MISSING BOARD REPORTS – May 2018

Resolved into the LPCO Standing Rules (2016-05-09):

“Monthly Board reports are due by the Wednesday before the regularly scheduled board meeting and shall be published to the Party website by the Communications Director by the Friday prior to any regularly scheduled meeting for viewing by membership and Board members...”

- The following Board Reports were not submitted in time to be published on the LPCO website, violating the current standing rule:
  - Vice Chair
  - Legislative
- The above Board Members will be presenting their report at the next board meeting in full.
- The next Board Meeting is scheduled for May 14, 2018 at the Independence Institute, 727 E 16th Ave, Denver, CO 80203 from 7pm to 9pm.

Respectfully Submitted,

David Aitken
Website Volunteer
Libertarian Party of Colorado
May 2018 Chairs Report

As per our Bylaws Article II, Section 1, the duties of the State Chair are as follows: The State Chair shall be the chief executive officer of the Party, holding the powers of administration pertaining to the ordinary business affairs of the Party and such other powers as may be delegated by the Board of Directors. The State Chair may appoint such Party functionaries as a recording and corresponding secretary, an office manager, and an events chair. The State Chair shall compile, maintain and make available to the Board of Directors a publication listing all “Standing rules” and “Special rules” adopted by the Board of Directors. The State Chair shall specify the date and time of the next Convention at least 45 days before it is convened. The State Chair, or his or her designee, including other Board members acting within their designated job duties at the direction of the Chair, shall be the person who shall communicate on behalf of the Party. The State Chair shall file any amendments to the Party’s Constitution or Bylaws with the Secretary of State within fifteen days after such amendments are adopted.

The activity I see it the board this spring is very exciting. Keep it up guys.

1) I attended the Arapa-happy-hour last month.
2) Helped man the booth at Cinco de Mayo.
3) Been in constant contact with many new board members to help them get up to speed.
4) Spoke with all but two board members to review their business plans.
5) Attended the LNC quarterly meeting for the entire weekend.
6) Attended the LNC meet-and-greet/fundraiser.
7) Fielded about 10 information calls.

Respectfully Submitted,
Wayne Harlos
State Chair, LPCO
Treasurer, 14 May 2018

As per our Bylaws Article II, Section 9, the duties of the Treasurer are as follows:

The Treasurer shall be responsible for maintaining accurate records of all income and expenses associated with the operation of the Party and shall present a summary of all income and expenses incurred at the regular meeting of the Board. The income and expense summary may be limited to activity since the last regular meeting of the Board. The Treasurer shall also prepare budgets for the other board members or assist them in preparing their own budgets.

As of 09 May 2018, PayPal balance was $850.62.
As of 09 May 2018, BBVA Compass balance was $14,648.17
As of 09 May 2018, Stripe balance was $0.00.
As of 09 May 2018, Federal Election Activity account has been closed by Compass bank, presumably due to inactivity.

Held in reserve:
- Standard reserve $1,500.00
- State Convention reserve $2,000.00
- NationBuilder reserve $260.00
- Clear Creek Co DG $40.00
- Denver Co DG $411.00
- Larimer Co DG $15.00
- Weld Co DG $15.00

As of 09 May 2018, Total accessible (excluding reserved funds) balance was $11,272.79.

Monthly since 24 May 2017 I have started corraling one twelfth the annual NationBuilder fee in QuickBooks and in this report so that the sudden expense in April doesn’t catch us unprepared. Based on the NationBuilder annual fee paid 24 April 2018, the monthly cut is $260. Our accessible balance has increased $1,311.60 since last month.

Any anticipated large future expenses (> $1,000 annually), whether one-time or instalment, I propose to budget in the same manner as with NationBuilder, where I reserve funds monthly into a specific sub-account. This procedure is a good candidate for inclusion in the policy manual. For clarity for me and subsequent treasurers, the standard reserve of $1,500 has been
placed in a sub-account. Starting last month, state convention funding is being reserved on a monthly basis.

April subscription (17 recurring) donations to PayPal, Stripe & Compass Bank for April, $490.52, a loss of $365.00. This loss is mostly because a $100/mo subscriber made a 2-month “catch up” payment in March.

I request that any Board member who receives cash or check from a donor please email me with the date received, check number, amount, and name & address of the donor. If the check is $100 or more, then I also need the donor’s occupation and employer. Please refer to the postscript in Treasurer’s Report July 2016 for a list of TRACER-accepted occupation names. We can’t accept cash donations over $100. We can’t accept contributions from corporations or from foreign nationals. The party can accept anonymous donations less than $20 but if anonymous donations are collected by someone not authorized to accept funds for LPCO (not a board member) then that someone is considered a conduit and the collected aggregate is counted against their personal contribution limit and the funds conveyed to LPCO can’t include more than $100 in cash.


Filed TRACER report 05/02/2018. Next report due 05/21/2018.

For supporters who wish to make monthly donations but who don’t have or want a PayPal account, I can set up a subscription using Stripe using the donor’s credit card information. We now have three such subscriptions.

My personal resentment at software “subscriptions” notwithstanding, I am inclined to keep using QuickBooks due mostly to its wide popularity and likely familiarity to subsequent treasurers. Once effected, this will mean an annual fee of $349.00. I intend to put this off as long as possible. I seek the Board’s approval for this recurring expense.

Respectfully Submitted,
John Hjersman
## Statement of Financial Income and Expense

**April 2018**

<table>
<thead>
<tr>
<th>Ordinary Income/Expense</th>
<th>Unclassified</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Donations</td>
<td>582.76</td>
<td>582.76</td>
</tr>
<tr>
<td>Stripe Sales</td>
<td>92.76</td>
<td>92.76</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>675.52</strong></td>
<td><strong>675.52</strong></td>
</tr>
<tr>
<td><strong>Gross Profit</strong></td>
<td><strong>675.52</strong></td>
<td><strong>675.52</strong></td>
</tr>
<tr>
<td><strong>Expense</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advertising/Promotional</td>
<td>89.94</td>
<td>89.94</td>
</tr>
<tr>
<td>Computer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Services</td>
<td>131.88</td>
<td>131.88</td>
</tr>
<tr>
<td>Software</td>
<td>3,045.39</td>
<td>3,045.39</td>
</tr>
<tr>
<td><strong>Total Computer</strong></td>
<td><strong>3,177.27</strong></td>
<td><strong>3,177.27</strong></td>
</tr>
<tr>
<td>Convention Expense</td>
<td>-2,552.85</td>
<td>-2,552.85</td>
</tr>
<tr>
<td>Credit Card Fees</td>
<td>37.79</td>
<td>37.79</td>
</tr>
<tr>
<td>Outreach</td>
<td>31.50</td>
<td>31.50</td>
</tr>
<tr>
<td>Stripe Payment Processing Fees</td>
<td>3.60</td>
<td>3.60</td>
</tr>
<tr>
<td>Telephone</td>
<td>9.95</td>
<td>9.95</td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
<td><strong>797.20</strong></td>
<td><strong>797.20</strong></td>
</tr>
<tr>
<td><strong>Net Ordinary Income</strong></td>
<td><strong>-121.68</strong></td>
<td><strong>-121.68</strong></td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td><strong>-121.68</strong></td>
<td><strong>-121.68</strong></td>
</tr>
</tbody>
</table>
FUNDRAISING DIRECTOR REPORT MAY 2018

- Very limited efforts in the April-May period because of heavy demands of campaign (especially working on campaign website)
  - Expect that this will change soon
- Submitted and had approved business plan for 2018
  - First step will be to analysis historical donations to create categories
  - Contacted Treasury and past fundraising director (Clint Jones) to gather information about past donors
  - Did not begin analyzing data yet (my fault)
- Sent out (with a big assist from David Aitken) a single fundraising email to members in Larimer, Weld and Boulder counties in connection with the Cinco de Mayo outreach booths:

Dear Fellow Libertarian:

This Saturday, May 5, Longmont will be celebrating Cinco de Mayo. The celebration starts at 11am and the event will be held in the City of Longmont Roosevelt Park, located at 700 Longs Peak Ave. The party ends at 6pm.

Your Libertarian Party of Colorado will have a outreach table at the event, which will be shared with some of the LP’s candidates. You are all invited to attend, meet some fellow Libertarians, have some great food and listen to some fine music.

Outreach is the major activity -- and expense -- of the LP Colorado. This weekend, the LPCo will have outreach tables at both Longmont’s and Denver’s Cinco de Mayo celebrations, helping the LP to reach more than 400,000 participants. The Party cannot do this without your support, which is why we ask you to please donate to the LP at this page: https://www.lpcolorado.org/donate. Anything you can give will help us continue spreading the message of liberty to all Coloradans!

Thank you.

Roger Barris
Fundraising Director - Libertarian Party of Colorado

  - It is unclear what the response to this has been – asking Treasurer if there has been a noticeable pick up in donations
  - I have to figure out how to embed a “Donate” button more effectively into these fundraising emails.
Roger Barris
May 2018
April, 2018
CAMPAIGNS REPORT

DUTIES AND POWERS BY Art II Sec 4 “The Campaigns Director shall identify political races and coordinate candidate and issue development. The Campaigns Director shall be responsible for, and coordinate, all political campaigns of the Party.” The Libertarian Party of Colorado is currently seeking interested and motivated individuals to run for office in 2019. These races are mostly non-partisan, local races for roles such as city council, mayor, county commissioner, etc. If you or someone you know is interested, please have them get in contact with the Campaigns Director.

------------------------
At the 2018 State Party Convention, 35 candidates were nominated for 39 races. Four candidates were nominated for both a federal and state race. Seven federal candidates were nominated, one for each US House seat up for election in November, 2018.

Seven candidates were nominated for state-wide races. Of these, five have completed the initial paperwork required by the state for their race.

Twenty-five candidates were nominated for Colorado General Assembly races, of which five have withdrawn and six have not completed the required paperwork. The five who have withdrawn include two individuals that are not eligible to run in the district they were nominated for, two individuals that plan to move out of the district they were nominated in, and one individual that has left the Party.

Three candidates were rejected by the Secretary of State’s office due to failure of the Libertarian Party of Colorado to submit Designation by Assembly forms before April 1st, 2018. These were State Senate District 2 [Bolander], State Senate District 15 [Keil], and State House District 30 [Wilson]. The final approved candidate list is available on the State Board shared drive.

Two individuals were nominated for county sheriff races. Both individuals have active campaigns.

The final count is 31 accepted candidates / races, and six vacancies which can be filled by the State Board Vacancy Committee. We have one, possibly two, individuals that are interested in filling one of the vacancies.
Campaigns is actively recruiting volunteers to work with more than one candidate for fundraising, bookkeeping, graphic design, debate coaching, candidate questionnaires, and issue/policy development.

Four events have been identified as potential outreach sharing opportunities with candidates in eastern Colorado. The idea is that the candidate would rent the booth and recruit local manpower to run it and the Party would provide outreach material, a popup, and tables. The events are Cinco de Mayo in Longmont [supporting Bruce Griffith and Roger Barris], Sugar Beet Days in Sterling [supporting Bruce Griffith], Eastern Colorado Roundup in Akron [supporting Chris Marston], and the Sedgwick County Fair and Rodeo in Julesburg [supporting Bruce Griffith].

Respectfully Submitted,
Bruce Griffith
Campaigns Director, LPCO
<table>
<thead>
<tr>
<th>Office</th>
<th>Name on Ballot</th>
<th>Party</th>
<th>On B Affidavit</th>
<th>Fin Disclos Designation</th>
<th>Acceptance</th>
<th>Misc Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>United States Congressperson - District 1</td>
<td>Raymon Anthony Doane</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/26/18</td>
<td>03/26/18</td>
<td></td>
</tr>
<tr>
<td>United States Congressperson - District 2</td>
<td>Roger Barris</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/26/18</td>
<td>03/26/18</td>
<td></td>
</tr>
<tr>
<td>United States Congressperson - District 3</td>
<td>Gaylon Kent</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/26/18</td>
<td>03/26/18</td>
<td></td>
</tr>
<tr>
<td>United States Congressperson - District 4</td>
<td>Bruce Griffith</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/17/18</td>
<td>03/26/18</td>
<td></td>
</tr>
<tr>
<td>United States Congressperson - District 6</td>
<td>Kat Martin</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/26/18</td>
<td>03/26/18</td>
<td></td>
</tr>
<tr>
<td>United States Congressperson - District 7</td>
<td>Ken Biles</td>
<td>Libertarian</td>
<td>N</td>
<td>03/26/18</td>
<td>03/26/18</td>
<td></td>
</tr>
<tr>
<td>Governor</td>
<td>Scott Helker</td>
<td>Libertarian</td>
<td>Y</td>
<td>12/16/17 12/28/17</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>Lieutenant Governor</td>
<td>Michele Poague</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/03/18 04/13/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>Secretary of State</td>
<td>Bennett Rutledge</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/05/18 04/13/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>Attorney General</td>
<td>William F. Robinson III</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/04/18 04/24/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>Regent of the University of Colorado</td>
<td>James K. Treibert</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/20/18 03/27/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>Regent of the University of Colorado - District 3</td>
<td>Michael Stapleton</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/29/18 04/10/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Senator - District 3</td>
<td>John Pickerill</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/25/18 03/26/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Senator - District 16</td>
<td>James Gilman</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/27/18 04/04/18</td>
<td>03/28/18</td>
<td>03/28/18</td>
</tr>
<tr>
<td>State Senator - District 20</td>
<td>Charles Messick</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/25/18 03/29/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Senator - District 24</td>
<td>Donald Osborn</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/25/18 03/28/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 1</td>
<td>Darrell Dinges</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/29/18 04/02/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 5</td>
<td>Phil Ord</td>
<td>Libertarian</td>
<td>N</td>
<td>03/26/18</td>
<td>03/26/18</td>
<td></td>
</tr>
<tr>
<td>State Representative - District 10</td>
<td>Alexander Lanzano</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/25/18 04/03/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 12</td>
<td>Jason VanSickle</td>
<td>Libertarian</td>
<td>N</td>
<td>03/26/18</td>
<td>03/26/18</td>
<td></td>
</tr>
<tr>
<td>State Representative - District 16</td>
<td>John Hjersman</td>
<td>Libertarian</td>
<td>Y</td>
<td>03/29/18 04/04/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 28</td>
<td>Ross Klopf</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/04/18 04/16/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 29</td>
<td>Hans V. Romer</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/08/18 04/16/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 31</td>
<td>Bree Owens</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/02/18 04/11/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 33</td>
<td>Kim Tavendale</td>
<td>Libertarian</td>
<td>Y</td>
<td>12/09/16 12/23/16</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 35</td>
<td>Ken Biles</td>
<td>Libertarian</td>
<td>N</td>
<td>04/04/18 04/03/18</td>
<td>03/26/18</td>
<td>District 7 before he</td>
</tr>
<tr>
<td>State Representative - District 39</td>
<td>Tony Gross</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/07/18 04/18/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 56</td>
<td>Kevin Gulbranson</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/03/18 04/12/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 60</td>
<td>Glenn Ingalls</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/03/18 04/13/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
<tr>
<td>State Representative - District 63</td>
<td>Joe Johnson</td>
<td>Libertarian</td>
<td>Y</td>
<td>04/06/18 04/17/18</td>
<td>03/26/18</td>
<td>03/26/18</td>
</tr>
</tbody>
</table>

When candidate withdraws, you will

Still has to withdraw from US House

District 7 before he
OUTREACH DIRECTOR REPORT – MARCH 2018

Article II, Section 5, of the By-Laws of the Libertarian Party of Colorado:
“The Outreach Director shall be responsible for recruiting members, having speakers, conducting recruiting events, organizing and supporting student clubs and organizations at high schools, colleges, and universities and setting up and operating a speakers bureau.”

Actions:

- LNC Meet and Greet Fundraiser – 4/20

We had a great crowd of about 50 people at our home for this event. The LNC sponsored a delicious BBQ buffet and Michele and I sponsored an open bar. The National Party raised over $12,000 at the event.

- Denver Cinco de Mayo Festival – Saturday, May 5 and Sunday, May 6

Special thanks to all of our volunteers and Libertarian Candidates who participated in our booth at Denver’s Cinco de Mayo Festival this past weekend
- Roger Barris, US House District 2
- Bruce Griffith, US House District 4
- Kat Martin, US House District 6
- Michele Poague, Lt Governor
- Bennett Rutledge, Secretary of State
- Darrell Dinges, State House District 1
- Ross Klopf, State House District 28
- Kin Tavendale, State House District 33
- Kevin Gulbranson, State House District 56
- Wayne Harlos, Castle Rock City Council
- Eric Mulder, Arapahoe County Sheriff
and John Keil!

The weather cooperated this year – no rain, light breezes. Hours were expanded by two hours a day vs last year, closing the Festival at 8:00 pm both days. We collected
$151 in anonymous cash donations and contact info from 42 people via administration of the WSPQ.

- Longmont Cinco de Mayo Festival – Saturday, May 5

The LPCO sponsored a Cinco de Mayo booth in Longmont simultaneous to the Denver event staffed by Bruce Griffith, Roger Barris, Matt Digi and John Keil (apologies to anyone I may have missed. As Matt Digi commented on a video that he posted regarding the event – This was Gary Johnson’s America, There we Taco Trucks everywhere.

Upcoming Events:

People’s Fair –
    Saturday, June 2 from 10AM - 9PM
    Sunday, June 3 from 10AM - 8PM

Please note that the hours for this event have been extended vs last year as well.

Your Outreach Director will be out of the country during this event and I have posted this appeal on Facebook -

“We’ll be doing this again on the weekend of June 2/3 for Denver's People's Fair. Please join us as we strive to further the cause of Individual Liberty.

Our Outreach Director, Kevin Gulbranson, will be out of the country during this event so we are looking for someone to step up and help setup, tear down and manage the logistics and organization of the booth. It doesn't pay well but it is a fulfilling job. Email to OutreachDirector@LPColorado.org for details.”

It would be great to get the same level of volunteer support for this event – PLUS the need for someone to take charge in the logistics of delivering the materials to the event for set up and hauling them out at tear down. We also need someone to step up to take charge during the event should anything unusual arise that requires decision making authority ie weather issues, festival changes, emergencies, etc. This can be accomplished by a team of volunteers and doesn’t necessarily need to fall on the shoulders of a single individual.

PrideFest Denver –
    Saturday, June 16 and
    Sunday, June 17
By request of our Campaigns Director, we will be looking to participate in the following events and I will be looking at dates and specifics as to what is required for each –

- Sugar Beet Days in Sterling [supporting Bruce Griffith]
- Eastern Colorado Roundup in Akron [supporting Chris Marston]
- Sedgewick County Fair and Rodeo in Julesburg [supporting Bruce Griffith].

Always looking for suggestions as to any additional events to participate coming up.

Respectfully submitted,
Kevin Gulbranson
Outreach Director, LPCO
Regions Director Report May 2018

Since the state convention, I’ve attended the Boulder, Douglas, Arapahoe and Denver county meetings and spoken with the chair or organizer about how the LPCO Board can help the affiliate or development group grow.

I contacted the chairs/organizers from the County Contact list to determine the current contacts and update as needed.

I will contact those volunteers who expressed an interest in local or affiliate activities and put them in touch with their local affiliate/development group as available.

I may have further updates at the May meeting.

Respectfully Submitted,
Steven Gallant
Membership Director Report May 2018

Per our Bylaws Article II, Section 11, the duties of the Membership Director are as follows: The Membership Director shall be responsible for developing membership education programs and publications, recruiting and training activists from the membership, and overseeing leadership training and succession planning at all levels within the Party, categorizing and contacting current individual members (registered Libertarian voters) to ask/persuade the members to support the LPCO financially or actively and for monthly reporting the same to the Board and affiliates.

The few spots with potential for a BBQ, unfortunately, fell flat. Even with late notice, the Membership Director is seeking potential locations for a Memorial Day get-together. Potentially Washington Park, etc.

Jay Stooksberry has agreed to give an account of his run for city council for the first Newsletter, which I hope to have out by the middle of June. If possible, I would like each board member to write a 500 word or less blurb for the newsletter. It can be directly related to your position, or something which is related to Libertarian activities in the state.

I enjoyed the opportunity to help with the booth at the Cinco de Mayo festival in Longmont. I had a chance to speak with a few politically astute people about the LP who showed interest in our recent growth and our 2016 candidates for President and VP. I believe both Griffith and Barris did an exceptional job in earning more votes with a very friendly crowd.

I have narrowed down potentially sites for an inaugural golf tournament. The parameters I hoped to work within, was to find a public course operated with public funds, as I believe that whenever possible, it is best to make decisions which ultimately align with our beliefs. I will have a proxy to present some options to generally outline the cost, but I believe this is something which might have to be completed via email vote in order to get the ball rolling.

Respectfully Submitted,

Matthew DiGallonardo
COMMUNICATIONS DIRECTOR REPORT MAY 2018

As per our Bylaws Article II, Section 6, the duties of the Communications Director are as follows:

Section 6: The Communications Director shall be responsible for all communications, web sites, multimedia, social media, press releases, media appearances, and media inquiries.

Social Media:

The Social Media team has been running smoothly, a new posting schedule has been rolled out, and the team expanded as follows:

Facebook:

*All times Mountain Standard Time and DAILY unless noted otherwise*

9am - Local News - Michael Hering

10am* - Monday Legislative Director - Michael Stapleton
10am* - TTHSA Volunteer Requests/Events

11am - Meme - Hannah Burnham
Noon - National News - Lance Cayko
1pm - Campaigns Director - Bruce Griffith or John Keil when applicable
2pm - Communications Director Discretion - Lance Cayko
3pm - Independent Libertarian Media - Nicholas Veser
5pm - Meme - Hannah Burnham

7pm* - TTh Outreach Director - Kevin Gulbranson
7pm* - MWFSUN Independent Libertarian Events
7pm* - Saturday Chair - Wayne Harlos

8pm - Communications Director Discretion - Lance Cayko
9pm - LP Affiliate or DG Share - Lance Cayko or John Keil
10pm - Local News - Lance Cayko

Twitter:
At will or upon request via Robert Bentley, WB Rice Rice, and Jamie St. Pierre

Instagram:

At will or upon request via Robert Bentley and Chelsea Stewart-Gress

**Report from Robert Bentley:** The LPCO Twitter account is now at 1,889 followers. The level of posting has increased by threefold as there are now three volunteers as opposed to one.

The LPCO Instagram account is now at 428 followers. We aren’t posting enough here and could use another more active volunteer or volunteers.

Our total Social Media statistics are as follows:

<table>
<thead>
<tr>
<th>SOURCE</th>
<th>LIKES/ FOLLOW</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>FACEBOOK</td>
<td>25,562</td>
<td>Steady and surges of growth depending on how often our posts are shared by LP National and Being Libertarian</td>
</tr>
<tr>
<td>TWITTER</td>
<td>1,889</td>
<td>Steady growth.</td>
</tr>
<tr>
<td>INSTAGRAM</td>
<td>428</td>
<td>Steady growth.</td>
</tr>
</tbody>
</table>

Our total Facebook reach for the last 28 days are as follows:
These have been our top three Facebook posts in the last 28 days:
A handy guide to prohibition. #libertarian #livefree #lpco
We had a great turnout at the pro-second amendment rally today in Boulder! #2A
Our social media profile images and banners have not been updated as the designer from Being Libertarian that I hired fell short. Therefore, I will be redesigning them all personally.

**Website:**

The website is currently up to date and being excellently maintained by David Aitken.

**Media/Events/Press Releases:**

Four press releases have been published on our website and social media but none have been picked up by any local or national publication as follows:

05/07/18 Education Spending vs Teachers' Salaries

04/27/18 A Skeptic of the School Protests
4/6/18 The Gun Control Debate Rages on in Boulder Colorado

04/04/18 State Troopers Correctly Give Up Chase After Mustang Hits 150MPH

We have the following writers:

- Jay Stooksberry
- John Pickerill
- Mitch Miller
- Joanne Webb
- Marc Martoni
- Bonnie Hobart

Policy Manual and Style Guide:

I have looked at this but haven’t update it and need to before the next board meeting in June.

Respectfully Submitted,
Lance Cayko
Communications Director
I continued to work with the FairTax2018 effort to get a tax reduction measure on the ballot. We’ve raised nearly $100,000.00 and have almost 300 petitioners getting signatures.

I manned tables at the Republican county assemblies and the state convention to push Libertarian ideas.

Respectfully Submitted,
Mike Spalding
Records Director
Database Manager Report for April and May, 2018

Imported March 2018 voter file from Secretary of State. (4 hours)

Produced Volunteer spreadsheet for convention calling. (1 hour)

Imported March, April, and May 2018 files from LP National. (15 hours)

Merged duplicate records (8 hours)

Archived Constitution, Bylaws, Platform web pages (1 hour)
Updated Leadership page with new members. Bios and pictures still needed (1 hour)

Exported Data Sharing files for Elbert, Delta, Douglas, San Juan Region, Mesa, El Paso, Weld, Pueblo counties or regions (3 hours)

Sent spreadsheet with all voters in Pueblo county to John Pickerill, candidate. (2 hours)
Sent spreadsheet with registered Libs and emails in Larimer County to Roger Barris, candidate. (15 mins)
Sent spreadsheet with registered Libs in CD2 to Roger Barris, candidate. (1 hour)
Sent spreadsheet with volunteers to board. (2 hours March and April)
Sent spreadsheet to Ken Biles (Adams County). County data and everybody except Dems and Republicans in Adams County and/or HD35 (4 hours).
Sent spreadsheet w/all National Delegates to Chair (1 hour).

Posted candidate names from convention minutes to website. Still missing phone numbers, email addresses, and websites, if any. Tagged candidates so we can select them and send emails to them. Worked with campaigns director to fix errors in candidates list, collect missing data, and discuss website and candidate communications needs. (5 hours)

Tagged convention attendees. (2 hours)
Imported convention donations (1 hour)
Address corrections (2 hours)
Tagged LPN Delegates (1 hour)

Sent 4/20 VIP event emails to candidates and national delegates (1 hour)
Sent Cinco De Mayo fundraising emails to Larimer, Weld, and Boulder Libs (1 hour)

Lobby Project (4 hours/wk 3/12, 3/19, 3/26, 4/2, 4/9, 4/16, 4/23, 4/30)

Email and post Press Release on High-Speed-Chase (1 hour)

I have read “Using CiviCRM” and have determined that it may be adequate for our needs. I am beginning to work with National (Andy Burns) to find out what the specific requirements and limitations are. National may be imposing additional restrictions. One restriction I have discovered is that the National LP limits affiliates to sending out 25 emails at a time. This eliminates our ability to send out statewide press releases, lobbying emails, and emails to everyone in a county, for example. We would have to use something like MailChimp or Constant Contact instead. See list at bottom for what I sent LP National and Requirements I want.

LP National has done what appears to be an good job of providing assistance for CiviCRM hosting on their helpdesk site. Let me know if you’d like to see it.

This is what the helpdesk has to say about bulk email: “Mass Emails: The process below outlines how states can sync data from CiviCRM. We believe this is the best approach at the present time. We did explore using the CiviCRM mailer with a SMTP service. This approach had limitations in permissioning groups as well as creating the segments without excessively taxing the database. We also explored using a Mailchimp sync extension however it will only sync to one Mailchimp account, not 50 states.”

Our Media List is in bad shape. We have about 2,500 entries. 1030 have a Colorado address. 51 have an address outside Colorado. About 1400 do not have an address. More than 50 are voters, but I think these are tagged in error because the checkbox for media is in the same list as the volunteer checkboxes. About 1900 have valid email addresses, but we have no idea where in the state these people are or what part of the state they cover.

I would like to propose several steps to be taken. 1) Remove the media tag from registered voters and remove the media checkbox from the signup page. 2) Delete all the out of state media. 3) Ask our candidates to fill out a spreadsheet with any media they want contacted for their campaign by the end of May, which they should be doing anyway. This will form the basis of a new media list and will include a field for geographic area such as North East Plains, Central West Slope, South Mountains, or North Front Range. 4) Change the current media tag to “old media” and do not send anything to them unless we have no other choice. Eventually, these should be deleted/removed from the database.

Combine board reports and publish on website. (1 hour)

Backups of the Nationbuilder member file are created every Sunday afternoon and are saved on our google drive. (2 hours/wk)
I regularly check NB for new signups and fix obvious address errors and check for duplicates. (1 hour/wk)

Respectfully Submitted,

David Aitken
Database Manager
Libertarian Party of Colorado

CiviCRM – what I sent to National and Requirements I asked for.

1. There are 7 spreadsheets here.
2. NBRecords is a dump from Nationbuilder.
3. NBFieldDescs is a list of fields from the NBRecords along with which fields need to be kept or dropped.
4. SOSImport is a few records from the Secretary of State's voter file.
5. OutreachEvent is the spreadsheet we use to import new names from an outreach event.
6. Donations is the spreadsheet we use to import donations for monthly pledges and one-time events.
7. Tags is a list of all the tags we use and their status.
8. Requirements for CiviCRM

Requirements
1. Export records, including selected subsets, to a spreadsheet/csv file.
2. Basic email up to 100. Enough to cover all counties and candidates.
3. Import SOS file.
4. Import Donations.
5. Import Outreach Event new contacts.
6. Batch delete or update of voters who are no longer Libertarians.
7. Batch update, including clear, of fields in the database.
8. Export all event participants or Smart Groups to spreadsheet.
9. Email all event participants regardless of number.
10. Smart Groups for media, candidates, county contacts, etc.
11. Training - at least 2 hours on each of the chapters in "Using CiviCRM". Or hands on time.
12. Web pages training and installation. We probably need a couple of months to move web pages from the old site.
13. State level import privileges.
14. Visitors to website must be able to enter Contact Information (name, address, csz, phone, email) plus volunteer options. This info must be added to the database.
15. List of modifications that LP is making, or has made, to CiviCRM
16. Training on all the State Admin functions.
17. Documentation on importing email unsubscribes and other errors from MailChimp or Constant Contact
18. Store/shopping cart integration for purchase of event tickets