

**MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE
OF THE LIBERTARIAN PARTY OF NEW YORK
HELD ON SUNDAY, JUNE 28, 2026 ON THE ZOOM MEETING APP**

MEMBERS PRESENT

Duane J. Whitmer, Chair
Daniel J. Castello, Vice-Chair
Andrew M. Kolstee, Secretary
David B. “Chance” Haywood, Treasurer
Christopher Skelly, Communications Director
Mark N. Axinn, Fundraising Director
Justin N. Carman, IT Director
Richard F. Purtell, Legislative Affairs Director
Pietro S. Geraci, Outreach Director
Paul M. Grindle, Political Director
Catrina Rocco, Volunteer Director

OBSERVERS

Steven G. Becker, Member of the State Committee (JD5)
Mark S. Braiman, Member of the State Committee (JD6)
Sean C. Phelan, Member of the State Committee (JD7)
Jonathan H. Gunther, Member of the State Committee (JD10)

The meeting was called to order at 5:33 p.m. by Duane Whitmer, Chair. Secretary Andrew Kolstee conducted a roll call and determined that a quorum was present.

Duane Whitmer issued a Chair’s report. He reported that Larry Sharpe did not get on the ballot for the Coalition Party and is now pursuing a lawsuit. The Chair agreed to write an affidavit for the lawsuit. Instead, the Libertarian Party of New York is running a None of the Above for Governor campaign. Andrew Kolstee mentioned the need for a website for the campaign.

Motion by Mark Axinn to **appoint Daniel Castello and Christopher Skelly as co-chairs of the None of the Above for Governor Campaign Committee** was seconded by Pietro Geraci and passed without objection.

Andrew Kolstee announced that a job description for an Executive Director (**Exhibit 1**) has been drafted and distributed to the Executive Committee. The Executive Director position was discussed. Chance Haywood volunteered to fill the position on an unpaid, interim basis, with the compensation terms in Exhibit 1 intended to apply to future hires.

Motion by Chance Haywood to **appoint Chance Haywood as Executive Director of the Libertarian Party of New York, effective immediately, to serve on a volunteer, unpaid basis**

at the pleasure of the Executive Committee through the expiration of the 2024-2026 State Committee term, unless removed or replaced by a majority vote of the Executive Committee was seconded by Mark Axinn and passed without objection.

Motion by Andrew Kolstee to **adjourn** was seconded by Christopher Skelly and passed without objection.

The meeting was adjourned at 6:04 p.m.

Andrew M. Kolstee
Secretary

Exhibit 1

Libertarian Party of New York Executive Director Job Description

DRAFT JUNE 28, 2026

Position Summary

The Executive Director will assist the Libertarian Party of New York with operations, outreach, communications, volunteer coordination, fundraising support, and implementation of the party's strategic goals. This position is intended for a self-motivated individual who can manage ongoing administrative work while helping move key projects forward.

Reporting

The Executive Director will report to the State Chair and work in coordination with the Executive Committee and other party officers as needed.

Preferred Qualifications

- Strong written and verbal communication skills.
- Ability to work independently and manage multiple projects.
- Experience with political campaigns, nonprofit organizations, volunteer groups, or issue advocacy preferred.
- Comfort using websites, databases, email platforms, spreadsheets, and basic digital tools.
- Interest in advancing the mission and growth of the Libertarian Party of New York.

Schedule and Location

This is a part-time position with a flexible schedule. Most work may be performed remotely, though occasional attendance at events, meetings, trainings, or outreach activities may be requested.

Hours and Pay

Compensation is \$25 per hour, starting at approximately 10 hours per week. Additional hours may be available based on performance, productivity, and the needs of the organization.

Duties

- Maintain and improve party infrastructure, including the website, Humanitru database, candidate database, and outreach/event tracking systems.
- Manage regular correspondence, including phone calls, emails, and follow-up communications.
- Coordinate strategic legislative outreach, including issue surveys, targeted mailers, response tracking, and follow-up.
- Draft, distribute, and track press releases and other public communications.
- Organize orientations and trainings for new volunteers, candidates, and local affiliates.
- Support implementation of the party's strategic plan and help turn goals into actionable projects.
- Assist with fundraising efforts needed to support party operations, outreach, and strategic initiatives.
- Represent the party at outreach events, including tabling, community events, and coalition-building opportunities.