

Libertarian Party of North Carolina

Executive Committee Meeting Minutes

23 June 2022

In Attendance:

Joe Garcia, Chair
Reid Deal, Vice-Chair
Ryan Brown, Secretary
Mike Ross, Treasurer
Jonathan Hopper, At large
Kimberly Acer, At large
Steven DiFiore, At large
Brian Irving, Executive Director

Absent:

Sarah Brady, At large

LPNC Guest members:

Dee Watson
Noah Zenger

Call to Order:

Joe Garcia called the meeting to order at 8:37 PM, EST.

Chair Report:

Since the last meeting, the LPNC has brought in 3 liaisons that will be under the Coalitions Coordinator. Patrick Bowersox as the LGBTQ/GSM liaison, Phil Jacobson as the NC Stop Tortue Now liaison, and Jeff Scott as a liaison to the Green Party. Joe has posted the new event for the Rally for Justice and Peace in Gastonia. The event will be the second meeting of the month instead of the first, to accommodate July 4th the day before. Joe also would like to welcome back Reid after having been out for some time with health issues.

Previous Minutes:

The previous minutes were accepted without objection.

Treasurer Report:

The State account balance is \$27,995.86. The Federal account balance is \$190.54. The PayPal account is \$1,935.22. The only expenses this month are for the Zoom account and \$50 to boost a Facebook post for Rockingham County.

Officer Reports:

Executive Director Report: Brian Irving is happy to be part of the LPNC and believes this is the first time that everyone on the Executive Committee is working in a position or role outside of what they were elected to do. Brian is working to talk to everyone who has volunteered with the LPNC to understand what they are doing. Brian will work as a coordinator to help and guide other LPNC volunteers. Brian is also working to fill in as coordinator in areas that are currently lacking coordinators. Brian is working to fill the organization chart using both a top down and bottom up approach. He is also looking to fill key positions. Brian tells the Executive Committee about the issues that the Green Party is facing with the North Carolina State Board of Elections, as this may affect the LPNC in the future. The full Executive Director Report attached below.

Committee Reports:

None

Electronic Voting:

There were no electronic votes since the last meeting.

Old Business:

Funds/spending discussion (Affiliate Team): Joe Garcia and Mike Ross were looking at services that would provide a "virtual card" for authorized spenders to spend money without a physical card. This will also have limits on spending and the ability to immediately revoke cards to prevent abuse. However, there are privacy concerns with the vendor to consider and the decision to go with that vendor has not been made.

New Business:

Jonathan Hopper formally invites all LPNC members to the Rockingham County LP to their 4th of July party.

Joe Garcia is looking to add liaisons focussing on the Hispanic and African American communities, Agricultural issues, and the decriminalization of drugs. As we are able to get more liaisons, we will be able to see more issues and events as they are happening and not put the work on just one person.

Adjournment at 9:03 PM EST.

Submitted, Ryan Brown, Secretary

Executive Directors Report in full.

To: LPNC Chair and Executive Committee

Subject: Executive Director Report

June 23, 2022

1. My first task is to compile a comprehensive staff directory and to fill out the LPNC organizational chart as much as possible. As part of this, I'm doing one-on-one calls to all volunteers to get updates on what they do and outline my plans. This is the staff directory as of today:

- Executive Director: Brian Irving
- Political & Public Policy Director: Sarah Brady
 - Policy Advisor
 - Candidate Coordinator
- Outreach Director
 - Affiliate Coordinator: Jeremy Hussey
 - Coalitions Coordinator
 - Patrick Bowersox: LGBTQ+
 - Phil Jacobson: Stop NC Torture
 - Jeff Scott: Green Party
 - Volunteer Coordinator
 - Events Coordinator
 - Campus Coordinator
- Communications Director
 - Content manager
 - Social Media Coordinator: Sean Haugh
 - Facebook: Chris Dooley
 - Marketing Coordinator
 - Press Secretary
- Finance Director
 - Development Coordinator: Mike Ross
 - Membership Coordinator
 - Promotions Coordinator
- Information & Technology Director
 - Customer Relations Manager: Brad Hessel
 - Website Manager: Jonathan Hopper
 - Email Coordinator
 - Interface Advisor

2. The revised executive director job description (attached) allows the Chair to assign the ED tasks under a vacant director position. I could also easily do that in some areas, including Press Secretary, but not all. So my second priority is to recruit people to fill positions from the top-down and the bottom up.

To that end, I'm identifying some key positions to fill. These include Outreach Director and a Coalitions Coordinator. The major work in the Outreach Division is building affiliates, and Jeremy Hussey already has a good team working. We have several people willing to work as liaisons on issues and to groups but need a Coalitions Coordinator to oversee that

work.

3. Website Revision. I've proposed some revisions and updates to the website. Here's an outline;

Who We Are

Main (Landing) Page - List Executive Committee

Executive Director

Staff (Directors & Coordinators)

County & Campus Affiliates

Committees

Judicial

Bylaws & Rules

Platform

Do not list internal committees (i.e. convention planning)

Events

A simple link to Facebook.

4. The rest of my to-do list includes:

- a. G-Drive: Work with Secretary to develop a file plan and reorganize LPNC record-keeping.
- b. SOP & Policy Manual: Work with Chair to revise and update.
- c. Voting System Source Code Review: Ongoing coordination with the Chair at others on the LPNC response to the proposed rules.
- d. LPNC Messaging: Form a team to develop an LPNC message and a plan to promulgate it. This will include finding a place to publish libertarian opinion and position papers.

5. As we grow and fill positions, we may also revise the organizational plan.

In liberty,

Brian Irving

LPNC Executive Director

Attachment

Executive Director

The Executive Director of the Libertarian Party of North Carolina will be the principal administrative assistant to the LPNC State Chair. The ED will assist the state chair in managing all program and fundraising activities of the party, and managing the other directors and staff and assisting them as needed in setting and achieving their goals.

The state chair may assign specific duties to the ED to full the tasks in vacant director and staff positions.

Primary responsibilities include, but are not limited to:

1. Organizational
 - a) Coordinating the day-to-day activities of the LPNC.

b) Responding to party e-mail, telephone, and mail inquiries and referring them to appropriate officer, executive committee member, director, or staff as necessary.

c) Preparing press releases and responding to news media queries (in the absence of a press secretary).

d) Assisting the party secretary in maintaining LPNC records.

e) Managing other directors, staff and volunteers.

f) Attend EC meetings and submit written reports of his or her activities.

2. Strategic

a) Help set goals and devise a strategy to achieve those goals at all levels of the party organization.

b) Assist in developing legislative agenda.

c) Assist in affiliate development.

d) Assist in recruiting LPNC staff, volunteers, and candidates.