughts on Finance which were printed sometime ago in the Voter but which are still very pertinent.

Mrs. Horner then took over the discussion and together we went over the proposed Budget Form and discussed each item.

Also many items and ideas on Finance Drives came to light.

(When the meeting became the most weighty and serious, Mrs. Humphries proceeded to nearly fall out the window in her very thoughtful attempt to get us a little much needed ventilation. The gasp that passed over the audience served to wake us up even more than the ventilation.)

JACKSON WANTS SOME BOARD MEMBER OR SOME COMMITTEE MEMBER TO COME AND HELP THEM WITH THEIR FINANCE DRIVE!!

New Ulm would also like some help in conducting their Finance Drive.

One of the highlights of the day's program was a case history by Mrs. Graham of Bloomington on their League's campaign for a new City-Government. She told us of all details from the launching of the idea until its culmination with a successful passage in the election.

Mrs. Robert L. Carlson,
Granite Falls.

Attendance for New Ulm Regional Conference

October 15, 1956

NAME	PORTFOLIO	LEAGUE
Mrs. Don Doll	President	Jackson
Mrs. E. H. Nicholas	World Trade	"
Mrs. Lyle George	Public Relations	"
Mrs. L. P. Wagner	Finance	"
Mrs. Carster Leen	Secy. Treas.	"
Mrs. Lynn Blaylock	Voters Service	New Ulm
Mrs. Clark Kellett	State Item	"
Mrs. M. H. Lindback	Finance	Granite Falls
Mrs. Dean M. White	President	Austin
Mrs. Manville Oren	President	Wells
Mrs. Luella Hockenhull	State Item	"
Mrs. James Murray	National Items	"
Mrs. Maynard Heitner	Treas.	"
Mrs. Jack Strang	National Items	New Ulm
Mrs. Robert L. Carlson	State Organization Committee	Granite Falls
Mrs. Odell Barderson	President	Olivia
Mrs. W. K. Jones		"
Mrs. H. W. Bickinson		"
Mrs. E. McFarland	Treas.	Austin
Mrs. G. I. Brende	President	Hutchinson
Mrs. Frank Patton	1st Vice Pres.	New Ulm
Mrs. Ervin Garske	Secy.	New Ulm
Mrs. Thomas Simmer	State Board Secy.	New Prague
Mrs. WXX Winston Miller	President	Red Wing
Mrs. W. E. Saelstad	Membership	"
Mrs. F. H. Nystrom		New Ulm

Report of regular Board Meeting, Brainerd, Minnesota

October 9, 1956

Visitors - Mrs. Errol Horner and Mrs. E. C. Williams

All board members were present except one

Seems to be a full board with the exception of resource chairman. Do have one chairman for local current agenda but one woman handles both state and national topics. Miss Slindee (resource chairman) does have sub-chairman under her, although not on board. We had a separate conference with Miss Slindee and helped her plan the program on the state and national level, listing what materials are available and how they could be used.

The outstanding personality on the Brainerd board seems to be the local study chairman, Mrs. R. E. Ebert. She gave a quite detailed outline of work to be done, speakers to be secured for general meetings and ended with the conclusion that it would take at least two years and possibly more to cover the subject adequately (Brainerd school system).

The treasurer's report was given - \$246.47 balance 10/1/56. Also a report by the finance chairman. Goal is \$275 and \$229 has been raised. Several reports had not come in as they are still involved in the campaign.

The bulletin editor, Mrs. Ellis, is new. She had just put out her first bulletin. Next one will feature Voters Service. Mrs. Ellis is a journalism graduate.

Voters Service - will have Candidates' Meeting, November 2nd, American Legion Hall. They are trying to get the local commander of the legion, a woman lawyer, to moderate. Gave Mrs. Horner an opportunity to emphasize the need for an unbiased moderator and strict impartiality as to time given each candidate. Mrs. Horner also said a member of the League should screen questions from audience - written ones, that is. Publicity for the meeting was discussed.

The board decided it would be a good idea to show how to ~~mark~~ correctly mark a ballot so it would not be thrown out. Committee could meet with city clerk to get complete election law and facsimile ballots can be secured from the newspaper.

Membership - Paid membership of 37 - 11 brand new and 6 lapsed members back in the fold.

Units - Brainerd did not have units last year and quite a bit of time was spent in discussing how they should be set up. Either 2 or 3 are contemplated at the moment.

Briefing meetings were discussed, need for them etc. Proper board planning, flexible yet well-thought out as to topics to be covered.

Suggestions - That they call upon Mrs. Dosse for help in discussion if needed. Sub-chairman can be secured for continuing responsibilities. Local study item will need to be boiled down, possibly to one or two pages for distribution of each member - each segment of the study that is.

Office

Horner

Mahtomedi 15, Minnesota
September 13, 1956

Mrs. C. R. Humphries
Stillwater, Minnesota

Dear Marj,

I am making some final checks on preparations for the area conferences--and want to be sure that we have someone planned to present the Local Agenda part at each area meeting. Is this right--Louella in presenting the subject at the Metropolitan Area Conference on October 11? Do you know exactly how she is planning it? I am sure that there will be plenty for Horner to do--Who is going to do the New Ulm and the Fergus Falls meetings? I have had to ask Lil Simonson to do the Budget Building for the northern meeting--that is right down her alley, but I have not had an acceptance from her yet. If you were able to do one yourself, it would be wonderful, since you have more of that information at your fingertips than any one else--I had also hoped for Mrs. Dushane of the Org. Committee to do the Finance part of the New Ulm meeting, but she will be out of the state all October so I am also needing someone good on Finance for the southern conference--There is no limit to our problems, is there? Our Mary came home late Tuesday night so I am literally exhausted from the flurry and talking etc incident to that--she has matured at least two years--at least, at first observation.

Is there anything new in West St. Paul? I was hoping as I read their primary election news that the Mr. ASFELD who ran--unsuccessfully for Mayor, was not a husband of their Board member, Bes. Was he?

If you have the above names etc. by next Thursday--State Board--that will be plenty of time.

See you next week--I am still waiting for this month's mailing..

*File
Brainerd
file*

Home

Mahtomedi 15, Minnesota
September 13, 1956

Mrs. Georgiana Darling
Box 254-Brainerd, Minn.

Dear Mrs. Darling,

Thank you for your prompt reply and your good plans; we are asking a good deal of extra time and effort of our local leagues and their Boards this year, and I sincerely appreciate all your cooperation.

Thank you, too, for the information on the transportation question. I agree that the afternoon bus would be the most practical. If you will also handle the hotel reservation, I shall rest assured that all plans for the northern swing are perfect. Our Field personnel have been unanimous in preferring hotel accommodations to the kind and generous hospitality of League members. Perhaps they feel that they can relax in a hotel when the day's work is done with no feeling of having to be sociable. Anyhow, please feel no obligation to entertain Mrs. Horner in your homes; she has indicated many times that a hotel is better for her needs.

I am not sure what we will work out in the event that no leaguer from Brainerd can attend the Fergus Falls Conference. You are perfectly right in assuming that you were invited to attend. We are having three of the same subject matter meetings, in the north, south and metropolitan areas. I hope that some who may not have such a heavy League schedule will be able to attend and incidentally, bring Mrs. Horner back with them. If you know that no one will be able to go, I will appreciate hearing from you; perhaps I can come up with something.

Thank you again for your cooperation.

Sincerely,

D. Anderson

Office

Mahtomedi 15, Minnesota
September 10, 1956

Mrs. C. J. Janski
6500 South Second Avenue
Minneapolis 23, Minnesota

Dear Mrs. Janski,

For our state-wide conference of Local League presidents and Legislative Chairmen on October 3, in Minneapolis, we are asking the presidents of four different sized Leagues to speak briefly at the morning session, on what have been their most challenging problems as president of a local League. Will you speak as the president of a large suburban League? It is always more fun to hear specifically of personal experiences, and we know that the problem varies greatly with the size of the League.

We are starting the morning off with what we hope will be a humorous satire on a day in the life of an average local League president; we will then present ~~you~~ four presidents with perhaps five minutes apiece. I think that we would not want your good solutions given at first; if they did not come out of the general discussion following, then you might want to speak again.

Will you write me directly at Mahtomedi 15? There are unavoidable delays when we go through the State Office. Thank you in advance.

Sincerely,



Organization Chairman

RECEIVED
OCT 12 1956
COMMUNITY
RELATIONS
DIVISION

W. B.
Township
Duff

Horner

Mahtomedi 15, Minnesota
September 6, 1956

Mrs. Fred J. Frost
5235 West Bald Eagle Blvd.
White Bear Lake 10, Minnesota

Dear Marj,

We have set up a little meeting with Mrs. Horner and a few of the Leagues who have problems of members living outside the League's governmental jurisdiction, Leagues like Mound, Wayzata, Excelsior and Deephaven. They have long wanted a chance to talk over their problem and discuss it with Mrs. Horner, something impossible at a large meeting. This is to be in Deephaven, in the Village Hall, on Friday morning, from 9:30 to 12, on October 5.

I think that your League might have many common problems with these Leagues--you are very welcome to attend--no reservations will be necessary--Deephaven is serving coffee, and everything will be very informal. If a group of you would like to go, and want to let Ann Duff, Deephaven President know you are coming, her address is : Mrs. Nicholas Duff, Box 120, Route 3, Wayzata.

There is a lot of thinking being done on this complex field of organization--maybe this meeting will contribute some new angles. Hope so.

Sincerely,

D. Anderson

Organization Chairman

From Brainerd

Horner

Mahtomedi 15, Minnesota
September 4, 1956

Dear Mrs. Darling

In planning our shared staff time with Mrs. Horner for October 1 through 19, we found that we had an evening and a morning after the Annual Meeting Area Conference on October 9 at Fergus Falls, when Mrs. Horner would have some free time. It seems to me like a fine opportunity for some League in that area to have some time alone with Mrs. Horner either for a Board meeting or for committee meetings, or whatever the need was. Would Brainerd be able to use this time to their good advantage? The Area Conference is over at 3 P. M., and if you and your Board are willing, Mrs. Horner could go back to Brainerd with you, and do whatever you had planned for that evening. She would like a reservation in a hotel for that evening, and we plan to have her take the plane home that next afternoon.

I hope your plans for your tea are coming along; may I hear from you here at Mahtomedi, as to your plans for this time? You will have a very busy week, but I get so much inspiration from Mrs. Horner that she makes the impossible seem almost easy.

Sincerely,

J. Anderson
Organization--State Board

Lorrey

Mahtomedi 15, Minnesota
September 5, 1956

Dear Mrs. Dushane,

We missed you at our Organization Training meeting on August 28; summer is difficult as far as having meetings goes. I am inclosing a copy of our early plans for our Horner time this fall in case you have not received one. You will note that we are having three area conferences on A Good Annual Meeting, and that the Southern one will be held in New Ulm on October 15, at Eibner's. Will you present the Budget picture to this group? I know you are good in Finance and interested in it. I thought we would use the blue sheets-the summary Doris Schroeder made last year, called Building a Better Budget, and that you would introduce generally, the subject of the importance of proper budget planning and perhaps stress the good philosophy which should be a part of budget planning--you will no doubt have many better ideas than these, but I think we will not want to answer the questions in this introduction; rather, present the problems involved with as I said, some of the positive type of philosophy needed. I have already asked Grace to mail these sheets on Budget to you--hope you will undertake this for us. Inez McDonald and Mrs. Carlson of Granite Falls, both of the State Organization Committee will also be at the New Ulm Conference. New Ulm really seems to be showing some progress. I am sure that they will welcome any kind words or help we can give them.

Sincerely,

D A

State Organization Chairman

Mahtomedi 15, Minnesota
September 5, 1956

Dear Betty,

I am delighted that you have agreed to take the State Board assignment on Finance; I just happened to call Grace Wilson for some help in that field; hence my being in the know so soon.

This fall, we are having three area conferences on A Good Annual Meeting(this is one of the ways we are using Mrs Horner this fall); since building a good budget is one of the most important aspects of the league work, we are stressing it. I would like to have some one from the Finance Committee present the idea of the importance and philosophy of a good budget in each of these conferences. Not knowing of your imminent appointment, I have already asked Mrs. Simonson of Alexandria, former state Finance Chairman, to do this for us at the Fergus Falls Conference, and Mrs. Dudhane of Rochester to present the subject at the New Ulm conference. I hope that these plans will be satisfactory to you. I do need someone from the Twin Cities area to do this job for our Metropolitan Area Conference on October 11; I think you would be the best person available. Will you do this ? We have planned to use the summary called "Building a Better Budget" which Doris Schroeder wrote for us last year- perhaps you have some better ideas- we would certainly welcome any suggestions you have. Grace will be sending you reams of Finance material and will include the blue sheets I have mentioned above. Hope you will enjoy your work on the State Board. It's fun.

Sincerely,

Organization--State Board

After
Lakeland
to Duff

Horner

Mahtomedi 15, Minnesota
September 6, 1966

Dear Shirley,

We have set up a little meeting with Mrs. Horner and a few of the Leagues who have the problem of having many members living outside the governmental jurisdiction of the League, like Excelsior, Mound, Deephaven and Wayzata. They have long wanted a chance to talk informally and freely with Mrs. Horner, something impossible to do in a large meeting. This is to be in Deephaven, in their village hall, on October 5, Friday morning, from 9:30 to 12.

I think that your League has many of these same problems—you are very welcome to attend; no reservations are necessary, although if you should need directions as to how best to get there, or want to tell Ann Duff that you are coming, her address is: Mrs. Nicholas Duff, Box 120, Route 3, Wayzata.

We are all doing a lot of thinking on this complex field of League organization; maybe this little group can come up with some of the answers; hope so.

D. Anderson

Simons

Horner

Mahtomedi 15, Minnesota
September 4, 1956

Dear Lil,

We missed you and Lucille at the Organization Committee meeting last week; don't get any ideas that we can get along without you. As witness this letter--

I had a letter from Mrs Arett who is planning Moorhead's Finance Drive for October 1 through 14; she says that they need a lot of help. I know you mentioned that you would be going up for their Kickoff Breakfast--I am sure that they need help now. I checked with Doris Schroeder, but she is not making any more trips to Moorhead--her parents are staying at Detroit Lakes till November, and Doris' baby is due ab out that time anyway. Would you be willing to go up at some times soon--arranged between you and Mrs. Arett--and help firm up their plans? They seem to have the right ideas on finance, but are a little uncertain as to the execution of them.

Another favor--part of the Northern Area Conference on Annual Meetings in Fergus Falls on October 9, is Building a Better Budget--will you be somewhat responsible for leading that part of the conference? Doris suggested using that summary she did last year--if you don't have it(its 3 or 4 pages and is called Bldg. Better Budget), we will send it to you. It seems to me that when that part of the conference comes up, if you would introduce the subject, perhaps presenting the common problems and questions, and then let Horner take it from there. Maybe you can think of a more dramatic way of starting the ball rolling--Anyhow, I think a little different presentation from the usual picking the agenda out of the group, might be more stimulating.

Will you let me know on both these questions. Thanks in advance.

Q. A.

Office

Home

Mahtomedi 15, Minnesota
August 21, 1956

Mrs. G. E. Mann
638 West Laurel Avenue
Fergus Falls, Minnesota

Dear Mrs. Mann,

I am checking on the arrangements for our fall area conferences with Mrs. Horner. You will remember that I wrote you in mid-July about your league's serving as hostess for that northern conference on October 9 from 10 to 3. This meeting is to include Alexandria, Battle Lake, Bemidji, Brainerd, Cass Lake, Moorhead, Park Rapids and St. Cloud.

Do you have the details of that meeting, as place etc. planned, and may I hear from you by next Monday if we may plan on this? I am having an all day training meeting for the State Organization Committee next Tuesday, and we shall want to discuss assigning our personnel and such details.

I appreciate the extra work that having these meetings in your town makes for the local Leagues, but we are sure that the inspiration gained from Mrs. Horner will more than make up for it. Please call on me for any help that I may give; if your plans are not final, just a note to confirm the general plan will be very helpful. Thank you.

Sincerely,

D. Anderson

Chairman--Organization State Board

Anoka

Harmon

Mahtomedi 15, Minnesota
August 27, 1956

Dear Marion,

Your arrangements for the membership conference in Anoka on October 4 are fine; good of you gals to provide the coffee, dessert and relishes. Hope that we can find some of the answers to the problem of getting and keeping members--also the perplexing one of having many members living outside the local government area. This smaller type of meeting ought to provide a little freer exchange of ideas.

Thank you again.

Sincerely,

Office

Home

Mahtomedi 15, Minnesota
August 27, 1956

Mrs. G.E. Mann
636 W. Laurel
Fergus Falls, Minnesota

Dear Mrs. Mann,

Thank you so much for your prompt reply and for the fine plans you and your Board have made for Mrs. Horner's northern conference in Fergus Falls on October 7. I remember the River Inn as being a very pretty place, and I think your idea of greeting the other Leaguers with a cup of coffee is very thoughtful and friendly. I know that the price for lunch will be perfectly satisfactory. You girls have really been thorough.

I hope that you and your Legislative Chairman will be able to attend the Local League Presidents' Conference, combined with the Legislative Conference, which we are having in Minneapolis on October 3. We will be sending out letters on that later, but I thought you might like to be forewarned.

Thank you again for your cooperation.

Sincerely,

Chairman Organisation--State Board

Young

Home

Mahtomed 15, Minnesota
August 21, 1956

Mrs. G. F. O'Keefe,
1849 Graydon
Brainerd, Minnesota

Dear Mrs. O'Keefe,

Mrs. Hargraves has found that her schedule will not permit her coming to speak to you on October 6. She regrets this very much, but sends you her best wishes for a good League year.

Mrs. Young would like to attend your tea, and thinks she can persuade her husband to bring her to Brainerd and perhaps combine it with a vacation weekend. Will you contact her and give her the details of that meeting? Her address in Hibbing is 117 West Howard Street.

Sincerely

Organization Chairman

Org Home

July 30, 1956

TO: State Organization Committee, LWV of Minnesota
FROM: R. Williams, Secretary

May I interrupt your vacation for a couple minutes? Will you please reserve August 28th for a meeting of the State Organization Committee. To get ready for the coming year's work, a training session will be held on that date.

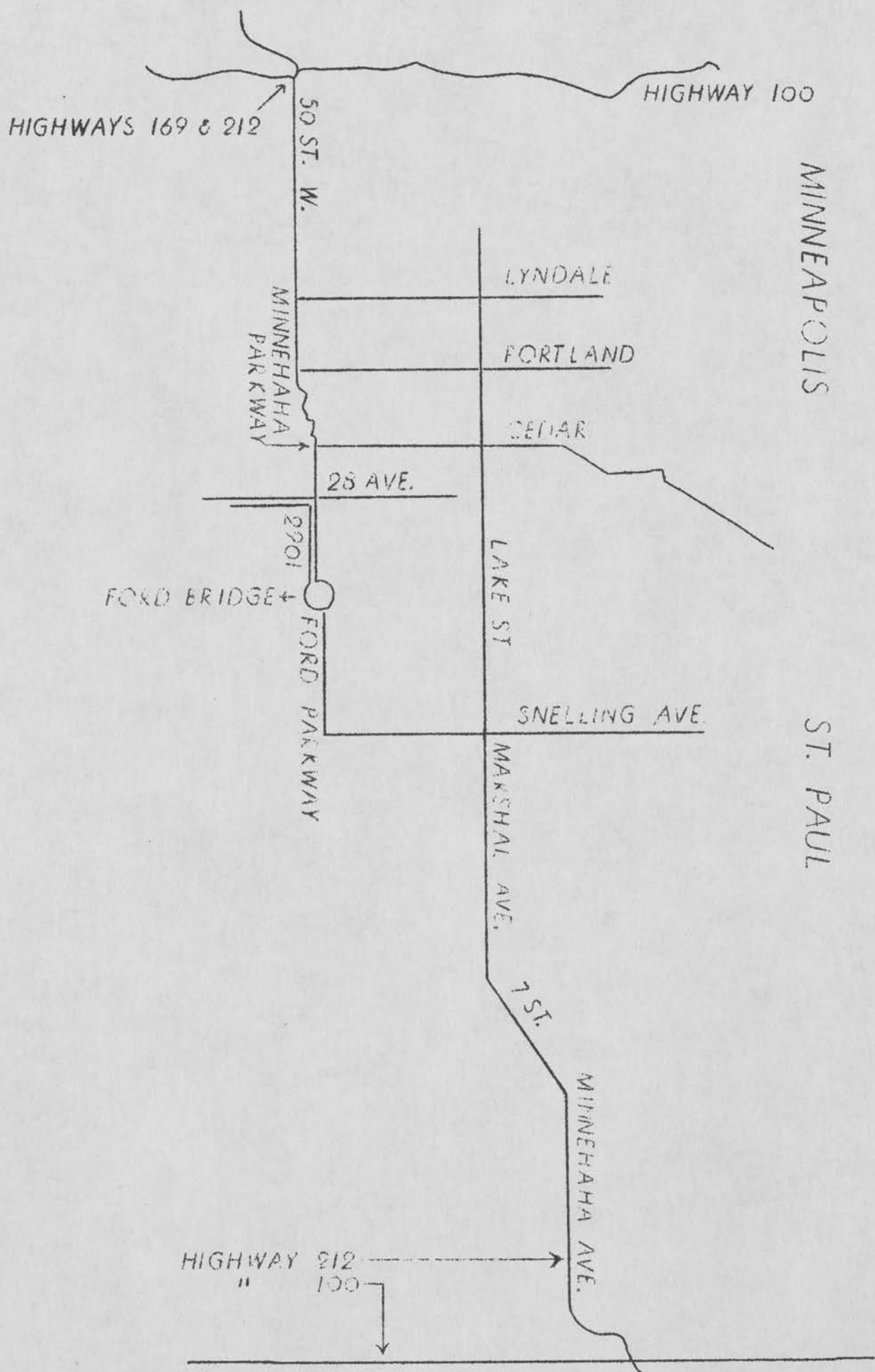
In order to make the transition from play to work as painless as possible the meeting will be held at the home of Marian Sazenski. (Plenty of free parking, formal dress not required.)

For the benefit of out-of-town members, a map is enclosed. If you should get lost, call Marian - Pa. 4-0023. If you can not come, please notify the state Office.

DATE: August 28th, 1956

TIME: 11:00 - 3:00

PLACE: 2901 E. Minnehaha Parkway, Minneapolis



JUL 6 1956

To: Local League Presidents
From: Mrs. O. H. Anderson, Organization Chairman, State Board

July, 1956

For eight weeks (two periods) during 1955-56 we have had the benefit of the services of Mrs. Errol Horner of the national staff under the Shared Staff Plan. The purpose of this plan is to strengthen the League of Women Voters of Minnesota through ; 1) the development of cooperation between local, state, and national boards; and 2) the building of leadership at all levels.

We have held area and state wide conferences on membership, program, finance, public relations, and metropolitan area problems. We have also had conferences with small groups of Leagues, and some individual League meetings.

To help us to plan wisely for 1956-57, will you please answer this questionnaire frankly and return to the state office by July 15. Keep a copy for your files.

QUESTIONS re Mrs. Horner's Visits

ANSWERS

- | | |
|--|----|
| 1. If your board members understand and perform their jobs better since meeting with Mrs. Horner, please tell us in what ways she was helpful. | 1. |
| 2. How could the conferences and visits have been more helpful to you or to your League? | 2. |
| 3. What suggestions do you have for the better use of Mrs. Horner's time next year? | 3. |

QUESTIONS re State Board Visits

ANSWERS

- | | |
|---|----|
| 1. Would it be more stimulating to your board if you met jointly with neighbor Leagues at the time of visits by State Board members? | 1. |
| 2. Would conferences with individual Board members be helpful to you at the time a State Board of State Organization Committee member visits you?
Would you prefer this conference type meeting to a meeting with your full board?
Do you want both?
Would you like a meeting with committees in specific fields such as finance, voters service etc.? | 2. |
| 3. What help have you needed that we have not supplied? | 3. |
| 4. Would you like us to conduct Board Training Institutes ?
If so, when? (fall, after your annual meeting, when?) | 4. |
| 5. Will you comment further here? or on the other side of the paper? | 5. |

Date _____, LWV of _____, By _____ (President)

LEAGUE OF WOMEN VOTERS OF MINNESOTA

xxx University of Minnesota
x 15th & Washington Ave. SE
Minneapolis 14, Minn.

Mrs. Errol Horner
Chaplin, Connecticut (copy to national office)

Dear Rae:

It was so nice to hear from you. I was sorry too we did not have more time at convention. It's always a rush from one thing to another, and this time it seemed moreso - for me anyway. It was a wonderful convention!

Dorothy Anderson will write you in more detail, but I am sure I am safe in saying that the dates you mention in your letter - Oct 1st thru 19th * are correct since we went over your schedule in detail at last board meeting.

We had our first two-day board meeting June 20th & 21st, and the majority agreed that they would like to continue this system for some of our meetings at least. We got everything out for discussion the first afternoon, had little meetings in the evening, and made decisions the next morning. It was a full meeting and we got a lot done.

The "State You're In" has evolved into the shorter version now, with expert outside help, into a more popular "peeply" adaptation. Had the first reading and hope to have it completed by September.

Am very optimistic about both McLeod County and Virginia; went to Hutchinson with Dorothy Anderson and Gladys Beirne; it was masterfully presented by both those gals, and we had a good attendance and great enthusiasm.

We recognized Virginia as a provisional league - altho they have only 13 actual paid-up members, they say they will have 75. I have been attending their meetings; board organization is excellent, with a very good president - Mrs. Rykken, formerly in the Duluth League, and their program plans are good. They adopted a \$400 budget, with \$100 pledge.

Want to get this in the mail before 5:00. Will be looking forward to seeing you in April. In the meantime, have a very pleasant summer.

Sincerely,

Mrs. Basil Young
President.

* we did not go into the second round - March 15- April 19, but believe they are okay too. If not, Dorothy Anderson will advise; am sending her a copy of this letter.

cc: national office
state office
Mrs. O.H. Anderson, Org. Chm.

p.s. Dorothy Anderson is new
2nd V.P. and Gladys Beirne is
on State Board as Membership.

have read to Mrs. Anderson

LEAGUE OF WOMEN VOTERS

OF THE UNITED STATES

1026 17TH STREET, N. W.



WASHINGTON 6, D. C.

MRS. JOHN G. LEE
President

June 27, 1956

First Vice President
MRS. HAROLD D. DYKE
Syracuse, New York

Second Vice President
MRS. JOHN F. LATIMER
Washington, D. C.

Secretary
MRS. DONALD F. BISHOP
Philadelphia, Pennsylvania

Treasurer
MRS. CARL MARCY
Arlington, Virginia

Mrs. Basil Young, President
League of Women Voters of Minnesota
University of Minnesota
15th and Washington Avenue, S.E.
Minneapolis 14, Minnesota

Dear Ethyl:

A mailing from Minnesota came in this week, and I managed to snag it before it went through the regular circulation. I feel a bit "caught up", but am still anxious to know how our new organization is coming along.

The tentative schedule for my visit, October 1-19, is fine. Since both Michigan and Indiana have decided they can take care of my transportation, instead of using my own car, I am hoping Minnesota can do the same. I will use bus, train, plane, or travel with State Board or State Organization Committee members whenever the schedule permits. If a car is needed in some instances, I can probably borrow one from my son. The other states figured it would reduce travel costs to do this, and it will certainly save time and energy for me. I believe this was discussed at the Chicago Conference after you left.

Have you seen the stunning pamphlet "Texas Constitutional Review" prepared by the L.W.V. of Texas (new address 1007 West 24th Street, Austin, Texas)? Since you are considering a similar publication, I thought you would like to see it.

How I would have enjoyed the Hope Washburn dinner. The card, asking for a message and picture has just caught up with me and I am sending both to Miss Salisbury today.

I hope to receive occasional news from Minnesota at Chaplin, Connecticut, July 1-September 1.

Sincerely,

Rae

RRH/coh

Tell
B. Kane

League of Women Voters
New Ulm, Minn.

June 28, 1956.

251

Dear Mrs M^cDonald:

I have been away a couple of days so I have just been able to contact my board about having the conference here. We are all delighted to have that opportunity. I talked with Eibners and have made tentative plans.

I would like very much if the date could be arranged for a Saturday. If it is a week day I cannot attend. Then too the mothers with young children can get sitters on Saturday.

Then too a couple more of our board members work and can't get off weekdays. We

feel that the delegates from other town would have similar problems.

Please let me know if the change of date can be arranged. The sooner we can be definite on a date with Eibners the better. We can have our meeting there.

Sincerely,

Orlene Raverly

File

Minutes of Organization Committee Meeting

November 26, 1956

Members ~~xxx~~ present were Dorothy Anderson, Gladys Beirne, Marj Humphries, Marian Sazenski, Roberta Williams, and Grace Wilson.

The meeting was called to order at 10:15 by Dorothy Anderson, Chairman. Purpose of the meeting was stated - to make plans for next year's organization committee work so as to make intelligent recommendations to the state budget committee.

Members were asked their opinions as to what volunteer workers can and cannot do in organization work. Consensus:

Volunteers can service established leagues.

Volunteers cannot do the extended cultivation necessary in the starting of new leagues - could assist, especially in suburban areas. Volunteers cannot do all the necessary paper work in the office, briefings, etc.

Therefore it is felt some professional staff is necessary, preferably a local person, namely Grace Wilson. Feel we have absorbed all we can from national staff at the present.

Recommended that half of Grace's time be devoted to organizational work. Budget for Org. Committee + \$1600 salary and \$500 travel for volunteers and staff. Suggested that staff worker be given higher car allowance than volunteers.

It is felt that half time the year round is better than a shorter concentrated effort as we have had the past two years with Mrs. Horner's visits. This would give better continuity to our work.

Work outlook for next year - strengthening of small, weak leagues. Also possible expansion in the metropolitan area.

Also mentioned was the feeling that initiation of ^anew leagues should come from the town itself, rather than trying to set up a league where there has been no request for one.

The next meeting of the organization committee will be sometime in January before the state board meeting for that month. Purpose - to set up plans for Mrs. Horner's visit March 15 - April 11. Some of Mrs. Horner's time could be used for training outstate volunteers for organization work.

Dorothy Anderson asked the secretary to write a letter to Inez McDonald expressing regret at her resignation and thanks for all the work she has done while on the committee.

Meeting adjourned at 11:45.

Respectfully submitted,

Roberta Williams, Secretary

File
Anderson

LEAGUE OF WOMEN VOTERS

OF THE UNITED STATES

1026 17TH STREET, N. W.



WASHINGTON 6, D. C.

MRS. JOHN G. LEE
President

November 20, 1956

(Have
copy)
E. J.

First Vice President
MRS. HAROLD D. DYKE
Syracuse, New York

Second Vice President
MRS. JOHN F. LATIMER
Washington, D. C.

Secretary
MRS. DONALD F. BISHOP
Philadelphia, Pennsylvania

Treasurer
MRS. CARL MARCY
Arlington, Virginia

Mrs. Basil Young, President
League of Women Voters of Minnesota
University of Minnesota
15th & Washington Avenue, S. E.
Minneapolis 14, Minnesota

Dear Ethel:

It seems a long time since our last day together in Minneapolis. I've been back in Washington ten days. Last week was the national Board meeting. This week I am trying to get caught up after a long absence from the office.

DIRECTORS

MRS. WERNER J. BLANCHARD
Dayton, Ohio

MRS. GEORGE A. DREYFOUS
New Orleans, Louisiana

MRS. ALF H. GUNDERSEN
LaCrosse, Wisconsin

MRS. C. WALKER HAYES
Albuquerque, New Mexico

MRS. TOR HYLBOOM
Colorado Springs, Colorado

MRS. WALTER H. C. LAVES
Bloomington, Indiana

MRS. L. K. RICHARDS
Waco, Texas

MRS. OSCAR M. RUEBHAUSEN
New York, New York

MRS. ARTHUR E. WHITEMORE
Hingham, Massachusetts

You may remember the discussion at the Board meeting about the state budget form that you were using, which seemed to be very different from the form I had. I have checked here in the office and find the attached form the one we have used for several years. I seem to recall that the problem arose over the publications item and the difficulty the treasurer had in determining whether or not to charge to national or state publications. Also the state publications chairman did not know the total amount which had been budgeted on the cost and sales figure for state publications. I do not have any notes re this discussion, the above is from memory. I did think it might be well for your budget committee to study the form suggested by national in preparing the new budget. It might help the Treasurer.

I am wondering if you have been able to reassign or replace any of the Board chairmanships that were open when I left. I felt awfully sorry that Mrs. Grossman's resignation came at that particular time. However there had been such a tremendous promotional program set up in great detail that I feel sure the local Leagues will go ahead and do a fine job on "Constitutional Convention." I hope Mrs. Dosse will take a resource chairman assignment in addition to her work on "Discussion." It would tie in so nicely.

If you are fortunate enough to find a prospect for part or full time field work before my last trip to Minnesota it would be fine to have her travel with me. There were so many ideas discussed that last day and I am eager to know what is developing.

Mrs. Basil Young

-2-

November 20, 1956

Could we have a copy of the beautiful "The State You're In" for our files here. I returned to Grace my copy, thinking there would be one here, but none can be found. Several national people want to see it. I've praised it highly! *done*

Do take it as easy as you can.

It is a hard trip from Hibbing to Minneapolis and the pressure of work and the many decisions that must be made each time make it very tiring. Have a fine Thansgiving.

Sincerely,

Rae

Mrs. Errol O. Horner
Organization Field Secretary

RRH/blc

Enclosure: State League Budget Form

F 2 D 3 C 13

Mr. Horner's Talk
League of Women Voters -- Meeting
Oct. 18, 1956

I should like to say I have never had three weeks' time planned better. Schedules worked out well, in view of the fact I did not use my own car--was picked up and delivered.

Program was divided into different kinds of work, among them visits to three local leagues--Moorhead, Brainerd, and McLeod County (Hutchinson). Moorhead is the newest. I was greatly encouraged by the meeting and progress made there. Met in the afternoon with Finance Committee. Planning for \$460 quota, had captains, teams, and work set up. In the evening had a general membership meeting. Explained to them how they would handle National program as a new league; had adequate information on the state but not on the National. From this general discussion could see that the League there needs some help and guidance, though they are doing splendidly. The incoming President is good. Three Fergus Falls people.

Brainerd - would not recognize the same as last year; it is so much better. Last year, we wondered whether it would survive. The President is an employed business woman with real administrative ability. Good representation on the board. Had fund-raising program and were going to make the goal. Program-planning is good; voter service is good; enthusiastic about "what-do-you know?"

Hutchinson - \$51 in cash, 17 members from county. Still some members not paid up--an estimated 71. President was not as stimulating as she might be but has learned how to keep things moving and does planning for voters service. They are distributing materials; ordered and sold 50 pamphlets; have an order for 100 more. Planned for three units--two in Hutchinson, one in Winsted. Four in another area in county. The people in Hutchinson are very cooperative. They are going to need continuous help during the next year, as the program there is on an experimental basis; they are feeling their way to quite an extent. There was a good membership meeting in the evening, as well as an excellent board meeting in the afternoon.

Attended two conferences; one in Anoka and the other in North St. Paul. Six leagues were represented at the former, or were supposed to have been; but only four sent delegates. The problem is to get and keep members by interesting them in the activities and their vital importance. North St. Paul needs help badly, only two people attended there--the President and a board member.

There are good people in Anoka. They meet in the City Hall which was given them by a wealthy corporation president.

More clarification of our present policies and free discussion of where policies may be interfering or at least make a carrying out of broad League purpose difficult because they come up against defects in current agenda with so much information outside of new organization.

In Minnetonka village an increase is being made to metropolitan membership and leadership. Still far behind as far as out-of-state membership is concerned.

As a result of that meeting and many others I might agree some things might be re-considered as far as organization is concerned. The smaller leagues in the smaller communities must not become discouraged by the progress being made on a larger scale by the metropolitan groups.

Local Presidents Conference -- not all of local presidents there. There was a good general discussion; and as always when you have that kind of meeting, we assume they are well-informed and well-prepared. Most of the discussion was about fundamentals which come up over and over again. Some ideas for small leagues were pointed out.

Three area Conferences -- Fergus Falls, metropolitan in this area, and New Ulm. Covered plans by the local board for a good annual meeting. The annual meeting is as important as the state and National convention. There is need for pre-planning on local current agenda and a constructive program.

Total of thirty or more local leagues. Regretedly, the weaker ones were not present.

Fergus Falls planned meeting of outstanding calibre. A year ago they were virtually a dead organization. Now this year fourteen people were in attendance with completely revitalized leaders. They did a good job in planning the area meeting; evidence of a good local job.

Metropolitan - attendance no less than the other two. Different type of leadership, though they will need just as much planning for the annual meeting.

New Ulm - planned by good hostesses, had people asking questions. Finance chairman had goal of \$75, raising \$150 for total budget, including amount for membership. How to go about handling information on local issue in all programs. Told how to do voters service. There is life and development in New Ulm. There are two or three people with real ability in the league work.

Area conference should show much better annual meetings. Discussion on program making was good. Constructive help given on what is a good program. Mrs. Humphries did an excellent job in advising. It is hoped that we would come out with a better local current agenda.

Afternoon - Thorough budget discussion. Sure that no League in Minnesota felt comfortable about their budget after this. There is a marked limitation due to fund limitation. For instance if there is a budget of \$200, some may be convinced \$5 is a sufficient contribution; whereas if a \$400 figure is used, \$10 may be what would be considered the amount. There should be better financing-financing on the National level. Out of a reserve fund of \$125,000, for instance, there is a great need for apportioning wisely.

Committee meetings - Met with Executive Committee, National Resolutions chairman, Finance, Local Current Agenda, Membership, Public Relations, Legislative, Publications Committee. In each some specific issues arose.

The Executive Committee could do more to carry out details of the broad plan agreed upon at the board meeting. Too many details were not clearly defined. Even though authority was not vested with them, this committee could accomplish far more.

National Resource - sorry to have been unable to meet with Water Conservation. National board put more responsibility on state resource chairman.

Good meeting on loyal security.

Finance Committee - excellent advice on how to carry on a good finance job.

At budget-making time the local leagues have reserves for money, are free to make it available to state or to make a larger budget, should have help on use made to insure maximum benefit.

Local Current Agenda - State committee is doing an extremely good job in getting information on where communities can secure the proper materials. Set up a file on local current agenda; could be done as a volunteer job. Had discussion on how the membership chairman and the area chairman fit into the picture. In planning for state-wide meeting and conference, work should be done in training the membership chairman in order to know who is available; therefore, he would have to be in touch with organization people, etc., to tie in closely with the organization, their meetings, reports on personnel, panel discussions. Time at state convention for good round table on units.

Public Relations - Good meeting. Recommend that the planning be over a long period with all promotional ideas presented at one time, as they are developed. Local leagues had a feeling they were wonderful but did not know others were coming and spent all of their tags. Just as voter service need to do long range planning, it is important in the Public Relations field. In Public Relations, you have to divide the job up so definitely as it relates to the work at the state level, tending to overlap too much on what local leagues are doing. In new state publications, publicity emphasizes too greatly what is done on the local level; they do not carry out their views to include the state on public relations. Help comes from the big metropolitan districts, careful clearance between the state, etc. The Public Relations Committee, as a matter of fact the whole board concerned with state program and getting constitutional revision is not as balanced as it might be.

Legislative Committee - met yesterday morning. Trying to decide without a budget what were the most important things Legislative Committee could do to make local leagues aware of the need of interviewing legislators and being prepared to do a lobbying job and how help could be given to reach out in a state program as well as beyond the state. Most of the interest is in Minneapolis and St. Paul, and out of state legislators are not as aware as they might be.

Publications - Last night. Attention was called to what their responsibility was and steps being taken to carry it out. The job should be longer range, resulting in greater progress. Fully aware that a great deal of the promotion was overtaken with "What-do-you-know?". This was the greatest thing done in this state on a state publication.

Few general comments - had a feeling that local leagues hang over quite a varied area. As a state board, the job of authorizing the by-laws was imminent. Responsibility for National organization program, voters service, finance job come along with promotion. In a typical size league of fifty active women, oftentimes the same twenty-five perform the influential chores, thereby getting the experience. Nine years work on the State Constitution is to be completed. Strength is given to the local leagues by cooperating leagues at the head office.

Budget - committees handicapped by not knowing what is available to committees under blanket operation. What is the most important function, money available. This is a tremendous undertaking for a State Budget Committee.

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I shall not take away from Mrs. Horner's report by giving any results of our three weeks' conferences; during this time, every league in the state was offered the opportunity to attend two meetings--every league with the exception of Duluth, Va, and Hibbing--because of distances, they were unable to attend the Fergus Falls meet--but they had Mrs. Lee--so + still say, they had two good opportunities this fall--we are pleased with both the attendance and the participation--especially of several of the leagues on the Critical List last year--so-

I do have three matters for your consideration--

According to our Bylaws, the State Board is responsible for the organization and development of local Leagues.

We have had a request to meet with an interested group of women in the newly incorporated village of Minnetonka--which has an area of 30 square miles and a population of over 16000--such a meeting had been set up for Oct. 15--we also had asked the woman most concerned with this matter to meet with us on Oct. 6 when we had the Lake Area Conference. The reason for this was that the forming of a new League in this area would affect the membership and growth of three existing leagues already functioning in this section--Deephaven, Hopkins, and Excelsior. After the Lake Area meeting, we met over lunch with the Excelsior and Deephaven presidents and the lady from Minnetonka Village to discuss the possible effect--It was apparent that Excelsior was the more concerned since an active unit--well outside of Excelsior would most certainly join the new League and thus take from Excelsior, the leadership it needs--Deephaven, on the other hand, while knowing that it would lose in membership potential for the future, would welcome and encourage the new League.

With this background, Mrs. Horner and I met with 33 enthusiastic women this last Monday evening--we gave them the bare facts--asked them for questions and arguments--we really got them--it was obvious that they are determined to have a League and equally obvious to us that they were able to have a very large and good one--we asked them to get--for a planning committee, women from each of the 9 voting districts--this they have done--

Discussion - Decision

2. It seems to me that in Organization, we now stand at a crossroads--with roads leading off in 4 directions--with the shared staff two years coming to its conclusion next April with our remaining 5 weeks' of Mrs. Horner's time, we do have to take some bearings and determine where we are going from here. While it is true that others may travel the road we choose, we must have a plan--planning from year to year is not realistic, and the budget factor is almost at hand. I have 4 proposals to make:

1. We can go back to the pre-Shanks, pre-Horner, and pre-Wilson days--return to Organization in the hands of the Volunteer--go back to the annual visit to the local league--
2. We can attempt some form of sharing professional staff across state borders--regionally or with neighboring states--Mrs. Lee recommended at Duluth, that we do more inter-state communication and cooperation--
3. We can ask National for some professional organization help--Mrs. Lee told me that it is hoped and expected that they will be able to offer us some one--not with Mrs. Horner's skill, but well trained--I would think for smaller blocks of time--the three or four weeks annually seems to me to be good--
4. We might investigate the possibility of having a part-time org. secretary in the state office who could relieve in clerical and switchboard duties--say half time of Organization and half on other state business. This would relieve our Executive Secretary for really Executive duties, and also make more bearable, the State Organization's Chairman's job--it is not either practical or realistic to expect from Volunteers this highly specialized and time consuming job--the Life Blood of the League is at stake in Organization--it ought to have expert attention.

3 This last matter for your attention applies equally, I believe, to all state Chairmen. In approaching the Budget-planning season, I should like to see a large part of a State Board meeting taken up with the discussion, not only of where we are going in organization and how much money will it take, but with where are we going in each and every phase of League work in the next two years and how much do we need for its financing--so that we can make a case to the Budget committee for every request, and know why we are asking for that sum. Perhaps some of this could be done in committees before the Board meeting, but the whole Board ought to decide what we can and want to do in each field, before we recommend anything to the Budget Committee. This would really involve true-State Board planning at least for a year ahead--something we urge on the local leagues, but which we may not be doing ourselves.

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DETAILS OF HORNER CONFERENCES OCTOBER 1 THROUGH 19-1956

DATE	PLACE	TIME	TYPE OF MEETING	ATTENDING
OCTOBER 1	State Office	9 to 11	Briefing -	Org. Comm. Duncan
	" "	11 to 1	Exec. Comm.	Wilson Anderson Grossman
	" "	1 to 3	Int. #	Grossman -
	" "	3 to 5	Int. Int. Comm. Natl. House 1 & 2	Thornton-Sigford
OCTOBER 2	State Office	9 to 11	Finance	Leshner Schroeder -
	" "	11 to 1	Local Agenda -	Rumphries
	" "	1 to 3	Discussion	5-8-7- Graham -
	" "	3 to 5	Legislative	Dosse Guthrie
OCTOBER 3	A.M. YMCA Room 509	10 to 12	L.L. Pres.	Young-Anderson
	Room 510		Leg. Chrm.	Guthrie Hargraves
	P.M. YMCA Solarium	1 to 3	Both Groups	Hill Grossman
OCTOBER 4	Anoka City Hall	10 to 3	Membership 6 leagues	Beirne
OCTOBER 5	Deephaven Village Hall -	9:30 to 12	Comm. as Basis for Org. 6 leagues	Rumphries
8:45 9:16 P. Home x Beirne - 1:30 - <u>Wichitan conference</u> - Guthrie Anderson				
OCTOBER 8	Moorhead	Afternoon and evening	Finance Comm. Board or Memb.	Byrd C.E. Mrs. Viste
OCTOBER 9	Fergus Falls River Inn	10 to 3	Area Conf. on Annual Meeting	Simonsen Sigford
	Brainerd	8 P.M.	Board	Hanner
OCTOBER 10	Brainerd	A.M.	Committees	
OCTOBER 11	YMCA Teen Room	10 to 12	Metrop. Area Conf. on Annual Meetings	5-8-7- Graham Rumphries
	G. Beirne	1 to 3		Leshner Anderson Duncan
OCTOBER 12	2401 W. 52 nd St. 9:30-11:30 O. Rel. G. Grossman - Voters Surv - 1-3-?			

HORNER SCHEDULE PAGE 2

DATE	PLACE	TIME	TYPE OF MEETING	ATTENDING
OCTOBER 15	New Ulm Elbners	10 to 3	South area Conf. Annual meeting	→ McDonald Carlson - Gray Beulah - Summer -
OCTOBER 16	Hutchinson		McLeod Cty Board Meeting Membership - Mts	Beirne Hocraffer Duncan
OCTOBER 17	State Office Rochester 1-3	10 to 12 Evening St. Office	Vocational Service Comm. Legislative Pub. Comm.	Hill
OCTOBER 18	State Office	9:30 to 4	State Board	State Board
OCTOBER 19	State Office	10 to 1	Exec. Comm. Summary	Duncan-Wilson Crossman Anderson etc.

main
EVEN MORE DETAILS ON HORNER SCHEDULE AS TRAVEL ETC.

No plans necessary for transportation for first three days—October 1 through 3

October 4—Anoka

Mrs. Beirne will pick up and return—will also bring sandwich for Mrs. Horner

October 5 Deephaven

Ann Duff has offered to come in for Mrs. Horner—however, if Doris and I come we will bring her—and return her to Mpls.

October 8—Moorhead

Bus leaves Minneapolis Monday morning at 7—gets to Moorhead at 1:30.

Mrs. Bristol will meet Mrs. Horner; we have a hotel reservation ready.

October 9—Moorhead to Fergus Falls

Mrs. Bristol will take Mrs. Horner to Fergus Falls

Brainerd will take Mrs. Horner home with them.

We have hotel reservation at Brainerd Hotel

October 10 Brainerd to Minneapolis

Bus leaves Brainerd at 1:30 for Minneapolis

no transportation or hotels needed for October 11 and 12

October 15 New Ulm

Mrs. McDonald will take Mrs. Horner to New Ulm and will bring her back with her.

October 16 Hutchinson

Whoever drives to Hutch will take Mrs. Horner along and bring her back.

October 17

4.00

Afternoon limousine to Rochester

October 18 State Board Minneapolis

Mrs. Horner will come up with the Rochester State Board members unless there were Minnesopolitans at the meeting the night before who returned

No further plans needed

main
Union Square

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Mahtomedi 15, Minnesota
September 28, 1956

Mrs. Errol Horner
1916 S. Irving
Minneapolis, Minnesota

Dear Mrs. Horner,

Welcome to Minnesota, and as you will see from the enclosed pages, welcome to what will be a very busy three weeks. I thought if you had these advance notes, you would have a notion of what to expect.

We have planned the first two days for meetings with State Chairmen and their committees. That schedule is as follows:

Monday--Briefing--D. Anderson--State Office 9 to 11
11 to 1--Executive Committee
1 to 3--Nat'l. Items 1 and 2--Thornton and Sigford

Tuesday--9 to 11--Finance--Leshner
11 to 1--Local Agenda--Humphries
1 to 3--Discussion Dosse

Wednesday is our only state-wide meeting with the local League presidents and Legislative chairmen meeting separately in the morning, and together from 1 to 3.

Thursday we have scheduled a small conference with Leagues having a very difficult membership problem--6 leagues meeting at Anoka, from 10 to 3. Mrs. Beirne, new Membership Chairwoman on the State Board is in charge.

Friday, we have another specific area conference with the lake leagues who have so many members living outside their governmental jurisdiction--this will be at Deephaven, from 9:30 to 12--Mrs. Guthrie and I will be there. We have a new League stirring out in that area and Mrs. Duff has suggested we meet there over lunch with the other Leagues involved and two representatives of this new area--We have planned a meeting on the Hutchinson-McLeod problems at Mrs. Beirne's home at 1:30 or 2 that afternoon.

On Monday, we have planned for you to take the 7 A.M. bus to Moorhead where there is a Finance committee meeting that afternoon, and Board meeting that night. Mrs. Sigford, our Item 1 Chairman on the State Board, will be there with you.

Tuesday morning, Mrs. Bristol of Moorhead will take you along to Fergus Falls where from 10 to 3, we are having our first area conference on a Good Annual Meeting. Mrs. Simonson and Mrs. Viste have plans for the two main subjects.

Tuesday afternoon, the Brainerd delegation will take you home with them for a Board meeting--then a committee or committees the next morning. There is a bus for Mpls. at 1:30. on Wednesday.

Thursday is our Metropolitan Area Annual Meeting conference from 10 to 3.

Friday, October 12--we have 2 more State Committee meetings; Public Relations

will meet at Aileen Grossman's home from 9:30 to 11:30, then the Voters Service Committee (if we have one by then), will meet in the State Office from 1 to 3.

Monday, Oct. 15, will be the third of our Annual Meeting conferences, the Southern one with New Ulm as hostess. Inez McDonald will take you there and Marg Humphries will also attend.

Tuesday, we have plans for Hutchinson with a Board meeting in the afternoon and a Membership meeting at night.

Wednesday, Oct. 17, there is one more State Committee meeting in the State Office, the Legislative Committee with Mrs. Guthrie. That afternoon, we will put you on the 4 P.M. Limousine for Rochester for a Publications Committee meeting there that night.

You are to return to Minneapolis with the Rochester contingent Thursday morning to State Board from 9:30 to 4.

Friday, I plan to meet you for a summary and further plans for next spring.

I shall be in the State Office Monday morning at 9 to fill in the details. I think we are going to have a very good session this time.

Sincerely

D. Anderson

Our most beautiful rose-colored Spotlight shines this month on our national president, Mrs. John G. Lee, who will visit the Duluth League from October 8 to 10. This is Mrs. Lee's only visit in Minnesota, and is a part of a tour in which she wishes to meet the whole League membership, get their feeling on League subjects and answer some of their questions first hand. The neighboring Leagues of Hibbing and Virginia have been invited to share in this exciting event.

October, too, is the month when we swing the League Spotlight on our three weeks with Mrs. Horner of the national staff. We are having area conferences on A Good A-Annual Meeting, and one state-wide meeting for local League Presidents and Legislative Chairmen. Other visits to local leagues are included where the schedule permits. Our special thanks to New Ulm and Fergus Falls for so graciously hostessing these area conferences.

We are also having two smaller meetings on specific problems-one in Anoka on the Community as the Basis for League Organization, and a meeting in ^{Deephaven} ~~Deephaven~~ Anoka on problems of Membership. We are grateful to Anoka and Deephaven for the good plans they have made, and appreciate all the extra time all local leagues are being asked to put in this fall. We know you will agree that it has been worth while.

D. Anderson

LEAGUE OF WOMEN VOTERS OF MINNESOTA

15th and Washington Avenue S.E. Minneapolis 14, Minnesota

Federal 8-8791

September 7, 1956

To: Local League Presidents
From: Mrs. Basil Young, President

Beginning with this letter, for your convenience, you will receive two copies of the president's letter, one for your own file, and one for the board member (s) concerned with any portion of it. You may want to cut it up and pass it out to your chairmen. Examples would be the paragraphs below on Voters Service, Legislative Roll Calls, Publications. However, if you wish additional copies of any of the enclosures with the letter, you will need to order them.

SURVEY RESEARCH CENTER PROJECT

The League of Women Voters is being used as the basis for a study of voluntary organizations by the Survey Research Center of the University of Michigan. (See September National Voter).

Several Minnesota Leagues will be sampled in this survey, and I know that those of you who have been asked to participate will give your full cooperation.

PLEDGES

We would appreciate it if those of you who have not sent us information as to the method by which you prefer to make your pledge payments (quarterly, semi-annually, annually etc.) would do so. It would help tremendously in planning for purchases and payments.

VOTERS SERVICE

Enclosed is a copy of CONGRESSIONAL ROLL CALLS for the first and second sessions of the 84th Congress for your information and use in voters service.

Earlier this month you received the AMENDMENT BROADSIDES, the SUPPLEMENTARY INFORMATION ON PROPOSED CONSTITUTIONAL AMENDMENTS and CANDIDATES SPEAK, with a covering letter containing suggestions for their use.

The many excellent ideas and suggestions contained in the new VOTERS SERVICE KIT recently received from the national office should inspire Voters Service Chairmen to do an outstanding top-notch job in this important election year. I sincerely hope you will go over it carefully with your committee, pick what your League can do, enlist the aid of your Public Relations committee, let us know what you are doing, and if we can help.

LEGISLATIVE ROLL CALLS

Also enclosed is a copy of LEGISLATIVE ROLL CALLS of the 1955 Minnesota Legislature on our program items. We suggest you attach this to your 1955 LEGISLATIVE REPORT. Since it covers only our program, we do not recommend that you distribute them as voters service material. We had at first thought we might include roll call votes on other significant issues, but did not have the manpower available for such a detailed time-consuming task, and were therefore forced to limit it.



Affiliated with the
League of Women Voters of the U.S.

PRESIDENT'S &
LEGISLATIVE
CHAIRMAN'S
CONFERENCE

We are looking forward to meeting all local League Presidents and Legislative Chairmen at our statewide Conference at the Minneapolis YWCA (12 and Nicollet) on October 3, from 10 to 3 P.M. The two groups will meet separately in the morning, and together in the afternoon.

In the morning (in Room 509) the Presidents will discuss together and with Mrs. Horner their jobs with its problems. It is rumored that a skit, "A Day in the Life of a Local League President," will start the day off with a chuckle. Presidents from different size Leagues are being asked to present their particular most pressing problem for the group's discussion.

In the morning (in Room 510) the Legislative Chairmen (if your League does not have one, send your Constitutional Revision Chairman -- be sure to send someone), will be briefed on the latest information on our Current Agenda and Continuing Responsibilities, and on techniques in lobbying, both at home and during the session. We are making an all out effort this year to get favorable action on our bills. Have you talked with your legislator? Have you given him material on our program items? Your lobbying at home will be more important than your letters after the session starts.

In the afternoon session (in Solarium) the two groups will meet together, along with several State Board members and Mrs. Horner, to discuss how the Presidents, the Local Leagues and the State Board can combine forces to do a bang up job of promoting the State Program.

AREA CONFERENCES
ON ANNUAL MEETINGS

Three Area Conferences on Annual Meetings will be held in October -- one in the north, one in the metropolitan area, one in the south. Included in the Conferences will be a workshop on A Good Local Agenda, from the actual choosing of the item through all the steps to the accomplishment of the objective. Another feature of this Conference will be a discussion of How To Build a Better Budget. This conference is open to any League member interested, with a special message for the President, Budget Chairman, Treasurer and the Local Agenda Chairman.

Northern Area - Tuesday, October 9, 10 A.M. to 3 P.M. at River Inn in Fergus Falls. Coffee at 9:45 (courtesy local league) and lunch at noon for \$1.00. Please write Mrs. G. E. Mann, 638 West Laurel Avenue of Fergus Falls, the President, of your wish for a reservation.

Leagues invited by Fergus Falls: Alexandria, Battle Lake, Bemidji, Brainerd, Cass Lake, Moorhead, Park Rapids, St. Cloud.

Metropolitan Area - Thursday, October 11, 10 to 3 P.M., at YWCA in Minneapolis, 12 & Nicollet in Y Teen Room. Lunch at 11:45 in cafeteria.

Leagues involved: all Leagues not mentioned in other 2 conferences except Duluth, Hibbing and Virginia, who are especially lucky to have Mrs. Lee, national president, with them on October 9th.

Southern Area - Monday, October 15, 10 A.M. to 3 P.M. at Eibner's Cafe in New Ulm. Please write Miss Orlene Raverty, 323½ South Washington, New Ulm, the President, of your wish for a reservation for lunch.

Leagues invited by New Ulm: Austin, Granite Falls, Hutchinson, Jackson, Kasson, New Prague, New Richland, Olivia, Owatonna, Red Wing, Rochester, Tracy, Waseca, Wells, Worthington.

PUBLICATIONS

The new booklet "WELL WHAT D'YA KNOW.....MINNESOTA HAS A CONSTITUTION!" is just about to come off the press. You will be very proud of it. You will want everyone to have a copy. The retail selling price is 25¢, and we are making a special price to Leagues of 18¢ per copy, if you order a minimum of 50 (so you can use the 7¢ per copy profit to buy more and more copies to sell and give away.)

Send in your orders now, and we'll rush copies to you as soon as they are available. Each League will give an initial order of at least 50 (we are sure!), or set for your League a quota of 5 copies per member.

There will be a booklet sales contest. Be sure your League enters. We'll send you details very soon with promotion ideas. You, the Publications Chairman, are the Sales Promotion Manager for the book in your area - not just within your League. Start promotion now!

The new PUBLICATIONS CATALOG AND PRICE LIST will reach you soon. Have you acquainted your unit chairman with the new and excellent Unit Mailing plan whereby each Unit may receive all pertinent publications for one year for \$2.00. Don't forget we also have a Duplicate President's Mailing service available, whereby a duplicate of everything sent to the president will be sent to the person you designate at a cost of \$5.00 per year. It would cut down the office work-load considerably if you would mail in your publications orders instead of phoning them.

CONSERVATION WATER RESOURCES

By this time all of you must have received the CHART OF FEDERAL AGENCIES dealing with water resources. Many of these agencies are operating in your communities. Here is an opportunity to see the role of the federal government in the handling of water pollution, flood control, water shed management, and soil conservation -- a chance to observe how state and local activities are coordinated with or are at odds with federal programs without becoming involved in the merits of specific projects. More material will reach you from the national office in early 1957.

Enclosed you will find bibliography of suggested reading on this item on the national level. Some of this material may be obtained from your public libraries and other material can be ordered free or for a small fee from indicated addresses.

To show how various agencies in the state concerned with conservation and development and control of water resources fit into the national picture, a chart of state agencies dealing with water resources will be sent to you in October.

LEAGUE TO BE ON WCCO-TV

On Saturday night, September 8th, the Richfield League's Candidates meeting will appear as part of the TV show called "Politics 1956". Watch for it between 6 and 6:30 P.M. ORCHIDS TO RICHFIELD!

ENCLOSURES

CONGRESSIONAL ROLL CALLS

LEGISLATIVE ROLL CALLS

Letter to Membership Chairman

Bibliography for Conservation Chairman

3 additions to CANDIDATES SPEAK (arrived late)

Sent earlier in August: AMENDMENT BROADSIDES, SUPPLEMENTAL INFORMATION ON PROPOSED CONSTITUTIONAL AMENDMENTS, and CANDIDATES SPEAK with covering letter suggesting ways of using these publications.

F-1 D 3 C 13

Sept 11, 1956

Miss Orlene Raverty
President, League of Women Voters of New Ulm
323 $\frac{1}{2}$ South Washington
New Ulm, Minnesota

Dear Miss Raverty,

We are gathering all final plans for the area conferences so that the proper information can be issued with the invitations. I appreciated your prompt reply confirming the date of Oct. 15th. However we must let the participating leagues know the following:- Location of meeting place

Price and type of luncheon
Time is from 10:00 to 3:00. Just fill in the enclosed postcard and return to the office.

Remember the plans need not be elaborate. It would be a good idea to keep the price of the luncheon reasonable so that no one need stay away because of price.

Have a committee responsible for registration and making the visitors feel at ease. You will want to begin the meeting with a brief welcome.

We'll see you at the Local League Presidents and Legislative Chairmen Conference on Wed. Oct. 3rd here in Mpls at the YWCA. In case you are unable to attend, be sure to see that you are represented.

Sincerely Yours,

Mrs. John C. McDonald

Enclosure

New Ulm File Copy

Post Office Address
New Ulm, Minnesota
300 2nd Street
New Ulm, Minnesota
New Ulm, Minnesota

Post Office Address

Mahtomedi 15, Minnesota
September 10, 1956

Mrs. John Silliman
207 8 $\frac{1}{2}$ Avenue, N. W.
Rochester, Minnesota

Dear Mrs. Silliman

For our state-wide Conference of Local League Presidents and Legislative Chairmen in Minneapolis on October 3, we are asking the presidents of four different-sized Leagues to speak briefly, on what have been their most challenging problems as a local League president. Will you speak as the president of one of the three largest Leagues in Minnesota? It is always more fun to hear specific experiences, and we know that the problems vary greatly with the size of the League.

We are starting the morning off with what we hope will be a humorous satire on a day in the life of an average local League president; then we will present you four with perhaps five minutes apiece allowed for your talks. I think that if the general discussion following does not produce the best solution, you will probably want to speak again later with an account of how you solved your own situation.

Will you write to me directly at Mahtomedi 15? There are delays when we go through the State Office. Thank you in advance.

Sincerely

Organization Chairman

L. H. H. H.

Mahtomedi 15, 1956
September 10

Dear Miriam,

This is to conform our telephone conversation about your taking part in our state-wide conference for local League Presidents and Legislative Chairmen in Minneapolis at the YWCa, on Wednesday, October 3. Our plan is to start off the morning with what we hope will be a humorous satire on a day in the life of an average local League president. Then we will present you four local League Presidents for perhaps five minutes apiece with what has been your most challenging problem or problems as a president. It is always more fun to be specific, and we know that the problems vary greatly with the size of the League.

You may want to speak again if we do not come up with a good solution in the discussion which will follow your presentation. Thank you in advance.

Mahtomedi 15, Minnesota
September 10, 1956

Mrs. O. J. Janski
6500 South Second Avenue
Minneapolis 23, Minnesota

Dear Mrs. Janski,

For our state-wide conference of Local League presidents and Legislative Chairmen on October 3, in Minneapolis, we are asking the presidents of four different sized Leagues to speak briefly at the morning session, on what have been their most challenging problems as president of a local League. Will you speak as the president of a large suburban League? It is always more fun to hear specifically of personal experiences, and we know that the problem varies greatly with the size of the League.

We are starting the morning off with what we hope will be a humorous satire on a day in the life of an average local League president; we will then present ~~you~~ ~~four~~ presidents with perhaps five minutes apiece. I think that we would not want your good solutions given at first; if they did not come out of the general discussion following, then you might want to speak again.

Will you write me directly at Mahtomedi 15? There are unavoidable delays when we go through the State Office. Thank you in advance.

Sincerely,

Organization Chairman

Chaplin, Conn.
July 25th., 1956

Dear Mrs. Anderson:

I have been spending every minute when not involved with family on "The Program Manual", the first draft finished about ten minutes ago..... since there are some policy decisions now under consideration it may have to be delayed but I am hoping the final version may be ready to go out to the Leagues by the first of the year at least. Now for some accumulated letter writing.

Your long and exciting letter of July 10th. comes first. I am delighted with the way you have organized the Organization Committee, with volunteer members of the committee responsible for some of the detail work. Mrs Williams will be an excellent secretary and Mrs Sazenski and Mrs McDonald will be competent to keep local League reports up to date, and properly channelled to the Board. As this pattern evolves it will be very helpful to other state Boards.

The report on McLeod County-Hutchinson development is most gratifying. I will eager to see how it is working out when I am in Minn. in the fall. Mrs Bierne has done such a good job in working with them and I am sure the state Board members who attended the reorganization meeting did a super job.

In talking to Mrs Bierne I said I thought we would consider this as the reorganization of a Local League and that it would not be necessary to put them on a Provisional basis. However it will of course be necessary for them to do a "Know Your County" before they can work on a County Item. I do hope that Mrs Bierne's appointment to the state Board will not interfere with carrying through with this important experiment, for we are doing this as a "pilot experiment" and will hope to have a good report to give to the National Board, one that may set up a pattern in other similar communities. It did make sense for Mrs Brende to continue as President until the

Mahomet, Minnesota
July 10, 1956

F-2 D3 C13

Dear Mrs. Horner,

The enthusiasm and inspiration gained at National Convention seems to have carried us all through what appeared to be a very successful Council Meeting, and well into our plans for the fall. In mid-June, I met with a sub-committee of the State Organization Committee and we made our schedule and plans for your October time with us; these were presented to the State Board at their meeting of June 20-21 and were approved. We think the organization of this planning group is good; we have two secretaries to do those important Briefings and keep them up to date; they are also to excerpt them monthly by Board Portfolio, and thus give each State Board member a summary of local leagues activities in her particular field. We hope to do away with the unworkable method of trying to skim the local league minutes before, during and after State Board meetings. A Board member wishing to get the whole story may easily read the proper minutes in detail. We have designated Mrs. Sazenski and Mrs. McDonald to this task. Mrs. Williams has agreed to serve as secretary of our committee; with guidance, supervision and suggestions from Grace, Mrs. Duncan and me, she will relieve us of some of the correspondence, and will provide us with complete minutes of meetings and conferences. These three, with Mrs. Beirne, Grace and I will serve as a committee for emergency decisions and planning.

I am in the process of adding some members to our State Committee; I have gotten Mrs. Carlson of Granite Falls and a good lady from Duluth, Mrs. Fredin, both very well located strategically, too. We need one from St. Paul and then should have enough.

Now for our growth: Hutchinson has now had its pre-organization meeting which I attended with Mrs. Young and Mrs. Beirne. There was good representation from outside of the Hutchinson League and they were anxious to go ahead. The proper committees were appointed; Mrs. Beirne and Williams met with these committees and we had the organization meeting June 23. Mrs. Beirne and I attended. The attendance and interest were fine; the nominating committee had a full slate except for a president. Mrs. Brande has no desire to continue; she wants to do party work, but rather than have things "fall apart" as she said, she will not as president. The logical person who has both the talent and confidence of all is Mrs. Popp who had the brief tenure on the State Board. Her husband will finish his term as Mayor of Hutchinson in March, and we could see her intense desire for the job of president of this new organization which this splendid committee from the existing league has worked tirelessly for. The nominating committee is continuing to serve and try to get a president--rather an odd situation--but all the most logical people are working for a native son for governor. The By-Laws had two bad points--I had heard from Mrs. Beirne that they had written in an article granting permission to each geographic unit to adopt a separate local current agenda--they had also not included the Hutchinson name in the name of the new league. I had to speak forcefully from the floor on the reasons for the inclusion of the Hutchinson name--there was no objection on the part of those outside of the town, but the old members felt they should completely efface themselves from the name. That was settled--and I had called the By-Laws committee together before they presented this bad article to those present. They could see why we could not offer that privilege to each small group--I won't repeat what you know so well. Mrs. Beirne was all for letting them present it and have a big discussion on that point. I thought that course would lead to much confusion and bad feeling since we have never mentioned any such hope. In fact, we are trying to stay away from political divisions as the basis of our units there. Mrs. Beirne has the feeling that she must not oppose them in any way; that she must be "on their side", but she had no objection to having me do the necessary surgery which I should have done anyhow. Is she correct in saying that this new group will not be a Provisional League but will at once assume the privileges and duties of a local league? She says that she has discussed this point with you.

July 10-1956

Mrs. Beirne, by the way, is extremely skillful and tactful in her handling of these organization details; the Hutchinson women are devoted to her and her heart is really in this project. I have one concern: she has been appointed to our State Board with the initial understanding that this would be a new portfolio which would in no way interfere with the Hutchinson experiment. As might be expected, there is already a conflict for her time between the two jobs and she is concerned; so am I.

The next Board meeting is well planned and Mrs. Beirne will attend; we are also planning a Budget Committee meeting to which we hope to send Mrs. Schroeder (still serving until her successor is found), and Mrs. Williams who has a way with a budget. There will be a general gathering up of all the threads for a big membership push in the fall and we are hoping to have you spend a day or evening with them. I am very hopeful that we are doing something worthwhile. We had two odd characters from Glencoe who questioned including all of the other towns and whatnot as county while Hutchinson was also Town—they were not representative of Glencoe, and everyone else seemed to understand the picture—there is need for some work in Glencoe.

VIRGINIA was recognized as Provisional June 21. They had only 16 paid members at that time, but I believe that was a combination of the time of organization (just at the time when summer pulls everyone out of organizations) and not having really worked to get the dues paid. They had held the number of 15 in front of their members and had not really tried to get the dues in. They hope for 75 and I believe they will get it.

WEST ST. PAUL—I am just assembling the data to circularize the State Board to grant them Provisional status—they have 45 paid members already—and really have over 60 meeting in 5 units—their local survey is completely planned and the leg work is being done this summer and will be taken to the members in the fall. They have an excellent Board—I have met with them three times (Mrs. Humphries will now be their regular advisor); they are so advanced in that planning that they even have a talent file in operation; they want to do everything just according to the book and they, as well as Virginia, have pledged 100.—for their provisional period.

MOOREHEAD—Mrs. Simonsen writes that they are a joy to behold—we have planned a fall conference at Pergus falls which will include them.

Grace has told me that you have a copy of our fall schedule. We plan the three area meetings to be on a good annual meeting. We hope to have at each of these, people in the field of Budget Planning and Local Agenda. I should like to try a little different technique this time. I should like to have us give them what we know they need to know, and then get their ideas on what the problem is.

We want to experiment by combining our local League President's Conference with a Legislative Conference since this one meeting will be state wide. We thought that we would like to have you handle the L.L. President and her many problems and how to help her work them out. In the afternoon, we hoped to have the State Board people in Legislation, Const. Convention, Pub. Relations and Publications explain the big job ahead in this legislative year and help the local league see its part in carrying out our job.

The two small conferences are the result of our conversations about taking a group of local leagues with the same type of problems, and concentrate on just that field. The lake area leagues are the ones with the complex patterns of local government—Deephaven, Mound, Excelsior, Wayzata—we are going to ask Deephaven to take over the details.

The other group of leagues with a similar problem includes North St. Paul, Columbia Heights, Anoka, Buffalo and Circle Pines—their problem is membership.

New Ulm has asked to have that area conference on a Saturday—we have sent out a feeler in our Organization Questionnaire—asking the southern leagues involved for

their reaction. New Uim is pleased to be asked to have this part in a conference and because their president is a teacher and some of their members work, they think the Saturday scheduling might please more people. We shall see what response we get!

We shall send out the necessary letters to leagues doing planning for these conferences; we have already alerted all the leagues to the dates via the current President's mailing; we are having a Training session for the entire State Org. Comm. on August 23.

We have probably overlooked many things which you will note at a glance-- I am very anxious to get your comments and suggestions. You know, a "new broom" sweeps clean--I may be over-zealous--but my heart belongs to organization--I shall be looking forward to your reply.

Sincerely,

W. Anderson

June 1956

F 2 D 3 C 13

AGENDA FOR MEETING TO PLAN ORGANIZATION AND SHARED STAFF WORK

1. Introductory remarks by Organization Chairman 20 minutes
2. Grace and Elsa to explain the Organization set-up as now projected 10 minutes
 - 1 chairman
 - 3 office secretaries for org. committee
Williams-Sazenski--McDonald

possible month by month planning to be done by this group

3 vice-chairmen eventually--committee, not Board, status
3. General discussion of above 5 minutes. /
4. General statement of present local league general picture by chairman, including work done in past two month's shared staff. 10 minutes
5. Statement by each one present on her general estimate of state of the league, either from special knowledge gained from special assignments, as Hutch, or from league minutes, attendance at State Council, conferences etc. 5 minutes each 20
no recommendations wanted here--
6. Statement of Mrs. Horner's recommendations for our fall and winter work 5 minutes
7. Recommendations for general timing and planning of work for next whole year 30 minutes,
8. Specific scheduling for October and general scheduling for spring-- ?30 minutes
9. Consideration of Organization Questionnaire and schedule blanks 15 minutes
10. Time table for fall work
 - letters to local leagues early in August
 - all to come from state office
 - (perhaps Roberta could do)

STATE ORGANIZATION COMMITTEE PLANS -- June 20-21, 1956

Recommended Schedule for Mrs. Horner's Visits in October

Monday, Oct. 1 State Board &/ or State Committees
 Tues., Oct. 2 State Board &/ or State Committees
 Wed., Oct. 3 Local League Presidents & Legislative Chm. Conference, YWCA, Mpls., 10-3
 Thurs., Oct. 4 Anoka (C. Pines, Col. Hts., No. St. Paul, F. Hts., Buffalo) Conf. on M'ship, 10-3
 Fri., Oct. 5 Lake Area, Deephaven (Excel., Mound, Wayzata) Conf. on Level of Govt. A.M. 9:30
 Monday Oct. 8 Moorhead, evening, or afternoon & evening
 Tues. Oct. 9 North Area Conf. on Annual Mtgs. in F. Falls, 10-3 9:45 a.m. - Rainy
 Incl. Alexandria, B. Lake, Bemidji, Brainerd, C. Lake, F. Falls, Moorhead, hunch
 Wed. Oct. 10 Brainerd, fly home evening P. Rapids & St. Cloud
 Thurs. Oct. 11 Metropolitan Area Conf. on Annual Mtgs. in Mpls. YW, 10-3
 Friday Oct. 12 Columbus Day
 Monday Oct. 15 New Ulm has South Area Conference on Annual Mtgs., 10-3
 Incl. Austin, G. Falls, Hutchinson, Jackson, Kasson, New Prague, New Ulm,
 New Richmond, Olivia, Owatonna, Red Wing, Rochester, Tracy, Waseca, Wells,
 Tues., Oct. 16 Hutchinson (Oct. 16 can be switched) / & Worthington
 Wed., Oct. 17 State Board &/ or Committees
 Thurs., Oct. 18 State Board Meeting
 Friday Oct. 19 State Board &/ or Committees

RECOMMENDED EXPENSE VOUCHER FOR USE FOR STATE BOARD & COMMITTEES

League of Women Voters of Minnesota
 15th & Washington Avenue S.E.
 Minneapolis 14, Minnesota

Charge to _____
 (Designate budget account; ex: organiza-
 tion, state board, convention, etc.)

Please observe the following in reporting expenses:

MEALS We allow up to \$2.50 for 3 meals (50¢, 75¢, \$1.25 for break-
 fast, lunch, dinner).
 LODGING We allow what it costs you in hotel for room and tips.
 TELEPHONE, TELEGRAPH, STAMPS We allow necessary expenses for these items.
 TRANSPORTATION. 5¢ a mile for driving, which should include parking costs.
 Train - Purchase round trip ticket when possible.
 Airlines - Use when cheaper or League considerations
 justify additional expense.

Date _____

Expenses: MEALS _____
 LODGING _____
 TELEPHONE, TELEGRAPH, STAMPS _____
 TRANSPORTATION _____

TOTAL \$ _____

STATE ORGANIZATION COMMITTEE PLANS - June 20,21, 1956

Recommended Questionnaire to Local Leagues re Organization Servicing

For eight weeks of two periods during 1955-56 we have had the benefit of the services of Mrs. Errol Horner, of the national staff under the Shared Staff Plan. The purpose of this plan is to strengthen the League of Women Voters of Minnesota through the development of cooperation between local, state, and national boards, and through the building of leadership at all levels. We have held area and state wide conferences on membership, program, finance, public relations, and metropolitan area problems. We have also had conferences with small groups of Leagues and some individual League meetings.

We need to evaluate what we have done in order to plan wisely for 1956-57. Will you please answer this questionnaire thoughtfully and in detail and return to the state office by _____?

1. If your board members understand and perform their jobs better since meeting with Mrs. Horner, please tell us in what ways she was helpful.
2. How could the conferences and visits have been more helpful to you or to your League?
3. What suggestions do you have for the better use of Mrs. Horner's time next year?

General Questions:

1. Would state visits to your board held jointly with boards of neighboring Leagues be stimulating to you?
2. When a member of the State Organization Committee visits you would conferences with individual board members be helpful?

Would you prefer this meeting to a meeting with the full board?

Do you want both?

What about meeting with committees in specific fields such as finance, voters service?

3. What help that you needed was not supplied you?
4. Would you like the State Organization Committee to provide Board Training Institutes?

When most helpful?

Fall?

After your annual meeting?

5. Any other comments?

Miss Orlene Raverty

We will take
Oct 15th for
the workshop.

Orlene.

August 20. 1956

Miss Orlene Raverty
President, League of Women Voters of New Ulm
323¹/₂ Sough Washington
New Ulm, Minnesota

Dear Miss Raverty,

My summer of doing as I pleased has come to an abrupt end and once again I find a need to begin league activities.

After proposing a Saturday date to the leagues in your area conference, we hear that almost all of them find Saturday impossible. However, Columbus Day the 12th of October is still free. I am not sure whether that is a holiday from school but it is the only other date besides October 15th that could be used for your conference.

On August 28th the Organization committee is having an all day meeting to finish plans for Mrs. Horner's visit. I would appreciate an answer from you before then even though it leaves little time on your part.

We realize the arrangements for the forthcoming conference will take time on your part but the satisfaction of a job well done will be payment indeed.

Do let me know of your date choice as well as how you have enjoyed your summer vacation.

Sincerely Yours,

Mrs. John C. McDonald

4840 Thirteenth Ave. So.
Minneapolis 17, Minnesota
Co 1823

To: Local League Presidents
From: Mrs. O. H. Anderson, Organization Chairman, State Board

July, 1956

For eight weeks (two periods) during 1955-56 we have had the benefit of the services of Mrs. Errol Horner of the national staff under the Shared Staff Plan. The purpose of this plan is to strengthen the League of Women Voters of Minnesota through: 1) the development of cooperation between local, state, and national boards; and 2) the building of leadership at all levels.

We have held area and state wide conferences on membership, program, finance, public relations, and metropolitan area problems. We have also had conferences with small groups of Leagues, and some individual League meetings.

To help us to plan wisely for 1956-57, will you please answer this questionnaire frankly and return to the state office by July 15. Keep a copy for your files.

QUESTIONS re Mrs. Horner's Visits

ANSWERS

- | | |
|--|----|
| 1. If your board members understand and perform their jobs better since meeting with Mrs. Horner, please tell us in what ways she was helpful. | 1. |
| 2. How could the conferences and visits have been more helpful to you or to your League? | 2. |
| 3. What suggestions do you have for the better use of Mrs. Horner's time next year? | 3. |

QUESTIONS re State Board Visits

ANSWERS

- | | |
|---|----|
| 1. Would it be more stimulating to your board if you met jointly with neighbor Leagues at the time of visits by State Board members? | 1. |
| 2. Would conferences with individual Board members be helpful to you at the time a State Board of State Organization Committee member visits you?
Would you prefer this conference type meeting to a meeting with your full board?
Do you want both?
Would you like a meeting with committees in specific fields such as finance, voters service etc.? | 2. |
| 3. What help have you needed that we have not supplied? | 3. |
| 4. Would you like us to conduct Board Training Institutes? | 4. |

If so, when? (fall, after your annual meeting, when?)

- | | |
|--|----|
| 5. Will you comment further here? or on other side of the paper? | 5. |
|--|----|

Date _____, LWV of _____, By _____ (president).

DA will answer

LEAGUE OF WOMEN VOTERS

OF THE UNITED STATES

1026 17TH STREET, N. W.



WASHINGTON 6, D. C.

MRS. JOHN G. LEE
President

June 22, 1956

First Vice President
MRS. HAROLD D. DYKE
Syracuse, New York

Second Vice President
MRS. JOHN F. LATIMER
Washington, D. C.

Secretary
MRS. DONALD F. BISHOP
Philadelphia, Pennsylvania

Treasurer
MRS. CARL MARCY
Arlington, Virginia

DIRECTORS

MRS. WERNER J. BLANCHARD
Dayton, Ohio

MRS. GEORGE A. DREYFOUS
New Orleans, Louisiana

MRS. ALF H. GUNDERSEN
LaCrosse, Wisconsin

MRS. C. WALKER HAYES
Albuquerque, New Mexico

MRS. TOR HYLBOOM
Colorado Springs, Colorado

MRS. WALTER H. C. LAVES
Bloomington, Indiana

MRS. L. K. RICHARDS
Waco, Texas

MRS. OSCAR M. RUEBHAUSEN
New York, New York

MRS. ARTHUR E. WHITTEMORE
Hingham, Massachusetts

Mrs. Basil Young, President
League of Women Voters of Minnesota
University of Minnesota
15th & Washington Avenue, S.E.
Minneapolis 14, Minnesota

Dear Ethel:

This is my first week back in Washington since my March - April visit to Minnesota. There is such a lot of "catching up" to do before I leave July 1st for two months in Chaplin, Connecticut.

I have tried to collect and read all of the Minnesota Board Minutes, Council report, materials, etc. It is really difficult to pull it together after it has been filed here in the office, or distributed to the various interested staff members. Would it be too difficult for Grace to send separate copies of releases to me--marked personal--so that I could have a file to carry with me. During July and August I would like it sent directly to Chaplin, but during the rest of the year it should come to 1026 - 17th Street. The office is really wonderful about forwarding all mail, wherever I am. I feel so out of touch if I do not keep currently up to date.

Your Council report sounded tops! And the speech of Governor Freeman and also that of Senator Anderson, commending the Minnesota League for your excellent work on Constitution, must have made you and the Board feel pretty good.

I have the one copy of "The State You're In" in my basket hoping to find time to read it before I leave. I am sure the office won't let me carry the only copy off to Connecticut!

I am very eager to have late reports on McLeod County and Virginia. You were to meet with them shortly after I left. I hope everything went well.

The national Convention was so wonderful--but as usual there was too little time for meeting with the many people you wish to see. Our shared staff conference was fine, but it, too, might have been much longer.

Mrs. Basil Young

-2-

June 22, 1956

I want to check the dates with you, Michigan and Indiana for the rest of our Shared Staff experiment, to be sure we are in agreement. According to my notes we scheduled for Minnesota: October 1 to October 19--3 weeks--then five weeks just prior to national Board and Council meeting--March 15 - April 19. This would make a total of eight weeks, though some of the time would carry over to your next fiscal year (as it did in '56). If you will let me know as soon as possible if these dates are correct we will be able to firm up my entire schedule.

My best to all you good Leaguers in Minnesota.

Sincerely,

Rae

Mrs. Errol O. Horner
Organization Field Secretary

RH/blc

DETAILS OF HORNER SCHEDULE OCTOBER 1 THROUGH 19--1956

DATE	PLACE	TIME	TYPE OF MEETING	ATTENDING
OCTOBER 1	State Office	9 to 11	Briefing	Org. Comm. <i>Beirne</i>
	State Office	11 to 1	Executive Comm.	Duncan, Ellison Grossman
	State Office	1 to 3	Pub. Rel. Comm.	Anderson etc. <i>Guthrie</i>
	State Office	3 to 5	Natl Items 1 and 2	Grossman <i>Salisbury</i> Thornton, Sigford
OCTOBER 2	State Office	9 to 11	Finance	Leshner-Schroeder
	State Office	11 to 1	Local Agenda	Humphries
	State Office	1 to 3	Discussion	Dasse
	State Office	3 to 5	Legislative	Guthrie
OCTOBER 3	A.M. YWCA Room 509	10 to 12	L.L.Pres. <i>7 Skit</i>	Young-Anderson
	Room 510		Leg. Chmn. <i>3 Lush</i>	Guthrie-Hill-Hargraves
				Grossman
	<i>E.D. register people.</i>		Both above Grps.	" "
	<i>7. name cards.</i>			
	P.M. YWCA Solarium	1 to 3 <i>10:30</i>		
OCTOBER 4	Anoka City Hall	10 to 3	Membership Conf.	Beirne <i>Porte</i>
			6 leagues	<i>G. brief Horner on</i> <i>four S. system</i> <i>careful of cards - teleph.</i> <i>up. D. date</i>
OCTOBER 5	Deephaven Village	9:30 to 12	Commun. as Basis for	Humphries
	Hall		Org. 6 leagues	P.G. - W.A.
	<i>noon</i> <i>President</i> <i>Horner + Duncan</i>			
	<i>2 PM</i> <i>Beirne</i> <i>discuss Hutchinson</i>			
OCTOBER 8	Moorhead	Afternoon and	Finance Comm.	<i>Sigford?</i>
	<i>bus in</i>	Evening	General Membership	
OCTOBER 9	Fergus Falls	10 to 3	North Area Conf. on	Simonson - <i>Batz</i>
	River Inn		Annual Meeting	
	Brainerd	8 P.M.	Board Meeting	<i>Waste</i>
	<i>groom</i> <i>W.A. G.</i>			
OCTOBER 10	Brainerd	A.M.	Comm. Meetings	
OCTOBER 11	YWCA Teen	10 to 12	Met. Area Annual	Humphries <i>Leshner</i>
	Room	1 to 3	Meeting	Anderson <i>Neustrom-Graham</i>
OCTOBER 12				

1-3-7
9:30-30

U.S. -
PR

3
G. Grossman home

DATE	PLACE	TIME	TYPE OF MEETING	ATTENDING
OCTOBER 15	New Ulm—Elkmore	10 to 3	Annual Meeting southern conf.	McDonald, Carlson Anderson Humphreys 2.10 Fin. Summer
OCTOBER 16	Hutchinson		apt - eve.	Hocraffer-Deirno Duncan ?
OCTOBER 17	State Office Rochester	10 to 12 Evening	State Service Com. Legis Group Publications Com. Publication Budget	P.R. G. D. Gilbreath L. Hill
OCTOBER 18	State Office	9:30 to 4	State Board	State Board
OCTOBER 19	State Office	10 to 1	Summary	Duncan-Wilson Anderson etc. Young

COTTON FIBRE

ENGLISH BOND

by

FOX FINDER

EVEN MORE DETAILS ON HORNER SCHEDULE AS TRAVEL ETC.

NO plans necessary for transportation for first three days--October 1 through 3

October 4--Anoka

Mrs. Beirne will pick up and return--will also bring sandwich for Mrs. Horner

October 5 Deephaven

Ann Duff has offered to come in for Mrs. Horner--however, if Doris and I come we will bring her--and return her to Mpls.

October 8--Moorhead

Bus leaves Minneapolis Monday morning at 7--gets to Moorhead at 1:30.
Mrs. Bristol will meet Mrs. Horner; we have a hotel reservation ready.

October 9--Moorhead to Fergus Falls

Mrs. Bristol will take Mrs. Horner to Fergus Falls
Brainerd will take Mrs. Horner home with them.
We have hotel reservation at Brainerd Hotel

90 to Duluth

October 10 Brainerd to Minneapolis

Bus leaves Brainerd at 1:30 for Minneapolis

no transportation or hotels needed for October 11 and 12

October 15 New Ulm

Mrs. McDonald will take Mrs. Horner to New Ulm and will bring her back with her.

October 16 Hutchinson

miss Duncan can?
Whoever drives to Hutch will take Mrs. Horner along and bring her back.

October 17

Afternoon limousine to Rochester

October 18 State Board Minneapolis

Mrs. Horner will come up with the Rochester State Board members unless there were Minneapolisians at the meeting the night before who returned

No further plans needed

LEAGUE OF WOMEN VOTERS OF MINNESOTA

15th and Washington Avenue S.E. Minneapolis 14, Minnesota

Federal 8-8791

September 7, 1956

To: Local League Presidents
From: Mrs. Basil Young, President

Beginning with this letter, for your convenience, you will receive two copies of the president's letter, one for your own file, and one for the board member (s) concerned with any portion of it. You may want to cut it up and pass it out to your chairmen. Examples would be the paragraphs below on Voters Service, Legislative Roll Calls, Publications. However, if you wish additional copies of any of the enclosures with the letter, you will need to order them.

SURVEY RESEARCH CENTER PROJECT

The League of Women Voters is being used as the basis for a study of voluntary organizations by the Survey Research Center of the University of Michigan. (See September National Voter).

Several Minnesota Leagues will be sampled in this survey, and I know that those of you who have been asked to participate will give your full cooperation.

PLEDGES

We would appreciate it if those of you who have not sent us information as to the method by which you prefer to make your pledge payments (quarterly, semi-annually, annually etc.) would do so. It would help tremendously in planning for purchases and payments.

VOTERS SERVICE

Enclosed is a copy of CONGRESSIONAL ROLL CALLS for the first and second sessions of the 84th Congress for your information and use in voters service.

Earlier this month you received the AMENDMENT BROADSIDES, the SUPPLEMENTARY INFORMATION ON PROPOSED CONSTITUTIONAL AMENDMENTS and CANDIDATES SPEAK, with a covering letter containing suggestions for their use.

The many excellent ideas and suggestions contained in the new VOTERS SERVICE KIT recently received from the national office should inspire Voters Service Chairmen to do an outstanding top-notch job in this important election year. I sincerely hope you will go over it carefully with your committee, pick what your League can do, enlist the aid of your Public Relations committee, let us know what you are doing, and if we can help.

LEGISLATIVE ROLL CALLS

Also enclosed is a copy of LEGISLATIVE ROLL CALLS of the 1955 Minnesota Legislature on our program items. We suggest you attach this to your 1955 LEGISLATIVE REPORT. Since it covers

only our program, we do not recommend that you distribute them as voters service material. We had at first thought we might include roll call votes on other significant issues, but did not have the manpower available for such a detailed time-consuming task, and were therefore forced to limit it.



Affiliated with the
League of Women Voters of the U.S.

PRESIDENT'S &
LEGISLATIVE
CHAIRMAN'S
CONFERENCE

We are looking forward to meeting all local League Presidents and Legislative Chairmen at our statewide Conference at the Minneapolis YWCA (12 and Nicollet) on October 3, from 10 to 3 P.M. The two groups will meet separately in the morning, and together in the afternoon.

In the morning (in Room 509) the Presidents will discuss together and with Mrs. Horner their jobs with its problems. It is rumored that a skit, "A Day in the Life of a Local League President," will start the day off with a chuckle. Presidents from different size Leagues are being asked to present their particular most pressing problem for the group's discussion.

In the morning (in Room 510) the Legislative Chairmen (if your League does not have one, send your Constitutional Revision Chairman -- be sure to send someone), will be briefed on the latest information on our Current Agenda and Continuing Responsibilities, and on techniques in lobbying, both at home and during the session. We are making an all out effort this year to get favorable action on our bills. Have you talked with your legislator? Have you given him material on our program items? Your lobbying at home will be more important than your letters after the session starts.

In the afternoon session (in Solarium) the two groups will meet together, along with several State Board members and Mrs. Horner, to discuss how the Presidents, the Local Leagues and the State Board can combine forces to do a bang up job of promoting the State Program.

AREA CONFERENCES ON ANNUAL MEETINGS Three Area Conferences on Annual Meetings will be held in October -- one in the north, one in the metropolitan area, one in the south. Included in the Conferences will be a workshop on A Good Local Agenda, from the actual choosing of the item through all the steps to the accomplishment of the objective. Another feature of this Conference will be a discussion of How To Build a Better Budget. This conference is open to any League member interested, with a special message for the President, Budget Chairman, Treasurer and the Local Agenda Chairman.

Northern Area - Tuesday, October 9, 10 A.M. to 3 P.M. at River Inn in Fergus Falls. Coffee at 9:45 (courtesy local league) and lunch at noon for \$1.00. Please write Mrs. G. E. Mann, 638 West Laurel Avenue of Fergus Falls, the President, of your wish for a reservation.

Leagues invited by Fergus Falls: Alexandria, Battle Lake, Bemidji, Brainerd, Cass Lake, Moorhead, Park Rapids, St. Cloud.

Metropolitan Area - Thursday, October 11, 10 to 3 P.M., at YWCA in Minneapolis, 12 & Nicollet in Y Teen Room. Lunch at 11:45 in cafeteria.

Leagues involved: all Leagues not mentioned in other 2 conferences except Duluth, Hibbing and Virginia, who are especially lucky to have Mrs. Lee, national president, with them on October 9th.

Southern Area - Monday, October 15, 10 A.M. to 3 P.M. at Eibner's Cafe in New Ulm. Please write Miss Orlene Raverty, 323½ South Washington, New Ulm, the President, of your wish for a reservation for lunch.

Leagues invited by New Ulm: Austin, Granite Falls, Hutchinson, Jackson, Kasson, New Prague, New Richland, Olivia, Owatonna, Red Wing, Rochester, Tracy, Waseca, Wells, Worthington.

Sgt - 2 - Oct 1954

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PUBLICATIONS

The new booklet "WELL WHAT D'YA KNOW.....MINNESOTA HAS A CONSTITUTION!" is just about to come off the press. You will be very proud of it. You will want everyone to have a copy. The retail selling price is 25¢, and we are making a special price to Leagues of 18¢ per copy, if you order a minimum of 50 (so you can use the 7¢ per copy profit to buy more and more copies to sell and give away.)

Send in your orders now, and we'll rush copies to you as soon as they are available. Each League will give an initial order of at least 50 (we are sure!), or set for your League a quota of 5 copies per member.

There will be a booklet sales contest. Be sure your League enters. We'll send you details very soon with promotion ideas. You, the Publications Chairman, are the Sales Promotion Manager for the book in your area - not just within your League. Start promotion now!

The new PUBLICATIONS CATALOG AND PRICE LIST will reach you soon. Have you acquainted your unit chairman with the new and excellent Unit Mailing plan whereby each Unit may receive all pertinent publications for one year for \$2.00. Don't forget we also have a Duplicate President's Mailing service available, whereby a duplicate of everything sent to the president will be sent to the person you designate at a cost of \$5.00 per year. It would cut down the office work-load considerably if you would mail in your publications orders instead of phoning them.

CONSERVATION WATER RESOURCES

By this time all of you must have received the CHART OF FEDERAL AGENCIES dealing with water resources. Many of these agencies are operating in your communities. Here is an opportunity to see the role of the federal government in the handling of water pollution, flood control, water shed management, and soil conservation -- a chance to observe how state and local activities are coordinated with or are at odds with federal programs without becoming involved in the merits of specific projects. More material will reach you from the national office in early 1957.

Enclosed you will find bibliography of suggested reading on this item on the national level. Some of this material may be obtained from your public libraries and other material can be ordered free or for a small fee from indicated addresses.

To show how various agencies in the state concerned with conservation and development and control of water resources fit into the national picture, a chart of state agencies dealing with water resources will be sent to you in October.

LEAGUE TO BE ON WCCO-TV

On Saturday night, September 8th, the Richfield League's Candidates meeting will appear as part of the TV show called "Politics 1956". Watch for it between 6 and 6:30 P.M. ORCHIDS TO RICHFIELD!

ENCLOSURES

CONGRESSIONAL ROLL CALLS
LEGISLATIVE ROLL CALLS
Letter to Membership Chairman
Bibliography for Conservation Chairman
3 additions to CANDIDATES SPEAK (arrived late)
Sent earlier in August: AMENDMENT BROADSIDES, SUPPLEMENTAL INFORMATION ON PROPOSED CONSTITUTIONAL AMENDMENTS, and CANDIDATES SPEAK with covering letter suggesting ways of using these publications.

File

Mrs. Horner's Talk
League of Women Voters -- Meeting
Oct. 18, 1956

I should like to say I have never had three weeks' time planned better. Schedules worked out well, in view of the fact I did not use my own car -- was picked up and delivered.

I. VISITS TO LOCAL LEAGUES

A. Moorhead is the newest local league. I was greatly encouraged by the meeting and progress made there. Met in the afternoon with Finance Committee. Planning for \$600 quota; had captains, teams and work set up. In the evening had a general membership meeting. Explained to them how they would handle National program as a new league; had adequate information on the state but not on carrying out the National. From this general discussion could see that the League there needs some help and guidance, though they are doing splendidly. The President is good.

B. Brainerd - You would not recognize them as the same League as last year: it is so much better. Last year, we wondered whether it would survive. The President is an employed business woman with real administrative ability. Good representation on the board. Had fund-raising program and were going to make the goal. Program-planning is good; voter service is good; not enthusiastic about "WHAT DO YOU KNOW?"

C. Hutchinson - McLeod County. \$51 in cash from new members (17 members from county.) Still some members not paid up - an estimated total of 71. President was not as stimulating as she might be but has learned how to keep things moving and does planning. They are distributing materials; ordered and sold 50 pamphlets "What Do You Know"; have an order for 100 more. Planned for three units -- two in Hutchinson, one in Winsted and a possible Fourth in another area in county. The people in Hutchinson are very cooperative. They are going to need continuous help during the next year, as the program there is on an experimental basis; they are feeling their way to quite an extent. There was a good membership meeting in the evening, as well as an excellent board meeting in the afternoon.

II. CONFERENCES

A. Conference on Membership in Anoka. Six leagues were invited but only two sent delegates - Anoka and North St. Paul. The problem discussed was how to get and keep members by interesting them in the League activities. North St. Paul needs help badly; only two people attended there - the President and a board member. At least 18 were present from Anoka.

B. Conference - on level of Organization - in Deephaven
More clarification of our present policies and free discussion of where policies may be interfering because they come up against defects in local current agenda with so many memberships outside of community in which League is organized.
A new League in Minnetonka Village will increase metropolitan membership and leadership. Still far behind as far as out-of-state membership is concerned.

As a result of that meeting and many others, I might agree some things might be re-considered as far as organization is concerned. The smaller

leagues in the smaller communities must not become discouraged by comparing their progress with that of the metropolitan groups.

C. Local League Presidents and Legislative Chairmen Conference ** not all of local presidents there. There was a good general discussion; and as always when you have that kind of meeting, we assume they are well-informed and well-prepared. Most of the discussion was about fundamentals which come up over and over again. Some ideas for small leagues were pointed out.

D. Three area Conferences -- Annual meeting at Fergus Falls, Metropolitan Area and New Ulm. In each we covered plans by the local board for a good annual meeting. The annual meeting is as important as the State and National Convention. There is need for pre-planning on local current agenda and a constructive program and budget. Total of thirty or more local leagues covered in the three conferences. The weaker ones were not present.

1. Fergus Falls planned meeting of outstanding caliber. A year ago they were virtually a dead organization. Now this year fourteen people were in attendance with completely revitalized leaders. They did a good job in planning the area meeting; evidence of a good local job.

2. Metropolitan - attendance about the same as the other two conferences. Different type of leadership, though they will need just as much planning for the annual meeting.

3. New Ulm - planned by good hostesses, had people asking good questions. Finance chairman had goal of \$75, raised to \$150. How to go about handling information on local issue not on the local agenda. Explained how to do voters service. There is life and development in New Ulm. There are two or three people with real ability in the League work.

Area conference should show much better annual meetings. Discussion on program making was good. Constructive help given on what is a good program. Mrs. Humphries did an excellent job in advising. It is hoped that we would come out with a better local current agenda, budget, and better understanding of the job of the Nominating committee.

E. BUDGET - Thorough budget discussion. Sure that no League in Minnesota felt comfortable about their budget after this. There is a marked limitation due to budget limitation. For instance if there is a budget of \$200, some may be convinced \$5 is a sufficient contribution; whereas if a \$400 figure is used, \$10 may be what would be considered the amount.

III. Meetings with State Board Committees - Met with Executive Committee, National Resource chairman, Finance, Local Current Agenda, Membership, Public Relations, Legislative, Publications Committee. Some specific issues arose in each meeting.

A. The Executive Committee could do more to carry out details of the broad plan agreed upon at the board meeting. Many details not clearly defined in board meeting can be carried out by Executive Committee. Even though authority was not vested with them, this committee could accomplish far more.

- B. National Resource - Sorry to have been unable to meet with Water Conservation Chairman. National board put more responsibility on this state resource chairman.

Good meeting on Loyalty Security.

- C. Finance Committee - excellent advice on how to carry on a good finance job. The local Leagues have reserves of money. Could make it available to State but are afraid it will automatically raise their requested pledge another year.

- D. Local Current Agenda - State committee is doing an extremely good job in getting information on where communities can secure the proper materials. Set up a file on local current agenda; could be done as a volunteer job. (Had discussion on how the membership chairman and the area chairman fit into the picture). In planning for state-wide meeting and conference, work should be done in training the membership chairmen in order to know available leadership.

- E. Public Relations - Good meeting. Recommend that the planning be over a long period with all promotional ideas presented at one time and presented as a check list. Local Leagues had a feeling the ideas were wonderful but did not know others were coming and spent all of their money on tags. Just as Voter Service needs to do long range planning, it is important in the Public Relations field. In Public Relations, you have to divide the job up - definitely as it relates to the work at the State Level. It tends to overlap too much on what local Leagues should do. Help comes from the big metropolitan districts, careful clearance between the state, etc. The Public Relations Committee - as a matter of fact the whole board concerned with state program and getting constitutional revision - is not as balanced with total program as it might be.

- F. Legislative Committee - met yesterday morning. Trying to decide without a budget allowance what were the most important things Legislative Committee could do to make Local Leagues aware of the need of interviewing Legislators and being prepared to do a lobbying job and how help could be given to reach out in a state program beyond area covered by Local Leagues. Most of the interest is in Minneapolis and St. Paul, and out of state Legislators are not as aware as they might be of their constituents in out state area.

- G. Publications - Last night. Attention was called to what their responsibility was and steps being taken to carry it out. The job should be longer range. Fully aware that a great deal of the promotion was undertaken with "What-d'ya know?" This was the greatest thing done in the country on a state publication.

- H. Budget - committees handicapped by not knowing what is available to committees under blanket operation. What is the most important function that can be well done with money and manpower available.

Few General Comments - Had a feeling that Local Leagues are "hanging over the ropes." State Board has forgotten National and Local program and Voters Service in favor of promoting state agenda - Total job is to strengthen Local Leagues.

1956

Local Current Agenda - Committee Meeting with Mrs. Horner - Oct. 2 - 11-1 p.m.

Use of Committee - Experts? Letters? Visits?

Advise local Leagues on by-law procedure to adopt local items
suggestions from membership for items - plenty of
advance notice, suggestions in bulletin, suggest.
from local govt. committee, units, other citizens
Board consideration of items - recommend. to members
Discussion & adoption at annual meeting - *Criteria?*

Correct wording - general, specific, exact yet broad enuf -

Committee set-up - research, interviews

Where to get resource material?

Evaluation of material

Taking it to membership - general or membership meeting
briefing meeting

Arriving at consensus

Taking it to community - build public opinion
Speakers bureau - to other meetings
Newspaper - articles and letters to editors
Radio & television
Broadside - posters - door-to-door
coffee parties
open meetings - public forums
phamplets and literature
endorsements by local citizens

Legislation itself - bond issue, amendment to charter, change of
govt. etc.

Evaluation - increase prestige? accomplish objective? increase citizen
participation.

Exchange of information between leagues - (Techniques)

No local agendas

Battle Lake - 15 members - Pop. 714 - St. Bd. visitor recommended visits to
council, - investigate city govt. at board meetings, etc.

Kasson - 16 members (1353) pop.

New Ulm - Mrs. Y. advised KYT

Olivia - no response letters - 28 member, Pop. 2012

Park Rapids - 12 members - "Tho't about Town survey - office sent copies
of KYT ?

Wording or choice of LCA

Granite Falls - Indian?

Hibbing - details?

Jackson - adopted Item 2 in Sept. at general meeting ?

Moorhead - general?

Mound - county only - telephone?

New Richland - general?

Tracy - Voter's Service?

Wells - Not specific - voters service?