



**May 17 – 19, 2013**

Dolce Hayes Mansion  
200 Edenvale Avenue, San Jose, CA 95136





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# Mission Statement

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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

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## Thursday, May 16, 2013

- 12:00pm – 6:00pm    Convention Registration Open
- 1:00pm – 5:00pm    Advocacy Workshop, San Martin Room
- 1:00pm – 5:00pm    Smart Voter Workshop, Monterey Room

6:00pm – 8:00pm	Smart Voter Reception and Dinner Location: Silver Creek Restaurant Speaker: Meghann Farnsworth, Center for Investigative Reporting ( <i>Advance reservation required</i> )
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## Friday, May 17, 2013

- 7:30am – 6:00pm    Convention Registration Open
- 7:30am – 6:00pm    Marketplace Open
- 8:45am – 9:30am    Parliamentary and Delegate Briefing, Monterey Room
- 10:00am            Plenary Session
- Call to Order
- Welcome: Gloria Chun Hoo, President of LWV San Jose / Santa Clara
- Plus/Delta Briefing: Ellen Wheeler, Director
- Parliamentary Briefing: Jackie Jacobberger, Convention Parliamentarian
- Report of the Credentials Committee
- Adoption of the Rules of Convention (p. 103)
- Adoption of the Order of Business (p. 4)

# Proposed Order of Business

## Appointment of Committees

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

Biennial Report (p. 24): Jennifer Waggoner, President and Melissa Breach, Executive Director

Financial Report (p. 28): Syeda Reshma Inamdar, Interim Treasurer

Presentation of Proposed Budget (p. 75): John Matthews, Budget Chair (no debate)

Communications Awards: Barbara Barker, Director

Announcements: Caroline deLlamas, Secretary

Recess

12:15pm – 1:30pm	Lunch Location: Hayes Ballroom Speaker: Kim Klein, Building Movement Project ( <i>Inclusive registration or advance reservation required</i> )
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1:45pm

Plenary Session

Call to Order

Report of the Credentials Committee

Report of the LWVC Nominating Committee (p. 60):  
Lola Acosta and Ellen Wheeler, Nominating Committee Members

Voter Service Awards: Kathy Armstrong, Director

Presentation of Proposed Program: Helen Hutchison, 2<sup>nd</sup> Vice President

Notice of Intent to Move Not-Recommended Items (p. 53)  
(no motions or debate; items must be in workbook)

Plus/Delta Report: Ellen Wheeler, Director

Announcements: Caroline deLlamas, Secretary

Recess

# Proposed Order of Business

3:30pm – 4:45pm      Workshops (pp. 14-17)

5:00pm – 6:00pm      Slate Nominees Meet & Greet, Hayes Ballroom

5:30pm – 8:00pm	“A Night On the Town” LWV San Jose/Santa Clara Hosted Dinner Location: Meet in front of driveway ( <i>Advance reservation required</i> )
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8:30pm – 10:30pm      Caucuses and Budget Q&A (pp. 18-20)

## Saturday, May 18, 2013

7:30am – 8:45am      Caucuses and Budget Q&A (pp. 20-21)

7:30am – 6:00pm      Convention Registration Open

7:30am – 6:00pm      Marketplace Open

7:30am – 8:45am      Parliamentarian available for consultation, Live Oak Room

9:00am                  Plenary

Call to Order

Report of the Credentials Committee

Report of the Previous Day’s Actions: Caroline deLlamas, Secretary

Plus/Delta Report: Ellen Wheeler, Director

Program Awards: Helen Hutchison, 2<sup>nd</sup> Vice President

Motions to Adopt Proposed Program: Helen Hutchison, 2<sup>nd</sup> Vice President

Reaffirm Positions (p. 44)

Adopt Recommended Issues for Education and Advocacy

Motions to Consider Not-Recommended Program Items (p. 53)

(proposals must be in workbook)

Vote to Grant Consideration of Not-Recommended Program Items

Roll Call of Leagues



# Proposed Order of Business

Announcements: Caroline deLlamas, Secretary

Recess

12:00pm – 1:15pm	Lunch Location: Hayes Ballroom Speaker: Ann Ravel, Fair Political Practices Commission ( <i>Inclusive registration or advance reservation required</i> )
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1:30pm	Plenary  Call to Order  Report of the Credentials Committee  Membership and Leadership: Cheryl Graeve, LWVUS Senior Director for Membership/Field Support  <i>Guide to California Government</i> : Suzanne Stassevitch, Director  Program Discussion and Debate  Budget Discussion and Debate  Bylaws Amendments Presentation and Adoption (p. 80): Caroline deLlamas, Secretary  Announcements: Caroline deLlamas, Secretary  Recess
3:15pm	Deadline for Submitting Resolutions Expressing the Will of the Convention to the LWVC Secretary (p. 113)
3:30pm – 4:45pm	Workshops (pp. 16-17)
5:00pm – 6:00pm	Reception, Hayes Foyer

6:00pm – 8:00pm	Banquet Location: Hayes Ballroom Speaker: Chris Hoene, California Budget Project ( <i>Inclusive registration or advance reservation required</i> )
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# Proposed Order of Business

8:30pm – 10:30pm      Caucuses, Resolutions Committee, and Budget Adjustment Committee  
(pp. 21-23)

## Sunday, May 19, 2013

7:30am – 9:30am      Convention Registration Open

7:30am – 3:00pm      Marketplace Open

9:00am                  Plenary

Call to Order

Report of the Credentials Committee

Report of the Previous Day's Actions: Caroline deLlamas, Secretary

Plus/Delta Report: Ellen Wheeler, Director

Program Debate and Adoption

Budget Debate and Adoption

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

Recognition of Convention Committee: Sharon Holdt, 1<sup>st</sup> Vice President

Invitation to Council & Convention: Sharon Holdt, 1<sup>st</sup> Vice President

Announcements: Caroline deLlamas, Secretary

Recess

Noon – 1:15pm	President's Lunch for Local League & ILO Presidents Location: Westwood Patio Speaker: Cheryl Graeve, LWVUS ( <i>Advance reservation required.</i> )
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1:30pm                  Plenary

Call to Order

Report of the Credentials Committee

# Proposed Order of Business

Debate and Vote on the Will of Convention Resolutions

Election of Officers and Directors

Guidance to the LWVC Board

Announcements: Caroline deLlamas, Secretary

3:00pm

Adjourn

# Speakers and Special Events



## Meghann Farnsworth The Center for Investigative Reporting

Thursday, May 16, Smart Voter Dinner  
Location: Silver Creek Restaurant



Meghann Farnsworth manages distribution and online engagement for the Center for Investigative Reporting. She works with editors, reporters and multimedia producers to create comprehensive distribution strategies in print, radio, television and online media outlets, as well as blogs, online communities and social media. In addition, she works to develop and maintain media partnerships and collaboration. Previously, she was the associate editor of Forums at PBS' NewsHour where she covered the 2008 presidential election and created interactive online forums that helped grow and engage the NewsHour's audience. Prior to that, Meghann was

the senior digital media manager at Home Front Communications in Washington, DC, where she worked in digital media management, interactive development and outreach for nonprofit and government clients. She holds a master's degree in journalism from UC Berkeley.

The Center for Investigative Reporting is the nation's oldest nonprofit investigative reporting organization. It creates engaging documentaries, videos and animated features to demystify complex topics and enable people to demand accountability from government, corporations and others in power. CIR also brings media partners together to collaborate on big stories — exponentially increasing the reporting capacity, audience reach and impact of its reporting.

## Kim Klein The Building Movement Project

Friday, May 17, Luncheon  
Location: Hayes Ballroom



Kim Klein is an internationally known fundraising trainer and has worked in all aspects of fundraising: as staff, as volunteer, as board member, and as consultant. She is best known for adapting traditional fundraising techniques, particularly major donor campaigns, to the needs of organizations with small budgets working for social justice. Her current work is to help nonprofit staff understand how fair and just tax policy is central to a functioning democracy, and just as important as understanding fundraising.

Kim is the author of five books including her most recent, **Reliable Fundraising in Unreliable Times** which won the McAdam Book Award in 2010. Her classic text, **Fundraising for Social Change**,

# Speakers and Special Events

now in its sixth edition, is widely used in the field and in university degree programs. She also wrote **Fundraising for the Long Haul**, **Ask and You Shall Receive**, and **Fundraising in Times of Crisis**. She was the co-founder of the *Grassroots Fundraising Journal*, now a project of the Grassroots Institute for Fundraising Training (GIFT), and is the author of the “Dear Kim” column in their e-newsletter, answering questions posed by readers.

Kim is a member of the Building Movement Project where she is currently working on a project called Nonprofits Talking Taxes ([www.nonprofitstalkingtaxes.org](http://www.nonprofitstalkingtaxes.org)). She writes a blog for the Building Movement Project ([www.kimkleinandthecommons.blogspot.com](http://www.kimkleinandthecommons.blogspot.com)). Widely in demand as a speaker, she has provided training and consultation in all 50 United States, five Canadian provinces and 21 other countries.

## Hon. Ash Kalra

San Jose Councilmember, District 2

Friday, May 17, “A Night on the Town” Dinner

Location: Meet on the Hayes Patio



Councilmember Ash Kalra earned his seat on the San José City Council in the November 4, 2008 election. He represents Council District 2, which is located in the Southern region of San José bordering Morgan Hill. District 2 has approximately 100,000 residents, and San José as a whole has a population of almost 1 million, making it the 10<sup>th</sup> largest city in the nation. He has been a resident of San José for over 32 years and is proud to be the first Oak Grove High School graduate on the San José City Council. Kalra was re-elected to a second term in June 2012.

Councilmember Kalra sits on San José’s Community and Economic Development Committee, the Santa Clara Valley Habitat Plan Liaison Group, the Sacred Heart Community Services Board, the Association of Bay Area Governments Executive Board, the Santa Clara County Cities Association Legislative Action Committee, and the Housing Trust of Santa Clara County Board. He is also the chairperson of the Bay Area Air Quality Management District (BAAQMD) Board and the vice-chairperson of the Santa Clara County Valley Transportation Authority (VTA) Board. He is also a liaison to San José’s Planning Commission, where he previously served for over 2 years prior to taking office. Kalra also serves on the Caltrain Board as a representative of the VTA.

Councilmember Kalra earned a Bachelor of Arts Degree in Communications from the University of California, Santa Barbara and a law degree from Georgetown University. For 11 years, Kalra worked as an attorney for the Santa Clara County Public Defender's Office representing indigent clients in Drug Court prior to being elected. He is the first Indian-American to be elected to the San José City Council. In 2012, Kalra was honored to receive the San José Silicon Valley NAACP Legislator of the Year Award and Human Agenda’s Human Rights Award.

# Speakers and Special Events

## **Ann M. Ravel**

**Chair, California Fair Political Practices Commission**

Saturday, May 18, Luncheon

Location: Hayes Ballroom



Ann Ravel is the Chair of the California Fair Political Practices Commission, appointed by Governor Brown in March of 2011. Prior to her appointment she served as Deputy Assistant Attorney General for Torts and Consumer Litigation in the Civil Division of the United States Department of Justice. Most of her career was as an attorney in the Santa Clara County Counsel's Office, ultimately serving as the appointed County Counsel from 1998 until 2009. As County Counsel, she represented the County and its elected officials, provided advice on the Political Reform Act, and initiated groundbreaking programs in Elder Abuse Litigation, Educational Rights, and Consumer Litigation on behalf of the County and the community. Ravel has served as an elected

Governor on the Board of Governors of the State Bar of California, as a member of the Judicial Council of the State of California, and as the Chair of the Commission on Judicial Nominees Evaluation. In 2007 she was named by the State Bar of California as the Public Attorney of the Year for her contributions to public service.

## **Chris Hoene**

**Executive Director, California Budget Project**

Saturday, May 18, Banquet

Location: Hayes Ballroom



Chris Hoene became the executive director of the California Budget Project in October 2012, bringing to the organization 15 years of strategic leadership in state and local policy research and advocacy. Prior to joining the CBP, he was director of the Center for Research & Innovation at the National League of Cities in Washington, DC, leading efforts to analyze trends in local and state government and promote constructive policy action on issues including public finance, economic development, governance, housing, sustainability, and infrastructure. Mr. Hoene previously worked for the Center on Budget and Policy Priorities and the Public Policy Institute of California. In 2010, he was inducted as a fellow of the National Academy of Public Administration for his service and expertise in the areas of public policy and government. Mr. Hoene holds a Ph.D. in political science

from Claremont Graduate University and a bachelor's degree in political science from the College of Idaho.

# Speakers and Special Events

**Cheryl Graeve**  
**Senior Director of Membership and Field Support,**  
**LWV United States**

Sunday, May 19, President's Luncheon  
Location: Westwood Patio



Cheryl Graeve works with 800 Leagues in communities nationwide and in all 50 states on democracy issues, debates, membership needs, training, community engagement, deliberative-democracy/dialogue and organizational development. She is the Senior Director of the Membership and Field Support Department, and from this position, is leading a team effort to increase membership in the League nationwide. This team is also working on strengthening leadership development in the LWV to help ensure that new leaders are recruited and League expertise at the community level is passed forward to those new generations of leaders.

She's also involved in a variety of programs at the national level, including work around civility, decreasing the partisan divide, and the role of the media in an informed democracy. She started with the League in January of 1998 to direct a pilot project, "Voters Online" – one of the early online sources for election information and candidate debates using the internet.

Prior to working at the League, Cheryl was the Executive Director of the AFL-CIO's national youth group, Frontlash. Frontlash worked with college and high school students nationwide around issues of democracy, human rights and trade union rights. They provided educational and skills building training primarily through grassroots organizing and issue based campaigns. Frontlash always linked student impact on issues to their active and informed participation in democracy.

She also worked as Legislative director for the Minnesota Public Interest Research Group (MPIRG). In addition to designing and directing lobbying strategies on a broad spectrum of issues at the Minnesota state legislature, she trained students to lobby, wrote and gave testimony and coordinated coalition activities on a variety of initiatives from the MN Motor Voter Act (parts of which were included in the 1993 NVRA or national "Motor Voter" bill now before the Supreme Court), to consumer protection, environmental and telephone deregulation issues.



# Workshops

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## Thursday Pre-Convention Workshops

Thursday, May 16, 1:00 – 5:00pm  
Location: San Martin Room

### **Taking Action in Your Community: An Intensive, Hands-On Workshop About Advocacy in the Local League Environment**

Want to get your local League involved in effective advocacy in your community? Would you like to go beyond the ‘same old, same old’ strategies that bring your local League into the 21<sup>st</sup> century?

Join us for an intensive, hands on workshop that: walks you through steps to identify the issue, frame the effective message, form coalitions, get good media coverage and motivate members; and then, we get out of your way and let you work in small groups to actually use the material to create a model action plan. Plenty of reference material and handouts, but most of your time will be applying what you’ve learned for use at home.

*Presenters: Chris Carson, Program Director, LWVC, Nancy Bickel, LWV Berkeley/Albany/Emeryville, and Mary Bergan, LWV Oakland*

Thursday, May 16, 1:00 – 5:00pm  
Location: Monterey Room

### **The Future of Voter Service: Learn How to Use Smart Voter’s “Next Generation” For Your League**

This pre-Convention workshop will provide you with an enjoyable orientation to the power of the new Smart Voter “Next Generation” online technology. During the afternoon you will hear why our new approach to voter service is so important, observe in-depth examples and be provided the opportunity to explore how you can use the powerful Next Generation tools for your League. This workshop is aimed at local and state League leaders, staff and volunteers who are interested in new techniques for engaging voters and members, generating publicity and building community partnerships. You are encouraged to bring a tablet computer or smartphone if you have one, or a laptop if you don’t. But don’t worry if you don’t have any of this equipment – come anyway and have a fun time!

*Presenters: Ernie Ting, Senior Director for Smart Voter, LWVC, Kathy Armstrong, 2<sup>nd</sup> VP of LWVCEF, and others*



## Friday Afternoon Workshops

Friday, May 17, 3:30 – 4:45pm

Location: Morgan Hill Room

### **How to Raise \$25,000 in Six Weeks**

In this fast paced workshop, Kim Klein details one of the most important ideas in fundraising today: bringing volunteers together for a short specific intensive campaign, and then letting them go for the rest of the year. In this workshop you will learn both the specifics of raising a large amount of money in a short time and the process of designing all of your fundraising in short bursts, as well as looking at a few case studies of organizations that have used this intensive strategy successfully.

*Presenter: Kim Klein, Building Movement Project*

Friday, May 17, 3:30 – 4:45pm

Location: Monterey Room

### **Healthcare Reform for California and the Affordable Care Act (ACA)**

California is a leader in implementing the Affordable Care Act (ACA). How does this fit with the LWVUS/LWVC goals? We will provide a plan for local Leagues to educate the public about the ACA, and then go beyond that to encourage linkages with the Campaign for a Healthy California, a coalition of organizations, including the League, that advocates for single-payer “Improved Medicare for All.” Handouts will include a kit with written materials, FAQs, internet links, videos, slide shows, and speakers. An excellent documentary movie, “The Healthcare Movie,” comparing U.S. and Canadian healthcare systems will be available to local Leagues. Join us in working for the best possible health care for California.

*Presenters: Li-hsia Wang, LWV Berkeley/Albany/Emeryville, Molly Tavella, Physicians for a National Health Program, and Deborah LeVeen, Physicians for a National Health Program*

Friday, May 17, 3:30 – 4:45pm

Location: San Martin Room

### **Local Advocacy on State Issues**

Your local League wants to do something about gun control or health care or money in politics or any of a number of other issues. What can you do? We’ll use money in politics to highlight how local Leagues can take on state issues, using examples of both community education and advocacy projects. We’ll also include some basics about how your local League can use the information from the LWVC on your website.

*Presenters: Helen Hutchison, 2<sup>nd</sup> Vice President for Advocacy, LWVC, and Trudy Schaffer, Senior Director for Program, LWVC*

# Workshops

Friday, May 17, 3:30 – 4:45pm  
Location: Madrone Room

## **myLeague's Web Site**

Come hear how some other Leagues are successfully using their Web site to get more people to attend their events, better inform the public on issues, and to increase membership and donations. Learn more about the new tools and resources available to make your Web site a better focal point to communicate with the online world.

*Presenter: Carol Watts, LEW Coordinator, LWVC, and Barbara Barker, Communications Director, LWVC*

Friday, May 17, 3:30 – 4:45pm  
Location: Live Oak Room

## **Video Pros & Cons: a Guide for Leagues**

For the November 2012 elections, several local Leagues worked with Cal Channel to make ten videos on the statewide ballot measures, for wide pre-election distribution. The workshop will cover what went into making those videos, what we learned, and how future efforts might be improved.

*Presenter: Susan Hough, LWV Cupertino/Sunnyvale*

## **Saturday Afternoon Workshops**

Saturday, May 18, 3:30 – 4:45pm  
Location: Monterey Room

### **A Citizen's Guide to the California State Budget**

Does the state budget seem overwhelming? There are conflicting reports on where the money comes from, how much there actually is, and/or how it is spent. Where can you find reliable information? **What is the role of technology in helping us access public information, and how can it be used as a tool for creating transparency and accountability?** How do we find reliable information so that we can be strong advocates and help others be strong advocates?

*Presenters: Patrick Atwater, LWV Glendale/Burbank, Abhi Nemani, Code for America, and Helen Hutchison, 2<sup>nd</sup> Vice President for Advocacy, LWVC*

# Workshops

Saturday, May 18, 3:30 – 4:45pm

Location: San Martin Room

## **Community Outreach – Expanding the Mission and Galvanizing Civic Engagement**

California's demographics are changing. What can the League do to broaden our scope of services to reach the wider, growing community? We will discuss the One Nation grant and lessons learned from this pilot project. We will incorporate both the voter service and education aspects and discuss process for building larger collaborative efforts.

*Presenter: Syeda Reshma Inamdar, Director, LWVC*

Saturday, May 18, 3:30 – 4:45pm

Location: Madrone Room

## **Discover the Future of Voter Service on the Web with Smart Voter's "Next Generation"**

This workshop will provide you with a fun introduction to the power of the new Smart Voter "Next Generation" web technology and how the LWVCEF is planning to use it to completely revamp the way we perform voter service online and engage the public to maximize our impact on voters throughout California.

This workshop is aimed at local and state League leaders, staff and volunteers who are interested in new techniques for engaging voters and League members, generating publicity and building partnerships with media and community organizations. (A more in-depth version of this workshop with hands-on training in using the Next Generation tools is available on Thursday afternoon.)

*Presenter: Ernie Ting, Senior Director for Smart Voter, LWVC*

Saturday, May 18, 3:30 – 4:45pm

Location: Morgan Hill Room

## **myLeague Charging into Social Media**

This workshop is an introductory overview designed for those wishing to expand their knowledge and utilization of social media in League communications. Learn from other League communications specialists, including the LWVC Communications Committee. This workshop will include an overview of social media channels and tools (Facebook, Twitter, and more) all through hands-on learning. Bring your lap top or iPad. There will also be a myLeague networking corner at the hotel for sharing social media and Web site ideas.

*Presenters: Barbara Barker, Director, LWVC and Elizabeth Leslie, Communications Manager, LWVC*

# Caucuses and Other Meetings



## Friday Morning

Friday, May 17, 8:00 – 9:30am

Location: Monterey Room

### Parliamentary Briefing

Convention Parliamentarian and past LWVC President Jackie Jacobberger will give a brief overview of parliamentary procedures and answer your questions.

*Host: Jackie Jacobberger, Parliamentarian*

## Friday Evening

Friday, May 17, 8:30 – 10:30pm

Location: Madrone Room

### Budget Q&A

Come and join the Budget Committee, as they will be available to answer your questions regarding the proposed FY2013-2014 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*

Friday, May 17, 8:30 – 10:30pm

Location: Hayes Ballroom

### CAUCUS – Money in Politics – What Are We Doing and Where Are We Going?

We're all concerned about the role of money in politics. Come share ideas about what Leagues are doing and can do at all levels – local, regional, state and national.

*Hosts: Chris Carson, Program Director, LWVC, and Helen Hutchison, 2<sup>nd</sup> Vice President for Advocacy, LWVC*

Friday, May 17, 8:30 – 10:30pm

Location: Monterey Room

### CAUCUS – Healthcare Reform and Local Leagues

Those interested in working on healthcare reform in their local Leagues are invited to this caucus, where we will discuss what is going on in Sacramento and various ways to educate members and voters. Kits with written materials, FAQs, and access to internet links, videos, slide shows, speakers and an excellent documentary movie will be available.

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

# Caucuses and Other Meetings

Friday, May 17, 8:30 – 10:30pm

Location: San Martin Room

## **CAUCUS – Early Years are Learning Years**

High quality Early Childhood Education offers one of the best returns of any public investment. It dramatically narrows the readiness gap before it becomes the achievement gap. Join us for an interactive session on the components of quality early education, transitional kindergarten & birth to 3rd grade efforts. Go on a visual tour of today's classrooms and get the evidence and data that is spurring this national conversation, including the current budget challenges and other information that can strengthen your LWV voice to help close the achievement gap before it starts. Let's start the discussion regarding reinstating the State Education Committee.

*Host: Penny Adler, LWV San Diego*

Friday, May 17, 8:30 – 10:30pm

Location: Morgan Hill Room

## **CAUCUS – Electing More Women and Representing More Voters**

Representation of women in California has been low, stagnant and is now declining. U.S. ranks #93 in democracies that elect women. Carrie Chapman Catt believed representation was the natural extension of suffrage for women and was a member of the Advisory Council of the Proportional Representation League from 1919 until the time of her death at 88. Are we caught in a bad romance settling for only 12%-18% representation after 100 years? How do we fulfill the promise of suffrage - women at the table helping shape public policy, serving in public office? Let's talk about next steps for independent redistricting commissions and proportional representation in California.

Find out why a party receiving the most votes doesn't win the most seats, how this creates a false majority and relates to the recent vote on background checks and talk of changes for Social Security. Professor Latner's research will show you what 5 member Assembly district you would live in, how voters in that district can elect a candidate of their choice with 17% of the vote and how this could change public policy on the issues you care about. Compare to our current single member (one party) winner take all system.

Special Guest Speaker: Michael Latner, Professor Political Science Cal Poly San Luis Obispo shares his thoughts and his paper "Mapping the Consequences of Electoral Reform" written after the adoption of "Top Two" in 2010 and published in the Ca. Journal of Politics and Policy.

*Host: Paula Lee, LWV Sacramento County*

# Caucuses and Other Meetings

Friday, May 17, 8:30 – 10:30pm  
Location: Live Oak Room

## **CAUCUS – Putting a Price on Carbon Emissions**

Science shows that the need to curb carbon emissions is critical. But how to do it? Our caucus will explore two methods that put a price on carbon emissions, the cap-and-trade system – implemented in 2012 in California as mandated by AB 32 – and alternatively, a direct carbon tax.

*Host: Regina Beatus, LWV Berkeley/Albany/Emeryville*

## **Saturday Morning**

Saturday, May 18, 7:30 – 8:45am  
Location: Live Oak Room

### **Consultations with Parliamentarian**

Convention Parliamentarian and past LWVC President Jackie Jacobberger will give a brief overview of parliamentary procedures and answer your questions.

*Host: Jackie Jacobberger, Parliamentarian*

Saturday, May 18, 7:30 – 8:45am  
Location: Madrone Room

### **Budget Q&A**

The Budget Committee will continue to answer your questions regarding the proposed FY2013-2014 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 18, 7:30 – 8:45am  
Location: Monterey Room

## **CAUCUS – What News Can You Trust?**

As professional journalism recedes and “anything goes” on cable, talk radio and the Web, it's becoming much more difficult to know what's accurate. Former professor, journalist, author and founder of GradeTheNews.org, John McManus, will discuss how to become an information detective. His goal, like the League's, is to contribute to and ensure a civic society.

*Hosts: Eleanor Yick, LWV Southwest Santa Clara Valley*

# Caucuses and Other Meetings

Saturday, May 18, 7:30 – 8:45am

Location: San Martin Room

## **CAUCUS – CEQA: How to Comment on an Environmental Impact Report**

League members are frequently called upon to review and comment on environmental impact reports (EIRs). This session is for the lay person who wants to provide comments on EIRs. Thirty minutes will be provided for questions and answers. The session will be conducted by Janet Brennan, a League member and environmental consultant.

*Hosts: Helen Hutchison, 2<sup>nd</sup> Vice President for Advocacy, LWVC, and Janet Brennan, LWV Monterey Peninsula*

Saturday, May 18, 7:30 – 8:45am

Location: Morgan Hill Room

## **CAUCUS – Community College Update**

Our current Community College position, adopted in 2003, does not address major issues arising in the last decade--distance learning (MOOCs Massive Open On-line Courses), alignment of curriculum with K-12 and the university systems, retention and graduation rates, the proposed return of local control of finances to K-12 trustees (Does that include the CCs?) and the ongoing inability of the state to fund education adequately (Last year almost half a million CC students were turned away from the courses they needed).

Is it time for an update? We will not be proposing any convention floor action this year, but rather consider what role the League should play in supporting the community college system as it wrestles with the uncertainties of the next decade.

*Host: Helene Lecar, LWV Los Altos/Mountain View*

## **Saturday Evening**

Saturday, May 18, 8:30 – 10:30pm

Location: Live Oak Room

### **Resolutions Committee**

*Hosts: Resolutions Committee Members*

Saturday, May 18, 8:30 – 10:30pm

Location: San Juan Bautista Room

### **Budget Adjustment Committee**

*Hosts: Budget Adjustment Committee*

# Caucuses and Other Meetings

Saturday, May 18, 8:30 – 10:30pm

Location: Monterey Room

## **CAUCUS – Fun Muppet “Instant Runoff” Election: Hand Counting Ranked-Choice Ballots**

At least 200 ballots have already been cast in the Ranked-Choice Voting (RCV), “instant runoff” election for Muppet Mayor. Beaker, Elmo, Ernie, Miss Piggy and Oscar all have high hopes of winning. You can cast a ballot too! Rank as many candidates as you like!

Then see the counting of the ballots! Witness an instant runoff if no Muppet is the first choice of a majority of the voters! You know hand counting can be done, and you’ll feel even better about advocating RCV (“instant runoff voting”) when you see how easy it is! Hand counting ballots can be easy and fun!

*Host: David Holtzman, LWV Los Angeles, and Amelia MacRae, LWV Los Angeles*

Saturday, May 18, 8:30 – 10:30pm

Location: San Martin Room

## **CAUCUS – Water: Myths and Misperceptions on the Bay Delta. Are we on track to achieve the co-equal goals of a reliable water supply and restoration of fisheries?**

Unless you are certain that you will never need another drop of California water, you might want to drop in on this caucus. Please join us for a discussion of pressing issues concerning California's water supply. Presenters from local Leagues will give perspectives on the following subjects: groundwater in the Sacramento and San Joaquin Valley; Fracking; Colorado River; and the Bay-Delta. We will leave time to talk about other issues of concern. If you have concerns that are not listed here, we want to hear from you.

*Host: Roberta Borgonovo, LWVC Water Committee*

Saturday, May 18, 8:30 – 10:30pm

Location: Morgan Hill Room

## **CAUCUS – Gun Control and Safe Communities**

Gun Control and Community Safety: What issues are the State Legislature and others considering? What bills does LWVC support? What are the LWVUS Gun Control Position and the LWVC Juvenile Justice Position in support for safe communities for children and families? Meet Suzi Bakker, one of LWVC's consultants for gun control and Pat Kuhi, consultant for Safe Communities. Learn about David M. Kennedy's book "Don't Shoot: One Man, A Street Fellowship, and The End of Violence in Inner-City America" and the strategy expounded there being used in California Cities under the name "Ceasefire". What you can do?

*Host: Patricia Kuhi, LWVC consultant for Safe Communities*



# Caucuses and Other Meetings

Saturday, May 18, 8:30 – 10:30pm

Location: Madrone Room

## **CAUCUS – I Can Bank Online; Why Can't I Vote Online?**

Is internet voting the wave of the future? Is it Secure? Accurate? Recountable? Accessible? Transparent? Will internet voting save money or increase voter participation, especially by young people? Internet voting is currently being used in some states for voters with disabilities and for military civilians living abroad. Other states are considering it. Come and learn about internet voting and how it relates to the League's position on election systems.

The speaker will be Barbara Simons, Ph.D Computer Science, U.C. Berkeley; LWV of San Francisco and member of the Board of Advisors of the U.S. Election Assistance Commission. She was one of the main authors of the LWVUS Task Force Report on Election Auditing (2009).

*Host: Beverly Bean, LWV Monterey Peninsula*

## **Sunday Morning**

Sunday, May 19, 7:30 – 8:45am

Location: Monterey Room

## **CAUCUS – Initiative and Referendum: The Study's Over. Now what?**

An introduction to the new LWVC Initiative and Referendum Process position, with ideas for community education and possible LWVC advocacy.

*Host: Helen Hutchison, 2nd Vice President for Advocacy, LWVC*

Sunday, May 19, 7:30 – 8:45am

Location: San Martin Room

## **CAUCUS – Exploring How Technology Might Revolutionize the Challenges of Bureaucracy**

Here's a crazy idea: what if the deep potential of the internet lies in government? Not through some federal policy or DARPA scheme mind you but in how technology might transform what actually constitutes government – for instance the delivery of basic public goods like water, roads or schools.

*Host: Patrick Atwater, LWV Glendale/Burbank*

# Biennial Report



## What Is This Report?

This report is a road map of where we have been and where we are going. It is designed to make the most of our valuable time together. This report focuses on information which will facilitate meaningful discussions, fire up our intentions, and drive consensus around what we want to accomplish together. Detailed reports about specific projects and portfolios are available on the blog under “Biennial Report” at [LWVC.wordpress.com](http://LWVC.wordpress.com).

### PARTICIPATE

Let us know what you think of this new report! Comment on the blog or Facebook. Give advice to the board or talk to us one-on-one at convention. You also can send us an email [president@lwvc.org](mailto:president@lwvc.org).

LWVC convention is a vital component of how our grassroots organization sets a goals and strategies for all levels of League in our state. That vision is reflected in the business of convention: our budget, our slate of nominees, our bylaws and our issue priorities. But the real strength of our convention is in the consensus we build around how the League will make California’s democracy work. We should all be able to take back to our local Leagues the questions, ideas, and commitments from this convention and bring them to fruition in our own communities.

## Our Strategy Screen

How do we identify the most effective projects for us to commit to? We must be nimble, and so having a set of guiding questions is more effective than locking ourselves into a very explicit two-year plan.

- Does the project advance our mission and established priorities? Does it further our long-term vision and impact?
- Does it have a positive impact on long-term sustainability? Is the funding there for the project/activity?
- Does it expand our membership, monies, or media?
- Do we have the capacity (staff, volunteers, funds, project management and overhead) to take this on?
- Are we the best organization to take this on? Or is another organization better suited? Should we do this in partnership?
- Does the work leverage and/or enhance our competitive advantage?

## How Are We Doing Overall?

We want to build active and informed participation in civic life. We will engage our communities in promoting positive solutions to public policy issues through education and advocacy. We empower the grassroots, both within the League and in communities across the Golden State. These are big goals!

### PARTICIPATE

Hold ourselves accountable:

- What did we set out to do?
- How did we perform?
- What have we learned?

Has California changed since convention in May, 2011? What examples come to mind? If you trace those indicators back, which shifts can be attributed to the work of the League? Do those successes, failures, and indeterminate outcomes teach us something we can apply to help us do even better work in the future? Read the management reports on [LWVC.wordpress.com](http://LWVC.wordpress.com) under “Biennial Reports” for details.

## Conventional Wisdom

It’s as true today as ever: the League of Women Voters is the trusted brand for thorough and unbiased education and advocacy for the common good in our state. We see this clearly in how well respected the League is, how sought after as a partner and for endorsements, and in the use of our materials. When we ask others for their opinion, they clearly value the League and know California’s democracy is stronger, thanks to our hard work.



**JOHN HANCOCK**  
President  
The California Channel

For twenty years, The California Channel has been proud to work with the League of Women Voters of California Education Fund because of their stellar reputation as a trusted source of unbiased and unfiltered information for California voters.



**CARRIE GAN**  
Executive Director  
CAUSE

Every election, CAUSE partners with the LWVCEF to produce and distribute the *Easy Voter Guide* in various Asian ethnic languages. This partnership is crucial to our outreach to the Asian immigrant population and our efforts to get this community more engaged in the political process.



**DEAN LOGAN**  
Registrar-Recorder/County Clerk  
Los Angeles County

The League plays an active and critical role in educating California's increasingly diverse electorate by providing important election information on measures and candidates. Tools like [Smartvoter.org](http://Smartvoter.org) and the *Easy Voter Guide* empower voters with nonpartisan information that helps them make confident decisions.



**JOHN HOWARD**  
Editor  
Capitol Weekly

Each election cycle, *Capitol Weekly* unfailingly goes to the League of Women Voters for information on ballot measures and races. The League does the heavy lifting in analyzing complex issues, while we – and our readers – reap the benefits of the League's research. It would be hard indeed to cover a California election without help from the League.

# Biennial Report

While we know the general “what” of our mission is absolutely right – and more relevant and needed than ever in this hyper-partisan and hyperbolic modern era – it’s been clear for a while that the detailed “how” needs to evolve based on clear goals and strong analysis. California’s demographics, economy, technology, and political landscape necessitate new ways of doing our work.

## Our Key Indicators

Beginning in 2008, our board began seriously questioning whether the LWVC operating model enables the League to effectively address our mission. Since then, changing our operating model has been the hub around which other strategic priorities have revolved. This has been an incremental approach. We are experimenting.

### PARTICIPATE

What is your League’s operating model? How do you do your work?

Examples of key indicators we have focused on are:

- **Be Bold.** Our legacy is from leaders who changed the course of history. Advancing those values in today’s California requires us to have our founders’ courage, fortitude, and ability to take risks. The “No on 32” advocacy campaign is one great example of the League taking a brave stand.
- **Make Choices.** Our Strategy Screen requires us not just to do good work, but to do the work that most effectively moves our mission and organization forward. For example, we are getting better at prioritizing advocacy work to fit our overall strategy.
- **Engage Leaders.** Board members are now recruited for the strategic skills and resources they bring, while off-board roles and committees are taking on a larger role in projects. This makes board roles more manageable and ensures sufficient time is spent on oversight and strategy. It also increases and diversifies the opportunities for people to volunteer, work as contractors, serve as part or full time staff, or work as fellow and interns in the League. Most importantly, it creates a leadership pipeline, connects the state League to a greater number of local Leagues, builds continuity and cross-training, and ensures we delegate detailed work to specialists.
- **Raise Revenue.** We’ve learned a lot over the past year about how we can raise revenue, who we can raise it from, and how our work can be the most valuable to others. At the board and staff level, we’ve changed our recruitment, training, roles, and processes so that generating revenue and building relationships is an integrated part of our work. But even more important, we’ve refined our ability to manage our expenses in relationship to our actual revenues—meaning we can control spending in the event our revenue is lower than anticipated. We are flexible!

## Are We Doing Well?

We're being ambitious, seeing overall positive results, and are optimistic about our future. The proposals we've made for 2013-15 are based on the same strategic commitments the board made for 2011-13. We continue to be committed to growing the impact of LWVC while advancing its legacy

Nominees were selected based on their potential to push forward our strategic work. We will hold ourselves accountable for further reforms to our operating model and how we do our work. We are particularly interested in deepening relationships: between board members, board and staff, committees, levels of League, with partners, with funders, with donors, with advocates, and with the public.

Our program recommendations reflect our grassroots leadership as well as our strategy screen, to ensure that we do not only good work, but also our best work. We are learning more every day about generating stable, sufficient resources for advocacy and education. Breaking down silos between portfolios and projects is creating significant opportunities for collaboration, too.

This path requires more capital to invest in our core work and infrastructure improvements. We've learned a lot about what works and what doesn't over the past two years and are confident in our ability to raise additional funds and to manage our expenses effectively. We must nourish the passion and expertise which make the League special, guaranteeing an infrastructure our people can rely upon.

# Financial Report



## League of Women Voters of California and Education Fund Statement of Financial Position February 28, 2013

Numbers in \$ thousands	LWVC		LWVCEF		Combined	
	Feb-12	Feb-13	Feb-12	Feb-13	Feb-12	Feb-13
<b>Assets</b>						
Cash / Investments	205	156	289	157	494	313
Accounts Receivable						
Due from Local Leagues	10	18	0	0	10	18
Due from Others	5	7	26	43	30	50
Interfund	62	25	(62)	(25)	0	0
Other Assets	17	42	1	0	18	42
<b>Total Assets</b>	<b>298</b>	<b>249</b>	<b>316</b>	<b>175</b>	<b>552</b>	<b>423</b>
<b>Liabilities</b>						
Accounts Payable	21	35	6	19	26	54
Deferred Rent	11	9	0	0	11	9
Deposits from Local Leagues	0	0	89	89	89	89
<b>Total Liabilities</b>	<b>32</b>	<b>45</b>	<b>95</b>	<b>107</b>	<b>127</b>	<b>152</b>
<b>Reserves</b>						
Smart Voter	0	0	78	27	78	27
Other Restricted			181	69	181	69
Unrestricted + Net Income / (Loss)	266	204	(100)	(29)	166	175
<b>Total Reserves</b>	<b>266</b>	<b>204</b>	<b>259</b>	<b>67</b>	<b>425</b>	<b>271</b>
<b>Total Liabilities &amp; Reserves</b>	<b>298</b>	<b>249</b>	<b>354</b>	<b>175</b>	<b>552</b>	<b>423</b>

**Cash:** Reserves should be equivalent if not greater by the end of the fiscal year.

**Due From Others:** This is primarily composed of an invoice for \$40k to the State Library for the Easy Voter Guide Project.

**Other Assets:** This is high in February because of prepayment for convention related expenses, which are recouped by the end of the fiscal year.

**Smart Voter:** As part of a multi-year improvement plan, Smart Voter is spending their reserves in the short-term.

**Unrestricted Reserves:** This increased as funds were released from restrictions.



# Financial Report

## League of Women Voters of California and Education Fund Statement of Activities February 28, 2013

<i>Numbers in \$ thousands</i>	<b>Year to Date Actual as of Feb 2012</b>	<b>Year to Date Actual as of Feb 2013</b>	<b>2012-2013 Annual Budget</b>
<b>Income</b>			
Membership Dues	136	128	162
Contributions	81	111	219
Planned Giving	0	5	0
Grant Income	36	24	55
LL Products/Services & LEW	58	62	135
Other Income	5	13	16
Easy Voter Guide	11	119	0
Smart Voter	92	117	174
Use of Restricted Reserves	7	0	41
<b>Total Income</b>	<b>427</b>	<b>579</b>	<b>802</b>
<b>Expense</b>			
Personnel	213	227	374
Office Expenses	66	55	90
Printing & Publications	4	6	23
Travel Expenses	34	29	75
Insurance	30	29	29
Outside Services	107	68	139
Easy Voter Guide	9	60	0
Smart Voter	25	62	72
<b>Total Expenses</b>	<b>488</b>	<b>535</b>	<b>802</b>
<b>Reimbursement from LWVCEF for staff &amp; other shared expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Increase / (Decrease) of Reserves</b>	<b>(61)</b>	<b>44</b>	<b>0</b>

**INCOME:** Overall, results were significantly better than prior year at this time. This result was driven primarily by the Easy Voter Guide Project grants. Our focused fundraising efforts are starting to show results and we anticipate ending the year with a stronger net increase than budgeted (we budgeted for a loss which would utilize reserves).

**EXPENSES:** We are carefully monitoring our expenses to be in line with or less than expected revenues. The primary variance is in Easy Voter Guide Project related expenses, where higher than expected revenues allowed us to spend more on the project than budgeted.

# Financial Report

## League of Women Voters of California Statement of Activities February 28, 2013

<i>Numbers in \$ thousands</i>	<b>Year to Date Actual as of Feb 2012</b>	<b>Year to Date Actual as of Feb 2013</b>	<b>2012-2013 Annual Budget</b>
<b>Income</b>			
Membership Dues	124	120	144
Contributions	41	52	104
Planned Giving	0	5	0
Grant Income	0	0	0
LL Products/Services & LEW	58	62	135
Other Income	7	12	15
Easy Voter Guide	0	0	0
Smart Voter	0	0	0
Use of Restricted Reserves	7	0	30
<b>Total Income</b>	<b>237</b>	<b>251</b>	<b>427</b>
<b>Expense</b>			
Personnel	213	227	374
Office Expenses	64	50	89
Printing & Publications	4	6	22
Travel Expenses	29	28	72
Insurance	30	29	29
Outside Services	61	48	107
Easy Voter Guide	0	0	0
Smart Voter	0	0	0
<b>Total Expenses</b>	<b>401</b>	<b>387</b>	<b>694</b>
<b>Reimbursement from LWVCEF for staff &amp; other shared expenses</b>	<b>195</b>	<b>215</b>	<b>266</b>
<b>Increase / (Decrease) of Reserves</b>	<b>31</b>	<b>78</b>	<b>0</b>

**INCOME:** Membership dues continue to decline and we do not anticipate this trend to change in the near future. We budgeted for this decline and have been seeking new sources of revenue, as our financials indicate. The most beneficial revenues are unrestricted ones and we increased those from the prior year.

**EXPENSE:** We carefully continue to monitor expenses as well as seek out savings to ensure that we have adequate cash reserves.



# Financial Report

## League of Women Voters of California Education Fund Statement of Activities February 28, 2013

<i>Numbers in \$ thousands</i>	<b>Year to Date Actual as of Feb 2012</b>	<b>Year to Date Actual as of Feb 2013</b>	<b>2012-2013 Annual Budget</b>
<b>Income</b>			
Membership Dues	13	8	18
Contributions	40	59	116
Planned Giving	0	0	0
Grant Income	36	24	55
LL Products/Services & LEW	0	0	0
Other Income	(2)	0	1
Easy Voter Guide	11	119	0
Smart Voter	92	117	174
Use of Restricted Reserves	0	0	11
<b>Total Income</b>	<b>190</b>	<b>328</b>	<b>375</b>
<b>Expense</b>			
Personnel	0	0	0
Office Expenses	2	5	1
Printing & Publications	0	0	1
Travel Expenses	5	1	3
Insurance	0	0	0
Outside Services	46	20	32
Easy Voter Guide	9	60	0
Smart Voter	25	62	72
<b>Total Expenses</b>	<b>88</b>	<b>148</b>	<b>108</b>
<b>Reimbursement to LWVC for staff &amp; other shared expenses</b>	<b>(195)</b>	<b>(215)</b>	<b>(266)</b>
<b>Increase / (Decrease) of Reserves</b>	<b>93</b>	<b>(34)</b>	<b>0</b>

**INCOME:** LWVCEF performed significantly better than prior year largely due to the increased Easy Voter Guide Project grants.

**EXPENSES:** We are carefully monitoring our expenses to be in line with or less than expected revenues. The primary variance is in Easy Voter Guide related expenses, where higher than expected revenues allowed us to spend more on the project than budgeted.

# Program 2013-2015 Overview



## Summary

Delegates to LWVC Convention 2013 will adopt the LWVC Program for 2013-2015 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 53-55.

**LWVC Program Positions.** All current LWVC positions are recommended for retention. This includes the current Initiative and Referendum Process position. Because the I&R study was scheduled to allow for local League meetings after the November 2012 election, the I&R study committee will not have met to consider the input from Leagues around the state before the deadline for publishing the *Convention Workbook*. Thus, there cannot be an updated position in this workbook.

The schedule for the study committee and board action on an updated Initiative and Referendum Process position is:

- Saturday and Sunday, **April 20-21:** Study Committee meeting to consider input from Leagues and write proposed updated position
- Friday, **May 10:** State Board Kit containing proposed updated position available on the LWVC members only [Web page](#).
- Thursday, **May 16:** LWVC board meeting to discuss and possibly adopt updated position

If an updated position is adopted at its Thursday board meeting, copies of the position will be available at the convention by Friday morning, **May 17**. When the motions are made to introduce the program, on Saturday, **May 18**, they will include a motion to amend the recommended program, replacing the current Initiative and Referendum Process position with the new, updated position.

**LWVC Studies and Position Updates.** No new study is recommended. Nineteen of the 40 Leagues participating (48 percent) specifically recommended no new state study. Of the Leagues requesting a new study, one topic was submitted twice, and all other topics were submitted only once.

There is also no update study recommended. Again, while there were many individual suggestions, there was no strong support for any single topic.

**LWVC Issues for Education and Advocacy.** Four issues for education and advocacy are proposed on pages 49-51 for concerted local and state-level action and community education.

# Program 2013-2015 Overview

The LWVC board, keeping in mind League financial and volunteer resources, is recommending two tiers of issues. As always, the board's recommendation also reflects the issues that received the strongest input from local Leagues who participated in program planning activities, as well as 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 53-54.

## Process

Members of 40 Leagues and one ILO (55 percent of the Leagues in California) participated in the program planning process for 2013–2015. 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 55-57, 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.

Adoption of new positions: The state board reviews consensus and adopts new program positions after a study is completed. Convention delegates adopt new positions in the same manner as they readopt existing program items.

Specific positions under current Program: Only position summaries of current program items can be modified, deleted, or adopted by convention delegates. The state board may recommend

# Program 2013-2015 Overview

deletion of all or part of a specific position if it perceives a lack of member support or understanding.

If you have questions regarding the procedures outlined above, please contact Helen Hutchison, Vice President for Advocacy and Program (hhutchison@lwvc.org).

## Program Adoption at a Glance

<b>PROPOSED PROGRAM (RECOMMENDED ITEMS)</b>	<b>NOT-RECOMMENDED ITEMS</b>
<b>Friday, May 17</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 18</b>	
Board members move adoption of the proposed program (see pages 44-51)	Delegates may move for consideration of not-recommended items. (Items must be listed on pages 53-55 to be considered.)
<i>If the LWVC board adopts a new I&amp;R position on Thursday, May 16, these motions will include a motion to amend the recommended program, replacing the current Initiative and Referendum Process position with the new, updated position.</i>	
<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 19</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>

# Program 2013-2015 Overview

## 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 study 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 2013-2015 Overview

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 2013-2015 Overview

## 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 November 2012, were included in the Program Planning Kit and are below.

### **LWVCEF Study Process: Study Committee Responsibilities**

Adopted by LWVC Board of Directors September 24, 2006  
LWVCEF Study Process, Revised September 2012

*[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.
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:
  - Rationale for the study
  - A proposed budget for the study
  - Expected source of funding for the project must be presented to the executive director and the LWVCEF board and approved in advance. All applications for funding must be presented to the board and approved in advance. *[The LWVCEF can provide historical cost information.]*
  - Proposed study committee members and chair
  - 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 (for either a recommended or not-recommended item), the following items must be completed within six months (by the November board meeting following adoption). 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.
  - Submission of sufficient qualified names for the official study committee and its chair
  - 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

# Program 2013-2015 Overview

- parties involved in the study. Consensus question framing would 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
  - Development by the study committee of the proposed budget and funding sources for the study. *[Again, the LWVCEF can help by providing historical data.]*
  - Acquisition of funds for a not-recommended study *[The LWVCEF staff are not responsible for fundraising for a not-recommended study, except to provide the customary material attached to a grant proposal. 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 presented to the executive director and LWVCEF board, with potential funders approved in advance. All applications for funding must be presented to the board and approved in advance. ]*
5. The study committee is encouraged to send a reading list to the point person in each local League very early—even while the study kit is still under development.
6. 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 2013-2015 Overview

## Sample Timeline for a Three Year State Study Adopted May 2013

*[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 2013:** Study is adopted at convention

**May 2013—October 2013:** Study committee is selected and trained; study scope, schedule, and budget are developed, board approves funding source and application, and funding is obtained

**November 2013:** The LWVCEF board gives go-ahead for study to begin

**November 2013—June 2014:** 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 2014:** The LWVCEF board approves study kit and consensus questions

**August 2014—February 2015:** 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 2015:** Local Leagues educate their members and conduct consensus meetings

**January 2016—February 2016:** Study committee crafts draft position based on local League Consensus Reports

**March 2016:** Study committee presents draft position to the LWVC board for review/editing

**March 2016—April 2016:** Study committee revises position based on the LWVC board input

**May 2016:** Position is adopted at LWVC board meeting so that action may begin

**May 2017:** Position is formally ratified by members at convention along with the rest of the LWVC program

# Program 2013-2015 Overview

## Sample Timeline for a Two Year State Study Adopted May 2013

*[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 2013:** Study is adopted at convention

**May 2013—September 2013:** Study committee is selected and trained; study scope, schedule, and budget are developed, board approves funding source and application, and funding is obtained

**September 2013:** The LWVCEF board gives go-ahead for study to begin

**September 2013—July 2014:** 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 2014:** The LWVCEF board has a first discussion of the proposed consensus questions

**May 2014:** The LWVCEF board approves consensus questions

**Summer 2014:** Study committee distributes study kit and leader's guide to local Leagues. Local Leagues form their own study committees.

**Fall 2014:** Break for General Election

**November 2014 - March 2015:** Local Leagues educate their members and conduct consensus meetings

**April 2015 – May 2015:** Study committee presents crafts draft position based on local League Consensus Reports

**May 2015:** Position is adopted at LWVC board meeting so that action may begin

**May 2017:** Position is formally ratified by members at convention along with the rest of the LWVC program

## 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 board must approve potential funders in advance. The board must approve all applications for funding in advance.
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 would 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 would assist the study committee in budgeting and in planning their fundraising strategy, which must be board-approved before contacting potential funding sources.]*
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 committee is

# Program 2013-2015 Overview

non-functional, 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.

## Concurrence Process

Procedures for adopting a position by concurrence 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.

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

### LWVC/LWVCEF Concurrence Policy

Approved March 13, 2011

Originally Adopted by the LWVC Board of Directors March 12, 1995

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's existing position." This is the method by which the issue will be on the list of not-recommended items, and at the time of convention will be eligible to be moved for consideration.

# Program 2013-2015 Overview

- 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 convention. If requested in time, the LWVC office will provide mailing labels for the presidents, but it is the responsibility of the individuals or local Leagues to mail the notice recommending concurrence.
- 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 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
  - any other 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 program director in whose portfolio the concurrence position would fall.

## Proposing a Not-Recommended Item

The Convention Rules in this *Convention Workbook* (see pages 103-111) 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 present and voting.

# Proposed Program 2013-2015



## Summary

The recommended program for 2013-2015 is:

- **Retain all existing positions**
- **No new study or update study for 2013-2015**
- **No position to adopt by concurrence**
- **Issues for Education and Advocacy for 2013-2015:**
  1. **Money in Politics:** Continue the current focus on action in the California legislature. Provide opportunities for local Leagues to participate in both advocacy and community education projects.
  2. **Education:** Financing of education, from early childhood through high school; importance of maintaining the educational content and quality of all early childhood programs. Provide opportunities for local Leagues to participate in both advocacy and community education projects.
  3. In addition, as a **second tier of focus:** Health Care and Water. These will be acted on as opportunities arise, and if they do not interfere with activities on the higher priority issues, and it appears that the LWVC can make an impact.
    - a. **Health Care:** Community education about the Affordable Care Act and continued education and advocacy on a single payer option for California.
    - b. **Water:** Community education and advocacy in preparation for the expected water bond measure on the 2014 ballot.

We also note that the **LWVUS** Legislative Priorities for 2013 are **Money in Politics** and the many facets of **Election Reform**. As part of these priorities, we will continue to work actively on election reform in California as opportunities present themselves.

## 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.

# Proposed Program 2013-2015

**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.

**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

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

# Proposed Program 2013-2015

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, 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



# Proposed Program 2013-2015

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 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.

# Proposed Program 2013-2015

**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.

**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

# Proposed Program 2013-2015

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.

**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 Issues for Education and Advocacy 2013-2015

1. **Money in Politics:** Continue the current focus on action in the California legislature. Provide opportunities for local Leagues to participate in both advocacy and community education projects.

Money in Politics is a Legislative Priority for the LWVC, as well as for the League nationally. The results of program planning show that this is clearly a high priority for League members throughout California; we care deeply about this issue in many ways. 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 the only way we can fix this insidious problem is if we continue to educate and fight at every opportunity.

The LWVUS Task Force on Money in Politics is producing material local Leagues can use for community discussions. As that becomes available, the LWVC will promote it and augment it as appropriate for use by Leagues in California.

Focusing our work on this issue lets us seize an opportunity that seldom presents itself. If legislators are ready to pass legislation, then we need to be there to assist in getting that done. The current bills on campaign disclosure the LWVC is cosponsoring, as well as others the LWVC is supporting, represent an abundance not seen in anyone's memory—and it was not anticipated until just after the November 2012 election. We can only hope that the legislators continue to want to pass good campaign disclosure legislation, but it is just as likely that next year—the 2014-2015 legislative year—the League will have other issues in the Legislature.

# Proposed Program 2013-2015

In the same way, we will be ready to assist local Leagues to advocate for local legislation, as well as take any opportunity for community discussion and education.

2. **Education:** Financing of education, from early childhood through high school; importance of maintaining the educational content and quality of all early childhood programs. Provide opportunities for local Leagues to participate in both advocacy and community education projects.

Governor Brown has proposed a fundamental—some say radical—change in the way we fund K-12 education in California. The current debate is one that will have consequences for Californians for many years to come. We in the League can make important contributions, as evidenced by our strong interest in and support for a system of public education that includes access and equitable opportunities for all students.

In addition, public awareness of the importance of early childhood education (ECE) is at a peak. ECE is not just day care. It's that all-important good start that is vital to a successful life. More and more studies are showing that early childhood education is one of the most cost-effective investments we can make.

How do early childhood education and funding of K-12 schools fit together as one issue for education and advocacy? At their base, in California right now, they both are about money.

We in the League have distinct but very important roles to play in the public discussion on this issue. We will:

- **Advocate**  
With our long history of being part of statewide decisions on school finance, we intend to look for every opportunity to make the League's voice clearly heard. Unlike so many others, we represent the public at large rather than a single voice within the community. Our position is not one of advocating for a constituency, but rather one based on study and the overall public good.
- **Educate**  
One of the League's strengths is in providing nonpartisan information and helping people understand the decisions that need to be made. We can help Californians understand the options, as well as the potential consequences of the various choices.
- **Empower Community Leadership**  
Hand-in-hand with educating community members about decisions we are making as a society is giving them the tools for making their voices heard. How do the decisions

# Proposed Program 2013-2015

being made affect them, and where are the venues for speaking out? How do we come together to make the best choices for all of us together?

3. In addition, as a **second tier of focus:** Health Care and Water. These will be acted on as opportunities arise, and if they do not interfere with activities on the higher priority issues, and it appears that the LWVC can make an impact.

- a. **Health care:** Community education about the Affordable Care Act and continued education and advocacy on a single payer option for California.

California is leading the states in implementation of the Affordable Care Act (ACA), and yet few people in the state understand how it will impact them or what they might need to do.

In preparation for the convention, a toolkit is being prepared for local Leagues about the ACA. Leagues and League members are encouraged to network about their work, sharing ideas.

- b. **Water:** Community education and advocacy in preparation for the expected water bond measure on the 2014 ballot.

The LWVC Water Committee is preparing material about the proposed water bond, as well as information about water resources throughout the state.

We also note that the **LWVUS** Legislative Priorities for 2013 are **Money in Politics** and the many facets of **Election Reform**. As part of these priorities, we will continue to work actively on election reform in California as opportunities present themselves.

The League is a 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.

# Program Planning Report

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## Local Leagues Participating

### 40 Local Leagues and 1 Inter-League Organization (ILO):

Alameda	Oakland
Benicia	Orange Coast
Berkeley, Albany, Emeryville	Palo Alto
Capistrano Bay	Palos Verdes Peninsula
Central Orange County Area	Pasadena Area
Claremont Area	Piedmont
Cupertino-Sunnyvale	Placer County
Diablo Valley	Sacramento County
Fremont, Newark, Union City	San Diego
Fresno	San Francisco
Humboldt County	San Jose/Santa Clara
Livermore/Amador Valley	Santa Barbara
Long Beach Area	Santa Cruz County
Los Angeles	Santa Monica
Los Angeles County ILO	Sonoma County
Marin County	Southwest Santa Clara Valley
Mendocino County	Stanislaus County
Merced County	Torrance
North & Central San Mateo County	Tulare County
North County San Diego	
North Orange County	
Northwest Riverside County	

# Program Planning Report

## Tabulation of Recommended and Not-Recommended Items

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

- Topics for a potential state study
- For each existing LWVC position, should we:
  - Retain
  - Drop
  - Update
- 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)

No new state study – 19

Gun control – 2

Higher education, including financing of education and student loans – 2

Death with dignity – 1

Charter schools – 1

Vote by mail – 1

Marijuana – 1

Campaign finance – 1

Mentally ill who have committed crimes – 1

Prison system – 1

Coastal development – 1

Early childhood education – 1

Emancipation of foster youth – 1

### Study to Update an Existing LWVC Position

Election Systems – 4

Water – 3

Agriculture – 2

Community College System – 2

Education: Pre-K through 12 – 2

Campaign Financing – 2

Energy – 1

Land Use – 1

Mental Health Care – 1

Air Quality – 1

# Program Planning Report

Initiative and Referendum Process – 1

Constitution – 1

Juvenile Justice / Dependency – 1

Hazardous Materials – 1

State and Local Finances – 1

Voting Rights – 1

## Position to Adopt Via Concurrence

I&R position – depending on when study is completed – 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.

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	29	Money in politics, campaign finance, campaign disclosure
Education	27	Early childhood education, state funded pre-K, charter schools; implementation of Prop 30
Water	26	Water bond, bottled water, desalination, conservation; fracking; San Joaquin Delta
Health care	23	Public education on the Affordable Care Act; single payer health care; implementation of the ACA; protection of the most vulnerable; education about the California Exchange
Gun control	17	Gun safety, gun violence prevention
State and local finances	17	Prop 13, tax reform, state and local finances



# Program Planning Report

Mental health	16	Change in the mental health care system under realignment; homeless populations
Climate change	12	Climate change, global warming
California Environmental Quality Act (CEQA)	7	CEQA – monitor, protect, educate, advocate
Initiative and referendum reform	6	I&R reform
Voting rights	6	Voting rights protection
Fracking	5	Fracking education and advocacy
Immigration	5	Immigration reform, immigrant rights
Foster children	3	Foster youth emancipation
Hazardous materials	3	Hazardous pesticides; hazardous materials + solid waste
Sustainable communities	3	Sustainable communities
Agriculture	2	Loss of agricultural lands, GMO labeling
Energy	2	Energy
Juvenile justice	2	Juvenile justice
Higher education	2	Funding of higher education; financial aid for students
Solid waste	2	Solid waste + hazardous materials
Air quality	1	Effects of transportation on air quality
Natural resources	1	Update of natural resource positions: agriculture, energy, land use
Older adults + persons with disabilities	1	Review all positions to include “older adult populations and persons with disabilities”

# Legislative Priorities 2013

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## California Legislative Priorities 2013

- **Money in Politics (Campaign Finance Reform)**
  - Support stronger campaign disclosure requirements, including higher penalties and stricter enforcement
  - Support other changes to the Political Reform Act that are in accord with League positions
- **State and Local Finances/State Budget/Education Financing**
  - Support improvement of and transparency in the state budgeting process
  - Support equitable and adequate generation and distribution of tax revenues
- **In addition, as a second tier of focus, consider Program Director recommendations for action on:**
  - Protection of the California Environmental Quality Act (CEQA)
  - Election reform and voting rights
  - Fracking
  - Water
- **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 core issues: Redistricting, Elections, Initiative and Referendum Process, Voting Rights, Campaign Finance Reform, and Reproductive Choices
  - Consider Program Director recommendations for action on the highest priority bills in their program areas.

# State Leaders

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## 2011-2013 LWVC/LWVCEF Board

### OFFICERS

PRESIDENT	Jennifer A. Waggoner, LWV San Francisco
1st VICE PRESIDENT	Sharon Holdt, LWV Capistrano Bay Area
2nd VICE PRESIDENT, LWVC	Helen Hutchison, LWV Oakland
2nd VICE PRESIDENT, LWVCEF	Kathy Armstrong, LWV South San Mateo County
SECRETARY	Caroline deLlamas, LWV East San Gabriel Valley
INTERIM TREASURER	Syeda Reshma Inamdar, LWV Fremont/Newark/Union City

### DIRECTORS

COMMUNICATIONS	Barbara Barker, LWV Torrance Area
COMMUNITY EDUCATION	Suzanne M. Stassevitch, LWV San Francisco
SOCIAL POLICY	Ellen Wheeler, LWV Los Altos/Mountain View Area
VOTER SERVICE	Lianne Campodonico, LWV Piedmont

## 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
HEALTH CARE	Barbara Storey
HOUSING	Susan Russell
JUVENILE JUSTICE / DEPENDENCY	Lois Brubeck
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 and Wendy Phillips

# State Leaders

## LWVC Staff

EXECUTIVE DIRECTOR	Melissa Breach
SENIOR DIRECTOR FOR PROGRAM	Trudy Schafer
DIRECTOR FOR SMART VOTER	Ernie Ting
COMMUNICATIONS MANAGER	Elizabeth Leslie
ADMINISTRATIVE MANAGER	Sharon Stone
DEVELOPMENT COORDINATOR	Tiffany Lee

## Convention Steering Committee

VICE PRESIDENT	Sharon Holdt, LWV Capistrano Bay Area
CO-CHAIR	Sandy Mory, LWV San Jose/Santa Clara
CO-CHAIR	Sally Pyle, LWV San Jose/Santa Clara
SPONSOR CHAIR	Gloria Chun Hoo, LWV San Jose/Santa Clara

### MEMBERS

Tat Blesch, LWV San Jose/Santa Clara  
Margaret Brooks, LWV Los Altos/Mountain View Area  
Ellen Forbes, LWV Palo Alto  
Susan Hough, LWV Cupertino/Sunnyvale  
Carol Kuiper, LWV Los Altos/Mountain View Area  
Barbara Lea, LWV Southwest Santa Clara Valley  
Mary Jo Levy, LWV Palo Alto  
Elaine Manley, LWV Cupertino/Sunnyvale  
Sandy Remmers, LWV San Jose/Santa Clara  
Lynne Snyder, LWV Southwest Santa Clara Valley  
Jane Voigts, LWV Southwest Santa Clara Valley

## Hosting Local League Presidents

HOST	Gloria Chun Hoo, LWV San Jose/Santa Clara
CO-HOST	Susan Hough (Vice-President), LWV Cupertino/Sunnyvale
CO-HOST	Sue Graham, LWV Los Altos/Mountain View Area
CO-HOST	Mary Alice Thornton, LWV Palo Alto
CO-HOST	Eleanor Yick, LWV Southwest Santa Clara Valley

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

## LWVC Presidents 1920 - Present



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



**Jennifer A. Waggoner**  
*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-present	Jennifer A. Waggoner

# State Leaders – Nominees



## Jennifer Waggoner – President

Jenny was honored to be voted in as state president in July of 2011. Since she joined the state board in 2007 as communications director, she has served on: audit, budget, finance, human resources, executive transition team, fundraising (planned giving, major gifts, and annual giving), voter service, program, and other committees at all levels of League. She strongly believes in the League's core values, is grateful for the opportunities the League offers, and feels the greatest value for her has been the practical, hands-on experience of making

California strong, safe and vibrant for everyone.

She first joined the League in San Francisco in 2001 because when Jenny moved to "The City" she struggled to find unbiased political analysis and even considered not voting because she felt so unprepared. *"I was horrified: I was in one of the most famously politically active cities in the country, and yet I couldn't find basic voter information?"*

Jenny owns her own business, providing consulting services to nonprofits and small businesses typically about operations, finance and communications. She holds a degree in Government from Claremont McKenna College and a Diploma in Public Policy from the University of Edinburgh. She enjoys the flexibility and variety of her work, allowing her to dedicate significant time to the League and to be able to travel. She lives in the Castro neighborhood in San Francisco with her husband, David LaMacchia.



## Kathy Armstrong – 1st Vice President Administration

Kathy Armstrong is completing her first term on the California state League board, and is extremely appreciative of the experience and opportunity to serve this wonderful organization!

Along with Voter Service Director, Lianne Campodonico, she has provided leadership for state League voter service products and services such as Pros & Cons, In-Depth, Easy Voter Guide, and CAVotes.org, as well as supporting local Leagues with their voter service questions. Locally, Kathy is a member of the South San Mateo County League, and has been involved in voter service since 2004, including as a Pro/Con speaker and past

Voter Service Director and Speakers Bureau Coordinator. Other service to the state League has included working with the SmartVoter steering committee on strategic planning, facilitating the LWVCEF Voter Information Working Group in 2009, and launching the League's



# State Leaders – Nominees

SpeakerSource online discussion forum for local Leaguers involved in voter service. Kathy also served on the Easy Voter Guide Project Task Force in 2011, and played a key role in keeping the project alive in 2012, after significant funding was lost, by introducing a scaled back model that helped reduce risk to the project related to achieving quality standards within a compressed timeline.

Kathy currently works as a management consultant, specializing in non-profit organizational effectiveness, evaluation, and civic engagement. Her work has included developing an evaluation framework for the California Council for the Humanities “Searching for Democracy” program, leading a Common Cause and Citizen Schools collaboration to develop and deliver civic education on redistricting, and facilitating community dialogue on housing in San Mateo County. Kathy is currently working with the non-partisan, government reform organization California Forward on a variety of projects related to modernizing the tools of governance. Previously, Kathy spent over fifteen years in the private sector, including serving as Director of Customer Experience Research and Vice President for Process Improvement at Hewlett-Packard.

Originally a New Englander, Kathy followed the “California Dream” after graduating from college, and has been an enthusiastic California resident for over 25 years. In addition to her League work, she sings with Collage Vocal Ensemble and The Choral Project and is an avid runner. Kathy holds a master’s degree in computer science and engineering from the University of Washington and a bachelor’s degree in psychology and human relations from Connecticut College. She lives in Menlo Park with her partner of twenty years, Joanne Sanders, and wonder-cat Sage.



## **Helen Hutchison – LWVC 2nd VP Program and Advocacy**

Helen Hutchison is the Vice President for Program and Advocacy for the League of Women Voters of California. 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 Oakland. She served on the Boards of the Claremont, Clackamas County and Oakland Leagues in a variety of jobs. Each League has provided new areas to learn about and get active in. Helen was the president of the LWV Oakland from 2003 to 2007.

Professionally Helen is a retired computer systems analyst. She is an active member of Montclair Presbyterian Church in Oakland, where she chaired the Building Renovation Committee.

# State Leaders – Nominees



## **Kathy Souza – LWVCEF 2nd VP Voter Service**

Kathy has been a member of the League of Voters for 28 years. She began her League career with the LWV of Sacramento, where she served on the board of directors in various roles for several years, including terms as President and Co-President. 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 LWV.

Kathy earned Bachelor of Science and Master of Business Administration degrees from California State University of Sacramento. She lives in Granite Bay, California with her husband of 39 years, Rod. They both are taking advantage of their early retirement by traveling extensively.

Kathy looks forward to joining the Board of Directors of the League of Women Voters of California and is especially interested in furthering the League's great work in the area of Voter Service.



## **Eleanor Gonzalez – Treasurer**

Eleanor G. Gonzalez is a Senior Manager in the Assurance Services division of Marcum LLP's ( A national accounting and advisory service firm) San Francisco office and a member of its National Alternative Investment Industry group. Ms. Gonzalez has more than 18 years of experience, including working in accounting and internal audit. She has extensive experience working closely on financial statement audits for both publicly-held companies and private businesses in the high technology, manufacturing, retail, not-for-profit and health care industries. In addition, Ms. Gonzalez plans and manages SOX 404 audits for publicly held clients in various industries and operational audits for smaller non-public clients. Prior to joining Marcum LLP in 2004, she held finance and audit positions at public and private companies.

She is the current treasurer of the League of Women Voters of San Francisco. As the treasurer, she is the officer assigned with the primary responsibility of overseeing the management and



# State Leaders – Nominees

reporting of the League's finances. She is responsible for financial transaction oversight and keeping the board regularly informed of key financial events, trends, concerns, and assessment of fiscal health in addition to completing required financial reporting forms in a timely fashion and making these forms available to the board.



## **Ellen Wheeler – Secretary**

After having served as the LWVC Social Policy Director for the past three years, Ellen happily takes on a new role – that of LWVC Secretary. She looks forward to working with the exciting and highly capable new board members that she and her fellow nominating committee members spent many hours interviewing, researching, and discussing.

Ellen's qualifications for secretary include being a practicing attorney and a 12-year PTA secretary at each level of her son's schools. (She is finishing out her last term at Mountain View High School next month!)

Ellen spends most of her non-League time serving as a school board member in the Mountain View Whisman School District. This K-8 district is twenty miles from this convention site. She is in the middle of serving as president of her school board for the 3rd time, and is in the middle of her eleventh year on that board.

In her League life Ellen serves as the education chair for LWV Santa Clara County and as her local League's education chair as well. She's the VP of Action in LWV Los Altos/Mountain View, too. She's very proud of her local League.

A licensed attorney since 1992, Ellen graduated from Santa Clara University School of Law with an extra certificate in Public Interest Law. She also holds a certificate from UC Santa Cruz in mediation. Her undergraduate degree from San Jose State University is in social sciences with a minor in music. Ellen also holds a multiple subject teaching credential and taught preschool and substitute taught grades K-12 when her older children were little.

Ellen is happily married to her second husband, Ken Pier, and they are the happy parents of a soon-to-be high school graduate, Nathan Pier. Ellen also is happy to be the mom of two adult children, Sarah and Owen.

In her copious free time (smile), Ellen loves to read, go to movies, go for walks, and have good conversations.

# State Leaders – Nominees



## **Patrick Atwater – Director**

As a kid, I loved Legos – still do honestly. My brother and I’d spend hours constructing ships and the canals to sail them in. Today, I do financial analysis to help manage the construction and maintenance of basic public infrastructure throughout my home state of California. I have been a financial analyst at 14 local government agencies with combined budgets of over \$5 billion.

In addition, I have researched and developed quantitative models for the \$13 billion Bay Delta Conservation Plan conveyance construction and environmental mitigation and several multi-million dollar public-private partnerships. I serve on the Board of the Los Angeles Education Partnership, leading the conceptualization, design, and initial implementation of the LAEP viral project – an effort to creatively implement technology solutions to improve education in Los Angeles.

From September – June 2010 I was a Fellow in Public Affairs at CORO Southern California and served from 2006 through 2010 at the Rose Institute of State and Local Government as the Elections and Demographics Research Manager.

I was fortunate to participate in several internships: Federal (ENS Resources), State (California Economic Recovery Task Force; State Senator Jack Scott), and Local Governance (Montgomery Watson Harza; Metropolitan Water District).

I’ve written “A New California Dream”, an attempt to reflect on why humans since the Gold Rush have come to this place to pursue their biggest, most zany dreams and how we might leverage California’s culture of innovation to pioneer new models of government that reflect today’s globalized and technologically connected society.

I hold a BA in Mathematics and Philosophy, Politics, and Economics from Claremont McKenna College.



## **Sarah Diefendorf – Director (Natural Resources)**

Sarah Diefendorf is the Executive Director of the Environmental Finance Center (EFCWest) at Dominican University of California (DUC). Some of Sarah’s efforts include: developing Green Business Programs in the western United States, working with American Indian tribes in Arizona, California and Nevada to promote green economies, and preparing and implementing climate mitigation and adaptation plans for various communities.

Sarah’s most recent accomplishment includes managing the research and writing of the Guidebook on International Environmental Finance for the United

# State Leaders – Nominees

Nations Development Program, for which she also authored the chapter on financing renewable energy in developing countries.

Ms Diefendorf served as President of the San Francisco League (2001-2004) and Board Member and Vice President of the LWVUS (2004-2008). She acted as the National Chair of the LWVUS Climate Change Task Force from 2006 to 2010 and she is currently serving as the League of Women Voters of California Program Director on Climate Change.

Additionally, Sarah has been a Grassroots Democracy trainer for the LWVUS in Ethiopia, Zimbabwe, Nigeria, Armenia, Jamaica, Jordan and Tunisia. Ms Diefendorf also serves as an Expert Witness for the USEPA National Environmental Finance Advisory Board and serves as adjunct faculty at Dominican University of California where she taught a colloquium on Economic Development and Indigenous Peoples. Ms Diefendorf holds a BA in International Relations from San Francisco State University and an MS in environmental geography from Cambridge University.



## **Mony Flores-Bauer – Director (Voter Service)**

Mony has been a member of the Oakland League of Women Voters since 1995. In addition to serving as a Board Member, she has volunteered for a number of leadership roles in Voter Service, Membership and Nominating Committees, and also Chaired the Host Committee for LWV California's President's Council in Oakland. She was elected to serve as President of the Oakland League of Women Voters in 2000-2001.

In 1996 she represented the LWVUS as a civic engagement speaker and trainer in Chile and Mexico. These projects were funded by a USAID Grant.

In 2003, Mony was invited by LWVUS to represent the League as a speaker in a live video conference with representatives of the Venezuelan government, NGOs, and journalists exchanging views on the referendum process. Representing her local LWV and the LWVUS, Ms. Flores-Bauer was appointed to serve on the National Civic Leagues' Model City Charter Review Commission from 2001-2003.

As a project team member, Mony has contributed to the development of the "Easy Voter Guide" for many years. In addition to general promotional activities she has guided EVG Ambassador development, webinars, and outreach to new partners such as Head Start and Univision Radio/TV.

Also in the area of Voter Service, Mony has conducted workshops for LWVC Leadership Council and LWVC regional trainings on Outreach and Partnership Development. She has more than 30 years of professional experience in organizational development, community engagement

# State Leaders – Nominees

and capacity building for emerging organizations as well as established nonprofits, boards, commissions, county departments and state agencies throughout California.

Her expertise includes project management, planning, governance and policy guidance, and bilingual facilitation. She has supported the mission of a wide variety of organizations by designing and delivering workshops, strategic planning, trainings, webinars, focus groups, print and broadcast media materials, strategic partnerships, and community forums.

A native Californian, Ms. Flores-Bauer has used her first language of Spanish throughout her professional life. This personal perspective combined with professional experience has translated to a cultural competency devoted to communities that are considered under-represented or marginalized.

She has advanced the League's presence as a spokesperson in Spanish language media (radio and television) as a source for content and commentary on various topics related to voter education and civic engagement.

Mony Flores-Bauer has served on policy boards and commissions including:

- City of Oakland's Commission on Disabled Persons
- Pacific Children's Center
- Oakland A's Community Advisory Board
- Family Builders by Adoption
- Institutional Review Board on Disability Research Projects – InfoUse.

Mony is looking forward to the opportunity to serve on the Board of the LWVC, collaborating with other Board members and helping to further the League's mission.

Ms. Flores-Bauer lives in the East Bay with her husband Bruce.



## **Fatima Malik – Director (Communications)**

Originally from Illinois, Fatima moved to Los Angeles in 2000. She joined the League of Women Voters of the Beach Cities in 2008 and has been on her League's board since 2009, including a two-year term as Co-President as well as current VP, Voter Services (Candidate Forums) chair, Social Media Liaison and former webmaster. In 2012, she was appointed as director to the League of Women Voters of Los Angeles County ILO as well as the League of Women Voters of California Communications Committee.

Fatima earned Bachelor of Arts degrees in Business and Theater Arts along with professional certifications in Interior Architectural Design and Set Design. She is also a nationally certified LEED (Leadership in

# State Leaders – Nominees

Energy and Environmental Design) Accredited Professional with the United States Green Building Council and an Allied Member of the American Society of Interior Designers. Fatima is currently an interior designer and green building professional with her own full service design firm. She has over a decade of experience in design, project management and installations.

Fatima's background includes almost six years in corporate regulatory compliance where she assisted in preventing insider trading and other violations by developing and implementing new monitoring systems and controls. She has also worked as a continuing education seminars program coordinator for mental health professionals in conjunction with state university extension programs.

Fatima owns farmland in her home state of Illinois and is passionate about issues facing the farming community. Aside from League, she enjoys films, live music, theater, museums, sports, the ocean and chatting up locals in her friendly neighborhood of Los Feliz. Furthermore, she travels internationally to enrich her global perspective. Fatima envisions the League staying true to its principles as a grass roots organization which engages, educates and empowers the public to make changes conducive to sustainable progress and growth.



## **Beth Pitton-August – Director (Membership)**

Beth Pitton-August has been a member of the League of Women Voters since 2006. Since 2008, she has served on the Board of the League of Women Voters of Santa Barbara as Co-President, Co-Chair of Social Policy, and Secretary. Her League involvement has included service on several committees, including nominating, finance, communications, technology, the 90th anniversary celebration committee, and as League representative to the local Pro-Choice Coalition Steering Committee, which she now chairs.

Beth moved to the Santa Barbara area from Chicago with her husband in 1999 and for 11 years worked as a director of corporate and foundation relations and development for the largest international health assistance charity in California. She currently works as an independent consultant, partnering with non--profit clients to expand corporate and foundation relations, provide donor and member services, grant writing and research, strategy development, resource development, and planning services. In addition, she addresses special needs such as communications, training, facilitation, team building, and executive coaching.

After years of volunteering with literacy programs, Beth now enjoys devoting time to promoting civic and democratic literacy with the League. While attending her first Leadership Council in 2008, Beth attended a communications workshop facilitated by then LWVC Director of Communications, Jenny Waggoner, where she was struck by a phrase presented that research had shown to be effective in promoting the League: The League of Women Voters is a place where hands--on work to safeguard democracy leads to civic improvement. The phrase aptly described the hard work and long dedication of her fellow League members. It was particularly



# State Leaders – Nominees

true of the senior leaders in her local League who had welcomed her in, mentored and guided her. Since that day, Beth has endeavored to live up to that ideal and their example, and to widely share the many ways the League helps individuals and groups make a difference on issues that affect our lives every day.



## **Kay Ragan – Director (Social Policy)**

I joined the East San Gabriel League in the 60's because I had an interest in politics and often said I would have run for public office if I did not have to fund raise.

I have served in numerous positions throughout the years as committee member, committee chair, and director of different portfolios, treasurer and president. I served as president of LWV East San Gabriel, LWV San Diego and LWV San Diego ILO. I consider myself a recycled League member in that I will be returning to LWVSD as co-president in June.

I actually retired in 1996 after working 34 years, mostly in community college administration. Since my retirement I have continued to work in interim assignments almost continuously up until October 2012, for a total of 45 years.

I have been married to the same man for 59 years and have one wonderful daughter and two grandsons. It has been a good life and I believe I have more to contribute.



## **Syeda Reshma Inamdar – Director (Community Outreach)**

Syeda Reshma serves as government director with the League of Women Voters of California (LWVC). She joined the League of Women Voters of Fremont, Newark, Union City ("LWVFNUC") over 15 years ago because she believed in their motto: Democracy is Not a Spectator Sport! She is past president and board member of LWVFNUC and she also served as Chair of the Alameda County Council of Seven Leagues. She has come to value dearly the friendships and support of her fellow "leaguers".

Recently, Syeda spearheaded a civic engagement project through LWV California's Education Fund, in the Muslim community. The project was funded by the One Nation Foundation through the Silicon Valley Foundation and its purpose was to counter Islamophobia and enable an underserved community to better engage in the political process. The project provided many opportunities to build bridges of understanding and fulfill the League's mission to empower citizens to actively participate in government.

# State Leaders – Nominees

Syeda was a Certified Public Accountant but now primarily works in property and business management. She volunteers with several organizations and local boards and committees. She co-founded two domestic violence prevention organizations and continues to be active in efforts to eradicate domestic violence.



## **Caroline deLlamas – Chair, Nominating Committee**

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 currently serves on the board of the East San Gabriel Valley League.

At the state level, she has served as the Secretary since July 2009. She is a member of the Executive and Personnel Committees, and one of two board representatives to the 2009 and 2011 LWVC Nominating Committees. Caroline also serves as the Southern Coordinator for the LWVC Management Training Advisor Program (MTAs), and is the MTA for the Fresno, Northwest Riverside County, San Bernardino, and Tulare County Leagues.

A retired Professional City Clerk/Treasurer, she has a consulting business to provide Interim Municipal Clerk Services to California cities. 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.



## **Lottie Fox – Nominating Committee**

Charolette Fox, also known as Lottie, served three terms as the Natural Resources Director for the League of Women Voters of California. She was a member of the Program Committee, Legislation Committee, Nominating Committee, and ultimately opted to serve as a California Membership Training Advisor (MTA) as well. She is a past President of the North County San Diego League and the former Southwest Riverside County League. She is active locally at election time as a moderator or panelist for Candidate Forums and Pro & Con meetings.

In the Spring of 2010 she became a Shur Fellow National Coach for the LWVUS Membership and Leadership Development program (MLD) assigned to mentor and coach the states of New Hampshire and Rhode Island.

# State Leaders – Nominees

These two states have shown a 10-12% growth in membership with significant increase in public perception and appreciation for League programs, events, and community activism.

Her current civic activities include nine years service on the Temecula Community Services Commission, elected twice as Chair. She holds a current certificate for AB 1234, California Ethics Training and annually files Form 700, a financial disclosure statement with the Fair Political Practices Commission.

Charolette is a member of the Riverside County Court-Community Committee, a group under the auspices of the Riverside County Superior Court concerned about juvenile justice, selection and appointment of state judges, judicial independence, and the security of courts, jurors, defendants and plaintiffs.

She served seven years as a board director for the Water Education Foundation, and was a founding board member for the Inland Empire Chapter of California Women Lead. In addition to the League, she has received civic leadership training through CORO of Southern California.

In 2008 she was honored as Woman of the Year by the Riverside County Board of Supervisors.

Charolette attended San Diego State University, majoring in Art and Business.



## **Ann Havlik – Nominating Committee**

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 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 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 also a member 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.



## State Leaders – Nominees

She is a member of the League of Women Voters' of San Luis Obispo County and currently serves of 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 is married to Neil Havlik, who recently retired as Natural Resources Director for the City of San Luis Obispo. She has 2 adult sons, Charles who lives in Albuquerque and Nicolas who lives in El Paso Texas.

# 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 FY2013-2014



**Introduction.** This proposed FY 2013-2014 budget for the LWVC is submitted to delegates for their consideration in accordance with our bylaws (Article IX Financial Administration, Section 2 Budget).

Although the delegates shall only consider and vote upon a budget for the LWVC, the Budget Committee is also presenting the proposed FY 2013-2014 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 consider the LWVCEF budget after the Convention.

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

- John Matthews (Chair), LWV Mendocino
- Syeda Reshma Inamdar, Interim Treasurer, LWVC
- Jennifer Waggoner, President, LWVC (ex-officio)
- Melissa Breach, LWVC Executive Director
- Roberta Davis, LWV Pasadena Area
- Sharon Holdt, LWVC Advancement Committee

**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 2012, 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 2013-2014 LWVC budget was unanimously approved by the Board for recommendation to the delegates in April 2013.

**Context.** As noted in the President's January Update (the below text has been slightly updated for the current conditions):

*Part of being a strong League is being a diverse, flexible, sustainable, and ambitious League. The membership at the 2012 LWVC Council made a commitment to a "stretch"*

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*budget that reflected these values and included the use of reserves. The state board drafted our budget knowing that we were proposing new ideas, challenging goals, and projects which we might not be able to implement. But playing it safe and just putting forward plans which reflected the bare minimum that we knew we were sure to implement:*

*\* wasn't transparent (because we'd end up adding projects the membership hadn't reviewed or approved),*

*\* couldn't push us to do better, and*

*\* wasn't a good fundraising tool. Donors, funders, and customers we earn revenue from want to see planning, review, and approval - engaging our membership in this review process shows a serious commitment.*

*If you've been following our meetings (agendas, documents and summaries after the meetings are available on our site for all California members) you know that we've been closely watching key indicators. All the indicators are not final (there is still one quarter in our fiscal year) and we certainly have lessons (sometimes failures) we've learned from; but we're cautiously optimistic that this will turn out to be a good year for the League throughout California and a sign of even more good things to come.*

**Significant Items in the FY 2013-2014 Budget.** Significant issues reflected in the proposed LWVC and LWVCEF budgets include the following:

- **No Increase in PMP:** This budget does not include an increase in the PMP (Per Member Payment), which remains at \$23. However, total PMP receipts continue to decline because of decreases in the membership base.
- **Focused Fundraising Capabilities:** The 2013-2014 Budget continues to build upon the success in individual contributions and grants developed during the 20-12-13 period. Both in the current 2012-13 budget and next year's 2013-14 budget the majority of revenue comes from these efforts. These revenue streams will continue to be benchmarked and managed following the process established in the current year. Expense contingencies have been identified to manage the risk associated with a potential revenue shortfall, such that we will decide not to incur certain expenses until additional adequate revenue is attained. New grant proposals that have been accepted for review along with additional ones that are being developed will generate nearly a quarter of total revenue. Individual donations are in line with current year projections.

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- **Leadership:** Supports the identification and documentation of the core competency and leadership needs of the League across the state and develops an integrated approach to building capacity.
- **Local League Development:** This budget includes additional funds to enhance local league development through Program and Voter Services outreach, collaboration and mini-grants for local Leagues.
- **Guide to California Government:** The printed and eBook versions of the Guide will be completed this fiscal year. The revenue assumption from sales is based on marketing and selling the Guide for all of the 2013-14 fiscal year. The projected sales of the printed version are 5,500. The previous version sold 15,000 in its first two years. The eBook version's budgeted sales volume is 500. The revenue is net of the production on demand, distribution and sales expenses.
- **Reserves:** Although the current 2012-13 year budgeted for use of restricted reserves, we likely will not utilize these reserves. This is thanks to very successful benchmarking to balance revenue and expense, done in part to compensate for larger use of reserves in the prior 2011-12 year. The 2013-2014 Budget does not require any reserve utilization. Because our budget is very conservative, we hope to outperform our plan and instead use excess revenues in 2013-14 to increase reserves (which is consistent our reserve policies). We will be working to refine the interpretation and perhaps the wording of our reserve policy in 2013-14.
- **Smart Voter:** As part of a multi-year plan, Smart Voter anticipates continued refinement and implementation of the NextGen platform in the coming year. The 2013-2014 budget reflects very little change in bottom-line revenue or expense, but does anticipate that a greater percentage of revenue will come from grants and individual donors, while contract revenue may continue to decline. In addition to ongoing work on NextGen technology, 2013-2014 is also to be a year of transition in which Smart Voter plans to launch a new editorial capacity within the NextGen platform, reconfigure its staffing and leadership accordingly, and complete a new strategic plan that will guide Smart Voter through 2016. Any expenses associated with the transition are part of a flexible spending plan and will be undertaken as the necessary funding is secured.

# Proposed Budget FY2013-2014

<b>LWVC and LWVCEF Combined</b>			
<b>Income</b> <i>(in \$ thousands)</i>	<b>2012-2013 Budget</b>	<b>2013-2014 Budget</b>	<b>Description</b>
<i>PMP</i>	162	156	The PMP rate will remain the same with the decrease due to the continued decline in Membership.
<i>Contributions</i>	270	236	2013-14 Contributions are consistent with current year results.
<i>Grants</i>	238	223	Reduction related to the ending Redistricting efforts and no Easy Voter Guide revenue due to no statewide election offset by new grants being generated in this year.
<i>Contract Services</i>	113	115	League Easy Web subscriptions are expected to increase slightly consistent with the current year's trend. This category also includes contract fees from Smart Voter.
<i>External Income</i>	78	106	Increase from net sales revenue of The Guide to California Government. This category also includes SmartVoter services.
<i>Other</i>	61	26	Reduction due to lower revenues associate with 2013-14 being LWVC Council year. This reduction is offset by a reduction in associated expenses.
<i>Development Revenue*</i>	0	54	Revenue related to continued contribution and grant efforts. The benchmarking and revenue reporting process established this year will be used and expense contingencies have been identified to offset shortfalls.
<b>Total Income</b>	<b>921</b>	<b>917</b>	
<b>Expenses</b>			
<i>Staffing</i>	354	387	The increase is related to COLA and merit increases.
<i>Occupancy</i>	49	50	Office rent expense.
<i>Adminstrative</i>	71	75	Increase due to higher accounting fees to improve financial reporting and management.
<i>Independent Contractors</i>	290	252	Lower contractor costs related to SmartVoter and and no Easy Voter Guide costs due to no statewide election.
<i>Travel</i>	50	61	Additional travel to support additional board members and leadership development goals.
<i>Printing/Publications</i>	20	12	Printing and publication cost are lower due to Easy Voter Guide printing this year.
<i>Fees/Subscriptions</i>	24	27	Increase related to additional list subscriptions to support solicitation efforts.
<i>Insurance/Depreciation</i>	36	33	Internal/pass-through insurance expenses and depreciation with the reduction in depreciation expense.
<i>Other</i>	40	20	Includes Council expenses which are lower than Convention expenses.
<b>Total Expense</b>	<b>934</b>	<b>917</b>	
<b>Net Income</b>	<b>(13)</b>	<b>0</b>	

\* Development Revenue is from new and increases in donation efforts and grant strategies that will generate more revenue than is reflected in those revenue lines. It has been captured separately so that it can be managed and is consistent with unspecified revenue that has been included in prior years' budgets.



# Proposed Budget FY2013-2014

LWVC		
<b>Income (in \$ thousands)</b>	<b>2012-2013 Budget</b>	<b>2013-2014 Budget</b>
PMP	144	138
Contributions	104	183
Grants	0	0
Contract Services	50	51
External Income	24	24
Other	73	32
Development Revenue*	0	55
<b>Total Income</b>	<b>395</b>	<b>484</b>
<b>Expenses</b>		
Staffing	354	387
Occupancy	49	50
Administrative	47	50
Independent Contractors	71	70
Travel	44	50
Printing/Publications	11	11
Fees/Subs.	17	19
Ins/Depr	32	29
Other	40	18
<b>Total Expense</b>	<b>666</b>	<b>684</b>
Reimbursement from LWVCEF for staff and other shared expense	266	200
<b>Net Income</b>	<b>(5)</b>	<b>0</b>
LWVCEF		
<b>Income (in \$ thousands)</b>	<b>2012-2013 Budget</b>	<b>2013-2014 Budget</b>
PMP	0	0
Contributions	134	21
Grants	178	181
Contract Services	0	0
External Income	5	46
Other	13	7
Dev. Revenue	0	0
SmartVoter	195	178
<b>Total Income</b>	<b>525</b>	<b>433</b>
<b>Expenses</b>		
Staffing	0	0
Occupancy	0	0
Administrative	3	5
Independent Contractors	131	129
Travel	3	9
Printing/Publications	8	0
Fees/Subs.	0	1
Ins/Depr	0	0
Other	10	0
SmartVoter	113	90
<b>Total Expense</b>	<b>268</b>	<b>232</b>
Reimbursement from LWVCEF for staff and other shared expense	(266)	(200)
<b>Net Income</b>	<b>(9)</b>	<b>0</b>

\* Development Revenue is from new and continuing donation efforts and grant strategies that will generate more revenue than is reflected in those revenue lines. It has been captured separately so that it can be managed and is consistent with unspecified revenue that has been included in prior years' budgets.

# Proposed Bylaws Amendments



## General Background

Article V of the bylaws of the League of Women Voters of California (LWVC) empowers the board to appoint committees, including a bylaws committee. At its November 2012 board meeting, the board appointed a bylaws committee of the following members:

Tom Carson (LWV Glendale/Burbank)

Sylvia Hampton (LWV San Diego)

Jacqueline Jacobberger (LWV North and Central San Mateo County)

Caroline de Llamas (LWVC Secretary), Chair

The procedure for amending the bylaws is set forth in Article XVII. Amendments may be proposed by any local League or ILO board of directors, or by the LWVC board, for consideration at any convention. To pass, the proposed amendments must receive a two-thirds vote of the delegates present and voting at the convention. Amendments are effective upon adoption. 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. Language to be deleted is indicated by a strikethrough effect (e.g. ~~strikethrough effect~~). New language is indicated by underlining.

Delegates are asked to consider the following two (2) proposals to amend the bylaws.

### **Proposal No. 1: Amendment to Article IX, Financial Administration**

Reason for Proposed Amendment: The LWVC board recognizes the importance of developing an ongoing fundraising plan to advance the organization, and desires to amend the bylaws to establish a new standing committee. The purpose of the proposed advancement committee is to raise revenue and provide strategic support for developing revenue to meet program goals.

Proposed by: LWVC Board

LWVC Recommendation: Approve

**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.**

# Proposed Bylaws Amendments

**(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) 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**

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

## **Proposal No. 2: Amendment to Article IX, Financial Administration**

**Reason for Proposed Amendment:** Article IX, Section 5, of LWVC bylaws defines the budget committee. This amendment will replace the position of development director with the executive director, since the development director position does not exist. This amendment will also provide for a change in the composition of the budget committee to include a member of the advancement committee

Proposed by: Bylaws Committee

LWVC Recommendation: Approve

**Proviso:** The motion to adopt Proposal No. 2 to update the position titles and to modify the composition of the budget committee will include a proviso that the composition of the budget committee will change only if Proposal No. 1 creating the advancement committee is approved by the delegates.

**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 ~~development director~~ 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.**

# Bylaws

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## **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.

## 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.

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## 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.

## 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 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.

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**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.

**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.

**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.

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**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 of the California Nonprofit Public Benefit Corporation Law.

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 pertain to the office of president and perform such other duties as maybe 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 maybe 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

# Bylaws

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.

## 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.

**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

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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.

**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
- (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.

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- (d) The expenses or disbursements of the LWVC, for both general and restricted purposes, during the fiscal year.
- (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 development director. 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 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. 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.

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## 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) 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.

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

# Bylaws

- (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.

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:
  - (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.

# Bylaws

- (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.
- (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.

- (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.

## **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.

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## 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
- (c) 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
- (d) 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.



# Convention Rules and Procedures

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## 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.

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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 stationed at the microphone 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 2013–15 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

# Convention Rules and Procedures

consideration not-recommended items in order to inform delegates of areas of interest. No questions, motions, or debate are in order at this time.

- 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 18 at 3:15 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 17. 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.

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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 8:00–9:30 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 (Affirmative only)
Introduce business	I move to..., or I move that....	No	Yes	Yes	Yes	Majority	Yes

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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. 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



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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 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.



# 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.

Deliver in triplicate to the LWVC secretary as early as possible, and no later than Saturday, May 18, at 3:15 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 19. 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.....



# LWVC Thanks Our Generous Convention Sponsors!

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# Schedule at a Glance



## Thursday, May 16

12:00pm-6:00pm	Registration
1:00pm-5:00pm	Pre-Convention workshops
6:00pm-8:00pm	Smart Voter Reception & Dinner

## Friday, May 17

7:30am-6:00pm	Registration
7:30am-6:00pm	Marketplace
8:45am-9:30am	Parliamentary & Delegate Briefing
10:00am-11:45am	PLENARY SESSION
12:15pm-1:30pm	Luncheon
1:45pm-3:15pm	PLENARY SESSION
3:30pm-4:45pm	Workshops
3:30pm-4:45pm	MTA Meeting
5:00pm-6:00pm	Meet & Greet Slate Nominees
5:30pm-8:00pm	"A Night on the Town" Local League Hosted Dinner
8:30pm-10:30pm	Caucuses and Other Meetings

## Saturday, May 18

7:30am-6:00pm	Registration
7:30am-6:00pm	Marketplace
7:30am-8:45am	Caucuses and Other Meetings
7:30am-8:30am	Parliamentarian Available for Consultation
9:00am-11:30am	PLENARY SESSION
12:00pm-1:15pm	Luncheon
1:30pm-3:15pm	PLENARY SESSION
3:15pm	Deadline for Submitting Resolutions Expressing the Will of Convention
3:30pm-4:45pm	Workshops
5:00pm-6:00pm	Reception
6:00pm-8:00pm	Banquet
8:30pm-10:30pm	Caucuses and Other Meetings

## Sunday, May 19

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