MISSING BOARD REPORTS – August 2019

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:
  - Campaigns
  - Outreach - vacant
  - Legislative
  - Communications
  - Secretary

- The above Board Members will be presenting their report at the next board meeting in full.
- The next Board Meeting is scheduled for August 12, 2019 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
Chairman’s Report

As per our Bylaws Article II, Section 1, the duties of the Chairman are as follows: The 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, as well as overseeing leadership training and succession planning at all levels within the Party. Unless otherwise specified in the Party’s Bylaws, Special Rules of Order, or resolutions of the Board, the Chair is responsible for appointing the chairs of all committees. The Chair shall call the Convention as specified in the Party Constitution. The Chair, or their 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.

Attended the Douglas/Elbert & Arapahoe county meetup. Meet with a new possible donor who would like to work with us on issues & talked with a person who expressed interest in the outreach director position

In Liberty,
Victoria Reynolds
State Chairman, LPCO
August 2019- Vice Chair Report

In accordance with Article II, Section 2 of the Libertarian Party of Colorado (LPCO) bylaws, the role of the Vice Chairman is to assist the LPCO Board of Directors with their duties among other responsibilities. These areas include:

Assist the Chairman. Attended July Denver Affiliate Meeting, promoted the Libertarian Frontier Summit Aug 31-Sep 1 to LPCO Board, will attend.

Continuity Binders. Development of Vice Chair continuity binder ongoing. Goal: Vice Chair will begin construction of their continuity binder, will solicit recommendations from previous Vice Chairs. Recommend all LPCO board officers create rough outlines for their binders in the ‘Continuity Binder’ folder under the ‘Board_Vice Chair’ folder on the Share Drive.

Organization of Regions. Affiliates have expressed interest in “adopting” neighboring affiliates near them in order to foster local interest in developing into self-run affiliates, under a variety of adoption methods. Reached out to interested parties in Adams county about organizing, contacted parties are interested. Goal: Assist affiliates in adopting neighboring regions into their overall reach.

In Liberty,

Eric Mulder  
Vice Chair- Libertarian Party of Colorado  
Chair- Libertarian Party of Arapahoe County  
303-960-3997  
vicechair@lpcolorado.org
Treasurer, 07 August 2019

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 07 August 2019, PayPal balance was $194.75.
As of 07 August 2019, BBVA Compass balance was $16,697.80.
As of 07 August 2019, Stripe balance was $0.00.
As of 07 August 2019, FEC account balance was $110.00

Held in reserve:
- Standard reserve $1,500.00
- State Convention reserve $4,000.00
- Clear Creek Co DG $40.00
- Denver Co DG $503.00
- Larimer Co DG $15.00
- Newsletter $40.00
- Pueblo Co DG $24.00
- Weld Co DG $15.00

The earmarked contribution that we received April 2019 was placed in sub-account “Newsletter” to be used for publishing LPCO’s newsletter.

As of 07 August 2019, AVAILABLE FUNDS (reserved funds excluded) was $10,865.55.
Available funds have decreased $960.58 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 the annual convention, where I reserve funds monthly into a specific sub-account. For reminder for me and continuity for subsequent treasurers, the standard reserve of $1,500 has been placed in a sub-account.
Subscription donations (18 recurring) to PayPal, Stripe & Compass Bank for July, $462.76, a loss of $25.00 from last month.

July one-time (0 contributor) donations, $0.00.

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.

FEC Filing: Report filed 07/01/2019. Next report due 01/31/2020. From our participation in the Gary Johnson PAC until now, our FEC reports have been empty. Because our subscription to LNC’s Affiliate CRM Plan is paid to a national party, those contributions are FEC reportable. Transfers from regular checking into federal activity account are also FEC reportable.


With Wayne Harlos and Tony Gross, participated in the scouting expedition up Michigan Creek Road to select potential sites for the 3rd annual LPCO Labor Day camp out.

Respectfully Submitted,
John Hjersman
Libertarian Party of Colorado  
Statement of Financial Income and Expense  
July 2019

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<td><strong>Net Income</strong></td>
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12:22 PM  
08/07/19  
Accrual Basis
FUNDRAISING DIRECTOR REPORT August 2019

Article II - DUTIES OF THE BOARD - Section 10:
The Fundraising Director shall be responsible for establishing and operating fundraising activities including, but not limited to, the annual Convention, a monthly pledge program, fundraising from members, coordinating speakers and events for the purpose of Party fundraising, and reporting all income and expenses related to fundraising at each regular Board meeting. The Fundraising Director may establish and manage committees (including the appointment of any committee chairs) to accomplish these and other fundraising functions.

Convention Committee Meeting on 2019/07/27. Please see convention committee report https://drive.google.com/open?id=1BC4lnPZ5Uhi3W2htfktBK5kgJuDZDiM

Amy, Beatriz, Michele, Angela, and Kevin toured Hotel Colorado in Glenwood Springs

Current Event Planning Activities
   “Fun Shoot”- No new progress
   “Poker Run”- Have made contact with representatives from AZ, UT, and NM.

Will be looking to create a Phone Banking Committee next and will be recruiting for:
   Phone Banking Chair

No Income to Report

In Liberty,
Angela K. Plummer
Affiliates Director Report August 2019

I attended the combined Douglas/Elbert meeting on July 18. Several Elbert Libertarians attended, with the goal of creating an Elbert County LP group. There will be another combined Douglas/Elbert meeting this month.

Chaffee County LP activists held an outreach event in Salida last weekend. Garfield County LP activists are organizing a county LP group.

On August 15, I will be attending the Jefferson County LP meeting, where officer elections will be held.

I plan to attend the August 20 Pueblo LP meeting.

After tonight’s meeting, James Treibert would like to meet with me, the chair, and the vice-chair to discuss how best to organize a kick-off meeting for Adams County.

Respectfully Submitted,
Steven Gallant
Membership Director Report August 2019

LPCO Bylaws Article II, Section 11: The Membership Director shall be responsible for,

- developing membership education programs,
- recruiting and training activists,
- publishing a regular internal newsletter,
- managing and accessing membership records for internal party use and coordinating membership data with the national Libertarian Party.

2019 Membership Director Business Plan

Persuade LPCO members to become activists and candidates.

- Provide a pool of volunteers for the Outreach Director and Legislative Director to draw from.
- Provide a pool of volunteers for the Campaigns Director to draw from for assisting candidates.
- Provide a pool of potential candidates for the Campaign Director to vet.

New Member Notifications in the month of July:

New Information Requests to the LP in Colorado: 1
- Reply sent

New Volunteers to the LP in Colorado: 1
- Reply sent
  - Forwarded to the county point-of-contact.
  - Forwarded to Outreach, Campaigns, and Communications Directors

New interests in Running for Office as LP in Colorado: 0
## LPCO Membership Summary

Sources:
1. CO Secretary of State report as of 3/19/2019
2. CiviCRM as of 8/6/2019

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Lake | 82 | 1 | 0 | 0
Larimer | 3427 | 44 | 40 | 2
Las Animas | 81 | 2 | 3 | 0
Lincoln | 22 | 0 | 2 | 0
Logan | 91 | 0 | 1 | 0
Mesa | 1215 | 21 | 15 | 0
Mineral | 3 | 0 | 0 | 0
Moffat | 66 | 1 | 2 | 1
Montezuma | 147 | 2 | 4 | 0
Montrose | 203 | 3 | 5 | 0
Morgan | 133 | 0 | 2 | 0
Otero | 64 | 1 | 0 | 0
Ouray | 48 | 2 | 1 | 0
Park | 199 | 6 | 3 | 0
Phillips | 16 | 0 | 1 | 0
Pitkin | 157 | 4 | 0 | 0
Prowers | 34 | 0 | 0 | 0
Pueblo | 932 | 12 | 20 | 3
Rio Blanco | 45 | 1 | 0 | 0
Rio Grande | 60 | 0 | 0 | 0
Routt | 248 | 4 | 1 | 0
Saguache | 46 | 2 | 1 | 0
San Juan | 15 | 0 | 0 | 0
San Miguel | 80 | 2 | 0 | 0
Sedgwick | 5 | 0 | 1 | 0
Summit | 330 | 6 | 5 | 0
Teller | 256 | 3 | 5 | 1
Washington | 18 | 2 | 3 | 1
Weld | 2154 | 23 | 32 | 1
Yuma | 30 | 0 | 1 | 1

“Colorado Liberty” Newsletter

- The Summer newsletter was published on July 31.
- The Fall newsletter is scheduled to be published on Oct 1.
- The deadline for submitting content for the Fall newsletter is Sep 9, and should be submitted to newsletter@lpcolorado.com or Caryn Ann Harlos. On Sep 16, Caryn Ann will then send all content to the editor (i.e., Membership Director) who will work
with the formatter/printer (Michele Poague) to generate the final copy by Sep 20. On Sep 24, copy will be sent to the printer. On Oct 1, copies of the newsletter will then be mailed to every LPCO donor, and electronic copies emailed to each LPCO member who has an email address on file.

- Each County affiliate and development group is encouraged to submit a summary of activities they held in July-Aug-Sep, and local events coming up in Oct-Nov-Dec.
- LPCO Chairman is requested to submit a summary of the LPCO plan for 2019.
- Campaigns Director is encouraged to submit a summary of how many prospective LP candidates we have running for public office in 2019.
- Legislative Director is encouraged to submit a summary of legislation of interest being studied by the CO General Assembly during the Summer.
- Communications Director is encouraged to submit a copy of one article published by a Libertarian author in July-Aug-Sep.
- Affiliates Director is encouraged to submit a summary of new affiliates and development groups in July-Aug-Sep, and counties planning to establish an affiliate or development group in Oct-Nov-Dec.
- Fundraising Director is encouraged to submit a summary of those who donated to the LPCO in July-Aug-Sep, and any fundraising events coming up in Oct-Nov-Dec.
- Anyone is invited to submit “Libertarians in the news” articles.

Respectfully Submitted,
John Pickerill
Database Manager Report for August, 2019

Member contact tasks can now be distributed to CRM users (state board, affiliate officers and contacts, and volunteers) statewide. El Paso is using this to call new registered voters. I use it to assign new signups to Marc Montoni (Welcome) and John Pickerill (Membership). Procedures can be found at https://lpcolorado.org/kb/phone-bank/ and https://lpcolorado.org/kb/activities/.

8/7/19 – create subdomain, page for convention (1 hour)
8/4/19 – distribute new signups to membership, welcome (1 hour)
8/1/19 – Chaffee county event location change, sent email to 7 counties (1 hour)
7/31/19 – add 2019 platform, constitution, bylaws to lpedia (1 hour)
7/30/19 – statewide email blast (1 hour)
7/28/19 – convention IT issues (2 hours)
7/26/19 – convention IT issues (3 hours)
7/25/19 – convention IT issues (3 hours)
7/22/19 – new voter county outreach, events, misc (2 hours)
7/21/19 – new voter county outreach, email for Chaffee event, new signups (3 hours)
7/20/19 – new voter county outreach (2 hours)
7/18/19 – upload 2018, 2019 board records to lpedia (3 hours)
7/17/19 – upload 2015, 2016, 2017 board records to lpedia (3 hours)
7/16/19 – Convert 2015, 2016 minutes and agendas to pdf (1 hour)
7/15/19 – Set up lpedia board records page, Chaffee county event, discuss info email procedure (3 hours)
7/13/19 – Create events email blast (1 hour)
7/12/19 – Research Activities process (3 hours)
7/10/19 – Test and update Phone Banking procedures, send Pueblo meetup email (3 hours)
7/8/19 – Removed Anthony Hale as Outreach Director. Will mention vacancy in next email blast. Set up Tabor Boot Camp event. Research Affiliate Donations button. Research county affiliate director relationships. Email to chair re committee meeting event postings (3 hours)
7/6/19 – Server upgrade. Much faster.
7/4/19 - Post articles, update events for 7/15-8/15 (2 hours)
6/22/19 – presented plan for affiliate outreach to new registered Libertarians.

Combine board reports and publish on website. (1 hour)
Backups of the CiviCRM member file are created every Sunday afternoon and are saved on our Amazon drive. (2 hours/wk)

I regularly check CiviCRM for new signups and fix obvious address errors and check for duplicates. (1 hour/wk)

We pay $90 per month to the LNC for 3 hours of priority support per month for the CRM. We pay $75 per month to MailChimp for email services which the CRM cannot provide. This allows us to email people in a specific county. We pay $9 per month to Sparkpost for CRM email services to cover statewide emails. This cost is recorded as an In-Kind donation by the Database Manager.

Respectfully Submitted,

David Aitken
Database Manager
Libertarian Party of Colorado