

# Advisory Board Minutes – July 2025

## LINKS TO MINUTES

July 2025 Session

[2025 June Advisory Board Meeting Adjourned / 2025 July Advisory Board Meeting Convened](#)  
[Fwd: ECSRC Report for June](#)  
[USGenWeb Annual Election - Voting is Open](#)  
[2024/25 July Order of Business](#)  
[EC Report 2nd Qtr 2025](#)  
[AB-Conducted Elections](#)  
[2nd Quarter 2025 Grievance Committee Report](#)  
[Jun 2024/25 Advisory Board Minutes](#)  
[EC Procedures Change to Remove Registration Requirement to Vote Motion](#)  
[2024/25-11 Motion to Amend the EC Procedures](#)  
[2024/25-11 Motion to Amend the EC Procedures Results](#)  
[Fwd: ECSRC Report for July Adjournment](#)

---

### 2025 June Advisory Board Meeting Adjourned / 2025 July Advisory Board Meeting Convened

**01 July 2025**

The June 2025 meeting of the Advisory Board is adjourned, and the July 2025 Advisory Board Meeting is now convened.

Linda K. Lewis  
National Coordinator 2024-2025

---

### Fwd: ECSRC Report for June

**01 July 2025**

The June ECSRC report is submitted below by MaryAlice Schwanke, Chair, for the record

----- Original Message -----

From: Mary Schwanke  
To: ECSRC , Linda  
Date: 06/26/2025 3:51 PM EDT

Subject: ECSRC Report for June  
The ECSRC submits the following report,

- Maryalice called the OrangeHRM Rep and asked questions. The rep mentioned that this option was meant for small groups and start-ups, he didn't know if it would handle 800+ members. The committee will continue to explore whether the OrangeHRM Starter option will work for us.
- The committee has started/will start reviewing the MintHCM open-source option, although to fully investigate this option we may need to 'install' it, we will need to discuss that further.

MaryAlice Schwanke  
ECSRC Chair

Linda K. Lewis  
National Coordinator 2024-2025

---

**USGenWeb Annual  
Election - Voting is  
Open**

**01 July 2025**

\*\*\* PLEASE FORWARD TO ALL STATE LISTS AND MEMBERS \*\*\*--

----- Original Message -----

From: Pat Asher  
To: "Linda K. Lewis"  
Date: 07/01/2025 10:42 AM EDT  
Subject: Voting Info email sent

Dear USGenWeb Project Member,

The Voting Booth for our annual election is now open and will close Thursday, July 31, 2025 at 11:59pm CT. To get your voting password go to <https://www.usgwelections.org/GetVoterPassword.cfm>

If you have forgotten your Member ID or password, enter your email address on file with the Election Committee and your login information will be sent to you.

If you are registered with the EC under an old email to which you no longer have access, contact Pat Asher, EC Chair, at [pjr...@att.net](mailto:pjr...@att.net) or Michael Kay, Dataset Manager, at [micha...@outlook.com](mailto:micha...@outlook.com)

PLEASE -- Do not wait until the last few days before the election ends before contacting the EC about a password. The EC will make every effort to see that all registered voters have an opportunity to vote; but last minute requests may not allow the EC enough time to make the changes that are necessary before a voting password can be sent to a different email address.

Thank you for participating in the USGenWeb Project National Election.

Pat Asher, Chair  
USGW Election Committee

Linda K. Lewis  
National Coordinator 2024-2025

---

**2024/25 July Order  
of Business**

**01 July 2025**

Per Article IV of the Special Rules, the Order of Business is as follows:

Minutes

Announcements

- Annual Election: Voting Booth Open

Reports

- Election Committee Quarterly
- Grievance Committee Quarterly
- Advisory Board Conducted Elections
- EC Software Research Committee

Unfinished Business

New Business

- EC Procedures Amendment: Remove Member Registration Requirement to Vote

Adjournment

---

IV. ORDER OF BUSINESS.

Order of Business will be renewed and announced to the assembly at the beginning of each month by the Presiding Officer. The Order of Business will be flexible and may be adapted to cope with immediate business. Members will advise the Presiding Officer of suggested agenda items for future Orders of Business.

Linda K. Lewis  
National Coordinator 2024-2025

---

**EC Report 2nd Qtr  
2025**      **02 July2025**

The EC quarterly report is submitted below, for the record, by Pat Asher, Chair.

----- Original Message -----

From: Pat Asher  
To: "Linda K. Lewis">  
Date: 07/02/2025 3:29 PM EDT  
Subject: EC Report 2nd Qtr 2025

To: USGW Advisory Board  
Subject: EC Report for 2nd Quarter ending 30 Jun 2025

New Members: 7  
Left the Project: 14  
Deaths reported: 1  
- Jean Smoorenburg, TXGW

Total Members: 810  
Registered to Vote: 496  
Unresolved Email Bounces: 5

In June, the EC received and processed 39 nominations for the eight (8) open positions in our 2025 National Election, with the happy result that we have 12 candidates on the ballot for those positions.

Respectfully submitted,  
Pat Asher, EC Chair

Linda K. Lewis  
National Coordinator 2024-2025

---

**AB-Conducted  
Elections**

**02 July 2025**

Dale Cook, Kris Meyer, and Rebecca Maloney conducted the AZGenWeb State Coordinator election and declared Norma Hass the winner.

Nancy Janyszeski, Norma Hass, and Kris Meyer conducted the WYGenWeb State Coordinator election and declared Rebecca Maloney the winner.

Linda K. Lewis  
National Coordinator 2024-2025

---

**2nd Quarter 2025  
Grievance  
Committee Report**

**09 July 2025**

The Grievance Committee's quarterly report is submitted below, for the record, by Karen De Groote, Chair.

> ----- Original Message -----  
> From: Karen De Groote  
> To: Linda Lewis  
> Date: 07/07/2025 8:17 PM EDT  
> Subject: 2nd Quarter 2025 Grievance Committee Report  
>  
> Greetings Linda,  
>  
> The grievance committee has received no grievances in the 2nd quarter

> of 2025. Thusly I report that there has been no activity.  
>  
> Thanks much,  
> Karen De Groot  
> USGenWeb Grievance Committee Chair

Linda K. Lewis  
National Coordinator 2024-2025

---

**Jun 2024/25  
Advisory Board  
Minutes**

**14 July 2025**

Please review the 2024/25 June Advisory Board Minutes and advise if corrections or revisions are needed.

<https://www.usgenweb.org/about/pdfs-minutes/AB-2025-06.pdf>

If no corrections are heard, these Minutes will be accepted as of Jul 16, 2025, at 11:59 PM.

Linda K. Lewis  
National Coordinator 2024-2025

Corrected subject line to Jun.

Linda K. Lewis  
National Coordinator 2024-2025

Look good to me.

Nancy Janyszeski  
Northeast/North Central Region  
State Coordinator Representative 2024-2026

Thanks

Nancy Janyszeski  
Northeast/North Central Region  
State Coordinator Representative 2024-2026

---

**EC Procedures  
Change to Remove  
Registration  
Requirement to Vote**

**16 July 2025**

The next order of business is a proposed change to the EC Procedures. A proposal was submitted to the Advisory Board to remove the requirement for qualified members to register in order to vote in EC-conducted State/Local elections and in the annual National election.

Rationale:

- Registration is an unnecessary obstacle to voting.
- Removal of the need to register to vote will be one less requirement we have to be concerned with for any replacement apps for our custom voting booth and member management apps (due to Larry's request to retire).

Given that the annual National election is currently in process, the request is to enact this change for all EC-conducted State/Local elections, effective immediately, and to enact this change for National elections beginning in June 2026.

The proposed changes to the EC Procedures are marked up here:

<https://www.usgenweb.org/usgwelections/procedureChanges25.htm>

The current EC Procedures are located here, for comparison:

<https://www.usgenweb.org/usgwelections/procedures.htm>

May I hear a motion to approve the changes to the EC Procedures as shown on <https://www.usgenweb.org/usgwelections/procedureChanges25.htm> to remove the requirement for members to register to vote, and to be effective immediately for all EC-conducted State/Local Elections, and to be effective for National Elections beginning with the June 2026 election?

Linda K. Lewis  
National Coordinator 2024-2025

I move we accept the change that there is no need to register to vote

Kris Meyer  
Northwest/Plains Region  
County Coordinator Representative 2024-2026

---

**Motion**

**16 July 2025**

I make a motion to approve the changes to the EC Procedures as shown on <https://www.usgenweb.org/usgwelections/procedureChanges25.htm> to remove the requirement for members to register to vote, and to be effective immediately for all EC-conducted State/Local Elections, and to be effective for National Elections beginning with the June 2026 election

Rebecca Maloney  
Special Projects Representative 2024-2025

I second the motion.

MaryAlice Schwanke  
Southwest/South Central Region

County Coordinator Representative 2024-2026

---

**2024/25-11 Motion to Amend the EC Procedures** **17 July 2025**

Moved by Rebecca Maloney, seconded by MaryAlice Schwanke, dated July 17, 2025, and numbered as Motion 2024/25-11, the motion reads:

"I make a motion to approve the changes to the EC Procedures as shown on <https://www.usgenweb.org/usgwelections/procedureChanges25.htm> to remove the requirement for members to register to vote, and to be effective immediately for all EC-conducted State/Local Elections, and to be effective for National Elections beginning with the June 2026 election."

Is there any discussion? If so, please state your request for discussion. If no discussion is needed, please respond "No Discussion".

The discussion period will conclude on Sunday, July 20, 2025, at 11:59 PM EDT.

Linda K. Lewis  
National Coordinator 2024-2025

No discussion.

Norma Hass  
Southeast/Mid-Atlantic Region  
County Coordinator Representative 2024-2026

No discussion

Rebecca Maloney  
Special Projects Representative 2024-2025

No discussion.

Nancy Janyszeski  
Northeast/North Central Region  
State Coordinator Representative 2024-2026

NO DISCUSSION

Kris Meyer  
Northwest/Plains Region  
County Coordinator Representative 2024-2026

No discussion.

MaryAlice Schwanke  
Southwest/South Central Region  
County Coordinator Representative 2024-2026

No discussion.

Linda Ziemann  
AB Representative at Large 2025

No discussion.

Mary Ann Lubinsky  
Northeast/North Central Region  
County Coordinator Representative 2024-2026

No discussion.

Doreen Harunaga-Ewing  
Southwest/South Central Region  
County Coordinator Representative 2023-2025

**18 July 2025**

No discussion.

Dale H. Cook  
Northeast/North Central Region  
County Coordinator Representative 2023-2025

No discussion

Linda Simpson  
Southwest/South Central Region  
State Coordinator Representative 2024-2026

No discussion

Tricia Aanderud  
Southeast/Mid-Atlantic Region  
County Coordinator Representative 2023-2025

No discussion

Jeff Kemp

Southeast/Mid-Atlantic Region  
State Coordinator Representative 2024-2026

**21 July 2025**

The discussion period has elapsed. With no discussion heard and with 12 Advisory Board members responding, "2024/25-11 Motion to Amend the EC Procedures" is now open for vote.

"I make a motion to approve the changes to the EC Procedures as shown on <https://www.usgenweb.org/usgwelections/procedureChanges25.htm> to remove the requirement for members to register to vote, and to be effective immediately for all EC-conducted State/Local Elections, and to be effective for National Elections beginning with the June 2026 election."

**If you agree with this Motion, vote YES. If you disagree, vote NO.  
Voting will conclude on Wed, July 23, 2025, at 11:59 M EST.**

No Discussion:

Norma Hass, SEMA CC  
Rebecca Maloney, SP  
Nancy Janyszeski, NENC SC  
Kris Meyer, NWPL CC  
MaryAlice Schwanke, SWSC CC  
Linda Ziemann, RAL  
Mary Ann Lubinsky, NENC CC  
Doreen Harunaga-Ewing, SWSC CC  
Dale H. Cook, NENC CC  
Linda Simpson, SWSC SC  
Tricia Aanderud, SEMA CC  
Jeff Kemp, SEMA SC

Not Responding:

David Gochenour, NWPL SC

Randy Cummings, NWPL CC

Linda K. Lewis  
National Coordinator 2024-2025

Yes.

MaryAlice Schwanke  
Southwest/South Central Region  
County Coordinator Representative 2024-2026

Yes.

Norma Hass  
Southeast/Mid-Atlantic Region  
County Coordinator Representative 2024-2026

Yes.

Doreen Harunaga-Ewing  
Southwest/South Central Region  
County Coordinator Representative 2023-2025

Yes

Rebecca Maloney  
Special Projects Representative 2024-2025

Yes.

Nancy Janyszeski  
Northeast/North Central Region  
State Coordinator Representative 2024-2026

Yes.

Linda Ziemann  
AB Representative at Large 2025

Yes.

Dale H. Cook  
Northeast/North Central Region  
County Coordinator Representative 2023-2025

Yes

Tricia Aanderud  
Southeast/Mid-Atlantic Region  
County Coordinator Representative 2023-2025

Yes

Jeff Kemp  
Southeast/Mid-Atlantic Region  
State Coordinator Representative 2024-2026

YES

Kris Meyer  
Northwest/Plains Region  
County Coordinator Representative 2024-2026

Yes

Linda Simpson  
Southwest/South Central Region  
State Coordinator Representative 2024-2026

Yes

Randy Cummings  
Northwest/Plains Region  
County Coordinator Representative 2023-2025

**22 July 2025**

Yes.

Mary Ann Lubinsky  
Northeast/North Central Region  
County Coordinator Representative 2024-2026

---

**2024/25-11 Motion to Amend the EC Procedures Results**

**23 July 2025**

With 13 members of the Advisory Board voting YES, the motion passes. We request that the EC Chair update the EC Procedures on our website, as stated in this motion, as soon as possible, and update any other affected portions of the EC website as time permits.

"I make a motion to approve the changes to the EC Procedures as shown on <https://www.usgenweb.org/usgwelections/procedureChanges25.htm> to remove the requirement for members to register to vote, and to be effective immediately for all EC-conducted State/Local Elections, and to be effective for National Elections beginning with the June 2026 election."

Voted YES:  
MaryAlice Schwanke, SWSC CC  
Norma Hass, SEMA CC  
Doreen Harunaga-Ewing, SWSC CC  
Rebecca Maloney, SP  
Nancy Janyszeski, NENC SC  
Linda Ziemann, RAL

Dale H. Cook, NENC CC  
Tricia Aanderud, SEMA CC  
Jeff Kemp, SEMA SC  
Kris Meyer, NWPL CC  
Linda Simpson, SWSC SC  
Randy Cummings, NWPL CC  
Mary Ann Lubinsky, NENC CC

Voted NO:

<none>

No Response:  
David Gochenour, NWPL SC

Linda K. Lewis  
National Coordinator 2024-2025

---

**Fwd: ECSRC Report 28 July 2025  
for July**

The EC Software Research Committee's monthly report is submitted below, for the record, by MarlyAlice Schwanke, Chair.

----- Original Message -----

From: Mary Schwanke  
To: ECSRC, Linda  
Date: 07/27/2025 10:29 PM EDT  
Subject: ECSRC Report for July

The ECSRC submits the following report,

- OrangeHRM Starter option: MaryAlice will attempt uploading up to 900 fake members to see if it will accept that quantity. This will take time, the committee will move on to other options and topics for now.
- MintHCM open-source option: This needs to be installed on a server to be further explored. This has been set aside until Linda investigates whether Bluehost supports the requirements for its installation.
- WordPress option: This option may also need to be installed so we can fully review it. In the meantime, the committee will discuss the parts of WordPress it can, without being installed. This is the last option found for Member Management during the discovery phase.

MaryAlice Schwanke  
ECSRC Chair

Linda K. Lewis  
National Coordinator 2024-2025

---

**Adjournment**

**01 August 2025**

The July 2025 meeting of the Advisory Board is adjourned, and the August 2025 Advisory Board Meeting is now convened.

Linda K. Lewis  
National Coordinator 2024-2025

---

The full text of all BOARD-L messages can be viewed in the threaded list archives for this list by subscribing members in their email.

All Advisory Board Minutes are located at <http://usgenweb.org/about/minutes.html>.

Please remember that minutes are a record of actions proposed and taken at the meeting, NOT all the detail about what was said by members or guests. If you have any questions or comments about the minutes, please write to [Doreen Harunaga-Ewing](#), Secretary.