# LEAGUE OF WOMEN VOTERS OF SOUTH SAN MATEO COUNTY

# 2020 ANNUAL MEETING KIT 66<sup>TH</sup> ANNUAL MEETING



In light of the Covid-19 Virus and the continuing shelter-in place orders, we will be hosting a Virtual Annual Meeting

# **Annual Meeting via Zoom**

To join the online meeting, you MUST RSVP to our Eventbrite invitation:

https://www.eventbrite.com/e/league-of-women-voters-south-san-mateo-county-2020-annual-meeting-tickets-105024039730

You will receive an email with the link to log in to the Zoom meeting.

Wednesday, June 10, 2020 6:45 pm – 8:30pm

# Our Planned Agenda

**6:45 pm** – Log-in to Zoom, see who's online and chat

7:00pm – Call to Order and Business Meeting

8:00pm – Presentation

The 19th Amendment - Presented by Carol Jensen

# **Business Meeting**

6:45 pm	Pre-meeting online social time	
7:00 pm	Call to Order	Tracy Clark
	Introductions and Privilege of the Floor Introduction of Parliamentarian Credentials Adoption of Rules of the Day Adoption of Order of Business Appoint committee to approve the minutes	
7:10 pm	President's report	
7:20 pm	Treasurer's report	
7:25 pm	Presentation of Proposed Budget Adoption of Budget	
7:35 pm	Presentation of Recommended Program	
	Adoption of Local Program Positions Adoption of County Program Positions Adoption of Action Priorities	
7:45 pm	Report of the Nominating Committee Nominations from the Floor Election of Officers and Directors	
7:55 pm	Comments By 2019-21 President Directions to the Board	
8:10 pm	Adjourn business meeting and begin Power	Point Presentation
	The 19th Amendment Presented by: Carol Jensen	
8:30 pm	End Meeting	

# ORDER OF BUSINESS AND RULES OF THE DAY

A majority vote is required to amend the agenda and the rules of the day. A twothirds vote is required to change the order after adoption.

# **QUORUM**

Five percent of Local League membership shall constitute a quorum at this meeting of the LWVSSMC.

## **VOTING**

Voting Is limited to LWVSSMC members.

### PRIVILEGE OF THE FLOOR

Only members and those persons designated by the Chair shall have the privilege of the floor.

#### **DEBATE**

Any member, upon recognition by the Chair, shall address the Chair stating his/her remarks to the question. Debate shall be limited to three minutes for each speaker, unless time is extended by the Chair. No person shall speak twice to a question until all who wish to speak have had an opportunity to do so.

### **PROGRAM**

Adoption of a recommended item and consideration of a non-recommended item require a majority vote. Adoption of a non-recommended item requires a two-thirds vote. Voting shall be on the proposed program first, then on non-recommended items in the order in which they were considered.

#### **BUDGET**

Budget adoption requires a majority vote.

# NOMINATIONS FROM THE FLOOR

Immediately following the report of the Nominating Committee, nominations may be made from the floor, provided the consent of the nominee has been obtained. Each election requires a majority vote.

# 2020-2021 Budget Attachment

The board recommends the budget included in this kit for the coming 2020-2021 League Year. Thank you for your careful read. This budget represents a major set of initiatives in support of our mission.

#### This moment in time:

While Covid-19 concerns are top of our minds, it is still our 100th Anniversary, the Census is going on, and our mission is as important as ever.

**Voter Services**: It is unclear at this point how much of our 2020 election work we will have to do online/remotely due to the Covid-19 crisis. It is quite possible we will be able to hold live tabling events with care to social distancing guidelines. We want to be prepared with supplies and knowledge to keep both public and volunteers safe in this eventuality. From our 2019-2020 voter outreach work so far, we learned more about the cost and timelines needed to do large-scale programs in our communities.

**Communications area**: We will purchase, compose and place more online content, and use print mailers. We will use and need larger, or more professional, versions of meeting and other software.

**Diversity, Equity and Inclusion**: The vision for next year is to hold 3 major events in underserved parts of S San Mateo County. These will be events to encourage participation with the league in areas of the county where we have been less present. We are exploring alternate ways to reach these communities, including online and media activities or postponing our events until a later date if necessary.

**Live programs** in the Fall will depend on the Covid 19 restrictions. Webinars may replace these, but as restrictions lift we look forward to hosting the Pros & Cons and Candidate programs that are our legacy. We want to be able to continue funding paid venues and catering where appropriate.

# The Role of Membership:

To achieve these ambitious plans will require strong member participation. We strongly encourage you to play an active role in helping us achieve a very ambitious agenda for a critically important election. We need your help.

#### The Role of Fundraising:

The board is recommending the use of reserves and beginning a major fundraising campaign to replace the reserves for future plans. We are discussing the timing and details of this fundraising campaign in the time of Covid 19. We welcome your thoughts on priorities, spending, projects, and fundraising at any time to <a href="mailto:president@lwvssmc.org">president@lwvssmc.org</a>.

**Final Note:** This deficit will be monitored closely and not exceeded. This budget is our way of setting up members and committees for success between now and the November election.

# LWVSSMC FISCAL YEAR 2020/2021 PROPOSED BUDGET

ACCT #	BUDGET ITEM	ACTUAL YEAR-END FY18/19	ACTUAL FY19/20 as of 4/30/20	ANNUAL BUDGET FY19/20	PROPOSED BUDGET FY20/21	FY21 BUDGETING CONSIDERATIONS
INCOME				·	•	
110	Subtotal Donations	\$29,159	\$11,375	\$18,186	\$14,600	
	County Voter Reg Contract	\$3,593	\$1,833	\$7,186	\$3,600	
	Member Donations	\$10,117	\$7,635	\$4,000	\$4,000	
	Members with Dues	\$11,524	\$1,525	\$4,000	\$4,000	
	Non-member Donations	\$3,925	\$358	\$3,000	\$3,000	
	InKind		\$23	\$0	\$0	
120	Subtotal Restricted Income	\$1,000	\$5,304	\$0	\$9,000	
	100th Anniversary		\$500	\$0		\$900 total rcvd in FY20. Remainder to be reported when used.
	SVCF Voter Engagement grant		\$4,804	\$0	\$9,000	2020 calendar year grant
130	Subtotal Dues	\$12,371	\$12,225	\$12,600	\$12,600	~Same membership as last year
130	New Members	\$1,641	\$2,063	\$3,600	\$3,600	Same membersinp as last year
	Renewals	\$10,730	\$10,163	\$9,000	\$9,000	
140	Subtotal Events/Fundraisers	\$1,650	\$10,103	\$1,400	\$1,400	
140	Annual Meeting	\$1,650	\$0	\$1,400	\$1,400	Costs = revenue
	100th Anniversary	71,030	Ç	71,400	<b>Ψ1,400</b>	costs – revenue
150	Subtotal Other Income	\$515	\$2,635	\$1,000	\$500	
150	Interest Income	\$45	\$688	\$1,000	\$500	Assumed lower interest rates
	Misc Income	\$470	\$1,947	71,000	7500	7.55uned lower interest rates
	TOTAL INCOME	\$44,695	\$31,539	\$33,186	\$38,100	
EXPENS		7 1 1/000	<b>402,000</b>	700/200	700/200	
200	TOTAL OUTREACH EXPENSES	\$2,086	\$8,667	\$19,300	\$22,700	
200	Advocacy	\$46	\$0,007	\$1,600	\$1,000	
	DEI (Diversity,Equity,Inclusion)	<b></b>	\$0	\$1,000	-	3 community gatherings
	Mission Marketing		\$0	\$2,500	\$2,500	increased use of technology
	SVCF Grant		\$4,804	\$0	\$9,000	2020 calendar year grant
	The Voter		\$0	\$600	\$200	newsletter
	Voter Empowerment	\$72	\$1,294	\$4,600	\$3,000	more paid media
	Voter Services	\$1,968	\$1,969	\$9,000	\$3,000	
	Voters Edge Support		\$600	\$0	\$0	
300	TOTAL INTERNAL EXPENSES	\$27,278	\$28,982	\$35,388	\$30,677	
310	Subtotal Committees	\$916	\$2,237	\$6,700	\$5,950	
	Bay Area Liaison				\$150	
	Board Admin		\$308	\$300	\$300	
	Dues Secretary		\$0	\$200	\$200	
	Fundraising Committee	\$308	\$246	\$2,500	\$2,500	
	LWV Marketing		\$1,176	\$1,500	\$1,000	
	Membership	\$581	\$0	\$1,200	\$800	
	President	\$27	\$506	\$1,000	\$1,000	

# LWVSSMC FISCAL YEAR 2020/2021 PROPOSED BUDGET, cont.

ACCT #	BUDGET ITEM	ACTUAL YEAR-END FY18/19	ACTUAL FY19/20 as of 4/30/20	ANNUAL BUDGET FY19/20	PROPOSED BUDGET FY20/21	FY21 BUDGETING CONSIDERATIONS
	INTERNAL EXPENSES, cont.					
330	Subtotal Publications	\$600	\$685	\$400	\$300	increased online communications
	Annual Meeting Report	-	\$0	\$100	\$100	
	Roster	-	\$685	\$300	\$200	
340	Subtotal PMP Costs	\$11,248	\$10,112	\$5,700	\$10,180	
	LWV Bay Area	\$290	\$482	\$580	\$580	
	LWVC	\$6,318	\$4,494	\$0	\$4,480	
	LWVUS	\$4,640	\$5,136	\$5,120	\$5,120	
350	Subtotal Events/Fundraisers	\$1,362	\$500	\$2,400	\$2,400	
	100th Anniversary		\$500	\$1,000	\$1,000	
	Annual Meeting	\$1,362	\$0	\$1,400	\$1,400	
360	Subtotal Conventions	\$4,662	\$4,014	\$9,505	\$4,050	
	LWVBA	\$24	\$0	\$25	\$50	
	LWVC	\$2,539	\$4,014	\$4,480	\$4,000	
	LWVUS Convention	\$2,099	\$0	\$5,000	\$0	Virtual in FY20, so no expenses
370	Subtotal General Admin	\$8,490	\$11,435	\$10,683	\$7,797	
	Equipment/Upkeep		\$1,186	\$500	\$500	
	Insurance	\$798	\$570	\$933	\$933	
	Mailbox	\$296	\$827	\$0	\$510	UPS Store box + address
	Miscellaneous Expense	\$161	\$1,124	\$1,000	\$1,000	
	Office Supplies	\$274	\$0	\$300	\$300	
	PayPal Fees	\$347	\$198	\$200	\$200	
	Rent & Lease	\$5,500	\$6,534	\$6,000	\$2,604	No office now; costs are storage room
	Subscriptions	\$400	\$425	\$1,000	\$1,000	
	Taxes & Licenses		\$25	\$50	\$50	
	Telephone	\$714	\$545	\$700	\$700	
TOTAL EXPENSES		\$29,364	\$37,649	\$54,688	\$53,377	
NET INCOME		\$15,331	(\$6,110)	(\$21,502)	(\$15,277)	2020 election; census, 100th LWV anniversary, Covid-19

# **Program Report**

# 2020-21

The League of Women Voters of South San Mateo County works to empower voters, build participation in the democratic process, increase understanding of major public policy issues, and influence public policy through education and advocacy. We never support or oppose candidates or political parties.

# **Local Positions**

Update housing position

Retain all other positions

Issue for Emphasis:

 Climate Change Adaptation as It Impacts San Mateo County with a Focus on Sea Level Rise and Increased Fire Risk.

# Joint Position, with LWV Palo Alto

Retain

# **County Positions**

Retain all positions

Issue for Emphasis:

- Climate Change Adaptation as It Impacts San Mateo County with a Focus on Sea level Rise and Increased Fire Risk.
- 2020 Census

# HOUSING POSITION UPDATE

The League of Women Voters South San Mateo County supports city housing policies that identify local and regional housing needs, advocate for affordable housing and provide for housing production, including low- and moderate-income housing. Consideration should be given to environmental quality, safety, design standards, jobs/housing balance, traffic patterns and infrastructure.

I. We support a variety of means to increase the housing supply, especially for moderate- and low-income persons.

A. Promote infilling to use existing infrastructure and protect open space while minimizing exposure to environmental risks by:

- 1. identifying empty space within developed areas
- 2. increasing density near transportation corridors
- B. Promote mixed use development by:
  - 1. combining residential/commercial use in commercially zoned areas
  - 2. encouraging adaptive reuse, building conversions and air rights dedication, enabling building over existing use
- C. Promote housing diversification by:
  - development of family rental housing
  - 2. development of second units on single family properties
  - 3. utilizing manufactured housing
  - 4. facilitating shared ownership
  - 5. building smaller units with fewer amenities
  - 6. shared housing programs
- D. Encourage zoning which allows such uses as foster homes and halfway houses.
- II. We support a variety of monetary and non-monetary measures by jurisdictions to develop below market rate housing. Cooperative efforts are encouraged between private and public sectors to provide needed housing through a combination of the following practices:
- A. Provide local sources of support for affordable housing through:
  - 1. inclusionary zoning ordinances
  - 2. in lieu fees
  - 3. commercial linkage fees
  - 4. contributions to housing trust funds
- B. Provide incentives to developers through:

- 1. tax exempt financing
- 2. land banking and set asides for capital improvement/basic infrastructure
- 3. encouraging priority processing for affordable housing developments
- 4. assisting developers with site and subsidy information
- C. Provide assistance to buyer by equity sharing and other home assistance programs (local, state or federal).
- D. Re-zone for development to meet housing needs.
- E. Bonus density incentives
- III. We support the county-wide programs of the Housing Endowment and Regional Trust ("HEART") of San Mateo County as well as full implementation of its Joint Powers Authority ("JPA") established by the County and cities within the County, known as its Member Agencies. Additionally, we support:
- A. Membership in HEART of the County and all cities within San Mateo County.
- B. Loans to HEART from Member Agencies for regional housing projects from their funds that are dedicated to low-and moderate-income housing and are currently unused.

# IV. We support the timely implementation by the county and cities within San Mateo County of plans to improve the availability of housing, including:

- A. An adopted Housing Element and General Plan that are in compliance with state requirements and regional housing allocations and are supported by Zoning Ordinance rules.
- B. Plans that address state and county legislation regarding housing.
- C. Active use of jurisdiction funds that are dedicated for low- and middle-income housing, either by the jurisdiction or through HEART.

# V. We support stabilization and preservation of low- and moderate-income housing through the following measures:

- A. Strict code enforcement to prevent deterioration and correction of code violations
- B. Utilization of public rehabilitation funds including home repair programs for low income households
- C. Preservation of below market rate housing through long term deed restrictions
- D. Attempts should be made either to prevent demolition of moderate- and low- income housing or replace it with comparable housing.
- E. Ensure when condominium conversions are permitted the following restrictions apply:
  - 1. vacancy rate of rental units in the community is at least 5%
  - 2. tenants offered first right of refusal
    - 3. long term affordability assured through deed restrictions in below market rate units

# VI. We encourage public education and public participation in order to further the housing objectives.

# LEAGUE OF WOMEN VOTERS OF SOUTH SAN MATEO COUNTY

# ANNUAL MEETING Nominating Committee Report June 10, 2020

# To be Elected – 2-year terms

#### Officers

Vice Pres. Admin (22) Mary Nam Secretary (22) Julianna Dodick

#### **Directors**

Communication (22) Jennifer Chen State/ National Action (22) Barbara Windham Voter Service (22) Marni Rubin

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# **Continuing in Office**

President (21) Tracy Clark

Vice Pres. Program (21) Linda Atkinson

Treasurer (21) Rick Warp

## **Directors**

At Large (21) Patti Fry Diversity (21) Shirley Des Marais

# **Standing Committees**

#### **Budget**

Budget (21) Wanda Ginner

## **Nominating Committee**

Chair (21) Margaret Marshall Member (21) Lisa Conrad Member (21) Ellen Hope

## To be Appointed - one-year term

#### **Directors**

Climate Change – Ann Draper

## **Standing Committees**

Nominating

Member -

Member -

# **Special Committees**

Bay Area Liaison -

Candidate Forums - Karen Moore

Communications - Rhonda Bucklin

County Voter Reg - Judy Rino

Database & Tech Support - Juanita

Croft

**Education - Susan Briggs** 

Fundraising – Christine Elgin & Lynne

Mayer

Handbook – Bernadette Burns

Housing - Joyce Shefren

Membership - Ashley Wagstaff

Membership Renewals - Christine Elgin

& Lynne Mayer

Pros & Cons - Linda Atkinson

Transportation - Barbara Wallis

Treasurer Ass't - Patti Fry

Voter Editor - Bernadette Burns

Voter Service Content - Geoff Ryder

Voter Service Partners - Marni Rubin

Voter Service Volunteers -

# **MEET YOUR BOARD**

Jennifer Ng Kwing King joined the League of Women Voters last year. She grew up in Southern California and has a BS in Management Engineering from Claremont McKenna College. Jen has been in the Bay Area for the last 15 years and is the Director of Product Engineering at Align Technology. She lived in San Francisco for many years and has now made a home in Redwood City with her husband, toddler, and 15 year old mini dachshund Spammy. Climate change, education, and family food insecurity are issues she'd like to bring attention to and hopefully make a positive impact towards through her participation in the LWVSSMC. On the weekends you will find her crafting, posting to Instagram, cooking Taiwanese & Mauritian food, wine tasting or playing at Crestview Park with her son.

Mary Nam was raised in Saigon VN, Vancouver BC, and Glen Ellyn IL. She has a BS in Industrial Engineering from Purdue University, and an MBA from Indiana University. A job in a high-tech company brought her out to the Bay Area in 1996. She worked in high-tech for a few different companies before moving to San Diego in 2001 where her two kids were born. Her family relocated back to the Bay Area in 2011. She has been home raising her two girls, volunteering in the classroom, taking enrichment classes at Canada College, and learning to play tennis. She joined LWV in 2019 inspired by the people and mission. She looks forward to keeping an eye on the pulse of government both locally and nationally; an area she looks forward to growing and expanding her knowledge of. She appreciates the opportunity to do that through LWV.

Marni Rubin grew up in Southern California, and moved to the Bay area in 1999. She has a B.A. in Anthropology from UCLA. After college, Marni held positions that focused on training for small businesses and entrepreneurs. After getting married in 2002, Marni decided to change career paths by becoming a Certified Specialist of Wine, and embarking on a 15 year career selling fine wines and teaching wine classes. The 2016 Presidential election caused Marni to change careers again, transitioning to grassroots political campaign organizing and fundraising. Marni got involved with LWV just this year through the League's voter and census outreach initiatives. She loved organizing events, recruiting volunteers and canvassing in the Redwood City area and is looking forward to continuing work on these initiatives with the League. Marni enjoys running, reading, and travel. She lives in San Carlos with her husband, Mark, her daughter Johanna, (a freshman at Sequoia High School), and their rescue dog, Sunshine.

Linda Atkinson and her husband, Bob Barrett, have been members of the League of Women Voters, SSMC since January 2018. Starting out, she presented Voters Choice information during the primary season and led the Ballot Proposition Pros and Cons leading up to the 2018 elections. Linda was born and grew up in a Chicago suburb, Berwyn. Her education included a BS in Biology (Wheaton College, IL) and a PhD in Human Physiology (University of Illinois, College of Medicine, Chicago). Bob and Linda met in NYC then went to San Francisco and were married at the Chateau St. Jean. An opportunity at the Ford Foundation sent the couple to New York where they lived in Larchmont. Meredith and Reid were born in NYC. In 1983 the family moved to Ladera (Portola Valley) where Linda did consulting and later was a Director of clinical development at ALZA Corporation. After retiring, Linda became a docent at Año Nuevo, raised puppies for Guide Dogs for the Blind and tried to improve her bridge game. She

has recently added occasional grandkid care to those activities.

**Tracy Clark** grew up in Palo Alto, and has lived in Emerald Hills for the past 25 years. She attended UC Davis and received a teaching credential from Santa Clara University. For 10 years, she taught school in Palo Alto and currently is a substitute in San Carlos and Hillsborough. She also works in her family's small business. Tracy joined the League two years ago. Her hobbies: reading, writing, and photography. She lives with her husband and has two daughters.

**Shirley Des Marais** grew up in Central Indiana. She has a Master's in Education and taught for many years, primarily for 5th grade. Shirley has volunteered for other organizations, including Project Read and PTA. Shirley joined the League in 2010 because she believes in our mission and approach: respect for all voters and the belief that all can be informed about the issues and candidates and participate in our government. Shirley and her husband live in Menlo Park.

Julianna Dodick is a native of the Bay Area. She now resides in Menlo Park with husband David. She has a B.A. in Political Science from UC Berkeley, and a J.D from University of Oregon. Julianna is the Senior Director, Cloud Applications Information Development at Oracle. Her volunteer activities include Commissioner, Menlo Park Housing Commission, and Junior League Palo Alto and San Francisco. She joined the League in February, 2017, focusing on the political climate. Her hobbies: yoga and hiking.

Ann Draper and family have lived in Menlo Park since 1955. She and her husband now live in the house she grew up in. She has a B.A. in Geography from UC Santa Barbara and a MURP in Urban Planning from CSU San Jose. She is now retired from various Bay Area municipal governments. Ann joined the League in 2013. She has represented the League on issues of sea level rise. Ann is the appointed public member of San Mateo County LAFCO. Two hobbies are Giants baseball games and SF Symphony.

**Patti Fry** grew up in Kansas. She and her husband have lived in Menlo Park for 26 years. Patti has a B.S. and MBA from Stanford University. Retired from a career in management consulting and information systems, she volunteers in various nonprofit and alumni boards. She joined the League in the 1980s to support democracy with an informed population and participating voters. Her hobbies are snorkeling and travel.

**Joyce Shefren** is from Chicago and now resides in Portola Valley with her husband. They have a vacation home in Bear Valley. She attended the University of Illinois and received a degree in nursing. She worked as a nurse manager for Pathways Home Health and Hospice for 22 years. Joyce joined the League in the 1980s. She states "voting in a democracy is a real gift and we need to be informed!" Joyce is on the board of the Bear Valley Music Festival.

Ashley Wagstaff grew up in Providence, Rhode Island. After moving back and forth between coasts, she and her family are now in Menlo Park. Ashley has a BA from St. Lawrence University and a teaching degree from University of SF. Her career spans work in Public Relations and Special Events, but was primarily as a fourth grade teacher in SF and NYC. Other volunteer activities are: PTO Board CoPres at Hillview Middle School; volunteer

at Willow Oaks and Random Acts of Flowers. Ashley joined our League in 2016 to learn more about CA politics in an election year, and because her mother was President of the RI LWV in the 70s. Hobbies: tennis, reading, travel, and golf.

**Rick Warp** was born and raised in Tacoma, Washington, near one of the most infamous bridges around, Galloping Gertie (Narrows Bridge). He left Tacoma to attend Stanford, where he completed BS and MS degrees in Mechanical Engineering, and an MBA. He worked for 20 years in operating roles, spending 9 years at HP followed by the life of a serial entrepreneur, where he founded and led two startups. Finally, he started and led a corporate strategy consulting firm for the last 25 years. When not occupied by pro bono work at non-profits, he enjoys golf, family, home projects and a newfound interest in the ukulele.

Barbara Windham is a native of Kingston, PA. She has a B.A. Cum Laude in Literature from Harvard College. Barb has held marketing management positions over the last 30 years and currently consults in the area of marketing and business strategy, specializing in brand building, customer insight, and new business launches. Past companies include Procter & Gamble, Electronic Arts, Shutterfly, Adobe, UPS and numerous high-tech startups. Barb is currently on the boards of The California Clean Money Campaign, and Congregation Beth Am Women. She is a longtime education volunteer, previously on MPAEF Board and has mentored high school and pre-school students in East Palo Alto, ESL tutor, etc. Barb joined the League in the Fall 2017 because she attended a speaker program and was impressed with the work LWV was doing. She thinks LWV is a great educator and watchdog for our democracy. Barb enjoys cycling and travel and lives with her husband, Jon Windham, and her children Allison and Daniel in Atherton.