



# Ranch Democrats

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## Meeting Minutes

November 18, 2025

6:30 PM - 7:00 PM meet and greet

7:00PM - 9:00 PM meeting

The Ranch House Great Room  
35 Ascenso Ave.  
Rancho Mission Viejo, CA 92694

### 1. Call to Order

- Meeting called to order by: Gary Kephart, President
- Time: 7:00 PM

### 2. Pledge of Allegiance

### 3. Introductions

- Gary asked for introductions from new members

### 4. Announce Quorum

### 5. Adoption of Consent Items

- Agenda
- General Meeting minutes from previous meeting
- Consent items were approved by the voting membership

### 6. New Business

- Katrina Foley will probably be our first guest speaker in January
- Board meetings will be the 1st Wednesday of each month and regular meeting dates will be the 4th Wednesday of each month
  - There was a motion made to approve the meeting dates. The motion was approved by the voting membership

- We will be looking for a bigger room for the January meeting
- We encourage everyone to invite their interested friends and neighbors to join us
- Boundaries are RMV, Ladera Ranch, and Los Flores
- Membership dues are vital and will help us run the club

## 7. Officer Reports

- Gary Kephart
  - Discussed how endorsements work in the Democratic Party.
  - Once we have funds, we can donate money to candidates
- Mike Baker no report
- Michele Lynch
  - Going forward, meeting minutes will be available on our website
- Herb Richter
  - Herb provided a current financial summary (see attached handout)
  - Act Blue provides our payment processing
  - We've opened two bank accounts
  - Herb is filing reports with state and federal government re donations
  - Herb provided a sample budget - this will be filled out as we have funds coming in
  - We have four membership levels (mailing list; donor; voting member; sustaining members)
  - Gary discussed how to provide an ongoing donation as a sustaining member
  - We have 110 members out of which 40 are paying members

## 7. Committees

- We have a lot to do and not a lot of people to help. We need people to join and head our committees in order to grow our new club.
- We need committee chairs and members for 3 types of committees:
  - Campaign-Style Committees (field, finance, communication, volunteer);
  - Non-Campaign Committees (program, candidate recruitment, resolutions, watchdog, issues);
  - Ad-Hoc Committees (events, nominating).
- We will start without chairs and staff committees with people who can work together.

## 9. Announcements

- Our next meeting will be January 28, 2026
- Mike Levin town hall November 20, 2026
- Eric Swalwell town hall November 22, 2026
- The membership had a general discussion about next steps for the club

## 10. Adjournment

- Meeting adjourned at: 8:18

## Signature

- Secretary: Michele Lynch
- Date: November 18, 2025

**RANCH DEMOCRATS CLUB GENERAL MEETING AGENDA**

**35 Ascenso Avenue, Rancho Mission Viejo, CA 92694**

November 18, 2025

7:00 p.m.

- A) CALL TO ORDER
- B) PLEDGE OF ALLEGIANCE
- C) INTRODUCTION OF NEW PEOPLE, GUESTS
- D) ANNOUNCE QUORUM
- E) ADOPTION OF CONSENT ITEMS
  - A) AGENDA
  - B) GENERAL MEETING MINUTES FROM PREV MTG (NONE)
  - C) NEW BUSINESS
    - A) REGULAR MEETING DATES
- F) HEADLINE (SPEAKER)
- G) OFFICER REPORTS
  - A) GARY KEPHART ([CHAIR@RANCHDEMOCRATS.ORG](mailto:CHAIR@RANCHDEMOCRATS.ORG))
  - B) MIKE BAKER ([VICECHAIR@RANCHDEMOCRATS.ORG](mailto:VICECHAIR@RANCHDEMOCRATS.ORG))
  - C) MICHELE LYNCH ([SECRETARY@RANCHDEMOCRATS.ORG](mailto:SECRETARY@RANCHDEMOCRATS.ORG))
  - D) HERB RICHTER ([TREASURER@RANCHDEMOCRATS.ORG](mailto:TREASURER@RANCHDEMOCRATS.ORG))
- H) COMMITTEE REPORTS
  - A) COMMITTEES DISCUSSION
- I) ANNOUNCEMENTS – EVENTS OF INTEREST BY MEMBERS IN GOOD STANDING
- J) ADJOURNMENT

# Membership and Financial Summary as of 11/16/2025

## Financial Summary

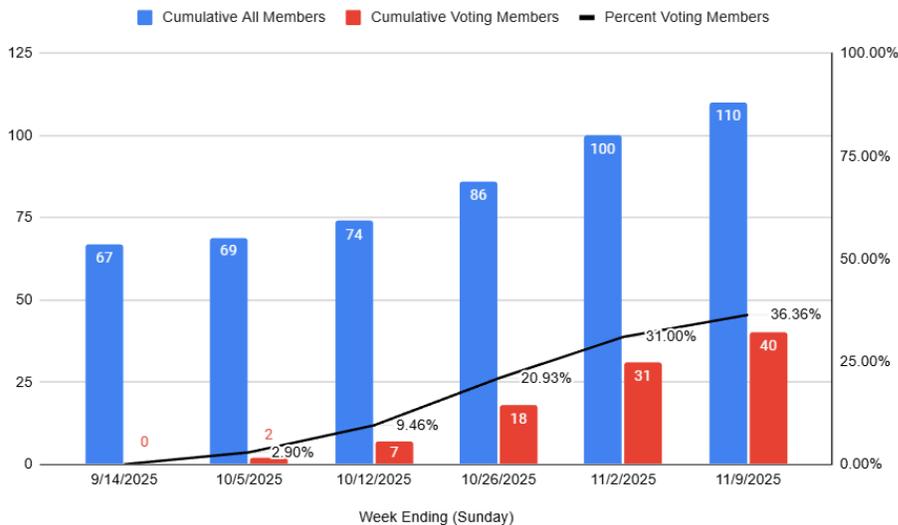
Federal Checking Balance = \$636.73  
 State Checking Balance = \$342.23  
 Pending ActBlue Contributions = \$124.85  
 Expenses = \$36.18  
 ActBlue Fees = \$40.85

| Start Date             | End Date   | Check #   | Total Contributions | Total Refunds | Total Fee | Net Amount | Deposit Date | WF Account |
|------------------------|------------|-----------|---------------------|---------------|-----------|------------|--------------|------------|
| 10/5/2025              | 10/12/2025 | 401735936 | \$133.00            | \$0.00        | -\$5.27   | \$127.73   | 10/25/2025   | Federal    |
| 10/13/2025             | 10/19/2025 | 401743655 | \$50.00             | \$0.00        | -\$1.98   | \$48.02    | 10/28/2025   | Federal    |
| <b>October Totals</b>  |            |           | \$183.00            | \$0.00        | -\$7.25   | \$175.75   |              |            |
| 10/20/2025             | 10/26/2025 | 401751246 | \$60.00             | -\$3.00       | -\$2.26   | \$54.74    | 11/1/2025    | State      |
| 10/27/2025             | 10/31/2025 | 401752880 | \$480.00            | \$0.00        | -\$19.02  | \$460.98   | 11/12/2025   | Federal    |
| 11/1/2025              | 11/2/2025  | 401758757 | \$60.00             | \$0.00        | -\$2.38   | \$57.62    | 11/12/2025   | State      |
| 11/3/2025              | 11/9/2025  | 401761134 | \$251.00            | \$0.00        | -\$9.95   | \$241.05   | 11/13/2025   | State      |
| 11/10/2025             | 11/16/2025 |           | \$130.00            | \$0.00        | -\$5.15   | \$124.85   |              | Pending    |
| <b>November Totals</b> |            |           | \$981.00            | -\$3.00       | -\$38.76  | \$939.24   |              |            |
| <b>Yearly Total</b>    |            |           | \$1,164.00          | -\$3.00       | -\$46.01  | \$1,114.99 |              |            |

## Membership Summary

Total Members = 110  
 Voting Members = 40

Weekly Members Count





**THIS IS A SAMPLE BUDGET. ACTUAL BUDGET IS BEING DEVELOPED.**

| <b>Income</b>        | <b>Annual</b>   | <b>Monthly</b> |  | <b>Expenses</b>             | <b>Annual</b>   | <b>Monthly</b> |
|----------------------|-----------------|----------------|--|-----------------------------|-----------------|----------------|
| Membership Dues      | \$5,000         | \$417          |  |                             |                 |                |
| General Donations    | \$4,500         | \$375          |  | <b>Operating Expenses</b>   |                 |                |
|                      |                 |                |  | PO Box                      | \$226           |                |
|                      |                 |                |  | Stamps                      | \$100           |                |
| <b>Fundraising</b>   |                 |                |  | Postage                     | \$100           |                |
| Sustaining Donations | \$5,000         | \$417          |  | Office Supplies             | \$200           |                |
| Opportunity Drawings | \$1,000         |                |  | Room Rental                 | \$1,800         | \$150          |
| Merchandise Sales    | \$1,000         |                |  | Liability Insurance         | \$750           |                |
| Sales Tax            | \$100           |                |  | Website                     | \$510           |                |
| Other                | \$1,000         |                |  | Hosting                     | \$240           | \$20           |
|                      |                 |                |  | Domain Name Registration    | \$20            |                |
| <b>TOTAL INCOME</b>  | <b>\$17,600</b> | <b>\$1,208</b> |  | Wordpress Plugins           | \$250           | \$21           |
|                      |                 |                |  | MailChimp                   | \$240           | \$20           |
|                      |                 |                |  | Mobilize                    | \$1,200         | \$100          |
|                      |                 |                |  |                             |                 |                |
|                      |                 |                |  | <b>Taxes and Fees</b>       |                 |                |
|                      |                 |                |  | Federal Fees                |                 |                |
|                      |                 |                |  | State Fees                  | \$150           |                |
|                      |                 |                |  | FPPC                        | \$50            |                |
|                      |                 |                |  | Sales Tax                   | \$100           |                |
|                      |                 |                |  | Taxes                       | \$0             |                |
|                      |                 |                |  | Federal Income Taxes        |                 |                |
|                      |                 |                |  | State Income Taxes          |                 |                |
|                      |                 |                |  |                             |                 |                |
|                      |                 |                |  | <b>Fundraising Expenses</b> |                 |                |
|                      |                 |                |  | Campaign Support Supplies   | \$1,000         |                |
|                      |                 |                |  | Door Hangers                | \$1,000         |                |
|                      |                 |                |  | Yard Signs                  | \$1,000         |                |
|                      |                 |                |  |                             |                 |                |
|                      |                 |                |  | <b>Contributions</b>        |                 |                |
|                      |                 |                |  | Federal Candidates          | \$4,000         |                |
|                      |                 |                |  | State Candidates            | \$3,500         |                |
|                      |                 |                |  | State Initiatives           | \$750           |                |
|                      |                 |                |  | Miscellaneous               | \$414           |                |
|                      |                 |                |  |                             |                 |                |
|                      |                 |                |  | <b>TOTAL EXPENSES</b>       | <b>\$17,600</b> | <b>\$311</b>   |