



**Boulder County Democratic Party (BCDP) Executive Committee (EC)**

**Wednesday, December 14, 2016**

**5:30 p.m. - 8:30 p.m.**

**Wittemyer Courtroom  
University of Colorado Law School  
2540 Kittredge Loop Drive  
Boulder, CO 80309**

**Program**

**6:00 – 6:30 pm**

- Social Time (meet and greet) –Anything other than water is not allowed in the room.

**6:30- 7:30 pm**

- Current Officers Discussing their Roles and Responsibilities – Alex shared Information on the election that showed Colorado had higher voter turnout than 2012 and that 60-70% of voters voted in Boulder County. He also shared info on the democratic election process here in Colorado for county parties. Feb 4<sup>th</sup> is our reorganization meeting. The State reorg will be held March 11. The County Central committee ((b)(1): All of the **precinct committee persons** of the political party in the county, all of the **district captains** and **co-captains**, ... , and the **county party officers** [], together with the **elected county public officials**, the **state senators** and **representatives**, the **United States senators** and **representatives**, the **elected state public officials**, and the **district attorney**, who are members of the party and who reside within the county, **shall constitute the membership of the county central committee....**”

(c): Each county central committee shall meet on a date which falls between February 1 and February 15 of the odd-numbered years to organize by selecting a chairperson, a vice-chairperson, and a secretary and any other officers provided for in the county rules ....

Colo. Rev. Stat. § 1-3-103 (2016). )

1. will meet on Feb 4<sup>th</sup> . We are trying to find a space large enough to hold all members. All positions - Chair, VC (3), Secretary, and Treasurer – will be elected at the County Reorg meeting. The elected Chair appoints the committees (10) chairs (Fundraising, Legal, Information Technology, Field (get-out-the-vote) – extremely active May through Nov. of election years, Outreach and Inclusion, Truman Dinner (tentatively scheduled for Sept. 2017 & June 2018), Office, Communications, Community Events, and Platform (inactive until 2019–2021 cycle). There are never enough volunteers to participate in fundraising, office, IT, field, outreach and inclusion, and community events, so if you want to get involved these are the primary areas where you can help.
  - Secretary – Terrye Whitaker – The primary responsibilities of the Secretary (who is also a member of the Executive and Central committees) is: takes and makes available minutes from all Central, Executive, and Vacancy Committee meetings; certifies the signature of the Chair on any document requiring such certification; and registers written proxies of absent members prior to any votes where such proxies would be used. Additionally, she is responsible for the “thank you” cards that go out to donors based upon information provided by the Treasurer. A question was asked about how much time was required of this position and Terrye responded about 10-15 hours per month, but generally less.
  - Treasurer – Celeste Landry – The primary responsibilities of the Treasurer are: maintains checking and savings accounts; balances all accounts of the Central Committee and report the status of the accounts to the Executive Committee and Central Committee at each meeting; ensures preparation of all necessary tax returns and campaign finance reports; pays all bills of the BCDP promptly upon receipt unless the funds to pay the bills are unavailable or the bills exceed the specific budget limits imposed by the Executive Committee; has the same spending and check writing authority as the Chair’ allows inspection of the financial books and records of the BCDP by any member of the Executive Committee or Central Committee upon 48 hours advance written notice; reports to and cooperates with the Audit Committee; ensures that the Boulder County Democratic Party is in compliance with all applicable State and Federal finance laws; and appoints, as necessary and as authorized by the Chair, an assistant treasurer to assist in the aforementioned duties only to the extent authorized by the Treasurer. Celeste was part of the Field membership when Tricia Olsen (prior Treasurer) resigned so she became the treasurer since she had also been serving as an assistant treasurer. Celeste indicated the most important part of

job is filing reports with Secretary of State's Office. The Treasurer's manual is extremely important so campaign finance reports are filled correctly from the County Parties. She indicated that 2017 will be easier than an election year – only one report to file then. She strongly encourages whoever takes on this role to actually do a monthly balancing of the checkbook. This will result in fewer headaches at the end of the year. She indicated that being detail oriented helps in this position. She indicated that it is a hard job to do if lots of other things are going on in your life. She indicated that campaign finance rules can come back to bite us if this person does not pay attention to everything. Celeste indicated that every donation must have a name associated with it; if not, then the money has to be donated to a local non-profit. We had this happen to us at caucus and we don't want to have to give our donations to someone else. An audit is done every two years and that will be reported on at our reorg in February. She stated that in the information she gets (generally the BRE forms) she shares info for people who want to volunteer or want to get our electronic newsletter. The Treasurer also works with VC to help develop our budget. This officer attends officer team meetings like all officers when/if those meetings are held. Celeste indicated she was currently training an assistant and he's indicated a willingness to run for office in February, but he will still need an assistant. She indicated the time involved initially will be a lot, but then will slow down to much less (15 hrs or less/month for slow months, considerably more during busy times). Compliance oriented with SOS. Access database is what the treasurer uses.

- VC for Internal Planning & Implementation – Current VC is Becca Moser – Vice Chairs serve on the county *and state* Central and Executive Committees. The primary responsibilities for this VC include: plans and manages Executive Committee meetings that are inclusive and fun, with a social component, interesting programs, and required business elements; develops the BCDP budget and works with the Treasurer, as needed, in implementation of the budget; manages the content of the BCDP's *internal* website; oversees the BCDP Field Team and Voter Guide, and various other BCDP teams as directed by the Chair; assumes the responsibilities and powers of Chair whenever the Chair is absent, and shall act as Chair in the case of the Chair's incapacity until a new chair is elected; oversees operations of the BCDP headquarters and office, as deemed necessary by the Chair; plans and implements caucus,\* assembly and convention, and reorganization meetings, as deemed necessary by the Chair; administers and supports any BCDP team projects and events, as necessary and reasonable. This position requires many hours of involvement during an election year because of field team activities and the production of the Boulder county Voter Guide, and ensuring that the Office is covered by volunteers. The hours spent by this VC can be as little as 10-15 hours a month up to as much as necessary.
- VC for Capacity building – Current VC is Jamie Harkins. The primary responsibilities for this VC include: recruits volunteers as needed by other BCDP

officers, teams, and committees; develops a bigger, broader, more inclusive bench of potential Democratic candidates; initiates and coordinates efforts to increase inclusivity within the BCDP; oversees the BCDP Outreach and Inclusion Team, Truman Dinner Team, and various other BCDP teams and committees as directed by the Chair; and coordinates and oversees the BCDP Century Club. For this latter group there are four (4) smaller fundraiser receptions each year. The plan was for this position to help recruit candidates for our democratic bench (school board, etc.). Additionally a more concerted effort on fund raising falls here which has not been the case due to other things going on. The Truman Dinner will be in September this next year (we raised about \$20,000/year). The question was raised regarding the necessity to have three VCs – no, if you have someone who can donate more than 40 hours per week and not have an outside job. There are really too many things that need to be done in the party with 110,000+ of people who are part of our party to not have three VCs. It is very hard to manage those things. Boulder County does more work than any other county in the State because it matters to us. The workload has to be split. There was a brief discussion about our desire to have a Director, but we don't have the funds for it. That is a goal for the future, but there are financial restrictions which apply to what we can raise compared to the State.

- VC for Communication – Alex Gano – The responsibilities for this VC include: handles all public relations matters and communications to the media, elected officials, the larger Democratic Party, the voting public, and candidate and issue campaigns; manages the content of the external BCDP website; creates and manage the content of BCDP newsletters and alerts; develops, coordinates, and attends community events (such as parades, fairs, BCDP events, and booths) and community engagement opportunities important to BCDP objectives; acts as “First Vice Chair” as required; fosters relationships and cooperation with a variety of community organizations; oversees the BCDP Platform Team, Community Events team, Communications Team, and various other BCDP teams and committees as directed by the Chair; and represents Boulder County as the First Vice Chair on all district and Colorado Democratic Party committees of which the Vice Chair is a member. Alex indicated that the Party tries not to send out lots of communications because we don't want to bug our members. We changed the website but there is still room for improvement. He indicated that whoever takes on this role needs to know something about VAN (Voter Access Network) and have knowledge of mail chimp or some other communication programs. The majority of time will be spent on things not listed. A cheat sheet will be created for the positions to help whoever takes on these roles in the structure we have. 5-10 hours/week most months is what is required for this position, but it can become more depending on what is going on.
- Chair – Lara Lee Hullinghorst – The primary responsibilities for this position include: hires and fires office staff; signs checks for expenditures authorized by the Executive Committee; appoints team leaders and make up to twelve special

appointments to the Executive Committee; calls meetings of officers and the Executive Committee; speaks for the Central Committee; runs the affairs of the party between meetings; and performs other duties as specified in the bylaws of the Boulder County Democratic Party and Colorado Democratic Party. Lara indicated the highlight of this position was the people she worked with and got to know. She indicated that so many people turned out and did the work without shouting and they were the reason we turned out more voters than any other county in the State. She commented that if people want to change the party, you need to show up and do the work. She recognized that people are feeling dissatisfied by the election but we must deal with local issues. She highlighted the lack of recruiting anyone for school board – she said that was a failure. She hopes the next team will focus on local elections. The biggest lowlight was caucus problem. The chair will interact with elected officials as well. She was asked if the State party gave support and her response was not much and their interaction is complicated. She thought there was systemic failure from State to county leadership, but new leadership at State might make that different. She also pointed out that the Chair is responsible for the building and the contents of our space so that took up much more of her time than she was expecting. In fact, because of all that was needed to be done during the last two years she had to take a sabbatical from her job in order to spend pretty much 5 days a week at Headquarters to get everything done. She will be creating a guideline for the next Chair which she hopes will make the job a little bit easier.

- Nominations committee will be set up by the first of year to help those who are interested in running for office. You will need to write a letter to the Chair of party saying you want to run for which office. The committee will check your voter status and then put you on the list. Central Committee membership will be provided to all candidates at the same time.
- Lara Lee Hullinghorst indicated she was resigning as of Jan 5<sup>th</sup> because of conflict of interest as a lobbyist. Additionally she will not be able to make the reorganization meeting and she felt it would be better to have the VC go ahead and prepare to run that meeting.

## **Agenda**

### **7:30 p.m. - Call to Order**

Alex Gano called the meeting to order.

**Approval of Proposed Agenda** – A motion was made and seconded to approve the agenda as corrected.

**Approval of Minutes** for October 12 Executive Committee Meeting – The motion was made and seconded to approve the minutes with a minor amendment. The motion passed.

**Chair Update** –Alex Gano indicated the Colorado Democratic Party Dinner (Jefferson-Jackson) to be held in Denver is offering county parties the opportunity to buy tables at a reduced cost per ticket if they are interested. These would need to be purchased by January 13 (check to Celeste for \$125/ticket). If people want to do this we can get a table at that point but we cannot front the money. About 10 people raised their hands indicating an interest in attending the dinner.

**Treasurer's Report** – Celeste Landry- finances are down a little. DWBC did most of the work for election night. Julie Dadone did a lot of work for this event as well. Excel switched our meter while we were out of the building and we still don't have the issue resolved but hope to do so by next month. Celeste indicated that there will be an ask for money at the reorg meeting to help pay for the cost of the location. Regarding the Jefferson-Jackson dinner tickets the cost will be \$125 up until January 13 then the price will rise to \$150/ticket. A question was asked about paying for this on our website but Celeste indicated that you cannot designate what the amount is for. She will probably contact people just to make sure. She also reminded folks that the Truman Dinner set for September is our biggest fundraiser. A goal of 225 members for Century Club has been our aim but we have not met that yet. Julie Dadone is sending out renewal notices. Jim Johnson has been training with Celeste for the treasurer's position and she indicated she would like to have him as her assistant. He will run for the position in February. She made the motion to have this occur, it was seconded, and the vote was unanimous to approve this.

**Field Team Report** – Mike Hart and Jim McNeil – Mike announced his resignation as one of the co-leaders of the Field Team effective January 1, 2017. He will remain as the Area Coordinator for House District 10-5 and Precinct Leader for Precinct 817.

1. Nominations – Cerah Hedrick was appointed as an Area Coordinator for House District 13-8, and both Mike Page and Megan Dawson were nominated to be co-leaders for Field Team. This nomination was seconded and passed. Mike indicated that Tim Johnson has volunteered to be the PC for PCT 200 in Louisville (the previous PC – David Strand – resigned). This was approved.
2. Resignations - Yvonne Burge (PCT 820), Michael Thomas (PCT 868), Maureen Pelsmaeker (PCT 305), Julia Howard (PCT 848), Corrine Chancellor (PCT 809), Joshua Kinzler (PCT 630) and David Strand (Pct 200) have either resigned, moved, or are too ill to work. These resignations have been accepted.
3. Election Team Report for 2016 – (Jim McNeil) felt people should know what the field team actually does during an election so the disappointment with the number of people who left the program can be put in perspective. Field is organized by House District (HD) which is then organized by precincts. Prior to caucus we had 59 precincts with no precinct leaders (PL). After caucus we had 13 with no PL. In our 41 HD in Boulder Count prior to caucus we had 16 HDs

with no Area Coordinator; after caucus we had 7 HDs with no AC. We can still accept people to take on the roles of AC even though the election is now over. There were several activities taken on by the Field Team: Activity 1 – Voter Guide Distribution; Activity 2 – Phone calls to provide vote reminders; Activity 3 – Too late to mail your ballots; Activity 4 – Election Day reminders to those people who have not already voted. Other actions taken on by Field is to ensure HQ office staffing, volunteer website, office phone bank, and the Longmont office manned. Our targeted voter population included Democrats, Greens, and Blue unaffiliated (about 75% party points). The total raw number in VAN – 121,030. CDP Field team – targeted voters by day – we need to reach 88% in Boulder County. We produced nearly 91,000 in plurality for Boulder County and 136,000 delivered for Senator Bennet. The top performing precinct in Boulder County was #858 with 93.38% turnout. 40 precincts had greater than 90% turnout. PCT 888 stepped up after their PL resigned. Two people in this precinct did everything. A question was asked if this data could be found for each precinct and Jim indicated that it can be obtained from the County Clerk's website for each precinct. He also indicated that it is our role to emphasize voting the whole ballot but that usually there is about a 10% drop off for down ballot races. Jim also expressed gratitude to entire field team for their efforts.

**Outreach & Inclusion Team Update** – Marjorie McIntosh/Annette Crawford – Annette indicated she is stepping down effective the first of the year. Anyone interested in working with the two remaining leaders of this team should express their interest to Marjorie. Annette provided a quick rundown on voter project (non-partisan voter assistance project) this group worked on during the last election. They focused on low income voters. Many were Latinos, but not all. They hoped to increase participation in the election process by encouraging them to register and then to vote. They had volunteers who helped with this project. They had a total of 56 volunteers with 32 being Spanish speaking; 18 were between the ages 14-24; 38 were between ages of 25-76+; 41% were Latinos, and the rest were Anglos. The numbers for the voter registration project were as follows: 525 individuals had a face to face meeting with double that for home visits; 29 people changed their addresses or registered to vote. For the ballot assistance project – face to face meetings with 166 individuals; 456 people were contacted. On an aside Annette indicated one Latino had been here for over 30 years but had never been contacted. The next meeting will be in January in Longmont but not sure where it will be because need to find space.

**Motion for CU speaker Milo** – racist – forum – invited by young republicans – Tom Grasso expressed a desire to make a resolution to CU to resend invitation and to suspend the waiting period for approval to do this. Emily Sheridan said might want to not do this because it would give more free press and the invited speaker loves that. She indicated an alternative event is scheduled at Old Main at the same time which would be more inclusive. Procedurally need 2/3 approval to suspend rules to accept consideration of motion - 20/32 did not carry.

**8:15 p.m. - Community Announcements & Sharing**

**Rafi Mercury** – Wanted to talk about his experience in Philadelphia as a Bernie delegate. Women saw full fulfillment for their gender. Bernie supporters, however, felt they were silenced. He stated there was lots of yelling at the event and the whole week was exhausting. Now we have an uncertain future with the outcome of the elections. Raffi expressed hope that everyone will come together and that differing ideas will be respected. He stated that he felt constructive debate will make us stronger.

**Celeste Landry** – She works at University Hill Elementary – in 2014, the voters approved a big bond to renovate all the schools in the district. Since then a hold on bond for University Hill as occurred because the school district may sell the property to CU. The elementary school would move to the New Vista campus and a new middle school would be built. She indicated she cares a lot about communication but feels the school board has failed on this. They have held only one meeting on May 16 but none since then – no discussions by school board and lots of frustration with superintendent. She was asking for people who might be interested in this issue to work with her about more communication.

**Tom Grasso** - All have a vision for the party – grew up in Philadelphia where stories told about people standing next to each other to strike and to protect rights of minorities. Stories he heard about Dems is why he became a democrat. We are the same ideology regardless of who they voted for or will vote for.

**Kay James** – She indicated she had spent the last month figuring out ways to feel better. She was pleased to live in a state that was pretty blue – she wrote a letter to Cory Gardner asking him to vote in ways to unite the state and to remind him we are a blue state. Need to pressure him to represent everyone in the State. She encouraged others to write letters to him as well.

#### **8:25 p.m. - Next Meeting**

#### **Proposed Date:**

Wednesday, January 11, 2017  
BCDP HQ

**Proposed Program/Agenda: Candidates for 2017–2019 officer positions will be allotted time to address the Executive Committee. Alan Rosenthal and Celeste both indicated they wanted to be part of perm org committee for Reorg.**

**Cliff has things going on – want to watch for the updates for this.**

**8:30 p.m. - Adjourn Business Meeting**

Respectfully Submitted

Terrye Whitaker, Secretary