



Annual Meeting Guide 2026

Come to the League's Annual Meeting!

Wednesday, June 10, 2026

Roudenbush Community Center, 65 Main Street, Westford

7:00 p.m. Time to socialize

7:30 p.m. Business meeting

Join us! Your attendance is important.

A Note from the Steering Committee

We have a busy and critically important year ahead!

With a state primary in September and a November general election that could feature as many as 11 ballot questions, the Westford League is stepping up voter engagement to make sure residents head to the polls informed and ready.

We'll also continue our weekly Bulletin emails, keeping members and neighbors up to date on local news and highlighting alerts from LWVMA and LWVUS about threats to democracy's foundational principles—checks and balances, the rule of law, free and fair elections, and due process. As always, we'll

urge the community to participate actively in government and support the League's work of empowering voters and defending democracy.

As in past years, we'll take positions at Town Meeting, partner with local organizations, host our signature voter service events, and mobilize members and supporters around the issues that matter most. We remain an unparalleled resource for Westford residents.

But the heart of the League is our members. Whether you're a longtime supporter or just getting involved, we welcome new voices, new energy, and fresh thinking as we carry our mission forward.

You can be part of this work. For over 55 years, the Westford League has been a trusted civic force in this community, and there has never been a more important moment to lend your time and talents to what we do.

One meaningful way to deepen your involvement: join the Steering Committee. Monthly meetings offer a fuller picture of the League's activities, and nominations from the floor at our Annual Meeting are always welcome.

Please consider joining this dedicated group of volunteers to help shape the future of our local League.

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League of Women Voters of Westford

Purposes

The purposes of the LWVWestford shall be to promote political responsibility through informed and active participation in government, and to act on selected governmental issues.

Policy

The LWVWestford may take action on local governmental measures and policies in the public interest in conformity with the Principles of the League of Women Voters of the United States. It shall not support or oppose any political party or candidates.

Membership Eligibility

Any person who subscribes to the purposes and policy of the League shall be eligible for membership. The complete text of our local positions, bylaws, policies, and board guidelines can be found online at lwv.westford.org.

The Year in Review: What Did We Do in 2025-2026?

Voter Engagement and Citizen Education

Vote and Town Meeting Yard Signs

Jil Vosland continued to enthusiastically organize the League volunteers who put out our Vote and Town Meeting yard signs. She's done a wonderful job reminding our loyal sign-posters when to post and remove their signs. We thank them all—Lynn Cohen, Denali Delmar, Donna Furman, Vicky Geary, Linda Greene, Ellen Harde, Chris Kandianis, Joanna Myers, Bob Price, Tom Spuhler, Diane Wood, and Cecelia Vosland—for continuing to maintain and post the signs, especially for the extra work required to update the signs to show when and where Town Meetings are being held.

Town Meeting Previews

Our Town Meeting Previews are designed to demystify the warrant, ensuring voters arrive at Town Meeting informed and ready to make decisions. These sessions also serve as a vital feedback loop, allowing town officials and petitioners to hear directly from the community.

The Special Town Meeting Preview was held via Zoom on October 16. Vicky Geary moderated with town staff facilitating a comprehensive review of all articles, including a citizens' petition.

The Annual Town Meeting Preview was held on March 19, via Zoom. Town staff again joined Vicky Geary to provide deep dives into the warrant articles and field questions from virtual attendees.

We are grateful to our participants and to WestfordCAT for their invaluable partnership. The recordings remain a critical resource; in addition to the live audience, the Special Town Meeting session garnered 121 views and the Annual Town Meeting session drew 130 views on WestfordCAT's YouTube channel.

Voter Engagement and Registration at WestFest

The League was happy to have a table at WestFest on September 30th to register voters and provide attendees with information about the October 27th Special Town Meeting.

We very much appreciate the Westford Education Foundation inviting us to take part in this wonderful community event. We would also like to thank League members Vicky Geary, Ellen Harde, Marilyn Katler, Carolyn Lumenello, and student member Akshaya

Parthibhan for spending a glorious September afternoon promoting active and knowledgeable participation in government.

Voters' Guide

Spearheaded by Joanna Myers, the League once again produced our annual Voters' Guide for the local elections held in May. All candidates returned responses. Thanks to Marilyn Katler, the guide was posted on the League's website. We collaborated with WestfordCAT and appreciate their linking to our Voters' Guide from their website. The League once again made print copies of the Voters' Guide available. Lynn Cohen handled the print formatting and then distributed copies at Cameron Senior Center.

Candidates' Night for Town Election

Candidates' Night, once again ably organized by Joanna Myers, was held in person at the Millennium Building on April 15. All candidates for the contested races participated. Six candidates for the uncontested races participated; three chose not to. Vicky Geary welcomed the audience, and Jo-Ann Berry of the Acton Area League once again was our quick-thinking moderator. Lynn Cohen, Vicky Geary, Marilyn Katler, Gloria Miller, Joanna Myers, and Diane Wood helped with the planning. Lynn Cohen, Vicky Geary, Marilyn Katler, Mary Anne Seraphin, Sue Thomas, and Diane Wood were there to help setup and cleanup and monitor questions from the in-person and online audience.

Approximately 30 people attended in person. In addition to the audience for the live stream, there were over 650 views of the recording after the event!

"I Voted Today" Stickers

Once again the League restocked the town's supply of "I Voted Today" stickers. Voters truly appreciate this simple symbol of civic pride. The "Future Voters" stickers we donated to the town last year have been equally popular, delighting the children who come to the polls on Election Day.

Update and Reprint of "Guide to Town Meeting"

Before the March 2025 Annual Town Meeting, we updated our most popular publication, "A Guide to Town Meeting in Westford" (its tenth edition!), and printed 250 copies. We received an LWVMA Lotte E.

Scharfman Memorial Fund grant to help pay for it. (It's also available on our [website](#).) The grant program's purpose is to encourage local Leagues to carry out citizen education and voter service events and programs. Local Leagues are eligible to apply for a grant every year, and we've successfully applied many times in the past.

By the time of the March 2026 Special Town Meeting, we had only a couple dozen copies left.

In April, we applied for and received another \$400 grant from the Scharfman Fund to help pay to reprint the Guide again. That project is part of the proposed program for the 2026-2027 year.

Financial Literacy Fair at Westford Academy

For the second year, the League helped recruit volunteers for the Westford Academy Financial Literacy Fair. Co-organized by the Rotary Club of Westford and WA on May 29, the event brought together graduating seniors for an interactive, hands-on exploration of personal finance. Booths covered a range of real-world topics: housing, savings, investing, transportation, and more. New this year, the League hosted our own table focused on voter registration and guidance for students who will be living out of town next year.

“What Democracy Means in Everyday Life” Webinar Series

The Westford League, along with several other local Leagues, cosponsored the “What Democracy Means in Everyday Life” webinar series, produced by LWVMA's Voter Engagement Committee. This enlightening series included episodes on:

- Voter Engagement
- Intersectionality of Democracy and Immigration
- Civic Engagement & Technology
- Indirect Taxation without Representation: A Conversation About Tariffs
- The Link Between Democracy & Access to Healthcare
- Freedom of the Press: A Cornerstone of Democracy

Links to all episodes are [online here](#).

“Plastics: the Mounting Threat to Public Health” Webinar

In January, along with other local Leagues, we also cosponsored “Plastics: the Mounting Threat to Public Health,” an educational webinar produced by the Needham League. A link to the recording and additional information is [online here](#).

Outreach and Membership

Social Media

The League continues to leverage social media as a primary communication tool, managed by Vicky Geary. Our Facebook presence (facebook.com/LWVWestford) remains a vital hub for the community; by sharing posts across local groups and partnering with community leaders, we have grown our following to 676—a 4% increase over last year.

Simultaneously, we are focused on expanding our Instagram (instagram.com/westfordlwv/) audience, which currently stands at 147 followers. This platform is a strategic priority, as it allows us to engage with a younger demographic and foster inclusive civic participation. We encourage our members to help amplify our reach by sharing posts to their own pages and local groups.

Publicity

Getting the word out about League activities is challenging, now that so many of the traditional media outlets are gone. We appreciate the growth and reach of WestfordCAT, which has helped the League promote our many programs throughout the year. In addition, Mary Anne Seraphin has written and sent press releases to WestfordCAT, the Lowell Sun, Wicked Local, Action Unlimited, Westford Patch, the Boston Globe, and the Boston Herald. Town Manager Kristen Las has included information about League events in her monthly newsletter, and the Cameron Senior Center and the schools' weekly Billboard newsletter have shared our releases, as well.

Bulletin

This year the League emailed 39 Bulletins to our distribution of 269 subscribers, up from 252 last year, an almost 7% increase in subscribers. The weekly newsletters were filled with details about our events and activities, voting and elections, civic news, town events, news from other local Leagues, and state and national League programs and information. The open and click-through rates continue to be well above average. Members and other subscribers continue to let us know how much they appreciate the Bulletins.

Avery Adam continued to professionally and efficiently format and distribute the Bulletin. With the help of the Steering Committee, Lynn Cohen contributes much of the content, relying heavily on the town's news alerts, meeting agendas and information packets, and newsletters and action alerts from LWVMA and LWVUS.

Our sincere thanks to Chris Robbins for again soliciting sponsorships. Our sponsors make it possible for us to continue providing important resources to the community.

Civic Socials

Our Civic Socials are still going strong! Now usually held on the fourth Thursday of the month at WestfordCAT, these gatherings offer a unique, informal space for residents to connect directly with town officials. This year's socials sparked deep discussions and plenty of thoughtful questions. If you missed a session, we recap them in the Bulletin. A huge thank you to WestfordCAT for hosting us and to all our guests for sharing their expertise with the community.

September 25 – Ellen Rainville, Director of the J. V. Fletcher Library, came to discuss the Library expansion project, providing an update on how far along it is until completion as well as an update regarding funding and budgets.

October 30 – Ellen Harde, president of the nonprofit Drew Farmhouse, Inc. and founding member of the Westford League, and Cheryl Major, board member and treasurer, provided an update on the Drew Farmhouse project, offering an enlightening look at the complexities of the development. Their presentation highlighted the challenges posed by affordable housing requirements and the various administrative bottlenecks encountered along the way.

November 20 – Westford Police Chief Mark Chambers discussed the department's role regarding federal immigration enforcement and its interactions with ICE.

He provided insights into WPD protocols and shared guidelines on how citizens can stay accurately informed on these issues.

December 11 – Our annual holiday party continues to be a wonderful opportunity to catch up with fellow League members over delicious refreshments. For the second year in a row, we also gave back to the community by collecting donations for the Westford Food Pantry. Our sincere thanks to Linda Greene and the Westford Museum for once again being such gracious hosts.

January 29 – Assistant Town Manager–Strategic Operations Mike Edwards and Select Board member Noëlle Donovan were on hand to thoroughly explain the new Pay-As-You-Throw program, beginning July 1, answering questions about its implementation, cost, and impact.

February 26 – We took a deep dive into State House operations with Anita Tonakarn-Nguyen, Staff Director for Representative Jim Arciero. Anita wears many hats—overseeing staff management for both the Representative's office and the Joint Committee on Transportation, while acting as a key link between the state house, agency leaders, and the community. Her insights into how legislative initiatives and budget priorities are shaped provided our members with a clearer understanding of state-level advocacy.

March 20 – For a change of pace this month, the League partnered with the Cameron Senior Center to host a "Lunch & Learn" featuring Detective Ian McEnaney. As the Westford Police Department's Family and Elder Services Detective, McEnaney spent an hour detailing the various tactics used by scammers and identity thieves, providing attendees with essential tools for self-protection.

April 30 – We honored Angela Harkness for her extraordinary commitment to Westford. Since 1991, Angela has lent her expertise to everything from school construction (Crisafulli, Stony Brook, Miller, and WA) to the Master Plan. The evening's discussion centered on her significant years as Town Moderator, offering a chance for members to discuss the changing landscape of local proceedings and celebrate the steady hand Angela provided throughout her service.

May 20 – In anticipation of the Pay-As-You-Throw rollout, the League hosted an interactive session featuring Westford Recycling Commission member Nupur Patel, "Junk in the Trunk" founder Laura Granato, and environmental activist Kristina Greene.

The panelists demonstrated how small household changes can have a significant environmental impact.

We extend our heartfelt gratitude to all the guests who made our Civic Socials so compelling and thought-provoking this year. Their expertise and willingness to engage with the community are what make these programs a success. As always, we are deeply grateful to Sarah Fletcher and the entire team at WestfordCAT for their continued partnership and for so graciously hosting us in their studio.

“Affectionate Friends and Humble Servants” Program

On March 5, the League joined the Westford Museum to co-host "Affectionate Friends and Humble Servants," a captivating program offered free and open to the public. Generously sponsored by the Edward M. Connolly Insurance Agency, the event was part of the Museum's Westford REV250 series and timed to celebrate Women's History Month.

Michele Gabrielson and Sandy Spector delivered a memorable performance, bringing Mercy Otis Warren and Martha Washington to life in an intimate 18th-century parlor setting. Through wit, candor, and historical insight, the two transported the audience back in time for an evening that was both entertaining and illuminating.

Many thanks to Westford Museum director Linda Greene for once again inviting the League to cohost and for her tireless work in making the event such a resounding success.

Scholarships to WA and Nashoba Tech Seniors

For the third year the League awarded scholarships to civic-minded graduates at both Westford Academy and Nashoba Valley Technical High School. The \$500 scholarships reward students who have actively participated in government, engaged with citizens on major public policy issues, or influenced public policy through education and advocacy.

Kate Kelly received the scholarship at WA and Sydney Rokita received the League scholarship at Nashoba Tech. Congratulations to both recipients!

Stronger Together: Art for Democracy

The Westford League joined the Littleton Cultural Council and the Westford Cultural Council in sponsoring the Art for Democracy project designed by the Reclaiming our Democracy Taskforce of First Church Unitarian, Littleton. A \$500 donation from the League helped launch the contest, which required artists to enter art work that portrayed their view of how we can work together for Democracy. Winners received monetary prizes. The artwork has been shown at the First Church Unitarian, Littleton and will be on display in other venues throughout Massachusetts.

Membership

Starting in February 2025, LWVUS implemented a centralized membership and dues structure. LWVUS now manages dues collection and record-keeping through the [Member Portal](#). Under this new system:

- **Rolling Renewals:** Membership is now based on a yearly anniversary date rather than the League's fiscal year.
- **Dues Distribution:** Dues are paid directly to LWVUS, which then remits 20% back to the Westford League. (Previously, Westford collected all dues and paid out "Per Member Payments" to the state and national levels).
- **Donations:** While donations made via the LWVUS platform will be forwarded to us (minus a small fee), supporters can still donate directly to us via our website or by mailing a check to **P.O. Box 59, Westford**, to ensure 100% of the contribution stays local.

Our thanks to Gloria Miller for once again handling our membership renewal mailing; we are incredibly grateful to our members for their continued dedication and support.

Program and Action

Support for Modernizing Funding for Community Media

At the urging of LWVMA, the Steering Committee, on behalf of the Westford League, submitted testimony to the Legislature's Joint Committee on Advanced Information Technology, the Internet and Cybersecurity to support [H.91/S.41](#), a bill that would modernize funding for community media programming and ensure stable, long-term support for outlets like WestfordCAT.

Our testimony highlighted the growing need for trusted, nonpartisan local news as traditional journalism declines and misinformation spreads. We also underscored the League's longstanding partnership with WestfordCAT. The bill is cosponsored by both our state representative, Jim Arciero, and state senator, John Cronin. As of May 28, the bill has not been enacted.

No Kings Rallies

The Westford League encouraged our members and the community to join millions of others at No Kings rallies on October 18 and March 28 nearby and across the nation. These peaceful demonstrations called for protecting democracy, defending individual rights, and rejecting efforts to concentrate power in any one leader.

Bearing Witness @ ICE

Led by the Westford League, a coalition of local organizations—including First Parish Church United, St. Mark's Episcopal Church, and others—organized and encouraged residents to join the Bearing Witness @ ICE demonstration in Burlington on Nov. 19. We stood in solidarity with immigrants, raised awareness about their rights, and ensured that Westford voices were part of the broader call for justice and due process.

Our thanks to our partners in this effort and to Alex Svenson and Nick Woodbury of WestfordCAT for covering the demonstration.

Throughout the year, the Bulletin included reminders about attending the weekly demonstrations.

Advancing Accessibility and Transparency

The League remains committed to making Westford's local government more accessible and transparent for every resident.

Streamlined Communication. In January, the League formally recommended that the Select Board establish a single email address for every town board and

committee that residents could use to contact all board members. This initiative is currently being implemented in collaboration with Chris Barrett. To ensure this change is effective, the Steering Committee also provided a framework of protocols to help officials manage and respond to email flow efficiently.

Remote Participation in Public Meetings. To increase civic engagement, the League requested that the Planning Board allow remote public participation at all in-person meetings—a practice already successfully used by the Select Board, School Committee, and several other town boards as well as by the Planning Boards in 15 comparable communities in Massachusetts. While the Board expressed concerns regarding legalities and technology management, we are staying the course. Vicky Geary will be working with Planning Board member Bob Shaffer to address these hurdles at an upcoming meeting.

Witness Wednesdays in Plymouth

Our Bulletins alerted readers to Witness Wednesdays, the weekly peaceful demonstrations, organized by LWVMA and the Plymouth League, to protest due process violations and show solidarity with those detained inside the Plymouth County Corrections Center. The Westford League is making plans to join the protest on June 17.

Action Alerts

Our Bulletins included action alerts urging our members and subscribers to contact our state or federal legislators about bills and policies and to take action on issues that were priorities of LWVMA and LWVUS. Action alerts included:

LWVMA

- Attend rally in support of Massachusetts immigrants
- Support immigrants' rights bills
- Attend rally to support detained immigrants
- Support Data Privacy Act

LWVUS

- Oppose proposed proof of citizenship requirement on federal voter registration form
- Tell Congress that federal immigration enforcement has gone too far

Treasurer's Report & Proposed 2026-2027 Budget

The proposed budget is on the next two pages.

Proposed 2025-2026 is the budget as proposed and accepted at the **June 4, 2025 Annual Meeting**.

Actual 2025-2026 shows the actual income and expenses from July 1, 2025 through May 17, 2026.

Proposed budget 2026-2027 projections are based on year-to-date records and anticipated final figures and adjusted for anticipated income/expenses for next year. Income is conservatively projected.

Status of League Accounts

Checking as of May 17, 2026: \$4,508.02

CD as of February 22, 2026: \$4,096.57 (4-month APY 3.54%; maturity date 6/22/2026)

Highlights 2025-2026

FY25-26 Income

Our income this year has been exceptional. For the first time, due to the new dues structure, we are able to retain 20% of all dues collected. Our fiscal year was also marked by exceptional community support and strategic growth. Donations exceeded projections by 113%, driven by the generosity of our members and a revitalization of our sponsorship program.

Sponsorship income rose by 40%, thanks to the addition of a new partner and the return of a lapsed sponsor. We also bolstered our budget through a Scharfman grant from LWVMA and modest book sales.

We extend our sincere gratitude to all our donors and sponsors. Your support is the engine that allows the League to fund local programs and essential operating expenses.

Investment Strategy. The League continues to maintain one CD, currently on a four-month cycle with an APY of 3.54%. We have intentionally chosen shorter-term cycles to ensure liquidity and easy access to funds should the need arise.

FY25-26 Expenses

The League concluded the fiscal year with a 13% reduction in overall expenses compared to our original projections, driven by a highly disciplined approach to operations. By consolidating trade and business expenses—including a strategic shift to a shorter web hosting contract—and leveraging a new digital membership system that reduced supply needs by 87%, we significantly lowered our administrative overhead.

These operational savings allowed us to prioritize our mission-driven work. We successfully fully funded our \$1,000 scholarship commitment to Westford Academy and Nashoba Tech and increased our "Scholarships & Donations" category by 66% to support vital community

partners like WestfordCAT and the Stronger Together initiative. Additionally, we remained agile in our advocacy, funding unexpected needs for the Bearing Witness protest and maintaining robust voter services, including the production of our signature "I Voted" stickers and the Voters' Guide. This year's budget reflects a League that is both fiscally lean and community-strong.

Implications for 2026-2027

As we look toward the 2026-2027 fiscal year, the League is proposing a streamlined and sustainable budget that reflects our transition to a modernized operations model. While total projected income shows a decrease compared to the previous year, this is primarily due to the completion of our multi-year dues transition. Our core fundraising remains healthy, with a 14% projected increase in new-system dues and a goal of retaining 100% of our current sponsors.

On the expenditure side, we are focusing on reinvesting in high-impact community visibility. Additionally, there are operational updates for our website/email management that we need to invest in. Further, we are updating LWV event materials. Key highlights of the proposed budget include:

- **Enhanced Visibility:** A significant allocation for a new, professional LWV banner to improve our presence at town events and functions.
- **Civic Celebration:** Funding to support the 250th Anniversary of the American Revolution or any other historical initiative by the local community.
- **Voter Service Continuity:** Maintaining flat funding for our essential voter services, including the *Voters' Guide* and *Candidates' Night*, ensuring these resources remain free and accessible to all residents.

This budget is designed to be conservative yet forward-thinking, ensuring the League remains a visible and vital force in Westford’s civic life.

Link to proposed budget with comments:
[FY26-27 Proposed Budget](#)

Actual Budget 2025-2026; Proposed Budget 2026-2027					
	Proposed	Actual thru May 10	+/- between planned and Actual for 2025-26	Proposed	Variance between FY25-26 and FY26-27
	2025-2026	2025-2026		FY2026-2027	+/-
INCOME					
<i>Dues - New System</i>	\$500	\$701.90	40%	\$800.00	14%
<i>Dues - Previous System</i>	\$3,583	\$3,631.36	1%	N/A	N/A
<i>Donations (Members/NonMembers)</i>	\$700	\$1,493.23	113%	\$1,000.00	-33%
<i>Other Sources (Grants, Interest/Uncategorized including CD cashouts)</i>	\$0	\$1,000.00	100%	\$1,000.00	0%
<i>Grant</i>	\$300	\$400.00	33%	\$400.00	0%
<i>Other Income:</i>					
Sponsors	\$375	\$525.00	40%	\$525.00	0%
Book Sales	\$125	\$187.22	50%	\$116.80	-38%
Book Royalties	\$0	\$0.00	0%	\$0.00	0%
<i>Westford Academy/Nashoba Tech Scholarship Fund (new as of May 2024)</i>	\$75	\$0.00	-100%	\$0.00	0%
TOTAL INCOME	\$5,658	\$7,939	40%	\$3,842	-52%

Expenses on next page

	Proposed	Actual thru May 10	+/- between planned and Actual for 2025-26	Proposed	Variance between FY25-26 and FY26-27
EXPENSES					
<i>Operations & Management Expenses</i>					
Steering Committee	\$782.75	\$545.84	-30%	\$956.82	75%
Membership	\$150	\$20.00	-87%	\$50	150%
Annual Meeting	\$50	\$0	100%	\$50	100%
Convention & Workshops	\$400	\$0	-100%	\$0	0%
State	\$1,466.25	\$1,454.75	-1%	N/A	N/A
National	\$2,160.00	\$2,128.00	-1%	N/A	N/A
<i>Scholarships & Donations</i>					
Sponsorships & Donations	\$225	\$653.00	66%	\$600	-8%
Westford Academy/Nashoba Tech Scholarship Fund (new as of May 2024)	\$1,000	\$1,000.00	0%	\$0	0%
<i>Program Activities</i>					
Voter Service	\$500	\$348.45	-30%	\$850	144%
Program Planning	\$400	\$0.00	-100%	\$100	100%
Action	\$0	\$180.35	100%	\$0	0%
Legislation	\$0	\$0.00	0%	\$0	0%
Other (Citizens Education/Civic Social)	\$75	\$20.00	-73%	\$575	2775%
<i>PayPal Fee & Stripe Deduction</i>	\$83	N/A	N/A		
TOTAL EXPENSES	\$7,292	\$6,350.39	-13%	\$3,182	-50%
Income	\$5,658	\$7,938.71	40%	\$3,842	-52%
Expenses	<u>\$7,292</u>	<u>\$6,350.39</u>	-13%	<u>\$3,182</u>	<u>-50%</u>
SURPLUS/DEFICIT	(\$1,634)	\$1,588.32		\$660	-58%

Current CD Balance

\$4,096.57

Proposed Local Program: What Should We Do in 2026-2027?

<p>Procedure for Adopting Program</p> <p>The Meeting Chair asks if there are any motions to adopt a program item. The Westford League’s bylaws require that only items recommended by members during the program planning process may be considered for adoption. These items are listed below. Any member may move an item for adoption and explain briefly why the item should be adopted.</p> <p>We will discuss and vote on the items in the order in which they are listed, unless there is a motion to take an item out of order. All items require a majority vote of the Annual Meeting to pass.</p>	<p>The League Program and Action Process</p> <p><i>Program Planning:</i> A meeting to decide which issues to study (local, state, or national) and which issues to take action on.</p> <p><i>Study:</i> A committee gathers and coordinates information about a particular issue.</p> <p><i>Unit:</i> A meeting at which the study committee presents the information to members.</p> <p><i>Consensus:</i> Substantial agreement among the members, reached at the unit meeting.</p> <p><i>Position:</i> A formal written statement of the consensus.</p> <p><i>Action:</i> The activities the League undertakes to support its positions and principles such as letter writing, lobbying, citizen education, and supporting or opposing legislation.</p>
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In the coming year, the Steering Committee plans to continue presenting our critical and traditional League events and activities:

- Candidates’ Night in Spring 2027 for town election
- Voters’ Guide in Spring 2027
- Town Meeting Previews in Fall 2026 and Spring 2027
- Publicizing elections and Town Meetings with lawn signs
- Monthly League Civic Socials

The Steering Committee recommends the following program for 2026-2027.

Local Positions:

- Readopt all [current positions](#).

Recommended Local Action Priorities:

- Hold Candidates’ Nights for State Senate and State Representative primary and general election races, where contested.
- Advocate that all in-person public meetings of town boards and committees allow members of the public to participate remotely.
- Advocate that all town boards and committees post meeting summaries after their meetings similar to the Select Board’s Actions Taken agendas.
- Advocate that the webpages for every town board/committee on the town’s website include an email address that forwards to every member of the board/committee or provides another way for residents to contact the board members without having to use their individual addresses, although individual emails should still be available. This includes publicizing the process for how to contact town boards and committees and what happens to those emails. Include education about emails becoming part of the public record, and encourage committees to acknowledge all written communication.

- Work with the Town Clerk to promote recruitment of poll workers.
- Work with the Commission on Disability to continue to advocate for polling place accessibility.
- Work with the Commission on Disability to produce a forum about Town Meeting accessibility.
- Investigate ways to register voters at Westford Academy and Nashoba Tech. Run registration drives.
- Work with schools to explore ways to become involved with students' civics projects.
- Explore ways to promote youth involvement in the local League.
- Continue working with the Westford Museum on events celebrating the 250th anniversary of American independence.
- Continue to advocate for a robust voting rights bill at the State level.
- Update and print copies of "A Guide to Town Meeting in Westford."

Non-Recommended Action Priorities

None

Nominations and Election

Become More Active in the League!

For the upcoming year, the Steering Committee recommends continuing with a Steering Committee. Our goal is to have nine Steering Committee members, with a quorum of five members required to hold a Steering Committee meeting. If you are interested in serving on the Steering Committee, please call and leave a message at 978-347-5989 or email info@lwwestford.org!

Steering Committee Member Job Descriptions

There are four openings on the nominated slate for the Steering Committee. Members of the Steering Committee attend as many meetings as possible (missing no more than three consecutive meetings without a valid reason, per our bylaws). The Steering Committee meets every month between September and June. (In December, we have a holiday gathering instead of a meeting.) The meetings usually last 1½-2 hours, and the meeting times are set in advance to make it easy for everyone to plan for them. During and since the pandemic, most meetings have been held via Zoom. However, there is flexibility for when and how the committee meets. Being part of the meeting discussions and decision-making is much of the work. Steering Committee members can also take the lead in events and activities if they find a project that interests them. New ideas and new energy are always welcome!

Nominations for One-Year Term

Steering Committee June 2026 – June 2027

Lynn Cohen
Vicky Geary
Marilyn Katler
Joanna Myers
Mary Anne Seraphin
4 open

Specialists

Our Annual Meeting does not elect or designate Specialists, but by handling specific functions and activities they are vital to the League's work. Specialists can be Steering Committee members, but are not required to be. The League can always use additional help, so if there is an area that appeals to you, just let us know and we will get you in touch with the right person.

Archives	Lynn Cohen
Bulletins	Avery Adam, Lynn Cohen
Candidates' Night/Voters' Guide	Joanna Myers, Marilyn Katler
DEI Committee representative	Madonna McKenzie
Facebook and Instagram	Vicky Geary
Lawn signs	Jil Vosland
Membership	Lynn Cohen
Publicity	Mary Anne Seraphin
Sponsorship Program	Chris Robbins
Voter Engagement	Open
<i>(Helping with get-out-the-vote and voter registration events and activities)</i>	
Webmaster	Marilyn Katler

Many thanks to all the members who are willing to volunteer in the coming year!

Steering Committee 2025-2026

Lynn Cohen
Vicky Geary
Marilyn Katler
Joanna Myers
Mary Anne Seraphin

Connecting with the Westford LWV	
Phone	978-347-5989
Email	info@westford.org
Mail	P.O. Box 59, Westford, MA 01886
Web	lwwestford.org
Facebook	facebook.com/LWVWestford
Instagram	instagram.com/westfordlww
LWV of Massachusetts	lwwma.org
LWV of the United States	lww.org

Minutes of the 2025 Annual Meeting

June 4, 2025 Meeting Notes

Secretary: Marilyn Katler

Attendees: Vicky Geary, Joanna Myers, Denali Delmar, Diane Wood, Chris Kandianis, Sue Thomas, Marilyn Katler, Madonna McKenzie, Rose O'Donnell, Margie Berenson, Chris McMillan, Lynn Cohen, Erika Kohl, Mary Anne Seraphin, Gloria Miller

Meeting 7:29 PM

Introductions from everyone

Quorum: members must be the majority present over the steering committee. We did achieve that.

Highlights: (page 2)

Voter Engagement

- Candidates' Night for the town election - Over 800 views
- Voters' Guide
- Update and reprint of "Guide to Town Meeting"
- Town Meeting Previews
- Voter Engagement & Registration at Roudenbush Community Market
- Voter Engagement & Registration at WestFest
- Publicizing elections and Town Meetings with lawn signs
- Future Voter stickers and voting stickers
- Support 8th grade civic project
- Financial Literacy Fair at Westford Academy

Outreach and Membership

- Grew Facebook following by 4%
- Grew Instagram by 10%
- Press releases by Mary Anne
- WestfordCAT and the League have a reciprocal relationship
- Monthly League Civic Socials:
 - Biggest outreach
- Sponsored:
 - "In the Spirit of Friendship"
 - "Inundation District" Showing
- LWVUS Federal Judiciary Study
- Scholarships for WA and Nashoba Tech graduating seniors
- Bulletin: fills in for local media – share LWV posts, bulletins
- Membership

Program and Action:

- Support adoption of Specialized Energy Code in email to Select Board and at Annual Town Meeting
- Support for the Firearms Businesses bylaw at Special Town Meeting
- Support for Robinson School Feasibility Study at Annual Town Meeting
- Action Alerts from LWVMA & US in Bulletins

2024/2025 Budget:

- Donations up by 48%
- Sponsorship down by 29%. Two sponsors didn't renew:
 - Enterprise Bank merged with Rockland Trust
 - Muffins on Main
- Scharfman Grant
- Dues payments via PayPal were down, people used other ways to pay membership

- Expenses down 2% - knew what to expect
- Voter Service 18% of expenses
- Scholarships 15% of expenses
- Administration increased 4%

LWVUS taking over membership administration

- All memberships to go through LWVUS
 - LWV Westford will get 20%
 - Suggested Membership is \$75 – LWV Westford gets \$15
- Members can still make a donation
- Members can still send in dues by check

Expenses

- Donations to WestfordCAT and Westford Museum
- Civic Socials
- Web Hosting
- Scholarship to WA & Nashoba Tech

We have the money, although the budget looks lopsided. The Fiscal Year dues from last year is under expense

VOTE: Lynn Cohen moved to accept the Budget and Treasurers Report; Denali Delmar Seconded

- Passed unanimously

Proposed Local Programs

- Candidates' Night in Spring 2026 for town election
- Updated Voters' Guide in Spring 2026
- Town Meeting Previews in Fall 2025 and Spring 2026
- Publicizing elections and Town Meetings with lawn signs
- Monthly League Civic Socials
- Future Voting stickers and voting stickers

Local Action Priorities

- Advocate that all in-person public or town boards and committees allow members of the public to participate remotely.
- Advocate that all town boards and committees post meeting summaries after their meetings similar to the Select Board's Actions Taken agendas.
- Advocate that the webpages for every town board/committee on the town's website include an email address that forwards to every member of the board/committee or provides another way for residents to contact the board members without having to use their individual addresses, although individual emails should still be available. This includes publicizing the process for how to contact town boards and committees and what happens to those emails. Include education about emails becoming part of the public record and encourage committees to acknowledge all written communication.
- Continue to encourage the creation of a committee to examine alternative forms of town governance and then work with that committee to support educating residents about the various options.
- Work with the Town Clerk to promote the recruitment of poll workers.
- Continue to advocate for polling place accessibility, working with the Commission on Disability.
- Investigate ways to register voters at Westford Academy and Nashoba Tech. Run registration drives.
- Continue scholarship awards to one graduating senior at Westford Academy and one at Nashoba Tech to reward active civic engagement.
- Work with Derek Parker at Blanchard Middle School and his students on their civics projects.
- Explore ways to promote youth involvement in the local League.
- Work with the Westford Museum to plan for the 250th anniversary of American independence in 2026.
- Continue to advocate for a robust voting rights bill at the State level.

VOTE: Lynn Cohen Moved to accept local program, Denali Delmar seconded – passed unanimously

Full text of bylaws with recommended amendment is here: [LWVW bylaws draft amendment 5-25.docx](#)

- Text to be removed is red and struck-through. Text to be added is green and underlined.
- **ARTICLE VII – FINANCIAL ADMINISTRATION**
- **Section 2. Annual Dues** ~~Annual dues shall be payable on the first day of September. The amount of dues will be determined by majority vote at annual meeting. Any member who fails to pay their dues within three months after they become payable shall be dropped from the membership rolls. Any dues received after April 1 will be applied to the following membership year.~~ Members shall pay dues in accordance with LWVUS policy.
- VOTE: Denali Delmar moved to pass the bylaw changes, Lynn Cohen seconded – passed unanimously

Proposed Nominations to Steering Committee for 2025-2026

Lynn Cohen
Vicky Geary
Marilyn Katler
Joanna Myers
Mary Anne Seraphin

Asked for nominations

Time Commitment:

- Once a month Steering Committee Meeting
 - Don't typically meet in the summer
 - Some things done by email
 - Can be a brand-new member
- Additional nominations to the Steering Committee can be made from the floor at the Annual Meeting. Our bylaws (Article V, Section 1) allow for "up to nine members."

Gloria, Avery and Erika are leaving.

VOTE: Lynn Cohen moved to accept the slate; Denali Delmar seconded – passed unanimously

Although no one offered to nominate themselves or others to the Steering Committee a request was made by Lynn Cohen to consider and ask for others to join.

Specialists:

- Archives – Lynn
- Bulletin – Avery & Lynn
- Candidates' Night: Joanna & Marilyn with assistance
- DEI: Madonna McKenzie
- Facebook: Vicky
- Instagram: Gloria will discuss with Vicky
- Lawn Signs: Jil Vosland
- Membership: Gloria & Lynn
- Mary Anne – Publicity
- Sponsorship: Chris Robbins (Maybe change to end of year because of Tax time) Enterprise makes a decision in January. Vicky mentioned that Healy & Greenwood donated money besides Sponsoring
- Webmaster: Marilyn
- Voter Engagement: voter registration guide we do need some volunteers

Any new items might want to add:

- Ask people at Civic Social to join
- May be able to mend fences on both sides of aisle
- Having Civic Socials that are about neutral items

- o Citizen Academies: Program encouraged by the MA Municipal Association, programs by towns, one session for each department. 30 to 40 people, and each department gets to describe what they do. Meet where they work. Not Department Heads, but someone who works in the department.
 - o May ask Town if it is possible. Much like Jeff Morrissette’s presentation at Civic Social
 - o Maybe check out other towns that do it
 - o May help recruit for Town Committees
 - o Who reports to who. Every town is different.

LWVUS Constitutional Crisis



- o Sued President Trump
- o Immigration Issue
- o Push for election rights
- o We might have to periodically call and thank them

VOTE: Chris Kandianis moved to Adjourn, Denali Delmar seconded - passed unanimously

Meeting Adjourned 9:13 pm

Our Sponsors

What would we do without loyal and generous sponsors? Their support continues to ensure the vitality of the League and our valuable programs. We hope members will patronize these businesses, mention they learned of them through the League, and thank them for sponsorship of our work.

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To honor the memory of
Gertrude Spaulding,
longtime member of the LWV
and trustee of the Lotte E.
Scharfman Memorial Fund.