



League of Women Voters of California  
Convention 2015

**May 15 – 17, 2015**

Westin San Diego Gaslamp Quarter  
910 Broadway Circle, San Diego, 92101



# Table of Contents

---



|  |           |
|--|-----------|
| Mission Statement .....                            | Page 2    |
| Proposed Order of Business .....                   | Page 3    |
| Speakers and Special Events .....                  | Page 9    |
| Workshops .....                                    | Page 15   |
| Caucuses and Other Meetings .....                  | Page 18   |
| Biennial Report .....                              | Page 23   |
| Financial Report .....                             | Page 25   |
| Program  |           |
| Program 2015-2017 Overview .....                   | Page 28   |
| Proposed Program 2015-2017 .....                   | Page 31   |
| Program Planning Report .....                      | Page 41   |
| Legislative Priorities 2015 .....                  | Page 45   |
| Program 2015-2017 Resources .....                  | Page 46   |
| State Leaders .....                                | Page 56   |
| Nominees .....                                     | Page 59   |
| Campaign Policies .....                            | Page 72   |
| Proposed Budget FY2015-2016 .....                  | Page 75   |
| Proposed Bylaws Amendments .....                   | Page 79   |
| Bylaws .....                                       | Page 88   |
| Convention Rules and Procedures .....              | Page 111  |
| Convention Sponsors .....                          | Page 121  |
| Resolution to Express the Will of Convention ..... | Page 123  |
| Schedule at a Glance .....                         | Back Page |

# Mission Statement

---



The League of Women Voters, a nonpartisan political organization, encourages informed and active participation in government, works to increase understanding of major public policy issues, and influences public policy through education and advocacy.

## Vision, Beliefs, and Intentions

The goal of the League of Women Voters is to empower citizens to shape better communities worldwide.

The League of Women Voters of California is a nonpartisan political membership organization, which:

- acts after study and member agreement to achieve solutions in the public interest on key community issues at all government levels.
- builds citizen participation in the democratic process.
- engages communities in promoting positive solutions to public policy issues through education and advocacy.

The League of Women Voters Education Fund is a nonpartisan public policy educational organization, which:

- builds citizen participation in the democratic process.
- studies key community issues at all government levels in an unbiased manner.
- enables people to seek positive solutions to public policy issues through education and conflict management.

We believe in:

- respect for individuals.
- the value of diversity.
- the empowerment of the grassroots, both within the League and in communities.
- the power of collective decision making for the common good.

We will:

- act with trust, integrity, and professionalism.
- operate in an open and effective manner to meet the needs of those we serve, both members and the public.
- take the initiative in seeking diversity in membership.
- acknowledge our heritage as we seek our path to the future.

# Proposed Order of Business



## Thursday, May 14, 2015

|                 |   |
|-----------------|---|
| 9:00am – 5:30pm | Border Tour<br>Location: meet in Santa Fe Room<br>( <i>Advance reservation required</i> ) |
|-----------------|---|

12:00pm – 2:00pm      Convention Registration Open

1:00pm – 5:00pm      Voter Service Workshop, Santa Fe Room

5:00pm – 7:00pm      Convention Registration Open

|                 |  |
|-----------------|--|
| 7:00pm – 9:00pm | Smart Voter Reception and Dinner<br>Location: Plaza Room<br>Speaker: Michael Vu, San Diego County Registrar of Voters<br>( <i>Advance reservation required</i> ) |
|-----------------|--|

## Friday, May 15, 2015

8:30am – 6:00pm      Convention Registration Open

8:30am – 6:00pm      Marketplace Open

8:45am – 9:30am      Parliamentary and Delegate Briefing, Santa Fe Room

10:00am              Plenary Session

Call to Order

Welcome: League of Women Voters of San Diego

Plus/Delta Briefing: Ellen Wheeler, Secretary

Parliamentary Briefing: Mary Bergan, Convention Parliamentarian

# Proposed Order of Business

Report of the Credentials Committee

Adoption of the Rules of Convention (pp. 111-115)

Adoption of the Order of Business (pp. 3-8)

Appointment of Committees

Budget Adjustment Committee, Committee to Read Convention Minutes, Resolutions Committee, Elections Committee

**SPEAKER:** California Secretary of State Alex Padilla

Biennial Report (pp. 23-24): Helen Hutchison, President, and Melissa Breach, Executive Director

Financial Report (pp. 25-27): Helen Hutchison, President

Presentation of Proposed Budget (pp. 75-78): John Matthews, Budget Chair (no debate)

Report of the LWVC Nominating Committee: Caroline de Llamas, Nomination Committee Chair

Announcements: Ellen Wheeler, Secretary

12:00pm Recess

**12:00pm – 2:00pm Break**

12:00pm – 2:00pm President's Luncheon

Location: Del Mar Room

Current and upcoming presidents are invited to bring their bag lunch and join LWVC President Helen Hutchison to talk about:

- How the LWVC can support you in your role as local League president
- Where and how to get your questions answered
- How to create opportunities for sharing with other local League presidents
- and anything else you'd like to talk about.

# Proposed Order of Business

|                  |   |
|------------------|---|
| 12:00pm – 2:00pm | Women of the Gaslamp Quarter Historic Walking Tour<br>Tours start at 12:00 and 1:00<br>Location: meet in Lobby<br>( <i>Advance reservation required</i> ) |
|------------------|---|

|                 |   |
|-----------------|---|
| 2:00pm          | Plenary Session   |
|                 | Call to Order   |
|                 | Report of the Credentials Committee   |
|                 | Presentation of Proposed Program (pp. 31-40): Joanne Leavitt, 2 <sup>nd</sup> Vice President                    |
|                 | Notice of Intent to Move Not-Recommended Items (pp. 42-44)<br>(no motions or debate; items must be in workbook) |
|                 | <b>SPEAKER:</b> Lisa García Bedolla, UC Berkeley  |
|                 | Announcements: Ellen Wheeler, Secretary   |
| 3:30pm          | Recess  |
| 3:45pm – 5:45pm | Workshops (pp. 15-17)   |

|                 |  |
|-----------------|--|
| 6:15pm – 8:30pm | LWV San Diego Hosted Dinner<br>Location: Buca di Beppo Italian Restaurant<br>( <i>Advance reservation required</i> ) |
|-----------------|--|

9:00pm – 10:00pm   Caucuses and Bylaws Q&A (pp. 18-19)

## Saturday, May 16, 2015

|                 |  |
|-----------------|--|
| 7:30am – 8:30am | Caucuses, Meet the Slate, and Budget Q&A (p. 20) |
| 8:00am – 6:00pm | Convention Registration Open                     |
| 8:00am – 6:00pm | Marketplace Open                                 |

# Proposed Order of Business

8:00am – 8:30am      Parliamentary available for consultation, Pacifica Room

9:00am

Plenary

Call to Order

Report of the Credentials Committee

Motions to Adopt Proposed Program: Joanne Leavitt, 2<sup>nd</sup> Vice President

Reaffirm Positions (pp. 31-36)

Adopt Update to Position by Concurrence (pp. 36-37)

Adopt Recommended Issues for Education and Advocacy (pp. 37-40)

Motions to Consider Not-Recommended Program Items (pp. 42-44)  
(proposals must be in workbook)

Vote to Grant Consideration of Not-Recommended Program Items

**SPEAKER:** Jessica Levinson, Loyola Law School

Roll Call of Leagues

Announcements: Ellen Wheeler, Secretary

12:00pm

Recess

**12:00pm – 2:00pm    Break**

|                  |   |
|------------------|---|
| 12:00pm – 2:00pm | Women of the Gaslamp Quarter Historic Walking Tour<br>Tours start at 12:00 and 1:00<br>Location: meet in Lobby<br>( <i>Advance reservation required</i> ) |
|------------------|---|

2:00 pm

Plenary

Call to Order

Report of the Credentials Committee

# Proposed Order of Business

Budget Discussion and Debate

Bylaws Amendments Discussion and Debate

Program Discussion and Debate

Announcements: Ellen Wheeler, Secretary

3:30pm

Recess

3:30pm

Deadline for Submitting Resolutions Expressing the Will of the  
Convention to the LWVC Secretary (p. 123)

3:45pm – 5:45pm

Workshops (pp. 15-17)

6:00pm – 6:30pm

Reception, San Diego Ballroom

6:30pm – 8:30pm

Banquet

Location: San Diego Ballroom

Speaker: Carolyn Lukensmeyer, National Institute on Civil Discourse

*(Inclusive registration or advance reservation required)*

9:00pm – 10:00pm

Caucuses, Resolutions Committee, and Budget Adjustment Committee  
(p. 21)

## Sunday, May 17, 2015

7:30am – 8:30am

Caucuses and Bylaws Q&A (p. 22)

8:00am – 9:30am

Convention Registration Open

8:00am – 3:00pm

Marketplace Open

9:00am

Plenary

Call to Order

Report of the Credentials Committee



# Proposed Order of Business

Presentation of the Will of the Convention Resolutions (no debate)

Bylaws Debate and Adoption

Budget Debate and Adoption

Program Debate and Adoption

Recognition of Convention Committee: Kay Ragan, LWVC Director

Invitation to Convention 2017

Announcements: Ellen Wheeler, Secretary

12:00pm

Recess

Noon – 1:15pm

Luncheon

Location: San Diego Ballroom

Speaker: Elisabeth MacNamara, LWVUS President

LWVC Awards

*(Inclusive registration or advance reservation required.)*

1:30pm

Plenary

Call to Order

Report of the Credentials Committee

Debate and Vote on the Will of Convention Resolutions

Election of Officers and Directors

Guidance to the LWVC Board

Announcements: Ellen Wheeler, Secretary

3:00pm

Adjourn

# Speakers and Special Events



## **Alex Padilla** Secretary of State

Friday, May 15, Plenary  
Location: California Ballroom



Alex Padilla was sworn in as California Secretary of State on January 5, 2015. He is committed to modernizing the office, increasing voter registration and participation, and strengthening voting rights.

Padilla's parents emigrated from Mexico and raised their family in the working class community of Pacoima, California. His father worked as a short order cook and his mother cleaned houses. Padilla attended local public schools and went on to graduate from the Massachusetts Institute of Technology with a bachelor's degree in Mechanical Engineering. He recently completed a five-year term as a member of the MIT Corporation (Board of Trustees). Padilla is often asked how he moved from

engineering to public service. He explains that in many ways they are similar; the goal of each is solving problems.

Padilla currently serves as President of the National Association of Latino Elected and Appointed Officials (NALEO), a non-partisan organization made up of more than 6,000 federal, state, and local officials dedicated to all aspects of civic engagement.

Padilla previously served in the California State Senate (2006-2014) where he chaired the Committee on Energy, Utilities, and Communications. As chair, he shepherded legislation to combat climate change and create a greener and more sustainable economy. He pursued an ambitious agenda in the areas of renewable energy, energy efficiency, smart grid, and broadband deployment.

While in the Senate Padilla also worked on legislation that required chain restaurants to post calorie information, school systems to identify and implement best practices in English Learner curriculum and instruction statewide, and streamline the transfer process and create a clear and consistent pathway for community college students working to transfer to the California State University system.

Before he was elected to the Senate, Padilla had served many other leadership positions, such as, Council President of the Los Angeles City Council (2001), Acting Mayor (during Sept. 11, 2001 tragedy), and President of the League of California Cities (2005).

Padilla, 41, lives with his wife Angela and their two sons in the San Fernando Valley.

# Speakers and Special Events

## **Elisabeth MacNamara**

**League of Women Voters of the United States**

Sunday, May 17, Luncheon

Location: San Diego Ballroom



Elisabeth MacNamara is the 18th president of the League of Women Voters of the United States (LWVUS) and chair of the League of Women Voters Education Fund (LWVEF). Ms. MacNamara was first elected national League president in Atlanta in 2010 and last year she was reelected for a third term.

Ms. MacNamara joined the League in 1983 and has since served in leadership roles at all levels. In 1983, she joined the board of directors of the League of Women of Georgia as the Courts/Criminal Justice chair. She served on the state board until 1991, also serving as vice president for program and as secretary. In 1984, she joined the board of directors of the DeKalb League, serving as Courts/Criminal Justice chair, Education Committee chair, vice president, and secretary between 1984 and 1997. In 1997, she was president of the DeKalb League. Ms. MacNamara rejoined the board of directors of the League of Women Voters of Georgia in 1999, and served as president of that board beginning in 2001.

Professionally, Ms. MacNamara is an attorney, recently retired as deputy chief assistant district attorney in charge of the office's juvenile court division in DeKalb County. Prior to this promotion, she had served as assistant district attorney since 1986. She has also served as a staff attorney for the National Center for State Courts and law clerk for the Superior Court of DeKalb County.

Ms. MacNamara graduated from Emory University with a B.A. in 1976 and a J.D. in 1979. She has lived in DeKalb County, Georgia, a suburb of Atlanta, since 1974.

## **Lisa García Bedolla**

**UC Berkeley**

Friday, May 15, Plenary

Location: California Ballroom



Professor García Bedolla's research focuses on how marginalization and inequality structure the political and educational opportunities available to members of ethnoracial groups, with a particular emphasis on the intersections of race, class, and gender. Her current projects include an analysis of how technology can facilitate voter mobilization among voters of color in California and a historical exploration of the race, gender, and class inequality at the heart of the founding of California's public school system.

She is author of *Fluid Borders: Latino Power, Identity, and Politics in Los Angeles* (Berkeley: University of California Press, 2005) which won the American Political Science Association's (APSA) Ralph Bunche Award and a best book award from APSA's Race, Ethnicity, and Politics Section, and *Latino Politics* (Cambridge, UK: Polity,

# Speakers and Special Events

2009), winner of a best book award from APSA's Latino Caucus. She also is co-author (with Melissa Michelson) of *Mobilizing Inclusion: Transforming the Electorate through Get-Out-the-Vote Campaigns* (New Haven: Yale University Press, 2012) which won APSA's Ralph Bunche Award and a best book award from APSA's Race, Ethnicity, and Politics Section. Her work has appeared in numerous academic journals and edited volumes.

## **Stacey Fulhorst** **City of San Diego Ethics Commission**

Friday, May 15, Local League Hosted Dinner  
Location: Bucca Di Beppo Italian Restaurant



Stacey Fulhorst is the Executive Director of the City of San Diego Ethics Commission, which administers the City's campaign, lobbying, and ethics laws. Ms. Fulhorst was the Commission's first investigator in 2002 and has served as the Commission's Executive Director since 2003. She is a San Diego native and a graduate of the University of California, Los Angeles.

As Executive Director, Ms. Fulhorst's goal is to ensure that public servants put the public first. Under her leadership, the ethics commission has dramatically increased efforts to educate candidates, officials and lobbyists on all applicable laws; process and investigate complaints; audit campaign committees; litigate violations and negotiate settlements; and update ethics laws when necessary.

Ms. Fulhorst has stated, "The city cannot afford not to have an Ethics Commission if it hopes to reinforce the public's trust in local government." No matter how well one's city addresses ethical issues, Ms. Fulhorst is sure to provide insight into the most efficient and effective methods to promote a culture of ethics in municipal government.

## **Jessica Levinson** **Loyola Law School**

Saturday, May 16, Plenary  
Location: California Ballroom



Jessica Levinson's work focuses on election law and governance issues, including campaign finance, ethics, ballot initiatives, redistricting, term limits and state budgets.

Professor Levinson currently serves as the Vice President of the Los Angeles Ethics Commission. She was appointed by the Los Angeles City Controller in 2013 to serve a five-year term.

While in law school, Professor Levinson was the Senior Articles Editor of the *Loyola of Los Angeles International and Comparative Law Review*. Following graduation, Professor Levinson served as a law clerk

# Speakers and Special Events

to the Honorable James V. Selna from 2005-06. She then practiced with the law firm of Simpson Thacher & Bartlett LLP. Professor Levinson began teaching as an Adjunct Professor at Loyola in 2009. From 2008-11, Levinson served as the Director of Political Reform at the Center for Governmental Studies.

## **Carolyn Lukensmeyer** **National Institute on Civil Discourse**

Saturday, May 16, Saturday Banquet  
Location: San Diego Ballroom



Dr. Lukensmeyer previously served as Founder and President of AmericaSpeaks, an award-winning nonprofit organization based in Washington D.C. that promotes nonpartisan initiatives to engage citizens and leaders through the development of innovative public policy tools and strategies. During her tenure, AmericaSpeaks has engaged more than 165,000 people and has hosted events across all 50 states and throughout the world. Dr. Lukensmeyer formerly served as Consultant to the White House Chief of Staff from 1993-94 and on the National Performance Review where she steered internal management and oversaw government-wide reforms. She was the Chief of Staff to Ohio Governor Richard F. Celeste from 1986-91, becoming the first woman to serve in this capacity.

She earned her PhD in Organizational Behavior from Case Western Reserve University and has completed postgraduate training at the Gestalt Institute of Cleveland.

## **Michael Vu** **San Diego County Registrar of Voters**

Thursday, May 14, Smart Voter Dinner  
Location: Plaza Room



Mr. Vu has over 18 years of election experience. He was appointed in April 2007 as the San Diego County Assistant Registrar of Voters and promoted in December 2012 to Registrar of Voters. Michael is responsible for election administration of the third largest election jurisdiction in California and the eighth largest election jurisdiction in the country, with a registered voter population of over 1.56 million in San Diego County. Mr. Vu oversees all primary, general, special, and district elections for the County as well as elections for the surrounding municipalities.

Before his appointment in San Diego County, Mr. Vu worked for three-and-a-half years as Director of the Cuyahoga County Board of Elections in Ohio. During his tenure as Director, he worked to improve the elections process and was involved on both a local and national level to discuss the status of election administration. He has testified before the United States House Administration Committee and the United States Election Assistance Commission. He has also spoken with numerous international, national, and local media outlets, most notably the New York Times, CNN, TV Asahi, the Washington Post, and the BBC.

# Speakers and Special Events

Prior to relocating to Ohio, he spent seven years working for the Salt Lake County Elections Division under the direction of the Salt Lake County Clerk. There he managed all related elections for the county, assisted in policy development, and oversaw efforts in utilizing Geographic Information Systems (GIS) for election-related statistics and projects.

## Border Tour

**Thursday, May 14, 9:00am – 5:30pm**

Location: meet in Santa Fe Room

The LWV of San Diego is planning an all-day bus tour across the border to Tijuana, Mexico. The focus of the tour is the deportation of Mexicans and other undocumented people, especially children and families, who are in our country illegally.



### Tour highlights:

- Friendship Park along the US and Mexico border fence.
  - El Colegio de la Frontera Norte (College of the Northern Border or COLEF).
  - A shelter for deported women and children.
  - Discussion with the American Consulate in Tijuana who assists Americans whose family has been deported.
- Invited speakers include professors from COLEF, an attorney from Casa Cornelia who is defending many children and asylum seekers in San Diego, and Immigration and Custom Enforcement officials
  - Luncheon and snacks are included

All participants must have a valid U.S. passport with an expiration date after November 14, 2015.

# Speakers and Special Events

## Women of the Gaslamp Quarter Historic Walking Tour

Friday and Saturday, May 16 & 17, 12:00 and 1:00pm

Location: meet in Lobby

Anne Hoiberg, President of the Women's Museum of California and past president of LWV San Diego, will lead a walking tour of San Diego's Historic Gaslamp Quarter.



In this tour of downtown San Diego's Gaslamp Quarter, you will:

- Learn how San Diego Suffragists convinced men to vote for women's suffrage in 1911.
- Enjoy the unique architecture of the sixteen blocks of the Gaslamp, dating back to the 1850s.
- Enjoy San Diego's own China Town in the Gaslamp.
- Hear the unique stories of the WOMEN of the Gaslamp, including three well-known madams.
- Learn about San Diego Suffrage President Dr. Charlotte Baker and her plan to "clean up" the Gaslamp.

The registration fee is for the tour only. Meals will not be provided during the tour, but you will have time before or after the tour to have lunch.



# Workshops

---



## Thursday Pre-Convention Workshop

Thursday, May 14, 1:00 – 5:00pm

Location: Santa Fe Room

### **The Future of Voter Service in California**

Join us for a half-day convening before the official opening of the LWVC Convention in San Diego! Our workshop is based on local League feedback we received from our Membership and Voter Service surveys and conversation maps. Together we'll discuss the changing landscape of voter information and share strategies and tools that will help us reach our goals.

During the 4-hour workshop, we will:

- Explore and discuss LWVCEF's exciting new Voter Service Strategy.
- Review resources and partnerships and discuss how local Leagues can leverage them to broaden impact.
- Network with our VS counterparts from around the state, sharing challenges and successes.
- Take home a personalized plan, including practical tools for your 2015/2016 Voter Service efforts.

*Presenters: Mony Flores-Bauer, Director, LWVC; Jennifer S. Pae, Voter Service and Education Program Manager, LWVC*

## Friday Afternoon Workshops

Friday, May 15, 3:45 – 5:45pm

Location: Del Mar Room

### **Communications: Messages that Move – Part 1**

This workshop is designed to help League leaders and members tell better stories and deliver stronger messages about our voter service, advocacy, and membership efforts. Participants will learn and practice new techniques and approaches to presentations and outreach, and put those new skills into action before Convention is over. This will be an energetic workshop that promises to be both enlightening and fun, but will require you to attend both parts of the workshop.

*Presenters: Sarah Diefendorf, Director, LWVC; Elizabeth Leslie, Communications Manager, LWVC*



# Workshops

Friday, May 15, 3:45 – 5:45pm  
Location: Santa Fe Room

## **League 101**

**(or “Everything You Ever Wanted to Know About the League But Were Afraid to Ask”)**

New to the League? Or taking on a new leadership role? This workshop will cover League basics: nonpartisanship, speaking with one voice, voter service, studies, advocacy, and more. Bring your questions and learn how to get the most out of your time in League.

Friday, May 15, 3:45 – 5:45pm  
Location: Plaza Room

## **Analyzing Local Legislation**

Your League has been asked to support or oppose a ballot measure, or some legislation in your city or county. A staff member from the ACLU will be leading this hands-on workshop and will walk you through the process for analyzing the proposals and making decisions. Bring your examples of measures you have been asked to support or oppose. During the workshop, we’ll go through the process of reading and analyzing legislation, and applying League positions.

*Presenter: Raúl Macías, American Civil Liberties Union of California*

## **Saturday Afternoon Workshops**

Saturday, May 16, 3:45 – 5:45pm  
Location: Del Mar Room

## **Communications: Messages that Move – Part 2**

This workshop is designed to help League leaders and members tell better stories and deliver stronger messages about our voter service, advocacy, and membership efforts. Participants will learn and practice new techniques and approaches to presentations and outreach, and put those new skills into action before Convention is over. This will be an energetic workshop that promises to be both enlightening and fun, but will require you to attend both parts of the workshop.

*Presenters: Sarah Diefendorf, Director, LWVC; Elizabeth Leslie, Communications Manager, LWVC*

# Workshops

Saturday, May 16, 3:45 – 5:45pm

Location: Plaza Room

## **Democracy in Dialogue: Leading Our Communities Through Civil Civic Engagement**

Learn how various Leagues are moving beyond the podium to engage students and their communities. In this fast-paced workshop, you will hear about different approaches that Leagues have used with success in their communities. This workshop promises to be rich with ideas that you can implement to create vibrancy in your local League.

*Presenters: Jeanne Brown, LWV San Diego; Emily Penfield, LWV San Luis Obispo; and Mary Dumas, LWV Bellingham WA*

Saturday, May 16, 3:45 – 5:45pm

Location: Santa Fe Room

## **Building a More “Leaderful” League**

Does your League have all the leaders it needs to be effective? Do those leaders reflect the diversity of your membership and/or community? Join us for a discussion about how to build a “leaderful” League that will attract, engage, and keep the leaders we need. Come prepared to challenge your assumptions, share your stories, and explore new ideas that will help foster a concurrent, collective, collaborative, and compassionate leadership model.

*Presenter: Jennifer Waggoner, Director, LWVC*

# Caucuses and Other Meetings

---



## Friday Morning

Friday, May 15, 8:45 – 9:30am

Location: Santa Fe Room

### Parliamentary Briefing

Convention Parliamentarian Mary Bergan will give a brief overview of parliamentary procedures and answer your questions.

*Host: Mary Bergan, Parliamentarian*

## Friday Afternoon

Friday, May 15, 12:00 – 2:00pm

Location: Del Mar Room

### President's Lunch

Current and upcoming presidents are invited to bring their bag lunch and join LWVC President Helen Hutchison to talk about:

- How the LWVC can support you in your role as local League president
- Where and how to get your questions answered
- How to create opportunities for sharing with other local League presidents
- and anything else you'd like to talk about

*Host: Helen Hutchison, President, LWVC*

## Friday Evening

Friday, May 15, 9:00 – 10:00pm

Location: Imperial Room

### Bylaws Q&A

Come and join the Bylaws Committee, as they will be available to answer your questions regarding the proposed bylaws amendments.

*Hosts: LWVC Bylaws Committee and LWVC board members*

# Caucuses and Other Meetings

Friday, May 15, 9:00 – 10:00pm  
Location: Del Mar Room

## **CAUCUS – Death With Dignity**

We plan to study the pros and cons of freedom to choose our time of death in the state of California. We will also look into laws allowing assisted suicide in the United States as well as worldwide and the status of any bill now being discussed in the California legislature.

*Host: Beverly Wilson, LWV San Diego*

Friday, May 15, 9:00 – 10:00pm  
Location: Santa Fe Room

## **CAUCUS – Making Democracy Work For More Voters in California**

Want to know how to end gerrymandering, elect more women and represent more voters? This caucus is focused on electoral reform to achieve these goals and increase participation. Get an update on the National Popular Vote for President and see a demonstration of Ranked Choice Voting (IRV) election. Many California cities/school boards are being sued, threatened or have been sued for violations of the Ca. Voting Rights Act. Drawing districts does not always increase voting rights and in some cases is not possible to do. It is not the only remedy for effective representation. The LWVC currently has no position that can be used by local Leagues to be involved in the discussion to solve these voting rights issues/lawsuits centered on increasing voter representation.

*Host: Paula Lee, LWV Sacramento County*

Friday, May 15, 9:00 – 10:00pm  
Location: Plaza Room

## **CAUCUS – California Water Update**

The LWVC Water Committee invites delegates to a caucus providing updates on a variety of water issues of pressing importance, not just in a drought year like this one, but in future wet and dry years that will challenge our largely arid, perennially thirsty state. What is going forward with respect to the \$7.5 billion Water Bond approved by voters this past November? What about last year's historic groundwater legislation? What about current legislation, including efforts to alter the CEQA process for surface storage projects? Also, find out about the change that the Water Committee is proposing in the LWVC Agriculture Position.

*Host: Jane Wagner-Tyack, LWVC Water Committee*

# Caucuses and Other Meetings

## Saturday Morning

Saturday, May 16, 8:00 – 8:30am  
Location: Imperial Room

### Consultations with Parliamentarian

Convention Parliamentarian Mary Bergan will give a brief overview of parliamentary procedures and answer your questions.

*Host: Mary Bergan, Parliamentarian*

Saturday, May 16, 7:30 – 8:30am  
Location: Plaza Room

### Budget Q&A

The Budget Committee will continue to answer your questions regarding the proposed FY2015-2017 budget. It is important that our members understand the budget, which reflects the operating plan of the LWVC.

*Hosts: John Matthews, Budget Chair, LWVC, and the Budget Committee Members*

Saturday, May 16, 7:30 – 8:30am  
Location: Santa Fe Room

### Meet the Slate of Nominees

Come meet the slate of nominees for the 2015-2017 term, presented by the Nominating Committee.

*Hosts: Caroline de Llamas, LWVC Nominating Committee Chair, and the LWVC Nominating Committee*

Saturday, May 16, 7:30 – 8:30am  
Location: Del Mar Room

### CAUCUS – Advocate for California Climate Legislation

Two bills now in the California Legislature are critical to our continued efforts to mitigate climate change. California's ground-breaking climate change legislation – AB 32 and the Renewable Portfolios Standard – only extend to 2020. SB 32 and SB 350, recently introduced, would increase those goals and extend them to 2050 and 2030 respectively. The LWV-California supports SB 32 and supports in concept SB 350. The caucus will review the bills, discuss the challenges facing us to get them passed, and review ways to educate and lobby effectively for the bills.

*Host: Diz Swift, LWV Berkeley, Albany, Emeryville*

# Caucuses and Other Meetings

## Saturday Evening

Saturday, May 16, 9:00 – 10:00pm  
Location: Imperial Room

### Resolutions Committee

*Hosts: Resolutions Committee Members*

Saturday, May 16, 9:00 – 10:00pm  
Location: Plaza Room

### Budget Adjustment Committee

*Hosts: Budget Adjustment Committee*

Saturday, May 16, 9:00 – 10:00pm  
Location: Santa Fe Room

### CAUCUS – Raising Minimum Wage/Living Wage

LWVC recommends Education and Advocacy regarding Minimum/Living wage as one of four Issues for Emphasis for State Program for 2015-2017. During Program Planning many Leagues in California asked for a state study on raising the Minimum Wage or Support for a Living Wage. Then the National League at their February Board meeting decided that the Position on Basic Human Needs did indeed include support for increases in the local or state minimum wage or a living wage, with the understanding that the state and local leagues will do the research necessary to determine what is an appropriate wage for their own community. This caucus is an opportunity for local Leagues to share information and suggestions they have for research and education and advocacy on this crucial issue.

If Leagues wish to coordinate before the Convention, they are welcome to contact Pat Kuhi at [pat@kuhi.net](mailto:pat@kuhi.net), or Nancy Bickel at [president@lwvbae.org](mailto:president@lwvbae.org), or look at our Web page at <http://www.lwvbae.org/economic-inequality-team/> to see what our League has learned.

*Hosts: Nancy Bickel and Pat Kuhi, LWV Berkeley, Albany, Emeryville*

Saturday, May 16, 9:00 – 10:00pm  
Location: Del Mar Room

### CAUCUS – California Immigrants and Access to Healthcare

California could be the first state to eliminate the Affordable Care Act's discrimination against undocumented immigrants. As a good first step, State Senator Ricardo Lara's bill, SB4, also referred to as #Health4All, will increase immigrants' access to care via MediCal and insurance exchanges.

LWVC has endorsed SB 4. Learn more here about how we can work to support this bill and why we must continue work toward our ultimate national goal of universal and affordable healthcare.

*Host: Li-Hsia Wang, LWV Berkeley, Albany, Emeryville*

# Caucuses and Other Meetings

## Sunday Morning

Sunday, May 17, 7:30 – 8:30am

Location: Santa Fe Room

### Bylaws Q&A

Come and join the Bylaws Committee, as they will be available to answer your questions regarding the proposed bylaws amendments.

*Hosts: LWVC Bylaws Committee and LWVC board members*

# Biennial Report

---



## Biennial Report

When the League was founded in 1920, our members were the embodiment of voter disenfranchisement. Today, our members represent the most active and engaged voters; the face of voter disenfranchisement has changed dramatically.

While California may not face the overt voter suppression that is happening in other states, we have our own set of challenges—low voter turnout and a general lack of civic engagement, particularly among younger people and people of color.

For almost a century, the traditional model of “the League” has served us well, but as we look at the challenges ahead for California, it is clear we need to adapt to the changing environment in which we live and work. The evolution of California provides us with unparalleled opportunity—and challenge. The question we must ask is: **How will we respond?** The answer is that **we will respond with the same courage, humility, and vision that characterized our first years.**

### LWVC Direction

Since 2008, our board has been working to ensure that the League in California is positioned to impact and inform California’s future. We have improved our operations by focusing on strategic priorities, growing our community of leaders, and separating the board’s strategic leadership roles—the stewardship of the statewide organization—from project management roles. These changes are making a big impact that can be seen in our efforts to remain a vital and relevant organization, including:

- **Making the Hard Choices.** We are getting better at making strategic choices. Where can the League’s limited time and energy have the greatest impact on California?
- **Engaging Leaders.** Board members are focusing on strategic decisions for the organization. Our role is to develop the vision for the organization and identify strategic priorities for moving our missions forward. The management implementation of that work is led by staff and volunteer-leaders. As a result, we are seeing a greater involvement of people across the state in a variety of projects.
- **Raising Revenue.** The League’s power comes from the impact made by individuals—both volunteers and staff. As we grow our staff and volunteers, we need more funding to support them. While we remain a largely volunteer organization, we recognize that if we are going to have an impact, if we want to make a big difference, then we need money.



# Biennial Report

## How Are We Doing?

We are ambitious—and optimistic. We are committed to a strong, modern League that advances our goal of informed and engaged participation in our communities and has a positive impact on policy decisions made throughout California.

Our program recommendations reflect a good balance between the grassroots input of our members and the strategic judgment of the board. We are generating stable and sufficient resources to support both advocacy and education.

Over the coming two years, we will continue to encourage the combination of passion and expertise that makes the League a special organization, growing both an infrastructure to support local Leagues in California and growing our impact on California.

## Highlights of the LWVC/LWVCEF from 2014-2015

- Closed the “dark money” loophole by passing SB 27
- Ensured Covered California and the California DMV offer voter registration in compliance with the National Voter Registration Act (NVRA, or “Motor Voter”)
- Provided more and better voting information with the new Voter’s Edge partnership between Smart Voter and MapLight
- Created animated state ballot measure videos in partnership with SeePolitical
- Reached over a quarter million voters in five languages with the *Easy Voter Guide* Project
- Passed SB 1253 for a clearer and simpler initiative process
- Hosted statewide candidate forums for the Secretary of State and Superintendent of Public Instruction
- Published new “Voting is as Easy as 1-2-3” flier in five languages
- Produced statewide candidate interviews in partnership with The California Channel
- Held “Talking Taxes for the Common Good” events with the Northern California Islamic Council
- Produced the *Best Practices Manual for Official Voter Information Guides* and held trainings to improve voter information
- Advised the Presidential Commission on Election Administration
- Awarded the Civic Action Award by the California Council for the Social Studies in recognition of outstanding contribution to civic education

# Financial Report



## League of Women Voters of California and Education Fund Statement of Financial Position January 31, 2015

| <i>Numbers in \$ thousands</i>          |                                    | LWVC       |            | LWVCEF     |            | Combined   |            |
|---|------------------------------------|------------|------------|------------|------------|------------|------------|
|   |                                    | Jan-14     | Jan-15     | Jan-14     | Jan-15     | Jan-14     | Jan-15     |
| <b>Assets</b>                           |                                    |            |            |            |            |            |            |
|   | Cash/Investments                   | 21         | 120        | 375        | 131        | 396        | 251        |
|   | Accounts Receivable                |            |            |            |            |            |            |
|   | Due from Local Leagues             | 22         | 29         | 0          | 0          | 22         | 29         |
|   | Due from Others                    | 8          | 13         | 116        | 79         | 124        | 92         |
|   | Interfund                          | 111        | 63         | (111)      | (63)       | 0          | 0          |
|   | Other Assets                       | 14         | 34         | 1          | 5          | 15         | 39         |
| <b>Total Assets</b>                     |                                    | <b>176</b> | <b>259</b> | <b>381</b> | <b>152</b> | <b>557</b> | <b>411</b> |
| <b>Liabilities</b>                      |                                    |            |            |            |            |            |            |
|   | Accounts Payable                   | 32         | 48         | 5          | 14         | 37         | 62         |
|   | Deferred Rent                      | 15         | 13         | 0          | 0          | 15         | 13         |
|   | Deposits from Local Leagues        | 0          | 0          | 93         | 80         | 93         | 80         |
| <b>Total Liabilities</b>                |                                    | <b>47</b>  | <b>61</b>  | <b>98</b>  | <b>94</b>  | <b>145</b> | <b>155</b> |
| <b>Reserves</b>                         |                                    |            |            |            |            |            |            |
|   | Smart Voter                        | 0          | 0          | 63         | 16         | 63         | 16         |
|   | Other Restricted                   | 0          | 0          | 173        | 34         | 173        | 34         |
|   | Unrestricted + Net Income / (Loss) | 129        | 198        | 47         | 8          | 176        | 206        |
| <b>Total Reserves</b>                   |                                    | <b>129</b> | <b>198</b> | <b>283</b> | <b>58</b>  | <b>412</b> | <b>256</b> |
| <b>Total Liabilities &amp; Reserves</b> |                                    | <b>176</b> | <b>259</b> | <b>381</b> | <b>152</b> | <b>557</b> | <b>411</b> |

*Note:* These reports are as of the end of January 2015. A more recent report will be available at the convention.

### Summary

We are running a healthy surplus in the LWVC General Fund (LWVC).

The LWVC Education Fund (LWVCEF) is running a deficit. This deficit has declined over the past months and we anticipate it will continue to decline as fundraising efforts continue. The deficit in the LWVCEF is partly due to timing. We are at the end of two-year grant cycle, and most of our grant funding has been spent—the Ed Fund therefore is depleted. We are spending the last of this grant money (received in the summer of 2013) in the coming four months. As we

# Financial Report

head in to the coming two years, we expect to secure a major capital commitment from new grants early summer 2015. Most of this grant money will be two-year funding for use through June 2017. The money owed to the LWVCEF is mostly a single outstanding grant payment from the California state library for the November 2014 Easy Voter Guide. This revenue is reliable and will be received before the end of this fiscal year.

## League of Women Voters of California Education Fund Statement of Activities January 31, 2015

| <i>Numbers in \$ thousands</i>       |  | Year to Date<br>as of Jan 2014 | Year to Date<br>as of Jan 2015 | 2014-2015<br>Annual Budget |
|--------------------------------------|--|--------------------------------|--------------------------------|----------------------------|
| <b>Income</b>                        |  |                                |                                |                            |
| Local League Support                 |  | 7                              | 7                              | 27                         |
| Contributions                        |  | 62                             | 55                             | 88                         |
| In Kind Contributions                |  | 0                              | 1                              | 0                          |
| Grants                               |  | 0                              | 0                              | 153                        |
| Planned Giving                       |  | 0                              | 19                             | 0                          |
| Rental Income                        |  | 4                              | 3                              | 5                          |
| Miscellaneous Income                 |  | 12                             | 1                              | 53                         |
| Easy Voter Guide Project 13-14       |  | 28                             | 0                              | 0                          |
| Easy Voter Guide Project 14-15       |  | 0                              | 87                             | 22                         |
| Future of California Elections 13-15 |  | 155                            | 0                              | 0                          |
| Smart Voter                          |  | 20                             | 34                             | 178                        |
| <b>Total Income</b>                  |  | <b>288</b>                     | <b>207</b>                     | <b>526</b>                 |
| <b>Expense</b>                       |  |                                |                                |                            |
| Personnel                            |  | 56                             | 53                             | 144                        |
| Office Expense                       |  | 16                             | 14                             | 35                         |
| Printing & Publications              |  | 1                              | 2                              | 7                          |
| Travel Expenses                      |  | 1                              | 16                             | 28                         |
| Insurance                            |  | 0                              | 2                              | 7                          |
| Outside Services                     |  | 20                             | 18                             | 43                         |
| Easy Voter Guide Project 13-14       |  | 7                              | 11                             | 0                          |
| Easy Voter Guide Project 14-15       |  | 0                              | 81                             | 25                         |
| Future of California Elections 13-15 |  | 28                             | 47                             | 85                         |
| Smart Voter                          |  | 54                             | 86                             | 178                        |
| <b>Total Expense</b>                 |  | <b>183</b>                     | <b>330</b>                     | <b>552</b>                 |
| <b>Net Income (Loss)</b>             |  | <b>105</b>                     | <b>(123)</b>                   | <b>(26)</b>                |

The amount of grants in the second half of the year—income and expense—is less than in the first half because much of our grant income was for election-related activities. This is a normal business cycle for the League. We expected this, and planned for it.

# Financial Report

The “grants” line item reflects unrealized grants for special projects--money that we were not able to secure. Since those projects were not funded the associate expenses were not incurred. The grant funding we did receive is shown as specific projects: Easy Voter Guide, Smart Voter and Future of California Elections. Miscellaneous income is a variety of items; the largest is income from sales of the *Guide to California Government*.

## League of Women Voters of California Statement of Activities January 31, 2015

| <i>Numbers in \$ thousands</i> |                         | Year to Date<br>as of Jan 2014 | Year to Date<br>as of Jan 2015 | 2014-2015<br>Annual<br>Budget |
|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------------|
| <b>Income</b>                  |                         |                                |                                |                               |
|                                | Membership Dues         | 119                            | 119                            | 135                           |
|                                | Monetary Contributions  | 40                             | 29                             | 65                            |
|                                | In-Kind Contributions   | 6                              | 1                              | 24                            |
|                                | LL Products & Services  | 30                             | 77                             | 56                            |
|                                | Liability Insurance     | 0                              | 20                             | 22                            |
|                                | Council/Convention      | 1                              | 0                              | 132                           |
|                                | Rental Income           | 4                              | 3                              | 12                            |
|                                | Interest Income         | 1                              | 0                              | 4                             |
|                                | Misc. Income            | 2                              | 0                              | 0                             |
| <b>Total Income</b>            |                         | <b>203</b>                     | <b>249</b>                     | <b>450</b>                    |
| <b>Expense</b>                 |                         |                                |                                |                               |
|                                | Personnel               | 98                             | 106                            | 187                           |
|                                | Office Expense          | 23                             | 24                             | 38                            |
|                                | Printing & Publications | 8                              | 2                              | 5                             |
|                                | Travel Expenses         | 28                             | 10                             | 32                            |
|                                | Insurance               | 27                             | 21                             | 17                            |
|                                | Council/Convention      | 0                              | 0                              | 127                           |
|                                | Outside Services        | 29                             | 22                             | 103                           |
| <b>Total Expense</b>           |                         | <b>213</b>                     | <b>185</b>                     | <b>509</b>                    |
| <b>Net Income</b>              |                         | <b>(10)</b>                    | <b>64</b>                      | <b>(59)</b>                   |

The LWVC has a healthy surplus; this is in part because the board and staff have been managing expenses in response to lower revenues. In 2015, we received the first payment from LWVUS for a contract to build a new League Easy Web (LEW).

# Program 2015-2017 Overview



## Summary

Delegates to LWVC Convention 2015 will adopt the LWVC Program for 2015-2017 as the final step in the program planning process that started last November. The proposed program includes the LWVC Program Positions and the LWVC Issues for Education and Advocacy. A full list of the program ideas submitted by the local Leagues is included on pages 42-44.

### **LWVC Program Positions.**

- All current LWVC positions are recommended for retention. Position summaries are listed on pages 31-36.
- The LWVC board also recommends updating the Agriculture position on Agricultural Land Preservation as recommended by the Water Committee. See page 36.

**LWVC Studies and Position Updates.** No new study is recommended. Twelve of the 50 Leagues participating specifically recommended no new state study. Of the Leagues requesting a new study, death with dignity and minimum/living wage were the only topics submitted by more than two Leagues. See pages 42-43 for more information.

Also, no update study or adoption of a new position by concurrence is recommended. While there were a number of suggestions, there was no strong support for any single topic.

The study of Public Higher Education in California that was adopted at Convention 2013 is continuing; local Leagues' consensus reports will be due to the study committee in the spring of 2016.

**LWVC Issues for Education and Advocacy.** Four issues for education and advocacy are proposed on pages 37-40 for concerted local and state-level action and community education. As always, the LWVC board's recommendation reflects League financial and volunteer resources as well as the issues that received the strongest input from local Leagues that participated in program planning activities, the League's current ongoing activities, and League strength in issues related to democracy, voting and civic engagement. The method used to evaluate the strength of the various local League proposals can be found on pages 42-44.

# Program 2015-2017 Overview

## Process

Members of 50 Leagues (82 percent of the Leagues in California) participated in the program planning process for 2015–2017. The results were presented to the LWVC board for its consideration and recommendation.

At the convention, the presentation of the proposed program will occur on Friday. Delegates may give notice of their intent to move consideration of not-recommended items following the presentation of the proposed program. There will be no votes or debate at this time.

On Saturday, a motion to adopt each recommended item will be made by a member of the LWVC board. No second is necessary. Questions for clarification will be allowed at that time.

Motions to consider not-recommended items may be made on Saturday; these require a second. Only motions pertaining to items proposed in program planning by local Leagues, as indicated in the list on pages 42-44, are appropriate. Motions to consider occur without debate except for a statement by the maker of the motion. The votes to allow consideration of not-recommended items will be taken after all motions have been made, in the order in which the motions were presented.

Discussion and debate take place on Saturday afternoon on both the LWVC board-recommended program and on all not-recommended program items that have been voted consideration. Final program debate and adoption will occur on Sunday.

A majority vote is required to adopt recommended program items, while a three-fifths vote is required to adopt program items that are not recommended by the board. Adoption of program priorities implies a commitment of time and resources of staff, the LWVC board of directors and local Leagues.

If you have questions regarding the procedures outlined above, please consult the Convention Rules on pages 111-119 of this workbook or contact Joanne Leavitt, Second Vice President for Advocacy and Program ([jleavitt@lwvc.org](mailto:jleavitt@lwvc.org)).

# Program 2015-2017 Overview

## Program Adoption at a Glance

| PROPOSED PROGRAM<br>(RECOMMENDED ITEMS)                                 | NOT-RECOMMENDED ITEMS   |
|---|---|
| <b>Friday, May 15</b>   |   |
| Proposed program presented by board.                                    | Delegates may give notice of intent to move for consideration (optional).   |
| <i>No questions for clarification, motions or debate.</i>               | <i>No questions for clarification, motions or debate.</i>   |
| <b>Saturday, May 16</b>   |   |
| Board members move adoption of the proposed program (see pages 31-40)   | Delegates may move consideration of not-recommended items. (Items must be listed on pages 42-44 to be considered.)  |
| <i>Questions for clarification one minute. No debate or amendments.</i> | <i>Explanatory statement by maker of motion. Questions for clarification one minute. No debate or amendments. Vote for consideration; majority vote required.</i> |
| Discussion and debate on program proposals.                             | Discussion and debate on program proposals granted consideration.   |
| <b>Sunday, May 17</b>   |   |
| Debate and vote on proposed program.                                    | Debate and vote on items granted consideration on Saturday.   |
| <i>Majority vote required to adopt.</i>                                 | <i>Vote in the order granted consideration. Three-fifths vote required to adopt.</i>  |

# Proposed Program 2015-2017



## Summary

The recommended program for 2015-2017 is:

- **Retain all existing positions** (see Proposed Program Positions in Brief, below)
- **No new study or update study for 2015-2017**
- **Update the position on Agricultural Land Preservation by concurrence with a proposal from the LWVC Water Committee** (see pages 36-37)
- **Adopt as Issues for Education and Advocacy for 2015-2017:** (see pages 37-40)
  1. **Money in Politics**
  2. **Protecting California's Environment**
  3. **Election Reform and Voting Rights**
  4. **Minimum/Living Wage**

We note that the LWVUS Legislative Priorities for 2015 are **Voting Rights and Election Administration** and **Money in Politics**, with **Climate and Environmental Protection** as a second tier issue. Thus, we expect opportunities will arise for synergy between federal and state/local League work.

## Proposed Program Positions in Brief

### Government

**CAMPAIGN FINANCING:** adopted 1973; updated 1976

Support state campaign finance practices for candidates and advocates of ballot measure positions that will ensure full disclosure of campaign contributions and expenditures and enable candidates to compete more equitably for public office.

**CONSTITUTION:** adopted 1957; updated 1965-67

Support measures to secure an orderly and simplified State Constitution; provisions that enable the legislature to deal with state problems efficiently, flexibly, and with responsibility clearly fixed; and constitutional guarantee of equal representation of all citizens in both houses of the state legislature.



# Proposed Program 2015-2017

**ELECTION SYSTEMS:** adopted 2001; amended in 2003 and 2011

Support election systems for executive and other single seat offices, both at the state and local levels, that require the winner to receive a majority of the votes, as long as the majority is achieved using a voting method such as Instant Runoff Voting, rather than a second, separate runoff election.

**INITIATIVE AND REFERENDUM PROCESS:** adopted 1984; updated 1999 and 2013

Support citizens' right of direct legislation through the initiative and referendum process.

**INTERGOVERNMENTAL RELATIONSHIPS:** adopted 1981

Support an efficient, effective, and equitable balance of responsibility and authority among the levels of government with accountability to the public.

**PUBLIC LIBRARIES:** adopted 1998

Support a public library system as a basic community service with a long-term, assured, stable and adequate funding source.

Support access by all persons to public library services as a major source of knowledge and information necessary for informed, active participation in a democratic society.

**REDISTRICTING:** adopted 1988; amended 2007

Support a state redistricting process and standards that promote fair and effective representation in the state legislature and in the House of Representatives with maximum opportunity for public scrutiny.

Support an independent commission as the preferred redistricting body.

**STATE AND LOCAL FINANCES:** adopted 1969; updated 1975; new positions 1976, 1977, 1981, 1995

Support measures to ensure revenues both sufficient and flexible enough to meet changing needs for state and local government services; that contribute to a system of public finance that emphasizes equity and fair sharing of the tax burden as well as adequacy; that include long range finance methods that meet current and future needs while taking into account the cumulative impact of public debt.

Support a process that maintains statutory authority over tax sources, rates and tax expenditures; that makes limited use of direct voting by the public on revenue measures; and that allows adoption of revenue and finance measures by a simple majority vote.

Support the distribution of revenue sources between state and local governments in a manner to ensure adequate, equitable and flexible funding of public programs based on the responsibilities and requirements of each and that emphasizes accountability.

Support an equitable, broad-based local property tax, easy and economical to administer,

# Proposed Program 2015-2017

producing adequate revenue, with limitations on the types of services it funds.

Support assessment practices and policies that are equitable, accurate, easy to understand and well publicized, with like properties treated uniformly.

**VOTING RIGHTS:** adopted 1972; reviewed 1986

Support measures that will protect every citizen's right to vote and ensure government's responsibility to protect this right through regulations and procedures that encourage an informed and active electorate.

## **Natural Resources**

**AGRICULTURE:** adopted 1983

Support policies that recognize agricultural land as a limited resource that must be preserved for the economic and physical well-being of California and the nation. Appropriate agricultural land should be identified and its long-term protection should be based on regulatory and incentive programs that include comprehensive planning, zoning measures, and other preservation techniques. State policy that affects agriculture should ensure the conservation of soil and water resources through incentives coupled with penalties for noncompliance.

**AIR QUALITY:** adopted 1971; updated 1973

Support measures to establish air quality standards that will protect the public health and welfare, and the development of effective enforcement and implementation procedures at each level of government to attain these standards.

**ENERGY:** adopted 1978; updated 1980 and 2006, amended 2007

Support development of a state energy policy that will ensure reliability of energy resources and protection of the environment and public health and safety, at reasonable customer rates, giving primary consideration to conservation and energy efficiency. State government should provide an efficient, coordinated energy administrative structure with open transparent procedures.

**HAZARDOUS MATERIALS:** adopted 1986 and 1987

Support comprehensive measures to provide maximum protection to human health and the environment from the adverse effects of hazardous materials, including pesticides. An integrated approach should be taken to prevent harmful exposures through soil, surface and groundwater contamination, bio-accumulation, air pollution and direct contact. Hazardous materials planning should promote pollution prevention. All levels of government share responsibility for preventing exposures.

**LAND USE:** adopted 1975

Support state land use planning that recognizes land as a resource as well as a commodity. The state should establish guidelines and standards for land areas of more than local concern.

Decisions for these areas should be made at the lowest level of government feasible, but should

# Proposed Program 2015-2017

be subject to state review. Citizens must have a meaningful participation in land use planning and regulation.

**SOLID WASTE:** adopted 1973

Support measures to assure environmentally sound and efficient solid waste management, to reduce the generations of wastes, to encourage resource recovery, and to increase the demand for secondary materials.

**TRANSPORTATION:** adopted 1981; revised 1985; new position 1991

Support a transportation system to move people and goods that: includes a variety of transportation modes, with emphasis on increased public transportation services and other viable alternatives to reduce vehicle miles traveled; is efficient, convenient, and cost-effective; is safe and secure; serves all segments of the population and diverse geographic needs; minimizes harmful effects on the environment; is integrated with land use; and is supported by extensive public education.

**WATER:** adopted 1959; updated 1961, 1967, 1971, 1979

Support measures that promote the management and development of water resources in ways that are beneficial to the environment with emphasis on conservation and high standards of water quality that are appropriate for the intended use.

## **Social Policy**

**CHILDREN AND FAMILY ISSUES:** adopted 1995

Support for the principles that all children are entitled to safe, nurturing care and that caring for children is a societal as well as a family responsibility.

Support programs and policies that would effectively coordinate and integrate services that meet basic human needs, prevent or reduce poverty and promote self-sufficiency for individuals and families.

**CHILD CARE:** adopted 1989

Support state and local policies, legislation and programs that meet the need for accessible, affordable, and quality childcare.

**COMMUNITY COLLEGE SYSTEM:** adopted 2003

Support a statewide community college system with sufficient resources to fulfill its overall goal: to offer all Californians access to a quality higher education.

Resources should be stable, accommodate all enrolling students, be fairly distributed among the college districts, and provide opportunities for long-range planning.

Governance should allow greater authority within the system itself with local districts making key decisions about mission priorities to meet community needs.

# Proposed Program 2015-2017

**EDUCATION: PRE-KINDERGARTEN THROUGH 12:** adopted 1973; updated 1985 and 2005

Support a comprehensive pre-kindergarten through twelfth grade public education system that meets the needs of each individual student; challenges all students to reach their highest potential; and develops patterns of lifelong learning and responsible citizenship.

Support improvements in public education, based on access with both equitable and sufficient opportunities to learn for all students.

Support a system of public education funding that is adequate, flexible, equitable, reliable and sustainable; derived from a combination of revenue sources; and distributed fairly to support access and equitable opportunities for all students.

Support formulating broad general guidelines at the state level, with flexibility at the local level for developing and implementing program.

**HOUSING:** adopted 1970; updated 1973, 1993

Support equal opportunity in housing.

Support measures to provide state programs to increase the supply of safe, decent, and adequate housing for all Californians.

Support action at all levels of government for the provision of affordable housing for all Californians.

**JUVENILE JUSTICE/DEPENDENCY:** adopted 1997 and 1999; amended 2011

Support a juvenile justice/dependency system that works to prevent child abuse and neglect and juvenile delinquency, that serves foster children and their families and status offenders, and that rehabilitates juvenile offenders, by promoting the safety and well-being of children and helping to prepare them for productive participation in society.

Support early identification of at-risk children and families followed by appropriate referrals to services that work with children, youth, families and schools.

Support community efforts to provide safe supportive environments for children and their families and institutions that respect them and promote non-violent solutions to problems.

Support the rights and best interests of the child in preference to those of any other individual.

**LEGAL AID:** adopted 1971; revised 1983

Support measures that will enable the judicial system of the state to provide for all citizens adequate access to legal services. Support adequately funded, government supported legal assistance programs that provide legal aid to those unable to pay.

# Proposed Program 2015-2017

MENTAL HEALTH CARE: adopted 1998

Support an adequately funded mental health care system that provides comprehensive services to the acutely, chronically and seriously mentally ill of all ages; maintains optimal mental health services for all clients; places emphasis on meeting the needs of children; offers mental health services for the homeless; seeks additional funds for preventive services; implements a master plan to integrate services; raises awareness of critical unmet needs; and emphasizes case management.

## Proposed Update to Agriculture Position: Agricultural Land Preservation Position #2

The LWVC board recommends the Agricultural Land Preservation position #2 be updated by concurrence with a proposal from the LWVC Water Committee. Using underlining to indicate new wording and ~~strike-out text~~ to indicate words that are to be deleted, the updated position would read as follows:

### Agricultural Land Preservation

1. Appropriate land should be identified and held for agriculture.
2. The identification of agricultural land should be based on criteria that ~~includes an available water supply~~ include a sustainable water supply, the best combination of physical and chemical characteristics and soil factors, and the threat of urbanization.

### Rationale provided by the Water Committee:

We now know that rights promised for surface water in California exceed by five times the average amount of surface water available from the state's system of watersheds. (See Grantham and Viers, "100 years of California's water rights system: patterns, trends and uncertainty," *Environmental Research Letters*, 19 August 2014.) It is as if five users with gallon buckets are in line for every gallon of water available, even in a non-drought year.

This situation has gone unrecognized until recently for the following reasons:

1. The 20th century was unusually wet by historic standards, so storage in reservoirs was adequate to compensate for year-to-year fluctuations in run-off from snowpack.
2. Local surface water has been supplemented by transfers of water between regions, especially by transfers through the State Water Project and the federal Central Valley Project. Presumed surpluses in one region have been used to offset deficits in another without a clear understanding of the long-term economic, environmental, and social impacts of transfers on regions of apparent surplus.

# Proposed Program 2015-2017

3. Use of surface water has been supplemented by use of groundwater, which has provided 40 percent to 60 percent of the water Californians used, depending on whether a year was wet or dry. As a consequence of this reliance on groundwater, many of the state's aquifers are seriously depleted, in some cases beyond recovery.

Clearly, a situation has developed in which water *can* be made available for agriculture, but often only by means of strategies that are unrealistic in the long term – that are, in fact, not sustainable.

For both economic and social reasons, farmers must be able to make cropping decisions with a view to what affordable water supplies they can reasonably expect to have in the future. At the same time, water for agriculture in one region should not be made available at the expense of other regions and other beneficial uses.

The LWVC's Water position is clear that water must be managed to (in part) protect the natural environment in areas of both water origin and water use; provide for assessment of economic, social, and environmental costs and benefits of water projects; discourage water contracting and marketing policies that build up demand and establish rigid patterns of distribution and use; and develop and maintain a statewide inventory of ground and surface water supplies and a centralized database to evaluate current and potential needs, demands, and uses.

The LWVC's Sustainable Communities Action Policy defines "sustainable" in terms of "[seeking] to meet current economic, environmental, and social demands through equitable and democratic means without compromising the ability of future generations to meet their own needs." "With respect to natural resources, positions support protection and wise management in the public interest to promote an environment beneficial to life." A sustainable water supply for California agriculture would be a supply that does not compromise the ability of farmers or fishermen to produce food in the future.

## Proposed Issues for Education and Advocacy 2015-2017

In each of the four issues recommended for education and advocacy in the 2015-2017 biennium, we have opportunities in three areas. We may:

- **Advocate:** Each of these items is based on positions adopted after League study and member agreement. Unlike single-issue organizations, we can bring to the table a balanced view, not that of a special constituency, but one based on the overall public good. Advocacy can be at the local and regional levels as well as at the legislature and state agencies.
- **Educate:** One of the League's strengths is providing nonpartisan information and helping people understand the decisions that need to be made and the consequences of these

# Proposed Program 2015-2017

decisions. We can help our fellow Californians understand their options and weigh them in civil discourse.

- **Empower Community Leadership:** Along with educating community members about decisions we are making as communities and as a society at large, we can give them the tools for making their voices heard, understanding how the decisions being made will affect them, and where the venues for speaking out are. How do we come together to make the best decisions for all of us?

**Money in Politics.** This issue continues to be a high priority for League members throughout California; the results of program planning show the League's deep commitment to reforming our campaign financing systems to fix this insidious problem. We believe in the public's right to know; we believe in the power of money to corrupt our public systems; and we know that we must continue to educate and fight at every opportunity.

As we educate ourselves we can also share information with our communities about the new schemes and structures used to influence elections and erode protections against corruption in our political process. Materials will be available from the LWVUS Money in Politics committee for the review and campaign finance position update adopted at LWVUS Convention last year, and a California supplement will be prepared.

The 2013-2014 legislative session saw an extraordinary level of interest in money in politics at the state legislature, with the passage of a number of bills. Of them, SB 27, which requires campaigns to reveal the true sources of "dark money" contributions they receive, is a signal example of how the League combines member interest, staff and member expertise, and opportunity to make a difference. The legislature's focus has shifted, however, and League efforts in this biennium will concentrate on the rebuild of the Cal-Access campaign and lobbying disclosure system.

As opportunities arise for reform legislation at the local level, we will be ready to assist local Leagues to advocate in their areas, as well as to encourage community discussion and education.

**Protecting California's Environment.** Among the most important challenges facing California today are issues concerning the environment and sustainable communities.

Water issues are highlighted in drought years like the present, but they are always of great importance in our "perennially thirsty" state where limited supplies must be allocated among many competing uses. The LWVC Water Committee is monitoring how the 2014 water bond funds for surface and ground storage will be allocated, so the League will be positioned to speak to this matter, as well as on groundwater and other water resources issues, at the legislature and

# Proposed Program 2015-2017

in government agencies. Local League outreach can present facts and resources and bring out various points of view in community discussions.

Climate change is the greatest environmental challenge of our generation, requiring action by individuals and governments at the local, state, national, and international levels. LWVC legislative and state agency action will continue to support increased reliance on renewable energy, clean fuels, and ambitious targets for reducing greenhouse gas emissions.

In program planning, Leagues' interest in climate change was shown both by recommending it as an Issue for Education and Advocacy and by asking for updated information on natural resources positions. A committee will compile an Action Policy on Climate Change using both state and national adopted positions.

The LWVC Legislative Priorities for 2015 include, as a second tier of focus, environmental protection and sustainable management of natural resources. In addition to the focus on water and climate change, we will take action against threats to the California Environmental Quality Act (CEQA) and support improvements to the CEQA process.

**Election Reform and Voting Rights.** This is a core area for League activity of all kinds: advocacy, building community awareness of the issues, and service to both voters and election officials. While California is not threatened by the kinds of voter suppression tactics found in other states, there is room for improvement in our election system, and we will continue to work actively as opportunities present themselves.

The League monitors legislation in this area closely and has been an influential supporter of proposals for election reform such as online voter registration, same-day registration, greater access for people with disabilities or whose first language is not English, and extension of voting rights protections that have been curtailed by U.S. Supreme Court action.

We have litigated to defend the right to register and vote of persons placed under community supervision by criminal justice realignment. We will continue our work to ensure that voter registration is offered, as required by federal law, to people applying for health care coverage through Covered California or for a driver's license at the DMV. Grassroots League activities will continue as always and may include opportunities to monitor and gather data in support of these efforts. We are scrutinizing exciting new proposals, such as greater use of vote by mail ballots and automated registration, to be sure they preserve the integrity of the election process.

The League is an active member of the Future of California Elections (FOCE), a collaboration between election administrators, civil rights organizations and elections reform advocates. The group was convened by the Irvine Foundation to examine and address the unique challenges facing the state of California's election system, and it constitutes a powerful force for improving



# Proposed Program 2015-2017

the election process in our state. With Irvine funding, the LWVCEF has just published a manual of best practices for voter information guides and is embarking on an education campaign about its use.

Election Administration and Voting Rights is an LWVC Legislative Priority for 2015.

**Minimum/Living Wage.** This is, and will continue to be an evolving issue. At last summer's LWVUS Convention, the Berkeley/Albany/Emeryville League proposed this issue as a non-recommended study. It was approved by the majority of the delegates, but not by the super majority required. LWV BAE then proposed it for an LWVC study during program planning, with the hope of eventually proposing a national concurrence. Some local Leagues supported this study proposal in program planning.

However, while the LWVC program planning process was taking place, at their February board meeting the LWVUS board agreed that the LWVUS Meeting Basic Human Needs position could be used in communities "working toward an income that meets basic human needs." Other local Leagues, doing program planning after that decision, proposed this as an issue for education and advocacy. Combined with the study recommendations, this was the proposal supported by the greatest number of Leagues.

The LWVUS board's action authorizes local Leagues to speak on this issue after doing due diligence in their area. The wage required will most probably vary by community, based on local economic conditions, cost of housing, cost and adequacy of transportation, availability of other necessities, etc.

This presents an opportunity for local Leagues to come together with all the stakeholders in the community—businesses large and small, labor, economic justice organizations, neighboring jurisdictions, and other organizations—to be the informed, reasoned voice that fits the community and can make change happen. LWVC support might take the form of a toolkit of suggestions for community research and tools for empowering community decision-making.

LWV BAE has compiled their resources on their website at <http://www.lwvbae.org/economic-inequality-team/>. You are welcome to use these resources and attend the caucus they are hosting.

# Program Planning Report



## Participating Leagues

### 50 local Leagues participated in program planning:

|                                    |                              |
|------------------------------------|------------------------------|
| Alameda                            | North County San Diego       |
| Beach Cities                       | North Orange County          |
| Benicia                            | Oakland                      |
| Berkeley, Albany, Emeryville       | Orange Coast                 |
| Butte County                       | Palo Alto                    |
| Capistrano Bay Area                | Palos Verdes Peninsula       |
| Central Orange County Area         | Pasadena Area                |
| Claremont Area                     | Piedmont                     |
| Cupertino/Sunnyvale                | Placer County                |
| Diablo Valley                      | Riverside                    |
| East San Gabriel Valley            | Sacramento County            |
| Eden Area                          | San Diego                    |
| El Dorado County                   | San Francisco                |
| Fremont, Newark, Union City        | San Joaquin County           |
| Fresno                             | San Jose/Santa Clara         |
| Glendale/Burbank                   | Santa Barbara                |
| Humboldt County                    | Santa Cruz County            |
| Kern County                        | Santa Maria Valley           |
| Long Beach Area                    | Santa Monica                 |
| Los Altos/Mt. View Area            | Sonoma County                |
| Los Angeles                        | Southwest Santa Clara Valley |
| Marin County                       | Stanislaus County            |
| Mendocino County                   | Torrance Area                |
| Merced County                      | Tulare County                |
| Monterey County                    | Ventura County               |
| North and Central San Mateo County |                              |

# Program Planning Report

## Tabulation of Recommended and Not-Recommended Items

In Program Planning, Leagues were asked for input on several items:

- For each existing LWVC position, should we:
  - Retain
  - Drop
  - Update
- Topics for a potential state study or position to be adopted by concurrence
- Issues for Education and Advocacy over the coming two years

This input was all compiled, and the results are shown below.

### **New State Study (number of votes following each item)**

25 Leagues indicated a recommendation for a new study. (Some listed more than one item.)

No new state study – 12  
Minimum/living wage – 14  
Death with dignity – 14  
Election systems – 2  
Marijuana – 2  
Prison reform – 1  
Coastal wetlands protection – 1  
Campaign finance – 1  
Immigration – 1

### **Study to Update an Existing LWVC Position**

21 Leagues indicated a recommendation for an update study. (Some listed more than one item.)

Election Systems – 6  
Water – 4  
Voting Rights – 3  
Campaign Financing (Money in Politics) – 2  
All Natural Resources positions – 2  
Legal Aid – 1  
State and Local Finances – 1  
Energy – 1  
Hazardous Materials – 1  
Air Quality – 1  
Land Use – 1  
Constitution – 1  
Mental Health Care – 1

# Program Planning Report

## Position to Adopt Via Concurrence

Minimum/living wage – 2

Criminal justice – 1

## Positions to Drop

None

## Issues for Education and Advocacy

Leagues were given up to three choices for Issues for Education and Advocacy. Compiling these results is a bit more complex than the simple tabulation of input about LWVC positions and studies.

These results were compiled using a weighted system. First choice items received three points, second choices two points, and third choices one point. Items were grouped as it seemed logical.

| Topic   | Weighted points | Some of the topics included in this area  |
|---|-----------------|---|
| Money in politics / campaign finance            | 45              | Money in politics, campaign finance, campaign disclosure, independent expenditures, public financing, fraudulent advertising                            |
| Water   | 36              | Drought, water bond, bottled water, desalination, conservation; fracking; San Joaquin Delta, groundwater  |
| Climate change                                  | 20              | Climate change, global warming, nuclear waste   |
| Education PreK-12 and early childhood education | 18              | Early childhood education, state funded pre-K, universal preschool, remove reserve cap, civics education  |
| Voting rights/voting                            | 15              | Voting rights protection, ranked voting, top two primary, vote by mail, early voting, same day registration, overturn Citizens United                   |
| Prop 13/split roll                              | 15              | Prop 13, tax reform, close the loophole   |
| Minimum/living wage                             | 10              | Income inequality   |
| Mental health care                              | 8               | Change in the mental health care system under realignment, homeless populations, veterans with PTSD, data problems, implementation of the Mental Health |

# Program Planning Report

|                                  |   |   |
|----------------------------------|---|---|
|                                  |   | Services Act  |
| Health care                      | 7 | Medicare for All (single payer health care), immigrant health care, public education on the Affordable Care Act, implementation of the ACA, protection of the most vulnerable |
| Housing                          | 6 | Affordability, stable funding   |
| Hazardous materials              | 6 | Oil by rail, fracking waste   |
| Juvenile justice/foster care     | 6 | Juvenile justice, foster youth emancipation, human trafficking, access to services  |
| Election systems                 | 5 | Proportional representation, ranked voting  |
| Coastal area preservation        | 5 | Commercial exploitation, wetlands, drilling   |
| Fracking                         | 5 | Fracking education and advocacy   |
| Death with dignity               | 3 | Death with dignity, “What San Diego said”   |
| Energy                           | 3 | Energy, renewables  |
| Immigration                      | 3 | Immigration reform, immigrant rights, family preservation   |
| Changing California demographics | 3 | Changing California demographics  |
| Initiative and referendum reform | 3 | I&R reform, single subject  |
| Ethics                           | 2 | Ethics in government  |
| Pensions                         | 2 | Cost of government pensions   |
| Land use                         | 2 | Urban sprawl, loss of agricultural lands  |
| Civic education                  | 1 | Civic education in schools  |
| Gun violence                     | 1 | Gun safety, gun violence prevention   |
| Community colleges               | 1 | Cost and access, free as in Obama’s proposal  |

# Legislative Priorities 2015



## California Legislative Priorities 2015

- **State and Local Finances/State Budget**
  - Support equitable and adequate generation and distribution of tax revenues
  - Support restoration of funding for selected government programs while also advocating for the need for healthy reserves
- **Election Administration and Voting Rights**
  - Support measures to improve election administration and Californians' voting experience and access to voter registration
  - Support extension of the protections of the state and federal voting rights acts
- **In Addition, As a Second Tier of Focus:**
  - Education
    - Issues include early childhood education and education finance, including repeal of the cap on local district reserves
  - Environmental protection and sustainable management of natural resources
    - Issues include water, climate change, and the California Environmental Quality Act (CEQA)
  - Money in politics
    - Issues include rebuilding the Cal-Access online campaign and lobbying disclosure system and stronger campaign disclosure requirements
- **Other Legislative Issues, As Time and Resources Permit**
  - Support requests from local Leagues and inter-League organizations (ILOs) for advocacy on bills of specific interest to their jurisdictions
  - Take action as appropriate on other core issues: Redistricting, Initiative and Referendum Process, and Reproductive Choices
  - Consider Program Director recommendations for action on the highest priority bills in their program areas.

## National Legislative Priorities 2015

The 2015 Legislative Priorities adopted by the LWVUS board of directors are Voting Rights and Election Administration and Money in Politics, with Climate and Environmental Protection, Immigration, and Health Care (including Reproductive Choice) as a second tier of focus.

# Program 2015-2017 Resources



## Program Glossary

Use of the following League terms will help to avoid confusion and misunderstanding during discussion and debate of program.

|                                  |  |
|----------------------------------|--|
| CONCURRENCE                      | Members are asked to agree with a statement or position held by another League or recommended by a League board or committee. The statement must be approved or rejected as written.   |
| CONSENSUS                        | Substantial member agreement; the sense of the group rather than a majority opinion.   |
| ISSUE FOR EDUCATION AND ADVOCACY | An issue/topic adopted by convention delegates as a program item on which state and local Leagues will mutually focus their efforts. May include concerted action using existing state or national positions, and/or community education on selected issues.   |
| LIMITED STUDY                    | A new study with a narrow scope and usually of short duration.   |
| NOT-RECOMMENDED PROGRAM          | Issues of interest to a number of members but not receiving enough support to appear on the proposed program.  |
| POSITION                         | The stand of the League on a public policy issue and the basis for action.   |
| POSITION UPDATE                  | A study of limited scope to reevaluate an existing League position in light of new information, changed circumstance and/or conflict with another position. The goal is consideration of a change in position. Any new position resulting from an update is adopted by the appropriate board and affirmed by the convention or annual meeting. |
| PROGRAM                          | Governmental issues chosen for concerted study and action.   |
| RECOMMENDED PROGRAM              | Subjects that reflect the thinking of most of the members in the state and are recommended by the appropriate board for adoption.  |
| REVIEW                           | Members ask the board for evaluation of a current position for clarity, relevance, effectiveness. No change is made in the position statement.   |

# Program 2015-2017 Resources

|                   |  |
|-------------------|--|
| SCOPE             | Definition of the limits of a study and possible areas of exploration, developed by the study committee and approved by the appropriate board.                                     |
| STUDY             | The process of gathering information for discussion by members with the aim of reaching consensus and establishing a position.   |
| VERTICAL POSITION | LWVUS, LWVC or ILO (Inter-League Organization) positions are designated as vertical if they may be used as the basis of action at other levels of League without prior permission. |



# Program 2015-2017 Resources

## Study Process

In September 2006, the LWVC Education Fund board adopted new policies for adopting and conducting state League studies. The policies address the need for effective planning, securing of funding, and preparation of the study committee, as well as the need to fit the calendar for a study into the ongoing work of local Leagues. These new procedures, as revised in October 2014, were included in the Program Planning Kit and are below.

---

### ***LWVCEF STUDY PROCESS: Study Committee Responsibilities***

*[Note: Throughout this document, the word "study" may be taken to indicate either a full study to create a new position or an update of an existing position.]*

1. Normally, only one state study should be adopted at any convention.
2. Ideally, a state study will be a three-year process to avoid education and consensus activity interference with local Leagues' work during the federal election cycle. Any request for a shorter or longer timeline must be reviewed and approved by the LWVCEF board. The time frame may not be changed once the study is in process without express permission of the LWVCEF board.
3. An exploratory study committee that wishes to have its topic considered for recommendation by the LWVCEF board at convention must submit the following items as part of the program planning process. These should be distributed to all local Leagues, along with any other background material helpful to promoting the study, in time for each local League to consider the study as part of its own program planning meeting.
  - Rationale for the study
  - Outline of the study's proposed scope
  - Names of local Leagues that back the study and pledge to participate in the consensus.
4. When a study is adopted at a convention (either a recommended or a not-recommended item), with a completed study rationale and preliminary scope, the LWVCEF board will conduct a process to appoint the study committee members, including appointing the committee chair.
5. Once a study committee has been appointed, the following items must be completed within six months and approved by the LWVCEF board. If these items are not completed on time, it will be up to the discretion of the LWVCEF board whether to allow the study to proceed.

# Program 2015-2017 Resources

- Attendance by the official study committee at a training session conducted by the LWVCEF board and/or staff detailing the fiscal and organizational responsibilities of all parties involved in the study. Consensus question framing will also be covered.
  - Development by the study committee of a more detailed scope of the study
  - Development by the study committee of the proposed schedule for the study, including deliverables
6. Development by the study committee of the proposed budget and funding sources for the study. *[Study budget and fundraising strategies must be developed with the executive director and follow LWVCEF policies.]*
  7. Acquisition of funds for a not-recommended study. *[Recognizing that a not-recommended study is not included in the budget as proposed at a convention, a nominal amount of “seed money” will be provided in the LWVCEF budget to allow for startup costs for a not-recommended item. Study fundraising strategies must be developed with the executive director and follow LWVCEF policies.]*
  8. The study committee should send regular updates to each local League beginning early in the study process—even while the study kit is still under development. These updates can include suggested readings, short articles, and ideas for meetings. Study committee members are encouraged to meet with local Leagues to help promote the study and to be available to answer questions from local League members.
  9. The study kit must go out to local Leagues a minimum of nine months prior to the consensus due date to allow for local League scheduling.

# Program 2015-2017 Resources

## ***LWVCEF STUDY PROCESS: Sample Timeline for a Three Year State Study Adopted May 2015***

*[This schedule is intended to be very rough and allows a lot of leeway. It tries to take into account the “down” time that most local Leagues experience over the summer and around the holidays. Most importantly, it avoids the ongoing conflict between the study’s education and consensus process and local League responsibilities relating to the Federal election cycle.]*

**May 2015:** Study is adopted at convention

**May–October 2015:** Study committee is selected and trained; study scope, schedule, and budget are developed, board approves funding source and application, and funding is obtained

**November 2015:** The LWVCEF board gives go-ahead for study to begin

**November 2015–June 2016:** Study committee conducts research and develops consensus questions and study kit; sends out a reading list to local Leagues, along with suggested resources and/or activities; local Leagues form their own study committees

**July 2016:** The LWVCEF board approves study kit and consensus questions

**August 2016–February 2017:** Study committee distributes study kit to local Leagues and begins the process of educating local Leagues through other means—e.g., LWVC Web site articles; local Leagues form their own study committees

**March–May and October–November 2017:** Local Leagues educate their members and conduct consensus meetings

**January–February 2018:** Study committee crafts draft position based on local League Consensus Reports

**March 2018:** Study committee presents draft position to the LWVC board for review/editing

**March–April 2018:** Study committee revises position based on the LWVC board input

**May 2018:** Position is adopted at LWVC board meeting so that action may begin

**May 2019:** Position is formally ratified by members at convention along with the rest of the rest of the LWVC program

# Program 2015-2017 Resources

## ***LWVCEF STUDY PROCESS: Sample Timeline for a Two Year State Study Adopted May 2015***

*[A two-year study is one that is either a very limited study, or else a limited update study of an existing position. This schedule is intended to be rough and allows some leeway. It tries to take into account the “down” time that most local Leagues experience over the summer and around the holidays. Most importantly, it avoids the ongoing conflict between the study's education and consensus process and local League responsibilities relating to the Federal election cycle.]*

**May 2015:** Study is adopted at convention

**May–September 2015:** Study committee is selected and trained; study scope, schedule, and budget are developed, board approves funding source and application, and funding is obtained

**September 2015:** The LWVCEF board gives go-ahead for study to begin

**September 2015–July 2016:** Study committee conducts research and develops consensus questions and study kit; sends out a reading list to local Leagues, along with suggested resources and/or activities; local Leagues form their own study committees

**March 2016:** The LWVCEF board has a first discussion of the proposed consensus questions

**May 2016:** The LWVCEF board approves consensus questions

**Summer 2016:** Study committee distributes study kit and leader's guide to local Leagues. Local Leagues form their own study committees.

**Fall 2016:** Break for General Election

**November 2016–March 2017:** Local Leagues educate their members and conduct consensus meetings

**April–May 2017:** Study committee crafts draft position based on local League Consensus Reports

**May 2017:** Position is adopted at LWVC board meeting so that action may begin

**May 2019:** Position is formally ratified by members at convention along with the rest of the LWVC program

# Program 2015-2017 Resources

## ***LWVCEF STUDY PROCESS: Board/Staff Responsibilities***

1. Create a budget that includes the necessary board-approved funding sources for a board-recommended study or, alternatively, seed money for a possible not-recommended study, for the fiscal year following each convention. The process must follow LWVCEF policies.
2. Create and moderate a program planning list-serve for use by local League members.
3. Create an application form and "vetting" process for the members of any study committee—especially the chair. Qualifications will include:
  - League experience
  - Expertise in the area of the study
  - Project management experience, including writing skills
  - Time availability over the life of the study
  - Lack of bias toward a desired outcome.
4. Exercise final approval over the creation of the study committee, which ideally would consist of at least nine qualified members plus its chair.
5. Provide historical data to the study committee to allow for realistic budgetary and scheduling activity.
6. Present recommendations for hiring of part-time, temporary staff to support the study committee so that ongoing LWVC operations will not be jeopardized. [These recommendations will assist the study committee in budgeting and in planning their fundraising strategy, which must follow LWVCEF policies.]
7. Develop and conduct a training session for study committee members that covers, in great detail, the roles and responsibilities of all participants in the study process. Also, ensure that the study committee has copies of and has reviewed relevant League publications such as *Writing for League*.
8. Commit the necessary LWVC Program Committee time and effort to provide ongoing supervision of, documentation of, and punctual reporting on the study committee and its work, especially:
  - Completion of “deliverables” by the scheduled dates
  - Adherence to budget and to financial reporting procedures
  - Issues of attrition or non-participation by study committee members.

Emphasis should be on early detection and resolution of problems.

9. Resolve to be willing to “pull the plug” on a study if ongoing problems are not addressed—e.g., schedules are not met, quality of research and analysis are not acceptable, study

# Program 2015-2017 Resources

committee is nonfunctional, or too much staff time is being used to the detriment of the LWVC ongoing work.

10. Provide continual, repeated education of local Leagues about these procedures.

# Program 2015-2017 Resources

## Concurrence Process

Procedures for adopting a position by concurrence, as originally adopted by the LWVC board in 1995 and last updated in October 2014, were published in the Program Planning Kit and are below. If a League does intend to propose adoption of a position by concurrence, notice must be sent to all local Leagues 30 days prior to the start of convention with the required information. A copy of the notice and information must be given to all delegates at the convention.

If needed, Leagues may request assistance from the LWVC program director in whose portfolio the concurrence position would fall.

---

## ***LWVC/LWCEF Concurrence Policy***

The definition of concurrence in *In League* is:

*Concurrence is the act of agreeing with—or concurring with—a statement of position. A decision-making technique used by the League for some time, concurrence can work several ways. Groups of League members or League boards can concur with 1) recommendations of a resource committee or a unit group; 2) decision statements formulated by League boards; or, 3) positions reached by another League or Leagues.*

As a general rule, background materials presenting the pros and cons on the issue being considered are provided to Leagues and members in the concurrence process.

To ensure that all delegates to LWVC conventions are given adequate notice that they will be asked to consider adoption of a position by concurrence and that they will feel they are casting an informed vote, the following procedure will be followed:

- Local League(s) must submit as one of their recommended issues for state program planning the adoption of a new position by concurrence. It could be something such as “adopt a new state position on xxxx by concurring with another League existing position.” This is the method by which the issue will be on the list of non-recommended items, and at the time of the convention will be eligible to be moved for consideration.
- The local League or individual members who plan to move for adoption of a new position by concurring with a current position of another League or ILO must notify all local League presidents of this not later than 30 days prior to the start of the convention. If requested in time, the LWVC office will provide mailing labels or email addresses for the presidents, but it is the responsibility of the individuals or local Leagues to send the notice recommending concurrence.

# Program 2015-2017 Resources

- The notice to local League presidents will contain the following information:
  - the position the delegates will be asked to adopt
  - the name of the League or Leagues whose position it is; when the study was done; a succinct but complete description of the extent of the study; and instances of application of the position. If the position is not from a League, then this should be a description of the process used to develop the position
  - any other local Leagues or ILOs that have a similar position, in order to indicate the present extent of member understanding of the issue.
- The League or members who plan to move consideration of the concurrence should come to convention prepared to give a copy of the notice with the above information to all delegates.
- The Convention *Workbook* should be consulted for instructions on moving a not-recommended item for consideration. Passage of a not-recommended item requires an affirmative vote by three-fifths of the delegates.
- Any needed assistance may be requested from the LWVC expert in whose portfolio the concurrence position would fall.



# State Leaders



## 2013-2015 LWVC/LWVCEF Board

### OFFICERS

|                            |   |
|----------------------------|---|
| PRESIDENT                  | Helen L. Hutchison, LWV Oakland                 |
| 1st VICE PRESIDENT         | Kathy Armstrong, LWV South San Mateo County     |
| 2nd VICE PRESIDENT, LWVC   | Joanne Leavitt, LWV Santa Monica                |
| 2nd VICE PRESIDENT, LWVCEF | Kathy Souza, LWV Placer County                  |
| SECRETARY                  | Ellen Wheeler, LWV Los Altos/Mountain View Area |

### DIRECTORS

Sarah Diefendorf, LWV Oakland  
Mony Flores-Bauer, LWV Oakland  
Syeda Reshma Inamdar, LWV Fremont, Newark, Union City  
Kay Ragan, LWV San Diego  
Jennifer Waggoner, LWV San Francisco

## Off-Board Program Directors

|                                 |                                 |
|---------------------------------|---------------------------------|
| CAMPAIGN FINANCING              | Chris Carson                    |
| CLIMATE CHANGE                  | Sarah Diefendorf                |
| COMMUNITY COLLEGE SYSTEM        | Helene Lecar                    |
| DEATH PENALTY                   | Genise Schnitman                |
| EDUCATION, PRE K THROUGH 12     | Barbara Inatsugu                |
| EQUAL RIGHTS                    | Janis Hirohama                  |
| ELECTION SYSTEMS                | Ray Bennett                     |
| ENERGY                          | Suzanne Phinney                 |
| GOVERNMENT                      | Lee Lawrence                    |
| GUN SAFETY & SAFE COMMUNITIES   | Barbara Clegg                   |
| HEALTH CARE                     | Barbara Storey and Li-Hsia Wang |
| HOUSING                         | Susan Russell                   |
| INITIATIVE & REFERENDUM PROCESS | Mary Thompson and Katie Zoglin  |
| JUVENILE JUSTICE / DEPENDENCY   | Pat Kuhi                        |
| MENTAL HEALTH CARE              | Susan Morris Wilson             |
| PUBLIC LIBRARIES                | Karen Butter                    |
| REDISTRICTING                   | Chris Carson                    |
| REPRODUCTIVE CHOICES            | Carol Moon Goldberg             |
| STATE AND LOCAL FINANCES        | Anne Henderson                  |
| WATER                           | Roberta Borgonovo               |

# State Leaders

## LWVC Staff

|                                |                  |
|--------------------------------|------------------|
| EXECUTIVE DIRECTOR             | Melissa Breach   |
| SENIOR DIRECTOR FOR PROGRAM    | Trudy Schafer    |
| COMMUNICATIONS MANAGER         | Elizabeth Leslie |
| PROJECT MANAGER, VOTER SERVICE |                  |
| AND EDUCATION                  | Jennifer Pae     |
| ADMINISTRATIVE MANAGER         | Sharon Stone     |
| ADMINISTRATIVE AND DEVELOPMENT |                  |
| ASSISTANT                      | Jenny Burger     |

## Convention Steering Committee

|               |                                   |
|---------------|-----------------------------------|
| LWVC DIRECTOR | Kay Ragan, LWV San Diego          |
| CO-CHAIR      | Jeanne Brown, LWV San Diego       |
| CO-CHAIR      | Donna May-Bartlett, LWV San Diego |

|                       |  |
|-----------------------|--|
| FUNDRAISING COMMITTEE |  |
| CHAIR                 | Martha Cox, LWV North County San Diego   |
| VOLUNTEER COORDINATOR | Cristin Hagaman, LWV San Diego           |
| COMMUNICATIONS        | Joan Donahue, LWV Riverside              |
| SILENT AUCTION CHAIR  | Charolette “Lottie” Fox, Member-At-Large |

## MEMBERS

|  |  |
|--|--|
| Judith Auth, LWV Riverside             | Sharon Holdt, LWV Capistrano Bay Area *  |
| Armida Brashears, LWV Orange Coast     | Christina Lucey, LWV Orange Coast        |
| Kay Bruce, LWV North Orange County     | Patricia Shaw, LWV Antelope Valley       |
| Marilyn Buchi, LWV North Orange County | Petti Van Rekom, LWV Capistrano Bay Area |
| Ruth Currie, LWV Claremont Area        | Judith Webb, LWV Palos Verdes Peninsula  |
| Mary Furman, LWV North Orange County   |  |

*\* Sharon was a valued committee member until she passed away in November 2014.*

The Convention Steering Committee would like to thank all the volunteers who have put their time and efforts into this year's Convention!

# State Leaders

## LWVC Presidents 1920 - Present



**Mrs. Frank G. Law**  
*First LWVC President*



**Helen L. Hutchison**  
*Current LWVC President*

|              |                               |
|--------------|-------------------------------|
| 1921-22      | Mrs. Frank G. Law             |
| 1922-25      | Miss Marion Delaney           |
| 1925-27      | Mrs. H. H. Koons              |
| 1927-29      | Alice Burr                    |
| 1929-31      | Mrs. J. C. Whitman            |
| 1931-33      | Mrs. O.S. Barnum              |
| 1933-37      | Mrs. Paul Eliel               |
| 1937-38      | Mrs. Carl Voss                |
| 1938-41      | Mrs. Warner Clark             |
| 1941-43      | Mrs. Charles A. MacLean       |
| 1943-45      | Mrs. James Scarborough        |
| 1945-47      | Mrs. George Scheer            |
| 1947-49      | Mrs. Samuel May               |
| 1949-51      | Mrs. Pauline Ploesner         |
| 1951-53      | Mrs. Winston Crouch           |
| 1953-55      | Mrs. Harry Williams           |
| 1955-57      | Mrs. Paul Holmer              |
| 1957-59      | Mrs. Robert Zurbach           |
| 1959-61      | Mrs. Lawrence Spear           |
| 1961-63      | Margaret Hayes Parsons        |
| 1963-65      | Mrs. William Irvine           |
| 1965-67      | Mrs. Russel L. Stockwell      |
| 1967-69      | Anne Rudin (Mrs. Edward)      |
| 1971-73      | Mrs. Walter Schuiling         |
| 1973-75      | Mrs. Kenneth Kaplan           |
| 1975-77      | Dorothy Kellner (Mrs. Martin) |
| 1977-79      | Joan Rich (Mrs. Dan)          |
| 1979-81      | Susan Rice                    |
| 1981-83      | Kenni Friedman                |
| 1983-85      | Mary Jane Merrill             |
| 1985-87      | Linda Broder                  |
| 1987-89      | Carol Federighi               |
| 1989-91      | Carole Wagner Vallianos       |
| 1991-93      | Robyn Prud'homme-Bauer        |
| 1993-95      | Marlys Robertson              |
| 1995-97      | Fran Packard                  |
| 1997-99      | Karyn Gill                    |
| 1999-01      | Gail Dryden                   |
| 2001-03      | Barbara Inatsugu              |
| 2003-07      | Jacqueline Jacobberger        |
| 2007-11      | Janis R. Hirohama             |
| 2011-14      | Jennifer A. Waggoner          |
| 2014-present | Helen L. Hutchison            |

# State Leaders – Nominees



**President**  
**Helen Hutchison**  
LWV Oakland

Helen Hutchison is President of the League of Women Voters of California, having joined the board first as the Government Director and then as the Second Vice President for Advocacy and Program in 2008. While serving the state League, she has been active in strategic planning, initiative and referendum reform, human resources, training, legislation, ballot measures, and redistricting.

She has been a member of the League of Women Voters since 1969. She and her family have moved around the country, providing many opportunities to join Leagues in different cities: Claremont, California; Newton, Massachusetts; Los Angeles; Claremont (again); Clackamas County, Oregon; DeKalb County, Georgia; and she was the president of the LWV Oakland from 2003 to 2007. She served on the Boards of the Claremont, Clackamas County and Oakland Leagues in a variety of roles. Each League has provided new areas to learn about and get active in.

Professionally, Helen is a retired computer systems analyst. She is an active member of Montclair Presbyterian Church in Oakland and a foster care volunteer with the East Bay SPCA.



**First Vice President**  
**Martha Cox**  
LWV North County San Diego

Martha is a member of the North County San Diego League. Joining in 2007, she has served as a local League board member in the roles of Treasurer and *VOTER* Editor. She served as a member of the local League's Initiative and Referendum study committee in 2012-13. Martha is currently cochair of the local League's civil discourse group and has been actively engaged in the study of civil discourse for the past four years. She is also currently serving as chair of the 2015 LWVC Convention Fundraising Committee.

# State Leaders – Nominees

Martha's League work in civil discourse has included numerous presentations; a two-day forum entitled, *Democracy in the Balance: Getting Beyond the Shouting*, co-sponsored with MiraCosta College; a community forum entitled *What Kind of Talk Does Democracy Need?*, co-sponsored with Restoring Respect/CivicTalk; and a LWVC Regional Workshop, co-sponsored with Mesa College. Continued civil discourse work has evolved into further study and training in the field of deliberative dialogue through the Kettering Foundation's Centers for Public Life program. Martha has completed a year-long program of study as a participant in the 2014-15 Kettering Cohort, where 20-25 representatives from academic institutions and community organizations across the country gather for training at the Kettering Foundation campus in Dayton, Ohio.

The Kettering program emphasizes shared learning exchanges and collaborative capacity building/networking to assist local "democracy hubs" in their mission of promoting civil dialogue and deliberation on issues that impact their communities. From this training, the San Diego Deliberation Network has emerged, with founding members from San Diego's seven major academic institutions, the San Diego Foundation, and the League of Women Voters. The Kettering program aligns with League's civic engagement mission, offering a perspective that benefits our communities and strengthens our organization.

Born in Hanover, New Hampshire, and raised in a setting where political discussion was served with every meal, Martha's interest in all things political came naturally. When Martha retired in 2006 from a career in education, she joined the League and became actively engaged in voter service activities, in addition to serving on the Board. Martha holds a bachelor's degree in secondary education from Keene State College in Keene, NH.

Martha and her husband, Hugh, reside in Cardiff by the Sea, a coastal town north of San Diego. They have one daughter and son-in-law, two grandchildren and one great-granddaughter. In addition to League work, Martha savors time with her husband and their family. They get away to northern California as often as possible to spend time with their grandchildren. Martha also enjoys taking Osher classes through CSU San Marcos, serving on the CSUSM Osher Curriculum Committee, reading, gardening, and when there's time, quilting and knitting.



## **Second Vice President for Advocacy/Program**

**Joanne Leavitt**

LWV Santa Monica

Joanne Leavitt has served as Vice President for Advocacy and Program since she was appointed to the LWVCEF Board of Directors in the summer of 2014 to fill the unexpired term of Helen Hutchison. Joanne joined the LWV of Santa Monica in 1984, was elected to that board two years later and has served on the board since then, filling almost every

# State Leaders – Nominees

role except treasurer. She served as president twice, first in 1988 and again in 2010-13. She is currently communications director, monitoring Facebook and the Web site and producing a weekly news update.

Other League service includes several years on the Los Angeles County ILO board of directors, including president (2002-2004). She was cochair of the LWVC Juvenile Justice Study (1995-1999) and has served as a legislative consultant on prevention and early intervention issues since then. She was chair of the LWVC Education Update Study (2003-2005) and cochair of the LWVUS Education Study (2010-2012). Joanne has served as LWVC legislative consultant on early childhood education/universal preschool since 2005, and in 2014 was appointed to the position of LWVC Program Director for Early Childhood Education. She has been a member of the Working Party for Children since the mid-1990s.

Local volunteer activities include serving for over 30 years on the Virginia Avenue Park Advisory Board in Santa Monica, California. This activity culminated in 2014 with the dedication of a new branch library in the park, the first new library opened in Santa Monica in over 50 years. Joanne has been a member of the Santa Monica Child Care and Early Education Task Force since 1986 and continues to serve on the public policy committee there. Since 1994 she has been a member of the board of Community Corporation of Santa Monica, a nonprofit developer and operator of low income housing. She is currently serving her second term on the City of Santa Monica's Housing Commission. Joanne also served a two-year term as the elected president of the Santa Monica-Malibu PTA Council (1996-98).

In whatever spare time is available she enjoys puttering with plants on her patio, playing with her kitten, reading magazines for recipes she will never make, and keeping up with far-flung friends and family on Facebook.



## **Secretary**

### **Caroline de Llamas**

LWV East San Gabriel Valley

Caroline has been a League member since 1968, when she joined the Tulare County League, and has held most portfolios at the local League level, including that of president. She is currently on the board of the East San Gabriel Valley League.

At the state level, she currently serves as the LWVC Nominating Committee Chair. She is also the Southern Coordinator for the LWVC Management Training Advisor Program (MTAs), and MTA for four local Leagues. She previously held the position of



# State Leaders – Nominees

LWVC Secretary for two terms and served on the Executive and Personnel Committees, and was one of two board representatives to the 2009 and 2011 LWVC Nominating Committees.

Caroline was recently named as a LWVUS Shur Fellow and previously participated in the LWVUS MRI Program (known as MGIK in CA) as a coach to five California local Leagues.

A retired professional City Clerk/Treasurer, she is a past president of the City Clerks Association of California and holds membership in various professional organizations, including the National Association of Parliamentarians.

Caroline resides in Covina with her husband Lloyd de Llamas. They have two daughters and two grand cats.



**Treasurer**  
**Jacquie Canfield**  
LWV Fresno

Jacquie has been a member of the League for over 22 years and has held several positions at the both the state and local level with more emphasis in voter service projects and League studies. At the state level, she served two terms as Voter Service Director. She is most proud of the *Easy Voter Guide* and Smart Voter work completed during her term. She also served on the state League Education Study Update committee researching and reporting on fiscal matters. Locally, she has served as president, voter service vice president, Smart Voter coordinator for Fresno County since 1998, webmaster for Fresno League using the League's Easy Web since 2002, and leader/facilitator for several studies. She is looking forward to serving on the state board as treasurer and working with others to continue to have the League make a difference in California communities.

Currently, Jacquie is the Executive Officer of Fiscal Services for Fresno Unified. Fresno Unified is the fourth largest school district in the State and largest employer in the Central Valley. She is responsible for the fiscal operations including a budget that is over \$1 billion dollars, accounting, and payroll. She is the district coordinator for the Legislative Committee, taking an active role in legislation to benefit the education community. She serves as chairperson for the district's Staffing/Systems Planning Committee since 2005-06. The committee continually evaluates and works to improve operational processes for the district. She has worked for Fresno Unified for all of her professional career with 13 years in technology and over 20 years in the fiscal operations. She has a passion to ensure fiscal resources are wisely spent, so that all students have the maximum opportunity to succeed.

# State Leaders – Nominees

Jacquie has a Bachelor of Science degree in Accounting, Quantitative Analysis and Decision Sciences from California State University, Fresno. She has been married over 31 years and has two grown children. In her spare time, she enjoys traveling and especially loves visiting nature's wonders.



## **Director**

### **Jeanne Brown**

LWV San Diego

Jeanne joined the LWV of San Diego in 2003 but wasn't very active until she retired in 2006. She began volunteering at the League and for Common Cause in 2005 to get a running jump on retirement. That opened up a whole new perspective on being an informed voter. She was hired by Common Cause in October 2006 on a part-time basis to be the San Diego organizer. That experience allowed her to see the world of NGOs from a professional viewpoint. She started on the board of LWVSD as VP of Administration, which helped her see the big picture of how the League works and how everything fits together. A few years later, she took on Program cochair and then Program director. She also is on the Membership and Public Policy committees in her local League.

Since 2014, she has been cocoordinator for the LWVC Convention in San Diego in 2015. In addition, she is now on the LWVUS Committee on Money in Politics that keeps her quite busy but impressed with how national studies are conducted and with the background of many of our members.

Jeanne went to high school in Glendora, CA, but grew up in Ohio. She moved to San Diego in 1965 for college at SDSU. She graduated with a BS in Biology and minors in Math and Chemistry. She taught high school math and science in San Diego for 33 years, 30 of it at Morse High School; three at La Jolla High. She has been married for 45 years. She and her husband, Sandy, have four wonderful grown sons. In her "spare time" she loves to read, garden, quilt, and cook.



# State Leaders – Nominees



## **Director**

**Sarah Diefendorf**

LWV Oakland

Sarah Diefendorf serves as Executive Director of the Environmental Finance Center West located at Dominican University of California and University of Maryland. In that capacity, some of Sarah's work includes working with indigenous people in California, New Mexico, Arizona, Hawaii, and Nevada to promote green business enterprises, improve their capacity for long-term sustainability, and protect their sovereignty. Sarah has also supported Tribal efforts to develop integrated waste programs, transfer stations, and recycling programs and has recently been funded by the Bureau of Indian Affairs to help develop a Tribal Climate Change Vulnerability Assessment program for the Native American Environmental Protection Coalition.

Internationally, Sarah is also working on the following three waste reduction projects in Mexico: 1) helping the Tijuana Compost Center develop a sustainable business and marketing plan to divert food and green waste from local landfills, 2) assisting USEPA with community outreach and education in Mexicali to help border neighborhoods protect their local watershed, and 3) developing a sustainable materials management symposium to be held in the border region in fall 2015.

She also serves as a national Leadership Trainer for the Environmental Finance Center Network (a community of ten universities throughout the United States) and in that capacity has provided multiple workshops for water systems, elected officials, and other government representatives from small and rural communities across the country. Sarah will continue to provide at least ten Leadership Workshops in ten different states throughout 2015 and will be developing additional curriculum to support Climate Resiliency for Small Water Systems.

Since 2001, Sarah has worked as a Grassroots Capacity Building Trainer for the League of Women Voters of the United States and has worked with marginalized communities in Ethiopia, Zimbabwe, Nigeria, Armenia, Jordan, Tunisia, and Jamaica. Other international work includes developing and leading training workshops on leadership, sustainable enterprise, and grassroots advocacy in South Africa, the Democratic Republic of the Congo, and Thailand. Sarah is a past president of the San Francisco League, a past 2nd vice president of the National League, and currently serves on the California League state board. She is also the board president for the Carbon Cycle Institute and is working with that institute to promote the use of compost as a carbon sequestration tool in the US and abroad. Sarah serves as an expert witness on the USEPA Environmental Finance Advisory Board and holds a BA in International Relations from San Francisco State University and a Master's degree in Environmental Geography from Cambridge University.

# State Leaders – Nominees



## **Director**

### **Christina Dragonetti**

LWV San Francisco

Christina Dragonetti is a native of the San Francisco Bay Area currently living in El Cerrito and working for the California Association of Nonprofits (CalNonprofits), based in San Francisco. She is a member of the San Francisco League and has served on the California Voter Service Committee for the past year.

Christina looks forward to using her skills in marketing, membership acquisition, fundraising, event management, and training to serve the League. Her professional goals include supporting advocacy organizations, improving nonprofit infrastructure, and combating the "do more with less" environment in which nonprofits too often operate. She believes in evidence-based decision-making, and she enjoyed learning about the League's relationship with the public by analyzing the web traffic on CAVotes.org for the Voter Service Committee.

Christina graduated from Whitman College with a BA in Politics. After spending five years living and working in the Seattle area—most of that time for the Berlitz Language Company—Christina entered graduate school in 2006 and earned her Masters of Nonprofit Management in International Development from the Monterey Institute of International Studies.

Once again displaying a talent for picking beautiful places to live, Christina moved to Marin County, where she spent five years working for the Center for Volunteer and Nonprofit Leadership of Marin. As program associate, Christina implemented and managed capacity building programs including training and conferences. Christina then worked for TechSoup Global as Executive Assistant to the CEO before becoming the Membership and Communications Manager for CalNonprofits in 2013.

In 2008, Christina participated in the Susan G. Komen Breast Cancer 3-Day Walk for the Cure, raising almost \$2,500 and walking nearly 60 miles. Over the years she has volunteered with the League of Women Voters of California, Bridge the Gap Tutoring, the Mill Valley Public Library, Habitat for Humanity, and Co-Op Camp Sierra.

Christina's favorite activities include reading (mysteries and historical fiction), finding new ways to entertain her cat, and international travel. Her pet peeves include people who complain about government but do nothing to effect change, and bad grammar on public signs.

# State Leaders – Nominees



## **Director**

### **Carol Moon Goldberg**

LWV Sacramento County

Carol is a 20-year League member who joined the LWV of Sacramento County in 1994. She spent 10 years in various board of director positions, as administrative and program vice president, and two terms as copresident of the League. She chaired the budget committee for many years. Throughout her time in the League, Carol moderated candidate forums, presented *Pros and Cons*, and headed voter registration drives in area high schools. Carol served as coordinator for and LWVSC spokesperson on a local television station's election day phone bank. She is the League liaison working with the Sacramento County Voter Registrar's Office on mock elections in area high schools and coordinates the League's participation at the election day phone bank in the Registrar's office. She accompanies the Registrar's staff during mock election programs, registering high school students, and talking to high school government classes about the importance of voting.

In addition to working on voter service projects, Carol is serving as off-board program director for LWVC in the reproductive choices portfolio. She analyzes and follows legislation related to that portfolio and represents the League in a coalition of other organizations working on reproductive choice issues.

Carol served on the Sacramento County Grand Jury in 2010-2011. She is currently a member of the Sacramento County Grand Jurors' Association and is involved in recruitment and outreach in the search for qualified grand jurors including the design of an interview tool to be used to vet prospective jurors.

A lawyer who retired in favor of raising her two children, Johanna and Adam, along with her husband (also a lawyer), Carol spends many, many hours volunteering. In addition to the League, Carol has served her synagogue as cochair of a \$3 million dollar capital campaign as well as on strategic planning committees, personnel search committees, and various fundraising committees. In addition, she served on two committees that advise her local school board and its superintendent. Carol also supported the various sports and arts related activities of her children with fundraising, organizing and chauffeuring.

In addition to a JD degree, Carol holds a Bachelor's degree in political science. She has been interested in the League since her college days and feels that the current political climate is partly the result of the lack of civic education in America today. Educating voters and future voters is of utmost importance. The League's mission of educating and informing voters is as vital to

# State Leaders – Nominees

sound government and civic education now as it was 95 years ago. She is eager to pursue that mission.



## **Director**

**Patricia "Trish" Halsey-Munroe**

LWV North County San Diego

Trish is an attorney and civic volunteer, volunteering as a Judge *Pro Temp*, when living in Alameda County and in numerous student-support programs for UCLA. She is a member of LWV North County San Diego and is committed to making LWV her single volunteer endeavor.

When military families in the San Francisco Bay Area needed increased legal services, Trish, then an attorney for the U.S Coast Guard and skilled in problem solving, recruited Navy JAGs and partnered to provide on-going representation. Based on her creative solution, Trish was selected by California Western School of Law (CWSL) as “Alumni of the Year.” Later, Trish served as the President, Board of Directors for the Alumni Association for CWSL, where she raised funds for community law programs, mentored students, and established new alumni programs supporting students.

Colonel Halsey-Munroe is twice retired: from the U.S. Marine Corps (Trish was Molly Marine at TBS) and as an attorney for the federal government, last working as a supervisory attorney for the U.S. Coast Guard and serving the entire coast of California. She has twice worked in federal policy offices within the Pentagon, heading the Legal Assistance Branch of the U.S. Marine Corps and within the Dept. of the Army, drafting and implementing the first child custody and family support policies.

In the 1970s when few agencies were responding to needs of abused spouses, Trish was a guest speaker regarding spouse abuse in the military for the California State Attorney General’s Office and joined the Board of Directors for the Oceanside Women’s Resource Center (WRC). To raise awareness within the military, Trish “enlisted” her contacts in the WRC and in the State’s AG Office to organize a conference at Camp Pendleton. The conference was so successful that WRC immediately received HUD funding for their first shelter, and Trish was invited to testify before a Congressional subcommittee regarding the program she implemented at Camp Pendleton. She also drafted initial recommendations for USMC Family Support Centers and Key Wives Programs.

The President of the American Bar Association (ABA) appointed Trish to a study regarding the rights of service members. Her recommendations in the ABA report regarding educational issues

# State Leaders – Nominees

have been implemented at state and federal levels. She also assisted in drafting U.S. Codes regarding service members' rights in the areas of advance medical directives, reemployment, and consumer matters.

Receiving a scholarship from Chapman College's World Campus Afloat, Trish left high school early and traveled around the world, literally, as an Advanced Placement student. She later lived in Japan, Germany, and Mexico, plus 12 years in the Washington DC area and 16 years in the SF Bay Area. Upon retirement, she returned home to Oceanside to be near her family and grandchildren. Trish has two sons, one a lawyer married to a lawyer and the other son is a sales manager for an international company. With Chappy, her Goldendoodle, Trish volunteers with the Foundation for Pet-Provided Therapy, visiting severely disabled students.



## **Director**

### **Gloria Chun-Hoo**

LWV San Jose/Santa Clara

Gloria Chun Hoo is the current Council Chair of the Leagues of Women Voters of Santa Clara County (which consists of the five local Leagues in the county) and previously served for three years as president of the San Jose/Santa Clara League. During her term as president, LWVSJSC hosted a regional training workshop and the LWVC 2013 Convention, and re-vitalized its public affairs TV program, "LWV Presents: Insights and Perspectives," shown on CreaTV, a community channel.

In June of 2014, she became a member of the board of LWV Bay Area, an Inter-League Organization representing the nine counties of the San Francisco Bay Area. A resident of San Jose, Gloria worked in marketing and communications/PR in the science/history/culture museum industry for the past 20 years at The Tech Museum of Innovation, the Campbell Historical Museum and the 'Imiloa Astronomy Center in Hilo, Hawaii. She has served on numerous nonprofit boards, including the YWCA of the USA Board of Directors (1985-1997) and also was past chair and member of the City of San Jose Planning Commission (2001-2008).

Gloria was born and raised in Honolulu, HI, attended the University of Hawaii, and is a graduate of Boston University with a degree in journalism and minor in East Asian history. Now retired, she and her husband Stan, a retired IBM engineer, enjoy travel and reading.

# State Leaders – Nominees



## **Director**

**Susan Morris Wilson**

LWV Redding Area

Susan Morris Wilson joined the League of Women Voters of the Redding Area in 1995 after someone suggested it was a group “perfect” for her. She has served in leadership roles at local, state, and national levels. As a member of the LWV Redding Area, she served as president, vice president, and voter service chair at various times. She and other members have worked closely with the Wintu Tribe in their effort to achieve federal recognition and facilitate elections for homeowner associations. At the state level, she has served as the treasurer (2005-09) and as a management training advisor (MTA) at various times. She has served as an off-board consultant to LWVC on issues pertinent to mental health. At the national level, she served as the budget chair (2008-10), the treasurer (2010-12) and as a director chairing several committees (2012-14). During that time she also served as the LWVUS liaison to Alaska, New Mexico, Utah, and Oregon and traveled extensively.

Currently, Susan works as a consultant in the community at a variety of nonprofit organizations primarily focused on children and youth. She manages the Youth Violence Prevention Council, an organization that focuses on youth as a critical part of a healthy community. She also manages Right Road Recovery Programs Inc., an organization that focuses on outpatient therapy for individuals with drug and alcohol problems. She teaches Early Childhood Education classes at Shasta College and serves as a commissioner on the First 5 Shasta Commission. She continues to be involved in programs that address community mental health issues including the Shasta County Mental Health Board and the California Mental Health Planning Council.

Her most recent accomplishment was certification as a Master Gardener and she enjoys her garden full of roses and herbs and an occasional weed or two. She is the proud mother of Jennifer, who works on the central coast of CA as an engineer, and rides her bicycle hundreds of miles a week to relax. Susan has lived in Redding for the past 25 years with her many feral cats.



# State Leaders – Nominees



## **Chair, Nominating Committee**

**Kathy Souza**

LWV Placer County

Kathy served on the LWVCEF board 2013-15 as Second Vice President/Voter Service director.

Kathy has been a member of the League since 1986. She began her League career with the LWV of Sacramento County, where she served on the board of directors in various roles for several years, including terms as president and copresident. She helped found the LWV of Placer County in 2007, where she served as President for four years. She has been very active in voter service with the League and has many years of experience presenting ballot measure information and moderating candidate forums.

Kathy retired in 2006 after working for over 24 years in the field of Information Technology, including 15 years in the health care industry. Her work experience includes team development, project management, process analysis, and system design. She is also skilled in budgeting, decision-making, meeting facilitation and public speaking – skills she says she learned from her experience with the League.

Kathy earned Bachelor of Science and Master of Business Administration degrees from California State University of Sacramento. She lives in Granite Bay with her husband of 40 years, Rod. They both are taking advantage of their early retirement by traveling extensively.



## **Nominating Committee**

**Roberta "Robbie" Davis**

LWV Pasadena Area

Robbie has been a League member since 1975 and a member of the Pasadena Area League since 1989. She has served in a number of positions at the local level, including president. From 2003 to 2007, she served on the LWVC board as chair of the Education Fund. From 2008 to 2010, she chaired the LWVUS Nominating Committee.

League leadership must be a combination of experienced individuals who provide continuity and individuals new to the job who provide fresh perspectives. Our leadership must also reflect the demographics of our membership and of all the communities we serve. Robbie looks forward to working with the other members of the Nominating Committee over the next two years.

# State Leaders – Nominees



## **Nominating Committee**

### **Ann Havlik**

LWV San Luis Obispo County

Ann Havlik is a practicing Registered Dental Hygienist in San Luis Obispo. She graduated from the University of California in Santa Barbara with a Bachelor of Arts degree in History in 1970. She completed the Dental Hygiene Program at Diablo Valley College and was licensed to practice dental hygiene in July 1981.

She has worked in offices in the San Francisco Bay Area and San Luis Obispo continually since 1981. She has also volunteered and served on the boards of various organizations. These include the Charter Review committee of Albany, CA; founding member of the Rush Ranch Educational Council of Solano Farmlands and Open Space Foundation; docent and member of the Natural Sciences Guild of the Oakland Museum; member and past president of the California Straw Arts Guild; and member and past Western District Director for the National Association of Wheat Weavers.

Ann is an active member of the Central Coast Dental Hygienists' Society serving on the board in number of positions including president, secretary, and treasurer. She has also been a trustee for her local society to the Board of Trustees of the California Dental Hygienists' Association and delegate to the Association's annual House of Delegates. She is a member and former chair of the Oral Health Coalition of San Luis Obispo – a coalition of members of First 5, school nurses, social service personnel, other public health personnel, local dentists, and dental hygienists working towards a more unified and consistent level of oral health care for young children in the county.

She is a member of the League of Women Voters of San Luis Obispo County and has served on its board as first vice president and director of Planning and Land Use, and Natural Resources. She has also been a member of the South Central Coast Environmental Task Force and delegate to the LWVC convention in 2011. She has worked as a co-coordinator for her League's Smart Voter. She also chairs her League's newest project called "Salon Series." She has served as a member of the LWVC Nominating Committee for the 2013-2015 term.

She is married to Neil Havlik, who recently retired as Natural Resources Director for the City of San Luis Obispo. She has two adult sons, Charles who lives in Albuquerque and Nicolas who lives in El Paso, Texas, and two very new grandsons, Anthony and Brendan, less than one year old and born six weeks apart.



# Campaign Policies



## Campaign Policies for Candidates for LWVC Office adopted by the LWVC Board of Directors, March 4, 2001:

Excerpt from the LWVC Bylaws, as revised in April 1997 Convention

### ARTICLE XII - NOMINATIONS AND ELECTIONS

Section 2. **Suggestions by Members.** Any LWVC member may send suggestions to the nominating committee.

Section 3. **Report of the Nominating Committee and Nominations from the Floor.** The report of the nominating committee of its nominations for officers, directors, and the chair and two members of the succeeding nominating committee shall be sent to local Leagues and ILOs one month before date of the biennial convention. The report of the nominating committee shall be presented to the biennial convention on the first day of the biennial convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the biennial convention, provided that the consent of the nominee shall have been secured.

Section 4. **Elections.** The election committee appointed by the president on the first day of the biennial convention shall be in charge of the election. The election shall be by ballot, except that if there is but one nominee for each office, it shall be by voice vote. A majority vote of those present and qualified to vote and voting shall constitute an election.

## Campaign Policies

Candidates for LWVC office, as defined in #1, below, are subject to the provisions of the following Campaign Policies for LWVC Office.

1. The term “candidates for LWVC office,” as used in these policies, shall be understood to include candidates nominated by the LWVC nominating committee and any alternate slate or individual candidates standing for election to LWVC office (i.e., officers, directors and/or nominating committee).
2. A slate is defined as more than one person running or working together for election to LWVC office.
3. The convention parliamentarian will act as the LWVC liaison for candidates for LWVC office.

# Campaign Policies

4. Individuals not nominated by the nominating committee may declare their candidacy prior to convention by submitting a letter to the convention parliamentarian signed by two local League members. Those who sign letters of nomination are limited to one per office.
5. A candidate may not stand for election to more than one office simultaneously in one election.
6. All mailing will be at the expense of candidates for LWVC office, except for official pre-convention information regarding nominations issued at the request of the LWVC nominating committee.
7. Candidates for LWVC office may purchase a mailing list, labels or e-mail distribution list of local League presidents at a cost determined by the LWVC executive director, according to current policy.
8. Solicitation of funds within the LWVC is limited to requests made by candidates for LWVC office to individual League members only. The LWVC, local Leagues and inter-League organizations (ILOs) shall not contribute to a campaign. Individual contributions shall not exceed \$50 in cash or in-kind contributions per candidate per election, including personal contributions from individual candidates.
9. Campaign expenditures shall not exceed \$500 for a nominated slate, alternate slate or for an individual candidate. For reporting purposes, expenditures shall include mailings (copy expenses, postage, etc.), mailing labels, brochures, buttons, and any other campaign materials promoting a slate or individual for state office of the LWVC.
10. Prior to the opening plenary session, candidates for LWVC office shall file with the parliamentarian a preliminary report with an itemized listing of revenues, including their source, and expenses incurred as of the start of the first plenary session of the convention. Candidates shall file reports on forms available from the parliamentarian.
11. Candidates whose names are placed in nomination from the floor and who have not declared their candidacy prior to convention, and who have expended monies for campaign materials for distribution at convention in support of their candidacy, shall be required to file with the parliamentarian a preliminary report with an itemized listing of revenues, including their source, and expenses incurred as of the start of the first Plenary Session of the convention. This filing shall be submitted to the parliamentarian by the end of the day during which the nomination is made.
12. Failure to file with the parliamentarian in accordance with procedures, described in #10 and #11, above, shall result in a defaulted candidacy.
13. Candidate-related paraphernalia shall not be worn on stage during the conduct of regular convention business, including facilitation of workshops.

# Campaign Policies

14. Within 30 days following the convention, candidates shall file a final report on forms available from the parliamentarian. A summary report will be distributed to all local Leagues and inter-League organizations (ILOs) via the LWVC electronic distribution to local and ILO presidents, as maintained by the state office, according to regular posting procedures as established, and will also be reported to the LWVC Board at its next regularly scheduled board meeting and will appear in the Post Board Summary of that meeting.
15. Candidates who fail to file in accordance with procedures described in #14, above, shall pay a fine of \$50/day, for a maximum of not more than 10 days.
16. LWVC convention planning shall include the possibility of candidacies other than those nominated by the nominating committee and shall have procedures in place for conducting a candidates forum, in keeping with League standards.
17. The candidate forum moderator shall have been involved in no way with any candidate campaign for LWVC office. The moderator shall preferably be a League member with voter service background.
18. The convention committee will provide tables (in the convention areas) for all candidates to place their campaign materials.
19. Signs and distribution of campaign items shall be allowed only in the designated campaign areas listed in the Convention Rules.
20. Candidates shall be responsible for removing all signs and visual displays as set forth in the Convention Rules.
21. Only LWVC candidates nominated by the LWVC nominating committee may be reimbursed by the LWVC for convention expenses.
22. Candidates shall be asked to sign a Fair Campaign Practices Principles form to be submitted to the parliamentarian. A list of candidates signing the form shall be posted in the plenary room and be fully accessible to all convention attendees.
23. Policies for candidates to LWVC office do not apply to issue campaigns.
24. The parliamentarian shall issue a ruling on any dispute arising from implementation of these policies.

# Proposed Budget 2015-2017



**Introduction.** This proposed FY 2015-2017 budget for the LWVC is submitted to delegates for their consideration in accordance with our proposed amended bylaws (Article IX Financial Administration, Section 2 Budget).

Although the delegates only consider and vote on a budget for the LWVC, the Budget Committee is also presenting the proposed FY 2015-2017 budget for the League of Women Voters of California Education Fund (LWVCEF) for informational purposes, to help delegates understand overall budgetary priorities and projected sources and uses of funds for all League activities in California. The LWVCEF Board of Directors will finalize the LWVCEF budget after the Convention.

**The Budget Committee.** This budget was prepared by a committee, appointed by the LWVC Board of Directors. The members as of print date were:

- John Matthews (Chair), LWV Mendocino
- Helen Hutchison, President, LWVC (ex-officio)
- Melissa Breach, LWVC Executive Director

**Comments and Questions.** Comments and questions should be addressed to John Matthews at [budget@lwvc.org](mailto:budget@lwvc.org). Delegates will also have the opportunity to meet with the Budget Committee during the convention. There will be at least two Budget Q&A meetings during Convention. All are invited.

**The Budgeting Process.** The Budget Committee began working on the proposed budgets in September 2014, consulting with members of the board, off-board volunteers, contractors, and staff involved in different League activities to identify issues, costs, and potential revenue sources. The final draft of the FY 2015-2017 LWVC budget was approved by the Board for recommendation to the delegates on March 22, 2015.

**Context.** The LWVC Board is committed to presenting a budget which reflects our ongoing commitment to being a flexible, sustainable, and ambitious organization. This budget conveys to our funders, donors, and—most of all—our members, where we are headed over the next two years. We believe the budget as presented is attainable. At the same time, we will continue to closely monitor key indicators and are prepared to adjust the budget as needed.

**Significant Items in the FY 2015-2017 Budget.** Significant issues reflected in the proposed LWVC and LWVCEF budgets include the following:

- **Two-year fiscal budget:** The FY2015-2017 budget is being presented in anticipation

# Proposed Budget 2015-2017

that the delegates will pass the amendment to the bylaws to move the LWVC budget to a biannual budget that corresponds with the LWVC's convention years and will facilitate longer-term planning and commitments. Attendance at the convention is larger and this will increase member involvement in the budget approval process. Separate budgets for fiscal years 2015-2016 and 2016-2017 have been submitted to facilitate approval of a one-year budget if the bylaw amendment is not approved.

- **PMP Increase:** This budget includes an increase in the PMP (Per Member Payment) of \$2.50 in each fiscal year, which will increase the PMP to \$25.50 in FY2015-2016. This increase is the first proposed increase since FY2010-2011. The proposed increase will ensure the LWVC has sufficient resources to support local Leagues in all areas including Leadership and Development.
- **Focused Fundraising Capabilities:** The 2015-2017 budget continues to build upon the success in individual contributions and grants developed during the past three years. Both in the current 2014-2015 budget and next year's 2015-2016 budget, the majority of revenue comes from these efforts. These revenue streams will continue to be a priority and will be managed following the process established over the past three years.
- **Leadership:** Responding to local League feedback, LWVC plans to expand our efforts to identify and document the core competency and leadership needs of our Leagues and build an integrated approach to building the capacity of local leaders.
- **Local League Development:** This budget includes funds to support local League development through expanded Program and Voter Service outreach and collaboration, as well as specific training for local Leagues.
- **Reserves:** The current 2014-2015 year budget does not call for the planned use of any unrestricted assets (aka reserves). This is thanks to the very successful benchmarking and expense management process which was implemented three years ago to balance revenue and expense, done in part to compensate for larger use of reserves in the prior years. The 2015-2017 budget does not require any reserve utilization. Because our budget is conservative, we hope to outperform expectations.
- **Smart Voter / Voter's Edge California:** On March 22, the LWVCEF board approved a motion to pursue a partnership with MapLight to make Voter's Edge California (powered by MapLight and Smart Voter) the California League's primary online voter information platform. As Voter's Edge expands, both costs and revenues will increase significantly—specifically in the areas of technology and staffing. The 2015-2017 budget includes these changes and anticipates that a greater percentage of total revenue will come from grants and individual donors. Expenses associated with the transition are part of a flexible spending plan and will be undertaken as the necessary funding is secured. Fundraising for this work is underway, and the initial response has been very positive.

# Proposed Budget 2015-2017

|   | 2014-15<br>Budget | 2015-16<br>Budget | 2016-17<br>Budget | Explanations   |
|---|-------------------|-------------------|-------------------|--|
| <b>Ordinary Income/Expense</b>          |                   |                   |                   |  |
| <b>LWVC and LWVCEF Combined Budgets</b> |                   |                   |                   |  |
| <b>Income</b>                           |                   |                   |                   |  |
| Membership Dues                         | 153,216           | 164,952           | 176,687           | This line includes PMP and MAL Dues and reflects the impact of a \$2.50 increase in each of the two proposed budget years.               |
| Contributions                           | 449,559           | 584,738           | 584,738           | This line includes Individual In Kind and Local League contributions and Grant Income from FOCE and SmartVoter which will be increasing. |
| Earned Revenues                         | 279,620           | 184,620           | 217,420           | This line includes G2CG sales, Convention/Council income and LEW service fees.   |
| Miscellaneous Income                    | 69,633            | 53,425            | 33,425            | This is LWVUSA LEW development revenue in 2015-17 budgets.   |
| <b>Total Income</b>                     | <b>952,028</b>    | <b>987,734</b>    | <b>1,012,270</b>  |  |
| <b>Expense</b>                          |                   |                   |                   |  |
| Personnel                               | 468,914           | 516,037           | 541,838           | This line reflects the impact of the new SmartVoter staffing model and COLA/Merit increase for all staff.                                |
| Accounting Fees                         | 28,500            | 32,500            | 32,500            | Increase to support GAAP accounting and improved financial reporting enhancements  |
| Bank Charges/Fees                       | -                 | 2,500             | 2,500             | Increase from proper GAAP recognition of Bank Fees.  |
| Supplies                                | 5,250             | 5,150             | 5,150             |  |
| Telecommunications                      | 19,752            | 17,252            | 17,252            |  |
| Postage/Shipping                        | 7,800             | 7,629             | 7,629             |  |
| Occupancy                               |                   |                   |                   |  |
| Occupancy                               | 50,303            | 56,303            | 56,303            |  |
| Equipment rental & maintenance          | 6,200             | 6,200             | 6,200             |  |
| Printing and publications               | 17,190            | 18,590            | 18,590            |  |
| Travel/Food/Lodging                     | 62,390            | 50,700            | 50,700            | Management reductions to bring in line with current actual travel spending levels.   |
| Promotion                               | 3,642             | 3,642             | 3,642             |  |
| Councils/Conventions                    | 127,100           | 47,100            | 70,000            | The fluctuation is related to Convention and Council years.  |
| Depreciation                            | 1,483             | -                 | -                 |  |
| Insurance                               | 37,583            | 37,974            | 37,974            |  |
| LWVUS MAL Dues                          | 500               | 2,000             | 2,000             |  |
| Fees, subscriptions                     | 30,130            | 22,050            | 22,050            |  |
| Independent Contractors                 | 170,275           | 151,275           | 135,443           | Reduced external resource allocations related to new Smart Voter staffing strategy.  |
| Professional Development                | -                 | 1,500             | 1,500             |  |
| <b>Total Expense</b>                    | <b>1,037,012</b>  | <b>978,401</b>    | <b>1,011,271</b>  |  |
| <b>Net Ordinary Income</b>              | <b>(84,984)</b>   | <b>9,333</b>      | <b>999</b>        |  |

# Proposed Budget 2015-2017

| Ordinary Income/Expense    |                                | 2014-15<br>Budget | 2015-16<br>Budget | 2016-17<br>Budget |
|----------------------------|--------------------------------|-------------------|-------------------|-------------------|
| <b>GENERAL FUND</b>        |                                |                   |                   |                   |
| <b>Income</b>              |                                |                   |                   |                   |
|                            | Membership Dues                | 135,216           | 146,952           | 158,687           |
|                            | Contributions                  | 89,150            | 89,150            | 89,150            |
|                            | Earned Revenues                | 209,620           | 119,620           | 152,420           |
|                            | Miscellaneous Income           | 15,597            | 51,347            | 31,347            |
| <b>Total Income</b>        |                                | <b>449,583</b>    | <b>407,069</b>    | <b>431,604</b>    |
| <b>Expense</b>             |                                |                   |                   |                   |
|                            | Personnel                      | 186,697           | 193,330           | 202,996           |
|                            | Accounting Fees                | 14,250            | 16,250            | 16,250            |
|                            | Bank Charges/Fees              | -                 | 2,500             | 2,500             |
|                            | Supplies                       | 1,715             | 1,715             | 1,715             |
|                            | Telecommunications             | 4,380             | 4,380             | 4,380             |
|                            | Postage/Shipping               | 2,550             | 2,150             | 2,150             |
|                            | Occupancy                      | 23,351            | 23,351            | 23,351            |
|                            | Equipment rental & maintenance | 2,852             | 2,852             | 2,852             |
|                            | Printing and publications      | 5,098             | 5,098             | 5,098             |
|                            | Travel/Food/Lodging            | 31,900            | 23,900            | 23,900            |
|                            | Promotion                      | 1,258             | 1,258             | 1,258             |
|                            | Councils/Conventions           | 127,100           | 47,100            | 70,000            |
|                            | Depreciation                   | 1,483             | -                 | -                 |
|                            | Insurance                      | 16,839            | 25,109            | 25,109            |
|                            | LWWUS MAL Dues                 |                   | 2,000             | 2,000             |
|                            | Fees, subscriptions            | 19,050            | 12,050            | 12,050            |
|                            | Independent Contractors        | 69,997            | 34,997            | 34,997            |
|                            | Professional Development       | -                 | -                 | -                 |
| <b>Total Expense</b>       |                                | <b>508,520</b>    | <b>398,040</b>    | <b>430,606</b>    |
| <b>Net Ordinary Income</b> |                                | <b>(58,936)</b>   | <b>9,029</b>      | <b>998</b>        |

# Proposed Bylaw Amendments



## General Background

Overall, proposals made at this convention reflect our desire to comply with nonprofit best practices, often striking policies from the bylaws so that they can be more appropriately, and flexibly, dealt with in Policies and Procedures. Occasionally a slight change in wording creates clarity or greater flexibility.

It is important that you understand the distinction between two key types of documents:

1. **Policies and Procedures** govern day-to-day operations. A **policy** is a statement of intent, and is implemented as a **procedure**. They do not carry the force of law, but should be reviewed by an attorney because they document a consistent and sufficient point of view held by the board, to be translated into steps that result in an outcome compatible with that view and may be subject to litigation. Policies and procedures should be reasonable, promoted and understood, consistently applied, and may be amended by a vote of the board at any time.
2. **Bylaws** carry the force of law and they must be in compliance with state law. They are necessary for our nonprofit status and must be filed with the Secretary of State. The procedure for amending the bylaws is much more rigorous (set forth in Article XVII of the bylaws):
  - Amendments may be proposed by any local League or ILO board of directors, or by the LWVC board, for consideration *only at convention*.
  - To pass, the proposed amendments must receive a *two-thirds vote* of the delegates present and voting at the convention.

Often the relationship between these documents is compared to the relationship between legislation and a constitution. Bylaws should be succinct, timeless, reflect our most basic guiding principles, and lay out critical (but not all) protections of the grassroots nature of our 501c4 corporation. Anything which may change over time and requires flexibility or extensive detail should be in our policies and procedures, not our bylaws.

## Committee Members

In accordance with Article V of the bylaws of the League of Women Voters of California (LWVC), the board has chosen to appoint a bylaws committee of the following members:

- Ellen Wheeler, Chair (LWVC board and Los Altos – Mountain View)
- Lucas Ramirez (Los Altos – Mountain View)
- Mary Jane Merrill (Claremont Area)



# Proposed Bylaw Amendments

- Ellen Taylor (Claremont Area)
- Helen Hutchison (LWVC), *ex officio*

To facilitate your deliberation, the proposed amendments are set forth below along with the bylaws committee and board's recommendations for action on these amendments.

## Proposals

Delegates are asked to consider the following eight (8) proposals to amend the bylaws. Notice that they are numbered to reflect that some are interdependent and should be considered together. Some amendments, which are unrelated to each other in purpose, do impact the same sections of the bylaws (such as 1 and 2) and are therefore presented separately, so that the body may consider the purpose of each amendment separately. If amendments pass which impact the same section of text, all changes will be adopted together in the new bylaws.

Amendments are effective upon adoption unless there is a proviso that specifies another time for it to take effect. Language to be deleted is indicated by a strikethrough effect (e.g. ~~strikethrough effect~~). New language is indicated by underlining (e.g. underlining).

### **Proposal No. 1:** Amendment to Clarify Board Vacancies by Deletion and Insertion

Proposed by: LWVC Board  
LWVC Recommendation: Approve

Reason for Proposed Amendment: To clarify the process of filling vacancies on the LWVC board: provisions in Article VI Officers already provides for interim officers in the event of a vacancy in the presidency and Language referring to California Law is redundant (therefore not necessary in the bylaws).

## **Article V Board of Directors**

**Section 5. Vacancies.** ~~Subject to the provision of Section 5226 of the California Nonprofit Public Benefit Corporation Law, any director may resign effective upon giving written notice to the president or the secretary or the board. Such resignation will be effective when received unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be selected before such time, to take office when the resignation becomes effective.~~

Vacancies may be filled by votes of the remaining members of the board. ~~in the board shall be filled in the same manner as the director whose office is vacant was selected, provided that vacancies to be filled by election may be filled by a majority of the~~

# Proposed Bylaw Amendments

~~remaining directors, although less than a quorum, or by the sole remaining director.~~ Each director so selected shall hold office until the expiration of the term of the replaced director and until a successor has been selected and qualified. A vacancy or vacancies in the board shall be deemed to exist in case of the death, resignation or removal of any director, or if the authorized number of directors is increased.

The board may declare vacant the office of a director who has been declared of unsound mind by a final order of court, or convicted of a felony, or been found by a final order or judgment of any court to have breached any duty arising under Section 5230 and following of the California Nonprofit Public Benefit Corporation Law.

No reduction of the authorized number of directors shall have the effect of removing any director prior to the expiration of the director's term of office.

## **Proposal No. 2:** Amendment to Clarify Board Quorum by Insertion

Proposed by: LWVC Board

LWVC Recommendation: Approve

Reason for Proposed Amendment: To clarify the quorum required for board meetings and/or action. The current language fails to recognize that there may be vacancies on the LWVC board and has caused some confusion. For example, our bylaws authorize not more than twenty-one (21) board members. Imagine if twelve (12) board members are nominated and elected. Then two (2) resign, leaving ten (10) on the board with two (2) vacancies. This amendment makes it explicit that a quorum is not eleven (11), which is the majority of twenty-one (21) maximum authorized board members, and is not seven (7), which is a majority of the elected board members including vacant seats. A quorum will be six (6), the majority of board members currently in office.

**Article V. Board of Directors. Section 9. Quorum.** A majority of the number of officers and directors currently in office constitutes a quorum of the board for the transaction of business, except to adjourn as provided in Section 12 of this Article V. Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the board, unless a greater number be required by law or by the articles, except as provided in the next sentence. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of directors, if any action taken is approved by at least a majority of the required quorum for such meeting.

# Proposed Bylaw Amendments

## **Proposal No. 3:** Amendment to Allow Co-Presidents by Insertion

Proposed by: LWVC Board

LWVC Recommendation: Approve

Reason for Proposed Amendment: To allow LWVC to have co-presidents. Adding one sentence here makes it not necessary to amend bylaws to specify co-presidents in various places.

**Article VI. Officers. Section 1. Enumeration and Election of Officers.** The officers of the LWVC shall be a president, a first vice president, a second vice president, a secretary and a treasurer. They shall take office on July 1 after being elected at the convention and hold office for two years, or until their successors have been elected and qualified. The office of president may be held concurrently by more than one person.

## **Proposal No. 4:** Amendment to Adopt a Two-Year Budget by Deletion and Insertion

Proposed by: LWVC Board

LWVC Recommendation: Approve

Reason for Proposed Amendment: To provide for a two-year budget. This will facilitate longer-term planning and commitments. Attendance at the convention is larger and this will increase member involvement in the budget approval process. It will also allow the council to become an optional event as proposed by some local Leagues, as enacted in Proposal #8. At the request of numerous local Leagues, the LWVC board is exploring ways to make Council an optional event: removing the even-numbered year requirement to approve a one-year budget at Council is part of this package of changes.

**Article IX. Financial Administration. Section 2. Budget.** The board shall submit to the convention ~~or council~~ for adoption a biennial budget ~~for the ensuing year~~. The budget shall provide for the support of the LWVC. A copy of the budget shall be sent to each local League and ILO president at least one month in advance of the convention ~~or council~~.

**Article IX. Financial Administration. Section 5. Budget Committee.** The budget shall be prepared by a committee which shall be appointed by the board for that purpose at least four months in advance of the convention ~~or council~~. The budget committee shall consist of no fewer than five members including a chair, the treasurer and the executive

# Proposed Bylaw Amendments

director. At least one member of the budget committee shall also be a member of the advancement committee. The majority of the members of this committee, including the chair, shall not be members of the state board.

**Article XI. Council and Membership Meeting in Even Years. Section 4. Powers.** The council shall give guidance to the board on program,~~budget~~ and methods of operation.

In the event of an emergency, the council may change the program of the LWVC, as defined in Article XIII, Section 2, or the budget upon the recommendation of the board of directors, a local League or ILO, using the following procedure:

(1) At least 60 days prior to the council meeting any local League proposing a change shall submit it to the board which shall decide whether to recommend it;

(2) No more than 60 nor less than 20 days prior to the council meeting, the board shall send to the presidents of local Leagues and ILOs all proposed changes;

(3) Any change proposed by a local League or ILO and not recommended by the board shall first require a majority vote of the council for consideration; and

(4) A three-fifths vote shall be required to adopt any change.

~~(b) — The council shall adopt a budget for the fiscal year.~~

~~(e)~~ (b) The council shall transact such other business as may properly come before it.

**Proposal No. 5:** Amendment to Move Advancement Committee to Policies and Procedures by Deletion

Proposed by: LWVC Board

LWVC Recommendation: Approve

Reason for Proposed Amendment: To detail essential governing committees in the bylaws and to move the detail of this operational committee to the policies and procedures. The Advancement Committee, though important, would be better placed in the policies and procedures so that it can be modified by a vote of the board. The original intent of this provision was to ensure a focus on fundraising (particularly during the budget process). In practice the LWVC needs greater flexibility in the structure and process for fundraising and budgeting. The prioritization of fundraising will not waver if detailed in the policies and procedures, rather than the bylaws.

# Proposed Bylaw Amendments

**Article IX. Financial Administration. Section 8. Advancement Committee.** The board shall appoint an advancement committee to provide leadership and support in the creation and maintenance of a diversified fundraising strategy that will support the long-term financial interests of the LWVC.

(a) ~~Composition.~~ The advancement committee shall consist of no fewer than five members, two of whom

~~\_\_\_\_\_ shall be board members. The chair shall be appointed by the board.~~

(b) ~~Duties.~~ The duties of the advancement committee shall include:

~~\_\_\_\_\_ (1) Present the annual fundraising plan to the budget committee as part of the annual LWVC budget \_\_\_\_\_~~

~~\_\_\_\_\_ planning process;~~

~~\_\_\_\_\_ (2) Regularly review fundraising plan progress and benchmarks;~~

~~\_\_\_\_\_ (3) Provide strategic insight for development of revenue and project goals;~~

~~\_\_\_\_\_ (4) Improve stewardship and development of major donors; and~~

~~\_\_\_\_\_ (5) Provide structure and support for the planned giving program.~~

**Article IX. Financial Administration. Section 5. Budget Committee.** The budget shall be prepared by a committee which shall be appointed by the board for that purpose at least four months in advance of the convention or council. The budget committee shall consist of no fewer than five members including a chair, the treasurer and the executive director. ~~At least one member of the budget committee shall also be a member of the advancement committee.~~ The majority of the members of this committee, including the chair, shall not be members of the state board.

# Proposed Bylaw Amendments

## **Proposal No. 6:** Amendment to Move Budget Committee to Policies and Procedures by Deletion

Proposed by: LWVC Board

LWVC Recommendation: Approve

Reason for Proposed Amendment: To detail the budget process and related roles in the Policies and Procedures, so that they may be amended by the board. We believe this is in alignment with best practices for a nonprofit of our size and complexity and retains member involvement through the board, finance committee, and convention process.

~~**Article IX. Financial Administration. Section 5. Budget Committee.** The budget shall be prepared by a committee which shall be appointed by the board for that purpose at least four months in advance of the convention or council. The budget committee shall consist of no fewer than five members including a chair, the treasurer and the executive director. At least one member of the budget committee shall also be a member of the advancement committee. The majority of the members of this committee, including the chair, shall not be members of the state board.~~

**Section 8. Advancement Committee.** The board shall appoint an advancement committee to provide leadership and support in the creation and maintenance of a diversified fundraising strategy that will support the long-term financial interests of the LWVC.

(a) Composition. The advancement committee shall consist of no fewer than five members, two of whom shall be board members. The chair shall be appointed by the board.

(b) Duties. The duties of the advancement committee shall include:

(1) Present the annual fundraising plan to the budget committee as part of the annual LWVC budget planning process;

(2) Regularly review fundraising plan progress and benchmarks;

(3) Provide strategic insight for development of revenue and project goals;

(4) Improve stewardship and development of major donors; and

(5) Provide structure and support for the planned giving program

# Proposed Bylaw Amendments

## **Proposal No. 7:** Amendment to Clarify Voting Body Quorum by Deletion and Insertion

Proposed by: LWVC Board

LWVC Recommendation: Approve

Reason for Proposed Amendment: To clarify the definition of a quorum at LWVC conventions and avoid confusion. The current definition is open to different interpretations and has confused credentials committees at past conventions.

**Article X. Convention and Voting Rights. Section 2. Composition. Voting Body** The ~~convention~~ voting body shall consist of:

- (a) the delegates chosen by the local Leagues in the number provided in Section 4 of this article;
- (b) the local League and ILO presidents or alternate, in the event the president is unable to attend; and
- (c) the directors of the LWVC.

**Article X. Convention and Voting Rights. Section 6. Quorum.** A quorum shall consist of a majority of ~~the delegate members, local League and ILO presidents, and directors of~~ the voting body currently registered at the convention, provided that not less than a majority of local Leagues are represented.

## **Proposal No. 8:** Amendments to Optional Council by Deletion and Insertion

Proposed by: LWVC Board

LWVC Recommendation: Approve

Reason for Proposed Amendment: To retain the option to hold Council, but removing the requirement to do so. Local members have expressed interest in holding regional state meetings, having state members attend local or regional events, conducting business virtually, and other alternatives. Note that this proposal is separate from, but clearly is dependent upon passage of, Proposal 4.

# Proposed Bylaw Amendments

## **Article XI. Council and Membership Meeting in Even Years. Section 1.**

**Composition.** A meeting of members in even-numbered years may ~~shall~~ be held through representation in accordance with the procedures and for the purposes set forth in this Article XI. This meeting shall be known as a council. A council may ~~shall~~ be held each even-numbered year in the interim between conventions. The council shall be composed of the local League and ILO presidents as the delegate of the members of such local League and ILO, or an alternate in the event the president is unable to attend, and directors of the LWVC.

## **Article XI. Council and Membership Meeting in Even Years. Section 2. Place, Date,**

**Call and Notification.** A meeting of the council may ~~shall~~ be held approximately 12 months after the preceding convention. The time and place of the meeting shall be determined by the directors. A formal notice of the council meeting, shall be sent by the president to the local League and ILO presidents, and directors not less than 30 days nor more than 90 days before a council meeting. Such notification shall be sent electronically or by first class mail. Special meetings may be called in case of extreme emergency. The call, if held, may ~~shall~~ be in the same manner as the convention, but to presidents of local Leagues and ILOs, and directors only.

**Article XI. Council and Membership Meeting in Even Years. Section 4. Powers.** The council may ~~shall~~ give guidance to the board on program, budget and methods of operation.

(a) In the event of an emergency, the council may change the program of the LWVC, as defined in Article XIII, Section 2, upon the recommendation of the board of directors, a local League or ILO, using the following procedure:

(1) At least 60 days prior to the council meeting any local League proposing a change shall submit it to the board which shall decide whether to recommend it;

(2) No more than 60 nor less than 20 days prior to the council meeting, the board shall send to the presidents of local Leagues and ILOs all proposed changes;

(3) Any change proposed by a local League or ILO and not recommended by the board shall first require a majority vote of the council for consideration; and

(4) A three-fifths vote shall be required to adopt any change.

(b) The council may ~~shall~~ adopt a budget for the fiscal year.

(c) The council shall transact such other business as may properly come before it.



# Bylaws

---



**BYLAWS OF  
LEAGUE OF WOMEN VOTERS OF CALIFORNIA  
A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION  
1107 9th Street, Suite 300, Sacramento, 95814**

**ARTICLE I  
NAME AND OFFICE**

**Section 1. Name.** The name of this corporation shall be the League of Women Voters of California (hereinafter referred to as the “LWVC”). The LWVC is an integral part of the League of Women Voters of the United States (hereinafter referred to as the “LWVUS”).

**Section 2. Form.** The LWVC shall be a nonprofit public benefit corporation incorporated under the laws of the State of California.

**Section 3. Principal Office.** The principal office of the LWVC shall be maintained at such location in the State of California as may be determined by the board of directors (hereinafter referred to as the “board”). The board is granted full power and authority to change said principal office from one location to another.

**ARTICLE II  
PURPOSES AND POLICY**

**Section 1. Purposes.** The purposes of the LWVC are to promote political responsibility through informed and active participation in government, and to act on selected governmental issues.

**Section 2. Political Policy.** The LWVC shall not support or oppose any political party or any candidate.

**ARTICLE III  
MEMBERSHIP**

**Section 1. Eligibility.** Any person who subscribes to the purposes and policy of the League shall be eligible for membership.

# Bylaws

## Section 2. Types of Membership.

- (a) **Voting Members.** Citizens of the United States, at least 18 years of age, who join the League in California shall be voting members. Such persons include:
- (1) An individual who joins a local League in California
  - (2) Student Member. A member of a local League who is enrolled either full- or part-time in an accredited institution and is making progress toward a degree.
  - (3) Life Member. An individual who has been a member of the League for 50 years. A life member is exempt from paying dues to the LWVC.
  - (4) Member-at-Large. An individual who resides outside the area of a local League and is not enrolled in a local League, but who pays annual dues to the LWVC in an amount determined by the board of the LWVC.
- (b) **Associate Local League Members.** All other persons enrolled in a local League shall be associate members.

## Section 3. Termination of Membership.

The status of members may be terminated in the manner set forth in this section.

- (a) A member may at any time voluntarily resign by delivering a written notice to the secretary. Resignation will be effective on the date and time of the receipt of such notice.
- (b) League membership automatically terminates upon the death of a member.
- (c) The board may terminate or suspend a membership, or expel or suspend such a member, for nonpayment of dues or for conduct which the board shall deem inimical to the best interests of the LWVC, including, without limitation, flagrant violation of any provision of these bylaws or failure to satisfy such membership qualifications. The board shall give the member who is the subject of the proposed action 15 days' prior notice of the proposed expulsion, suspension, or termination and the reasons therefor. The member may submit a written statement to the board regarding the proposed action not less than five days before the effective date of the proposed expulsion, suspension or termination. Prior to the effective date of the proposed expulsion, suspension, or termination, the board shall review any such statement submitted and shall determine the mitigating effect, if any, of the information contained therein on the proposed expulsion, suspension or termination. A suspended member shall not be entitled to exercise any of the voting rights set forth in these bylaws.

# Bylaws

## ARTICLE IV

### RECOGNITION OF LOCAL LEAGUES, MEMBER-AT-LARGE UNITS AND INTER-LEAGUE ORGANIZATIONS

**Section 1. Local Leagues.** Local Leagues are those Leagues within the State of California that have been recognized by the LWVUS.

**Section 2. Recognition of Local Leagues.** The board shall recommend to LWVUS that it recognize as a local League any group of members of the LWVC in any community within California provided the group meets qualifying standards for local Leagues as adopted by the LWVUS.

**Section 3. Withdrawal of Recognition.** In the event of recurring failure of a local League or ILO to meet these qualifying standards, the board may recommend to the LWVUS that it withdraw recognition from such local League. All funds held by a local League from which recognition has been withdrawn shall be paid to the LWVC. All funds held by an inter-League organization shall be prorated among member Leagues by size.

#### **Section 4. Member-at-Large Units.**

- (a) The board has the responsibility for the establishment of new Leagues. The board may authorize the establishment of member-at-large units in communities in which a group wants to establish a local League or in which the establishment of a recognized local League is not feasible. The member-at-large units shall operate within the limitations established by the LWVUS and with guidelines adopted by the board.
- (b) In the event of recurring failure to adhere to guidelines for member-at-large units or to operate within the limitations established by the LWVUS, the board may withdraw approval of the member-at-large unit. All funds held by a member-at-large unit from which approval has been withdrawn shall be paid to the LWVC.

#### **Section 5. Inter-League Organizations.**

- (a) Members enrolled in local Leagues may organize an inter-League organization in order to promote the purposes of the League and to take action on governmental matters within its jurisdiction.
- (b) Inter-League organizations must meet the qualifying standards of the LWVUS.

# Bylaws

## ARTICLE V BOARD OF DIRECTORS

**Section 1. Number of Directors.** The authorized number of directors shall be not more than 21. This number of directors includes the officers designated in Article VI, Section 1, who shall also serve as directors.

**Section 2. Selection of Directors.** Of the directors taking office following a convention, at least two-thirds, including those positions held by officers, shall have been elected by a majority of those eligible to vote and voting at the convention. Up to one-third of the new board may be selected by the newly elected directors at the first meeting of the board following the convention. The total number of directors on any board following a convention shall not exceed 150 percent of the number elected at the convention, and may not exceed the total provided for in Section 1 of this article.

**Section 3. Term of Office.** The elected directors shall take office on July 1 following the convention and serve for two years or until their successors have been elected and qualified. The appointed directors shall hold office concurrently with the term of the elected directors.

**Section 4. Qualifications.** All directors must be voting members of the LWVUS and either a local League member or LWVC member-at-large.

**Section 5. Vacancies.** Subject to the provision of Section 5226 of the California Nonprofit Public Benefit Corporation Law, any director may resign effective upon giving written notice to the president or the secretary or the board. Such resignation will be effective when received unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be selected before such time, to take office when the resignation becomes effective.

Vacancies in the board shall be filled in the same manner as the director whose office is vacant was selected, provided that vacancies to be filled by election may be filled by a majority of the remaining directors, although less than a quorum, or by the sole remaining director. Each director so selected shall hold office until the expiration of the term of the replaced director and until a successor has been selected and qualified. A vacancy or vacancies in the board shall be deemed to exist in case of the death, resignation or removal of any director, or if the authorized number of directors is increased.

The board may declare vacant the office of a director who has been declared of unsound mind by a final order of court, or convicted of a felony, or been found by a final order or judgment of any

# Bylaws

court to have breached any duty arising under Section 5230 and following of the California Nonprofit Public Benefit Corporation Law.

No reduction of the authorized number of directors shall have the effect of removing any director prior to the expiration of the director's term of office.

**Section 6. Powers and Duties.** Subject to the limitations of the articles of incorporation (hereinafter referred to as the "articles") and these bylaws, the activities and affairs of the LWVC shall be conducted and all corporate powers shall be exercised by or under the control of the board. The board shall plan and direct the work necessary to carry out programs on selected governmental issues as adopted by the convention. It shall accept responsibility delegated to it by the LWVUS for the organization and development of local Leagues and inter-League organizations, for the carrying out of programs, and for promotion in the local Leagues of finance programs necessary to further the work of the League as a whole.

The board may delegate the management of the activities of the LWVC to any person or persons, a management company, or committees however composed, provided that the activities and affairs of the LWVC shall be managed and all corporate powers shall be exercised under the ultimate direction of the board.

Without prejudice to such general powers, but subject to the same limitations, it is hereby expressly declared that the board shall have the following powers in addition to the other powers enumerated in these bylaws:

- (a) To select and remove all the agents and employees of the LWVC, prescribe powers and duties for them as may not be inconsistent with law, the articles, or these bylaws, fix their compensation, and require from them security for faithful service;
- (b) To conduct, manage, and control the affairs and activities of the LWVC and to make such rules and regulations therefor not inconsistent with law, the articles or these bylaws, as they may deem best;
- (c) To authorize the issuance of memberships of the LWVC from time to time, upon such terms and for such consideration as may be lawful; and
- (d) To borrow money and incur indebtedness for the purposes of the LWVC, and to cause to be executed and delivered therefor, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecation, or other evidences of debt and securities therefor.

# Bylaws

**Section 7. Regular Meetings.** There shall be at least five regular meetings of the board annually at such time and place as the board may determine.

**Section 8. Special Meetings.** Special meetings of the board for any purpose or purposes may be called at any time by the president or any five directors.

Special meetings of the board shall be held upon four days' notice by first-class mail or 48 hours' notice delivered personally or by telephone, including a voice messaging system or other system designed to record and communicate messages, telegraph, facsimile, electronic mail, or other electronic means. Such notices shall be addressed to each director at the address shown on the books of the LWVC.

**Section 9. Quorum.** A majority of the number of officers and directors constitutes a quorum of the board for the transaction of business, except to adjourn as provided in Section 12 of this Article V. Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the board, unless a greater number be required by law or by the articles, except as provided in the next sentence. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of directors, if any action taken is approved by at least a majority of the required quorum for such meeting.

**Section 10. Meetings by Conference Telephone or Other Means.** Any meeting, regular or special, may be held by conference telephone, electronic video screen communication, or other communications equipment. Participation in a meeting through use of conference telephone constitutes presence in person at that meeting so long as all directors participating in the meeting are able to hear one another. Participation in a meeting through use of electronic video screen communication or other communications equipment (other than conference telephone) constitutes presence in person at that meeting if all of the following apply:

- (a) Each director participating in the meeting can communicate with all of the other directors concurrently;
- (b) Each director is provided the means of participating in all matters before the board, including, without limitation, the capacity to propose, or to interpose an objection to, a specific action to be taken by the LWVC;
- (c) The LWVC adopts and implements some means of verifying 1) that all persons participating in the meeting are directors of the LWVC or are otherwise entitled to participate in the meeting, and 2) that all actions of, or votes by, the board are taken and cast only by directors and not by persons who are not directors.

# Bylaws

**Section 11. Waiver of Notice.** Notice of a meeting need not be given to any director who signs a waiver of notice or a written consent to holding the meeting or an approval of the minutes thereof, whether before or after the meeting, or who attends the meeting without protesting, prior thereto or at its commencement, the lack of notice to such director. All such waivers, consents and approvals shall be filed with the corporate records or made a part of the meetings.

**Section 12. Adjournment.** A majority of the directors present, whether or not a quorum is present, may adjourn any directors' meeting to another time and place. Notice of the time and place of holding an adjourned meeting need not be given to absent directors if the time and place be fixed at the meeting adjourned, except as provided in the next sentence. If the meeting is adjourned for more than 24 hours, notice of any adjournment to another time or place shall be given prior to the time for the adjourned meeting to the directors who were not present at the time of the adjournment.

**Section 13. Rights of Inspection.** Every director shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the LWVC of which such person is a director.

**Section 14. Committees of the Board.** The board may appoint one or more committees, each consisting of two or more directors, and delegate to such committees any of the authority of the board except with respect to:

- (a) The approval of any action for which the California Nonprofit Public Benefit Corporation Law also requires approval of the members or approval of a majority of all members;
- (b) The filling of vacancies on the board or on the executive and legislative committees;
- (c) The fixing of compensation of the directors for serving on the board or any committee;
- (d) The amendment or repeal of bylaws or the adoption of new bylaws;
- (e) The amendment or repeal of any resolution of the board which by its express terms is not so amendable or repealable;
- (f) The appointment of other committees of the board or the members thereof;
- (g) The expenditure of corporate funds to support a nominee for director after there are more people nominated for director than can be elected; or
- (h) The approval of any self-dealing transaction, as such transactions are defined in Section 5233 (a) of the California Nonprofit Public Benefit Corporation Law.

# Bylaws

Any such committee must be created, and the members thereof appointed, by resolution adopted by a majority of the authorized number of directors then in office, provided a quorum is present, and any such committee may be designated an executive committee or by such other name as the board shall specify. The board may appoint, in the same manner, alternate members of any committee who may replace any absent member at any meeting of the committee. The board shall have the power to prescribe the manner in which proceedings of any such committee shall be conducted. In the absence of any such prescription, such committee shall have the power to prescribe the manner in which its proceedings shall be conducted. Unless the board or such committee shall otherwise provide, the regular and special meetings and other actions of any such committee shall be governed by the provisions of this Article V applicable to meetings and actions of the board. Minutes shall be kept of each meeting of each committee.

## **Section 15. Executive Committee.**

- (a) **Composition.** The executive committee shall be composed of the president, the first vice president, the second vice president, the secretary and the treasurer. Three members shall constitute a quorum.
- (b) **Duties.** The executive committee shall transact emergency business between meetings of the board of directors. The proceedings of the executive committee shall be reported to the board at its next meeting for ratification.

**Section 16. Fees and Compensation.** Directors and members of the committees may receive such compensation, if any, for their services, and such reimbursement for expense, as may be fixed or determined by the board.

## **ARTICLE VI OFFICERS**

**Section 1. Enumeration and Election of Officers.** The officers of the LWVC shall be a president, a first vice president, a second vice president, a secretary and a treasurer. They shall take office on July 1 after being elected at the convention and hold office for two years, or until their successors have been elected and qualified.

**Section 2. President.** The president shall preside at all meetings of the organization and of the board of directors unless the president designates someone else to preside. In the absence or disability of the treasurer, the president may sign or endorse checks, drafts, and notes. The president shall be ex-officio a member of all committees except the nominating committee and the audit committee, and shall have such usual powers of supervision and management as may



# Bylaws

pertain to the office of president and perform such other duties as may be designated by the board.

**Section 3. First Vice President.** The first vice president in the event of the absence, disability, or death of the president shall possess all the powers and perform all the duties of that office until the board of directors shall fill the vacancy. The first vice president shall have other powers and perform such other duties as may be prescribed by law, by the articles of incorporation, or by these bylaws, or as may be prescribed by the board of directors. In the absence or disability of the treasurer, the first vice president may sign or endorse checks, drafts and notes.

**Section 4. Second Vice President.** The second vice president shall oversee state advocacy and program. The second vice president shall, in the event of the absence, disability, or death of the president and first vice president, possess all the powers and perform all of the duties of the office of the president until the board of directors shall fill the vacancy.

**Section 5. Secretary.** The secretary shall keep or cause to be kept, at the principal office or such other place as the board may order, a book of minutes of all meetings of the board and its committees, with the time and place of holding, whether regular or special, and, if special, how authorized, the notice thereof given, the names of those present at board and committee meetings, and the proceedings thereof. The secretary shall also keep minutes of the convention and council and shall sign with the president all contracts and such instruments when so authorized by the board. The secretary shall keep, or cause to be kept, at the principal office in the State of California the original or a copy of the LWVC's articles and bylaws, as amended to date.

The secretary shall give, or cause to be given, notice of all meetings of the board and any committees thereof required by these bylaws or by law to be given, shall keep the seal of the LWVC in safe custody, and shall have such other powers and perform such other duties as may be prescribed by the board.

**Section 6. Treasurer.** The treasurer is the chief financial officer of the LWVC and shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the properties and business transactions of the LWVC. The books of account shall at all times be open to inspection by any director. The treasurer shall deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the LWVC with such depositories as may be designated by the board. The treasurer shall disburse the funds of the LWVC as may be ordered by the board, shall render to the president and the directors, whenever they request it, an account of all transactions as treasurer and of the financial condition of the LWVC, and shall have such other powers and perform such other duties as may be prescribed by the board.

# Bylaws

## ARTICLE VII OTHER PROVISIONS

**Section 1. Endorsement of Documents, Contracts.** Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance or other instrument in writing and any assignment or endorsement thereof executed or entered into between the LWVC and any other person, when signed by the president or first vice president and the secretary, any assistant secretary, the treasurer or any assistant treasurer of the LWVC shall be valid and binding on the LWVC in the absence of actual knowledge on the part of the other person that the signing officers had no authority to execute the same. Any such instruments may be signed by any other person or persons and in such manner as from time to time shall be determined by the board, and, unless so authorized by the board, no officer, agent or employee shall have any power or authority to bind the LWVC by any contract or engagement or to pledge its credit or to tender it liable for any purpose or amount.

**Section 2. Representation of Shares of Other Corporations.** The president or any other officer or officers authorized by the board or the president are each authorized to vote, represent and exercise on behalf of the LWVC all rights incident to any and all shares of any corporation or corporations standing in the name of the LWVC. The authority herein granted may be exercised either by any such officer in person or by any other person authorized so to do by proxy or power of attorney duly executed by said officer.

**Section 3. Construction and Definitions.** Unless the context otherwise requires, the general provisions, rules of construction and definitions contained in the General Provisions of the California Nonprofit Corporation Law and in the California Nonprofit Public Benefit Corporation Law shall govern the construction of these bylaws.

## ARTICLE VIII INDEMNIFICATION

**Section 1. Definitions.** For the purposes of this article, "agent" means any person who is or was a director, officer, employee or other agent of the LWVC, or is or was serving at the request of the LWVC as a director, officer, employee or agent of another foreign or domestic corporation, partnership, joint venture, trust or other enterprise, or was a director, officer, employee or agent of a foreign or domestic corporation which was a predecessor corporation of the LWVC or of another enterprise at the request of such predecessor corporation; "proceeding" means any threatened, pending or completed action or proceeding, whether civil, criminal, administrative or investigative; and "expenses" includes without limitation attorneys' fees and any expenses of establishing a right to indemnification under Sections 4 or 5 (b) of this article.

# Bylaws

**Section 2. Indemnifications in Actions by Third Parties.** The LWVC shall have power to indemnify any person who was or is a party, or is threatened to be made a party, to any proceeding (other than an action by or in the right of the LWVC to procure a judgment in its favor, an action brought under Section 5233 of the California Nonprofit Public Benefit Corporation Law, or an action brought by the Attorney General or a person granted relator status by the Attorney General for any breach of duty relating to assets held in charitable trust) by reason of the fact that such person is or was an agent of the LWVC, against expenses, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with such proceeding if such person acted in good faith and in a manner such person reasonably believed to be in the best interests of the LWVC and, in the case of a criminal proceeding, had no reasonable cause to believe the conduct of such person was unlawful. The termination of any proceeding by judgment, order, settlement, convention or upon a plea of nolo contendere or its equivalent shall not, of itself, create a presumption that the person did not act in good faith and in a manner which the person reasonably believed to be in the best interests of the LWVC or that the person had reasonable cause to believe that the person's conduct was unlawful.

**Section 3. Indemnification in Actions by or in the Right of the Corporation.** The LWVC shall have the power to indemnify any person who was or is a party, or is threatened to be made a party, to any threatened, pending or completed action by or in the right of the LWVC, or brought under Section 5233 of the California Nonprofit Public Benefit Corporation Law, or brought by the Attorney General or a person granted relator status by the Attorney General for breach of duty relating to assets held in charitable trust, to procure a judgment in its favor by reason of the fact that such person is or was an agent of the LWVC, against expenses actually and reasonably incurred by such person in connection with the defense or settlement of such action if such person acted in good faith, in a manner such person believed to be in the best interests of the LWVC and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances. No indemnification shall be made under this Section 3:

- (a) In respect of any claim, issue or matter as to which such person shall have been adjudged to be liable to the LWVC in the performance of such person's duty to the LWVC, unless and only to the extent that the court in which such proceeding is or was pending shall determine upon application that, in view of all the circumstances of the case, such person is fairly and reasonably entitled to indemnity for the expenses which such court shall determine;
- (b) Of amounts paid in settling or otherwise disposing of a threatened or pending action, with or without court approval; or
- (c) Of expenses incurred in defending a threatened or pending action which is settled or otherwise disposed of without court approval, unless it is settled with the approval of the Attorney General.

# Bylaws

**Section 4. Indemnification Against Expenses.** To the extent that an agent of the LWVC has been successful on the merits in defense of any proceeding referred to in Sections 2 or 3 of this article or in defense of any claim, issue or matter therein, the agent shall be indemnified against expenses actually and reasonably incurred by the agent in connection therewith.

**Section 5. Required Determinations.** Except as provided in Section 4 of this article, any indemnification under this article shall be made by the LWVC only if authorized in the specific case, upon determination that indemnification of the agent is proper in the circumstances because the agent has met the applicable standard of conduct set forth in Sections 2 or 3 of this article by:

- (a) A majority vote of a quorum consisting of directors who are not parties to such proceedings; or
- (b) The court in which such proceeding is or was pending upon application made by the LWVC or the agent or the attorney or other person rendering services in connection with the defense, whether or not such application by the agent, attorney or other person is opposed by the LWVC; or
- (c) Approval of the members with the person to be indemnified not being entitled to vote thereon.

**Section 6. Advance of Expenses.** Expenses incurred in defending any proceeding may be advanced by the LWVC prior to the final disposition of such proceeding upon receipt of any undertaking by or on behalf of the agent to repay such amount unless it shall be determined ultimately that the agent is entitled to be indemnified as authorized in this article.

**Section 7. Other Indemnification.** No provision made by the LWVC to indemnify its or its subsidiary's directors or officers for the defense of any proceeding, whether contained in the articles, bylaws, a resolution of members or directors, an agreement or otherwise, shall be valid unless consistent with this article. Nothing contained in this article shall affect any right to indemnification to which persons other than such directors and officers may be entitled by contract or otherwise.

**Section 8. Forms of Indemnification Not Permitted.** No indemnification or advance shall be made under this article, except as provided in Sections 4 or 5(b), in any circumstances where it appears:

- (a) That it would be inconsistent with a provision of the articles, these bylaws, a resolution of the members or an agreement in effect at the time of the accrual of the alleged cause of action asserted in the proceeding in which the expenses were incurred or other amount were paid, which prohibits or otherwise limits indemnification; or

# Bylaws

- (b) That it would be inconsistent with any condition expressly imposed by a court in approving a settlement.

**Section 9. Insurance.** The LWVC shall have power to purchase and maintain insurance on behalf of any agent of the LWVC against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such whether or not the LWVC would have the power to indemnify the agent against such liability under the provisions of the articles, provided, however, that a corporation shall have no power to purchase and maintain such insurance to indemnify any agent of the LWVC for a violation of Section 5233 of the California Nonprofit Benefit Corporation Law.

## ARTICLE IX FINANCIAL ADMINISTRATION

**Section 1. Fiscal Year.** The fiscal year of the LWVC shall be from July 1 to June 30 of each year.

**Section 2. Budget.** The board shall submit to the convention or council for adoption a budget for the ensuing year. The budget shall provide for the support of the LWVC. A copy of the budget shall be sent to each local League and ILO president at least one month in advance of the convention or council.

**Section 3. Fiscal Report.** The board shall send on a biennial basis to delegate members and local and ILO presidents, and on an annual basis to directors and any delegate member or local League or ILO president who requests such in writing, a fiscal report containing the following information. Such report shall be sent not later than 120 days following the end of the LWVC's fiscal year.

- (a) The assets and liabilities, including the trust funds, of the LWVC as of the end of the fiscal year.
- (b) The principal changes in assets and liabilities, including trust funds, during fiscal year.
- (c) The revenue or receipts of the LWVC, both unrestricted and restricted to particular purposes, for the fiscal year.
- (d) The expenses or disbursements of the LWVC, for both general and restricted purposes, during the fiscal year.

# Bylaws

- (e) A copy of any report of independent accountants or, if there is no such report, the certificate of an authorized officer of the LWVC that such statements were prepared without audit from the books and records of the LWVC.

## **Section 4. Report on Transactions with Interested Persons.**

- (a) Within 120 days of the end of the LWVC's fiscal year, the board shall send to delegate members, local League presidents, and directors a report on any transaction in which the LWVC, its parent or subsidiary was a party and which either of the following had a direct or indirect material financial interest:
  - (1) any director or officer of the LWVC, or its parent or subsidiary; or
  - (2) any holder of more than ten percent of the voting power of the LWVC or its parent or subsidiary.
- (b) The report shall briefly describe:
  - (1) Any covered transaction during the previous fiscal year involving more than \$40,000, or which was one of a number of covered transactions in which the same interested person had a direct or indirect material financial interest, and which transactions in the aggregate involved more than \$40,000; and
  - (2) The names of the interested persons involved in such transactions, stating such person's relationship to the LWVC, the nature of such person's interest in the transaction, and, where practicable, the amount of such interest, provided that in the case of a transaction with a partnership of which such person is a partner, only the interest of the partnership need be stated.
- (c) No such report need be sent if no transactions of the type occurred during the fiscal year.

**Section 5. Budget Committee.** The budget shall be prepared by a committee which shall be appointed by the board for that purpose at least four months in advance of the convention or council. The budget committee shall consist of no fewer than five members including a chair, the treasurer and the executive director. At least one member of the budget committee shall also be a member of the advancement committee. The majority of the members of this committee, including the chair, shall not be members of the state board.

## **Section 6. Financial Support.**

- (a) Local League members and associate local League members who are enrolled in a local League shall pay annual dues to the local League. Each local League shall pay to the LWVC a uniform amount for each such member, allowing a reduction of one-half for each additional member residing in the same household and for each student member. The amount of per member payment is to be determined according to the amount

# Bylaws

necessary to fund the LWVC as provided for in the budget adopted by the convention or council.

- (b) The LWVC may authorize the payment of a designated part of each per member payment to the League of Women Voters of California Education Fund.

**Section 7. Audit Committee.** The board shall appoint an audit committee to oversee the LWVC's financial reporting process on behalf of the board.

- (a) **Composition.** The audit committee shall consist of three members, one of whom shall be a person who is not on the board. The president, treasurer, and staff members are not eligible to serve on the committee. No more than one member of the finance committee may serve on the audit committee. The chair of the audit committee shall not be a member of the finance committee and shall be selected by majority vote of the committee members.
- (b) **Duties.** The duties of the audit committee shall be as follows:
  - (1) Recommend to the board of directors the retention and termination of the independent auditor;
  - (2) Negotiate the compensation of the auditor on behalf of the board;
  - (3) Confer with the auditor to satisfy the committee members that the financial affairs of the LWVC are in order;
  - (4) Review and determine whether to recommend that the board accept the audit;
  - (5) Approve the hiring of the audit firm for any non-audit services and assess the performance of such services; and
  - (6) Review and monitor internal controls and procedures.

**Section 8. Advancement Committee.** The board shall appoint an advancement committee to provide leadership and support in the creation and maintenance of a diversified fundraising strategy that will support the long-term financial interests of the LWVC.

- (a) **Composition.** The advancement committee shall consist of no fewer than five members, two of whom shall be board members. The chair shall be appointed by the board.
- (b) **Duties.** The duties of the advancement committee shall include:
  - (1) Present the annual fundraising plan to the budget committee as part of the annual LWVC budget planning process;

# Bylaws

- (2) Regularly review fundraising plan progress and benchmarks;
- (3) Provide strategic insight for development of revenue and project goals;
- (4) Improve stewardship and development of major donors; and
- (5) Provide structure and support for the planned giving program.

**Section 9. Distribution of Funds on Dissolution.** In the event of a dissolution for any cause of the LWVC, all money and securities which may at the time be owned by or under the absolute control of the LWVC shall be paid to the LWVUS. All other property of whatsoever nature, whether real, personal, or mixed which may at the time be owned by or under the control of the LWVC shall be disposed of by any officer or employee of the organization having possession of same to such person, organization, or corporation, for such public, charitable, or educational uses and purposes as may be designated by the board.

## ARTICLE X CONVENTION AND VOTING RIGHTS

**Section 1. Place and Date.** The LWVC shall hold a biennial meeting of all members by representation through elected delegates. A convention for delegates, local League and ILO presidents, and directors shall be held between April 15 and May 31 in odd-numbered years. This shall be known as the convention. The time and place of the convention shall be determined by the board.

**Section 2. Composition.** The convention shall consist of:

- (a) the delegates chosen by the local Leagues in the number provided in Section 4 of this article;
- (b) the local League and ILO presidents or alternate, in the event the president is unable to attend; and
- (c) the directors of the LWVC.

**Section 3. Voting.** Each delegate, local League and ILO president, and director shall be entitled to one vote only at the convention, even though attending in two or more capacities. Absentee or proxy voting shall not be permitted. Each local League president and delegate representing a local League shall be entitled to vote only if that League has met its per member payment (PMP)



# Bylaws

responsibilities. The board may make an exception in the case of proven hardship. All elections for officers and directors must be by ballot upon the written demand made by a delegate, local League or ILO president, or director at the convention and before the voting begins. In the election of officers and directors, the candidates receiving the highest number of votes of those persons voting are elected.

Voting shall in all cases be subject to the provisions of the California Nonprofit Public Benefit Corporation Law. Cumulative voting shall not be allowed in any voting.

**Section 4. Representation.** The local Leagues shall be entitled to delegates in proportion to their membership as of the record date of the year of the convention in accordance with Article X, Section 8. Each local League shall be entitled to at least one delegate in addition to the local League president as provided in Article X, Section 2(b). When local League membership reaches 51 voting members, the local League shall be entitled to one additional delegate. Thereafter, one additional delegate shall be authorized for each additional 50 members.

**Section 5. Authorization for Action.** The convention shall consider and authorize for action a program, shall elect directors as described in Article V, Section 2 (five of whom shall be the officers designated in Article VI, Section 1) and three members of the nominating committee, shall adopt a budget for the ensuing year, and shall transact such other business as shall be presented.

**Section 6. Quorum.** A quorum shall consist of a majority of the delegate members, local League and ILO presidents, and directors registered at the convention, provided that not less than a majority of local Leagues are represented.

**Section 7. Notice of Convention.** Written notice of each convention shall be given not less than 30 nor more than 90 days before the date of the convention to each delegate member, local League and ILO president, and director. The president shall send a first call to the convention to delegate members and local League and ILO presidents, and directors not less than 90 days prior to the opening date of the convention fixed in said call. Thereafter the board may advance or postpone the opening date of the convention not more than two weeks from the date fixed in the first call. A final call to the convention shall be sent by the president to delegate members, local League and ILO presidents, and directors not less than 30 nor more than 90 days before the convention. Both notices shall state the place, date and hour of the convention. The final call shall include those matters which the board, at the time of the mailing of the notice, intends to present for action. However, subject to the provisions of applicable law, any proper matter may be presented at the convention for such action. The final call shall also include the names of all those who are nominees for director at the time the notice is sent.

# Bylaws

All notices required by law or these bylaws may be given by any of the following methods as determined by the board:

- (a) By sending such notice electronically or by first class mail to the last known address of the delegate member, local League or ILO president, or director as shown by the records of the LWVC; or
- (b) By publishing such notice in the publication which is the official organ of the LWVC and by mailing a copy thereof to such member; or
- (c) By any other method provided by these bylaws or determined by the board in accordance with the applicable law.

**Section 8. Record Date.** The official membership count shall be determined by records of voting members as reported to the LWVUS in January of the year in which the LWVC convention is held.

**Section 9. Inspection of Corporate Records.** Subject to Sections 6330, 6331, and 6332 of the California Nonprofit Public Benefit Corporation Law, delegate members, local League and ILO presidents, and directors may do either or both of the following for a purpose reasonably related to such member's interest as a member:

- (a) Inspect and copy the record of all the names, addresses and voting rights of delegate members, local League and ILO presidents, and directors, at reasonable times, upon five business days' prior written demand upon the LWVC, which demand shall state the purpose for which the inspection rights are requested; and/or
- (b) Obtain from the secretary of the LWVC, upon written demand and tender of a reasonable charge, a list of the names, addresses, and voting rights of those members entitled to vote for the election of directors, as of the most recent record date for which it has been compiled or as of a date specified by the member subsequent to the date of demand. The demand shall state the purpose for which the list is requested. The secretary shall make the list available on or before the later of ten business days after the demand is received or after the date specified therein as the date as of which the list is to be compiled.

The LWVC may, within ten business days after receiving a demand, as set forth above in subparagraph (a) or (b) of this Section 9, deliver to the person(s) making the demand a written offer of an alternative method of achieving the purpose identified in said demand without providing access to or a copy of the list. Any rejection of the LWVC's offer shall be in writing and shall indicate the reasons the alternative proposed by the LWVC does not meet the proper purpose of the demand made pursuant to subparagraph (a) or (b) of this Section 9.

# Bylaws

The accounting books and records and minutes of proceedings of the delegate members, local League and ILO presidents, and the board and committees of the board shall be open to inspection upon written demand on the LWVC of any delegate member, local League president, ILO president, or director at any reasonable time for a purpose reasonably related to such person's interests a member.

**Section 10. Inspection of Articles and Bylaws.** The LWVC shall keep in its principal office in the State of California the original or a copy of its articles and of these bylaws as amended to date, which shall be open to inspection by delegate members, local League and ILO presidents, and directors at all reasonable times during office hours.

## ARTICLE XI

### COUNCIL AND MEMBERSHIP MEETING IN EVEN YEARS

**Section 1. Composition.** A meeting of members in even-numbered years shall be held through representation in accordance with the procedures and for the purposes set forth in this Article XI. This meeting shall be known as a council. A council shall be held each even-numbered year in the interim between conventions. The council shall be composed of the local League and ILO presidents as the delegate of the members of such local League and ILO, or an alternate in the event the president is unable to attend, and directors of the LWVC.

**Section 2. Place, Date, Call and Notification.** A meeting of the council shall be held approximately 12 months after the preceding convention. The time and place of the meeting shall be determined by the directors. A formal notice of the council meeting shall be sent by the president to the local League and ILO presidents, and directors not less than 30 days nor more than 90 days before a council meeting. Such notification shall be sent electronically or by first class mail. Special meetings may be called in case of extreme emergency. The call shall be in the same manner as the convention, but to presidents of local Leagues and ILOs, and directors only.

**Section 3. Voting.** Each delegate member and director shall be entitled to only one vote at council. Absentee or proxy voting shall not be permitted.

**Section 4. Powers.** The council shall give guidance to the board on program, budget and methods of operation.

- (a) In the event of an emergency, the council may change the program of the LWVC, as defined in Article XIII, Section 2, upon the recommendation of the board of directors, a local League or ILO, using the following procedure:

# Bylaws

- (1) At least 60 days prior to the council meeting any local League proposing a change shall submit it to the board which shall decide whether to recommend it;
- (2) No more than 60 nor less than 20 days prior to the council meeting, the board shall send to the presidents of local Leagues and ILOs all proposed changes;
- (3) Any change proposed by a local League or ILO and not recommended by the board shall first require a majority vote of the council for consideration; and
- (4) A three-fifths vote shall be required to adopt any change.

(b) The council shall adopt a budget for the fiscal year.

(c) The council shall transact such other business as may properly come before it.

**Section 5. Quorum.** A quorum shall consist of not less than 50 percent of the number of local League and ILO presidents plus a majority of the board of directors for the transaction of business at a council meeting.

## ARTICLE XII NOMINATIONS AND ELECTIONS

### Section 1. The Nominating Committee.

- (a) The nominating committee shall consist of five members, two of whom shall be directors. The chair and two members who shall not be directors shall be elected by the convention. Nominations for these offices shall be made by the current nominating committee. Further nominations may be made from the floor of the convention. Nominating committee members shall hold office for a term of two years beginning July 1 after the convention or until their successors are elected and qualified. The other members of the committee shall be appointed by the board and their term of office shall run concurrently with the term of office of the elected members.
- (b) Any vacancy occurring in the nominating committee shall be filled by the board.
- (c) The name and address of the nominating committee chair shall be sent to the local League and ILO presidents. It shall be the duty of the nominating committee chair to solicit from each local League and ILO through its president, suggestions for nominations for the offices to be filled.

# Bylaws

- (d) The nominating committee shall send nomination guidelines to all local Leagues and ILO presidents by February 1 of the year following the convention.

**Section 2. Suggestions by Members.** Any LWVC member may send suggestions to the nominating committee.

**Section 3. Report of the Nominating Committee and Nominations from the Floor.** The report of the nominating committee of its nominations for officers, directors, and the chair and two members of the succeeding nominating committee shall be sent to local Leagues and ILOs one month before date of the convention. The report of the nominating committee shall be presented to the convention on the first day of the convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the convention, provided that the consent of the nominee shall have been secured.

**Section 4. Elections.** The election committee appointed by the president on the first day of the convention shall be in charge of the election. The election shall be by ballot, except that if there is but one nominee for each office, it shall be by voice vote. A majority vote of those present and qualified to vote and voting shall constitute an election.

## ARTICLE XIII PROGRAM

**Section 1. Principles.** The governmental Principles as adopted by the national convention, and supported by the League as a whole, constitute the authorization for the adoption of Program.

**Section 2. Program.** The Program of the LWVC shall consist of:

- (a) action to implement the Principles, and
- (b) those governmental issues chosen for concerted study and action.

**Section 3. Convention Action.** The convention shall act upon the program using the following procedures:

- (a) Local League and ILO boards may make recommendations for a program to the board by a date, set by the board, that falls within the four months prior to convention.
- (b) The board shall consider the recommendations and shall formulate a proposed program which shall be submitted to the local League and ILO boards of directors at least one month prior to the convention, together with a list of not-recommended items.

# Bylaws

- (c) A majority of those present and voting shall be required for the adoption of the program proposed by the board; and
- (d) Any recommendations for the program submitted to the board by the deadline set by the board prior to the convention, but not proposed by the board, may be adopted by the convention, provided consideration is ordered by a majority vote and on a following day the proposal for adoptions receives a three-fifths vote.

**Section 4. Council Action.** The Council may change the program as provided in Article XI.

**Section 5. Member Action.** Members may act in the name of the LWVC only when authorized to do so by the board.

**Section 6. Local League and Inter-League Organization Action.** Local Leagues and ILOs may take action on state governmental matters only when authorized by the LWVC board. Local Leagues and ILOs may act only in conformity with, or not contrary to, the position taken by the LWVC.

## ARTICLE XIV

### NATIONAL CONVENTION AND COUNCIL

**Section 1. National Convention.** The board, at a meeting, shall elect delegates to the national convention in the number allowed the LWVC under the provisions of the bylaws of the LWVUS.

**Section 2. National Council.** The board shall elect delegates to the meeting of the council of the LWVUS at a meeting preceding such council meeting in the number allowed the LWVC under provisions of the bylaws of the LWVUS.

## ARTICLE XV

### CONFERENCES AND AREA MEETINGS

Such regional conferences and area meetings as may be deemed necessary shall be called by the board or on the written request of five local Leagues and ILOs.

# Bylaws

## ARTICLE XVI

### PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order, Newly Revised, current edition, shall govern the LWVC in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

## ARTICLE XVII

### AMENDMENTS

**Section 1.** These bylaws may be amended at any convention by a two-thirds vote using the following procedure:

- (a) Proposals for bylaw amendments shall be submitted by any local League or ILO board of directors to the board no later than December 15, prior to a convention;
- (b) All such proposed amendments together with the recommendations of the board shall be sent electronically or by first class mail by the board to the presidents of local Leagues and ILOs not less than 30 days prior to the convention; and
- (c) The presidents of the local Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a local League president to give such notice or failure of any member to receive such notice shall not invalidate the amendments to the bylaws.

**Section 2.** When required by law, these bylaws may be amended by the board of directors subject to ratification at a subsequent convention.

Adopted by the April 1981 Convention

Amended: April 1983; April 1985; May 1987; April 1989; April 1991; April 1993; May 1995; April 1997; May 2001; May 2003; May 2005; May 2007; May 2009; May 2011; May 2013

# Convention Rules and Procedures

---



## Adoption of the Convention Rules

A motion to adopt the convention rules will be made at the opening plenary session. Amendments may be offered at this time and require a majority vote to adopt.

The convention rules, as proposed or amended, require a two-thirds vote for adoption.

To suspend a rule at a later time requires a two-thirds vote.

## Adoption of the Order of Business

A motion to adopt the order of business will be made at the opening plenary session, following the adoption of the convention rules.

The proposed order of business may be amended by a majority vote before it is adopted and requires a majority vote for adoption.

To change the order of business after adoption requires a two-thirds vote.

## Proposed Convention Rules

1. **ADMISSION** to the convention shall be limited to persons displaying authorized badges. Badges must be worn at all meetings of the convention.
2. **SEATING**. Only delegate members may sit in the delegate area. Observers, other nonvoting members, and visitors shall sit in other areas as designated. Although persons may enter the plenary room after the meeting has begun, no one shall be seated during an address.
3. **VOTING**. Only accredited local League delegates, local League and ILO presidents or their alternates, and members of the LWVC board may vote.
4. **ALTERNATES**. If a delegate is taken ill, or due to an emergency is forced to give up delegate status, the delegate's badge must be turned in to the registration committee chair immediately, so an alternate, if available, can replace the delegate. The alternate must obtain the proper badge from the registration committee chair and the change must be noted. The original delegate may regain delegate status by repeating the above procedure.

A delegate who temporarily leaves the meeting hall may not relinquish his/her badge to an alternate to vote in his/her stead.



# Convention Rules and Procedures

5. OBSERVERS. Each authorized Member-at-Large (MAL) unit may be represented at convention by an official observer.

6. VISITORS. Other League members or nonmembers may attend as visitors and may observe all convention meetings and other events where space permits. They do not participate in discussion or vote.

7. PRIVILEGE OF THE FLOOR. Past state presidents, national board members, state board nominees, budget and nominating committee chairs, official observers, consultants, and committee members shall be extended the privilege of the floor. This includes participation in discussion and debate, but NOT in voting.

8. DEBATE AND DISCUSSION.

- a) Anyone addressing the convention shall use a microphone.
- b) Upon recognition by the chair, the speaker shall state her/his name and League.
- c) During debate on a motion, no person may speak more than once on that question until all others who wish to speak have done so. No person shall speak more than twice on the same motion.
- d) Debate shall be limited to two minutes for each speaker. The chair is authorized to shorten or extend the time as deemed necessary.
- e) During free discussion, the rules for formal debate do not apply, but remarks should be limited to no more than two minutes. No motions are allowed during free discussion.

9. MOTIONS. Main motions, or amendments of substantial length, must be in writing on forms provided by the ushers. Give the original and two copies to a page for delivery to the chair, the secretary and the viewgraph operator. The last copy shall be retained by the maker of the motion.

10. MOTIONS OR REQUESTS THAT INTERRUPT THE SPEAKER. Delegates who wish to interrupt the speaker with motions such as points of order, parliamentary inquiry, personal privilege, or requests for information may use a red card at any microphone. (See *Parliamentary Procedure at a Glance* for motions that may interrupt.) Speakers shall first consult the parliamentary aide to determine whether use of the red card is appropriate. A red card may not be used for discussion or debate or to make any other motion.

11. PRESENTATION AND ADOPTION OF PROGRAM. The procedure shall be as follows:

- a) At the plenary meeting on Friday, the proposed LWVC program for 2015–2017 shall be presented by members of the LWVC board. No questions, motions, or debate are in order at this time. Delegates will then have one minute to announce their intent to move for consideration not-recommended items in order to inform delegates of areas of interest. No questions, motions, or debate are in order at this time.

# Convention Rules and Procedures

- b) At the plenary meeting on Saturday, at the time indicated in the order of business, members of the LWVC board shall move for adoption of the proposed program, as it appears in the *Convention Workbook*. There may be questions for clarification, with the response limited to one minute, but no debate or motions on these items will be in order. The proposed program has two sections: LWVC Positions, and LWVC Issues for Education and Advocacy.
- c) Delegates may then move consideration of program items that are not recommended by the board, but that have been submitted by local Leagues and received by the deadline set by the LWVC board, in accord with the bylaws. Items must be listed in the *Convention Workbook* and the wording must be that contained in the workbook list.
- d) A delegate who moves consideration of an item that has not been recommended by the LWVC board may make a statement of no longer than three minutes explaining the reason for moving consideration. There may be questions for clarification, with the response limited to one minute, but no debate or motions on these items will be in order at this time.
- e) After all the not-recommended items have been offered, the vote for consideration shall be taken in the order in which the items were presented for consideration.
- f) Announcement of the vote result shall be made immediately following the vote on each item and before a vote is taken on a subsequent item.
- g) A majority vote is required to grant consideration of not-recommended items. Items that receive a majority vote are automatically before the convention for adoption without further motion.
- h) If a not-recommended item is voted consideration, a delegate may request a statement from the LWVC board, limited to three minutes, giving its reasons for not recommending it.
- i) Amendments. Wording of all items (recommended and not-recommended) may be amended during program discussion and debate at the time specified in the order of business. A recommended item may not be enlarged by amendment. The proposal must be presented as a not-recommended item.
- j) Adoption of Program. Adoption of program takes place as specified in the order of business. Items for the program will be voted on in the following order:
  - 1) Recommended items in the order in which they were presented. A majority vote is required to adopt recommended items.

# Convention Rules and Procedures

- 2) Not-recommended items in the order in which they were granted consideration. A three-fifths vote is required to adopt not-recommended items.
- k) During the times specified in the agenda for program discussion and program debate, the chair will divide the time equally among the program items that have been granted consideration.

12. BUDGET ADOPTION. A balanced LWVC budget must be adopted by the convention delegates. A recommendation to increase or decrease income must be accompanied by a corresponding increase or decrease in expenditures. A recommendation to increase or decrease expenditures must be accompanied by a corresponding increase or decrease in income. The budget adjustment committee will be prepared to assist delegates.

13. RESOLUTIONS. Motions expressing the Will of the Convention must be submitted to the secretary as soon as possible, and no later than Saturday, May 16 at 3:30 p.m. following the close of the afternoon plenary session. The following procedure will be required:

- a) The resolutions committee will be appointed by the chair on Friday, May 15. It will be composed of the parliamentarian, two members of the LWVC board, and two other delegates. The program director/advocate will serve in an advisory role.
- b) The committee will evaluate the Resolutions to Express the Will of the Convention. The resolutions committee will meet on Saturday following the banquet. Sponsors may attend as may other interested delegates.
- c) Resolutions to Express the Will of the Convention are not intended to expand or modify the procedure described in Rule 11 for adoption of positions or Issues for Education and Advocacy. The following criteria will be used to judge the appropriateness of proposed resolutions.

## Resolutions:

- should be within League Program
  - should not circumvent the program process
  - should involve a single, short term action
  - should deal with topical, current issues
  - should have minimum LWVC budgetary impact
  - should be pertinent to California.
- d) The committee will screen, make findings, and have motions at the podium in time for the motions to be introduced during the Sunday morning plenary meeting. Presenters of Will of the Convention motions should meet at the podium at 8:45 a.m. prior to the opening of the morning session.
  - e) The Sunday morning presentation of appropriate Will of the Convention motions may not exceed two minutes. No debate is permitted at this time. The Chair may reduce as well as extend the time.
  - f) Debate and vote on motions deemed appropriate by the resolutions committee will take place on Sunday afternoon at the time specified. Will of the Convention motions are main motions and follow the standard parliamentary rules governing motions. Adoption

# Convention Rules and Procedures

requires a majority vote. The convention delegates may override, by a two-thirds vote, the decision of the resolutions committee on any motion deemed inappropriate by the committee.

14. CONCURRENCE. Program items may be proposed for concurrence if they have met the requirements in the Concurrence Policy printed in this *Convention Workbook* and have been submitted by the program planning deadline. Procedures for presentation and adoption of program in Convention Rule #11 apply.

15. ELECTION ACTIVITIES: In the case of any contested election for the LWVC board of directors the following campaign rules will be followed:

- a) Flyers, biographical information and other election materials will be allowed only on a table provided by the convention committee outside the plenary session. The table will be clearly marked for candidate materials.
- b) Individual signs and distribution of campaign materials will be allowed only beyond a 100-foot area outside the plenary session meeting room.
- c) No person will wear campaign/electioneering material when appearing on the dais.
- d) No person will advocate for a particular candidate while making a presentation to the plenary session or in a workshop.
- e) A candidate forum—including time, place and date—will be announced at the beginning and end of each Saturday plenary session.
- f) Each candidate will be responsible for removal of all signs, visual displays and other campaign material within one hour after the final plenary session. Rules of the hotel will be observed for attaching all materials within the hotel.
- g) The parliamentarian shall have the final ruling on any questions or disputes that arise from implementation of these rules or any policies.

16. ANNOUNCEMENTS. All announcements will be made by the LWVC secretary. Announcements should be given to the secretary in writing at least one-half hour before the recess of each plenary session, and preferably before the start of each session. Only announcements which are germane to the business of the convention will be made.

## Tips on Parliamentary Procedure

Article XVI of the bylaws specifies *Robert's Rules of Order, Newly Revised (current edition)*, as the parliamentary authority. Refer to the chart, *Parliamentary Procedure at a Glance*, for assistance.

Use the microphones when speaking on the convention floor (except when seconding a motion). State your name and League. Organize your ideas; written notes help.

Motions may be amended by adding, inserting, striking out or by any combination of these. An entire section may be amended by substitution (a complicated procedure and delegates should consult the parliamentarian). All amendments must be germane to the main motion.

# Convention Rules and Procedures

The microphones are designated “Pro” and “Con” during a debate to allow the chair to alternate the points of view expressed.

Votes are first taken by voice or standing vote at the option of the chair. When the chair cannot assess the results, the chair will call for a card vote (green for “Yes” and red for “No”). A supply of cards will be in the registration packet.

Study the proposed convention rules. They set procedures not covered in the bylaws. Parliamentary procedures are used to move the business of the convention and to control the general conduct of the meetings. See the chart, *Parliamentary Procedure at a Glance*. It will help you make the appropriate motion to accomplish your objectives.

## Parliamentary Briefing

On Friday morning, from 8:45–9:30 a.m., there will be a parliamentary briefing for first-time and other interested delegates. The parliamentarian will also be available for consultation at other times throughout the convention.

## Caucuses

Caucuses are meetings scheduled and run by delegates who want to organize for a major decision that the convention delegates will be making, usually adoption of a particular program item. The tradition that League delegates come to the convention “informed but not instructed” means that minds may be changed up until debate ends and the vote is taken.

At caucuses, delegates plan strategy to persuade the necessary majority of delegates to their point of view—one kind of strategy if their goal is to add or substitute an item not recommended by the board; a different strategy if the proposed program basically coincides with their League’s recommendations. (Don’t assume that anything is *fait accompli* just because it has emerged from the program planning process.)

When your caucus meets, plan your strategy: select a good spokesperson to present your issue for consideration; organize delegate support with a floor manager for the program discussion and debate; and formulate arguments in favor of your issue and against competing issues. Use the most effective tactics you have learned from League action efforts.

# Convention Rules and Procedures

## Parliamentary Procedure at a Glance

(Adapted from *Robert's Rules of Order Newly Revised, 11<sup>th</sup> edition*)

The motions below are listed in established order of preference.

| To Do This   | You Say This  | Can interrupt | Requires second | Debatable | Amendable          | Vote required | Can be reconsidered       |
|--|---|---------------|-----------------|-----------|--------------------|---------------|---------------------------|
| Adjourn  | I move to adjourn.  | No            | Yes             | No        | No                 | Majority      | No                        |
| Call for an intermission   | I move to recess for ... minutes.   | No            | Yes             | No        | Yes                | Majority      | No                        |
| Complain about noise, etc.   | I rise to a question of privilege (state problem).                            | Yes           | No              | No        | No                 | Chair decides | No                        |
| Make sure that orders of the day are being followed                          | I call for the orders of the day.   | Yes           | No              | No        | No                 | Chair decides | No                        |
| Temporarily suspend consideration of a question                              | I move to lay ... on the table.   | No            | Yes             | No        | No                 | Majority      | No                        |
| Close debate   | I move the previous question.   | No            | Yes             | No        | No                 | 2/3           | Yes (1)                   |
| Limit or extend limits of debate   | I move to limit (extend limits of) debate to...                               | No            | Yes             | No        | Yes                | 2/3           | Yes                       |
| Postpone discussion to a specific time                                       | I move to postpone the question until...                                      | No            | Yes             | Yes       | Yes                | Majority      | Yes                       |
| Have motion studied further  | I move to refer the matter to a committee.                                    | No            | Yes             | Yes       | Yes                | Majority      | Yes                       |
| Amend a motion   | I move to amend the motion by... (adding, deleting, inserting, striking out). | No            | Yes             | Yes (2)   | Yes, but only once | Majority      | Yes                       |
| To prevent discussion or suppress a motion without letting it come to a vote | I move to postpone the motion indefinitely.                                   | No            | Yes             | Yes       | No                 | Majority      | Yes<br>(Affirmative only) |
| Introduce business   | I move to..., or I move that....  | No            | Yes             | Yes       | Yes                | Majority      | Yes                       |

# Convention Rules and Procedures

The motions below have no established order of precedence. Any of them may be introduced when pertinent.

| To Do This  | You Say This  | Can interrupt                      | Requires second | Debatable | Amendable | Vote required                     | Can be reconsidered     |
|---|---|------------------------------------|-----------------|-----------|-----------|-----------------------------------|-------------------------|
| Challenge ruling of the chair                                 | I appeal from the decision of the chair.                    | Yes                                | Yes             | Yes (3)   | No        | Majority to sustain decision      | Yes                     |
| Ask for standing vote   | I call for a division.<br>Or call out "Division."           | Yes                                | No              | No        | No        | None                              | No                      |
| Divide a pending question of two or more parts                | I move to divide the motion so as to consider separately... | No                                 | Yes             | No        | Yes       | Majority                          | No                      |
| Request information about meaning or effect of pending motion | I have a request for information.                           | Yes                                | No              | No        | No        | None (4)                          | No                      |
| Request information about procedure                           | I rise to a parliamentary inquiry                           | Yes                                | No              | No        | No        | None (5)                          | No                      |
| To avoid discussion on unnecessary or embarrassing item       | I object to consideration of the question.                  | Yes, but before debate has started | No              | No        | No        | 2/3 negative to sustain objection | Yes, negative vote only |
| Object to procedures  | I rise to a point of order.                                 | Yes                                | No              | No        | No        | Chair decides                     | No                      |
| Withdraw a motion not yet stated by chair                     | I withdraw the motion.                                      | Yes                                | No              | No        | No        | Chair decides                     | No                      |
| Withdraw a motion after stated by chair                       | I ask permission to withdraw the motion.                    | No                                 | (6)             | No        | No        | Majority                          | No                      |
| To suspend the rules temporarily                              | I move to suspend the rules on ...                          | No                                 | Yes             | No        | No        | 2/3                               | No                      |
| Reconsider a vote (7)   | I move to reconsider the vote on ...                        | (8)                                | Yes             | Yes (9)   | No        | Majority                          | No                      |

# Convention Rules and Procedures

| To Do This   | You Say This  | Can interrupt | Requires second | Debatable | Amendable | Vote required | Can be reconsidered |
|--|---|---------------|-----------------|-----------|-----------|---------------|---------------------|
| Rescind something previously adopted                       | I move to rescind the motion...                         | No            | Yes             | Yes       | Yes       | 2/3           | Affirmative<br>no   |
| Take up a matter postponed temporarily (laid on the table) | I move to take from the table the motion relating to... | No            | Yes             | No        | No        | Majority      | No                  |

## Notes

1. Vote to close debate may be reconsidered only before the vote on the question being debated is taken.
2. When applied to a debatable motion.
3. Not debatable if it relates to a transgression of the rules of speaking (indecorum), to the priority of business, or if made while the immediate pending question is undebatable.
4. Maker of motion or other person with information responds to question.
5. Chair responds to question.
6. Yes, if made by maker of motion; no, if made by another delegate.
7. May only be made by a delegate who voted on the prevailing side and must be made on the same day or succeeding day.
8. When another has been recognized, but not after she/he has begun to speak.
9. If original motion is debatable.



**THIS PAGE INTENTIONALLY  
LEFT BLANK**

# LWVC Thanks Our Generous Convention Sponsors!

---



## Civic Engagement Sponsors

Greene Group Industries  
League of Women Voters of San Diego

## Partners

League of Women Voters of North County San Diego  
League of Women Voters of San Diego County ILO  
Thomas and Veronica Seay

## Friends

Jeanne Brown  
Kay and Mal Bruce  
Elizabeth Gabrych  
Sharon and Terry Holdt  
Lucy Killea  
Marjorie and Neil Larson  
League of Women Voters of Capistrano Bay Area  
League of Women Voters of North Orange County  
League of Women Voters of Orange Coast  
League of Women Voters of Palos Verdes Peninsula  
League of Women Voters of Riverside  
League of Women Voters of Sacramento County  
League of Women Voters of San Francisco  
Gary Nessim  
Diane Nygaard  
Kay Ragan

# Sponsors

## Additional Sponsors

Barbara Evje

Frances Venn

---

The silent auction was a success because of the following  
in-kind sponsors:

The Fairmont Hotel, San Jose

San Jose Opera

Steve Breen

Caroline de Llamas

Charolette “Lottie” Fox

Ginger Good

Crandallyn Graham

Jon Koehler

Patricia Shaw

Kathy Souza

# Resolution to Express the Will of Convention



In preparing your resolution, remember that the “whereas” clauses are the preamble, and there should not be more of them than are strictly necessary. The “resolved” clauses are the resolution and each clause should state a distinct and separate action to be taken. If there is only one action to be taken, only one “resolved” clause is needed.

Write your proposed resolution on this form (a second is needed) or staple it to this sheet. Remember to make two additional copies and to keep a copy for yourself.

Deliver in triplicate to the LWVC secretary as early as possible, and no later than Saturday, May 16, at 3:30 p.m., following the close of the afternoon plenary session.

The resolutions committee will meet after the banquet on Saturday. SPONSORS AND INTERESTED DELEGATES MAY ATTEND.

Resolutions, along with findings of the resolutions committee, will be available for pickup at the podium 15 minutes prior to the start of the morning session on Sunday, May 17. The resolutions committee chair will deliver your resolution to the viewgraph table.

You will present your motion from any microphone. You will be given two minutes. If there are many resolutions, then each presenter’s time may be limited to one minute.

NAME \_\_\_\_\_ LEAGUE \_\_\_\_\_

HOTEL ROOM# \_\_\_\_\_

SECOND \_\_\_\_\_ LEAGUE \_\_\_\_\_

HOTEL ROOM# \_\_\_\_\_

PROPOSED RESOLUTION:

Format:

Whereas,.....;  
Whereas,.....; (as many whereas clauses as needed)  
Whereas,.....; therefore, be it  
Resolved, That.....;  
Resolved, That.....; and  
Resolved, That.....

# Schedule at a Glance



## Wednesday, May 13

1:00pm-6:00pm LWVC/EF Board Meeting

## Thursday, May 14

9:00am-5:30pm Border Tour  
 12:00pm-2:00pm Registration/Information  
 1:00pm-5:00pm Voter Service Workshop  
 5:00pm-7:00pm Registration/Information  
 7:00pm-9:00pm Smart Voter Dinner

## Friday, May 15

8:30am-6:00pm Registration/Information  
 8:30am-6:00pm Marketplace  
 8:45am-9:30am Parliamentary & Delegate Briefing  
 10:00am-12:00pm PLENARY SESSION  
 12:00pm-2:00pm Break  
 2:00pm-3:30pm PLENARY SESSION  
 3:45pm-5:45pm Workshops  
 6:15pm-8:30pm Local League Hosted Dinner  
 9:00pm-10:00pm Caucuses and Other Meetings

## Saturday, May 16

7:30am-8:30am Caucuses and Other Meetings  
 8:00am-8:30am Parliamentarian Available for Consultation  
 8:00am-6:00pm Registration/Information  
 8:00am-6:00pm Marketplace  
 9:00am-12:00pm PLENARY SESSION  
 12:00pm-2:00pm Break  
 2:00pm-3:30pm PLENARY SESSION  
 3:30pm Deadline for Submitting Resolutions Expressing the Will of Convention  
 3:45pm-5:45pm Workshops  
 6:00pm-6:30pm Reception  
 6:30pm-8:30pm Banquet  
 9:00pm-10:00pm Caucuses and Other Meetings

## Sunday, May 17

7:30am-8:30am Caucuses and Other Meetings  
 8:00am-9:30am Registration/Information  
 8:00am-3:00pm Marketplace  
 9:00am-11:30am PLENARY SESSION  
 12:00pm-1:15pm Luncheon  
 1:30pm-2:45pm PLENARY SESSION  
 3:00pm Adjourn