

LEAGUE OF WOMEN VOTERS OF CALIFORNIA
LEAGUE OF WOMEN VOTERS OF CALIFORNIA EDUCATION FUND
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March 20, 2021 - STATE BOARD KIT
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4. Legislative Priorities for 2021-2022 (Chun Hoo) To Be Sent Later
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Materials Supporting LWVC Board Meeting:

1. Agenda Adjustments None
2. Conflict of Interest Stated (de Llamas) None
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6. Executive Director's Report (Doute) None
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 i. Bylaws Amendments 17
 ii. Rules of Convention 11
 iii. Program To Be Sent Later

10. Items for Future Agendas	None
11. Other Business	None

Materials Supporting LWVCEF Board Meeting:

1. Agenda Adjustments	None
2. Conflict of Interest Stated (de Llamas)	None
3. Approval of Minutes (de Llamas)	22
4. Consent Calendar (de Llamas)	35
5. Treasurer’s Report	None
6. Executive Director’s Report (Doute)	None
7. Voter Service	None
8. Consideration of Motions	None
9. Items for Future Agendas	None
10. Other Business	None

Information Only

Jacque Canfield	36
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LWVC/LWVCEF

Board of Directors Meeting

March 20, 2021

Location: [Zoom conference](#)

SATURDAY - March 20, 2021

9:30 Optional coffee/tea time to chat and catch up with each other.

10:00 am: Call to Order

1. 10:00 - 10:15 am **Explanation and Demonstration of Base Camp** (Doute)
Purpose: Explain and Demonstrate use of Base Camp for Board Purposes
Outcome: Board understands how to use Base Camp.
Level of discussion: tactical
2. 10:45 - 11:15 am **Report of Nominating Committee** (Campodonico & Flores Bauer)
Purpose: Receive the report of the nominating committee on the slate for the 2021-2023 board and nominating committee.
Outcome:
Level of discussion: strategic, tactical
3. 11:15 - 11:45 am **2021-2023 Program Recommendations** (Chun Hoo)
Purpose: Inform Board of the results of the program planning process to inform decision about Recommended Program for 2021-2023
Outcome: Board members decide Recommended Program for 2021-2023
Level of discussion: strategic, tactical
4. 11:45 am - 12:00 pm **Legislative Priorities for 2021-2022** (Chun Hoo)
Purpose: Review recommendations from Legislation Committee

Outcome: Approve Legislative Priorities for 2021-2022

Level of Discussion: strategic, tactical

12:00 - 12:30 pm LUNCH

5. 12:30 - 1:15 pm **Charter of Governance Committee** (Canfield, deLlamas, Edwards)

Purpose: Explain and explore the structure and mission of Governance Committee

Outcome: Board makes decision on charter of the Governance Comm

Level of discussion: strategic, tactical

6. 1:15 - 1:45 pm **Financial Reports** (Carrillo)

7. 1: 45 - 2:15 pm **Proposed Rules of Convention** (Moon Goldberg, Fagen, Hutchison)

Purpose: Set the parameters of running the Virtual 2021 Convention by reviewing the proposed rules

Outcome: Board to adopt Rules of Convention

Level of Discussion: tactical

8. 2:15 - 2:30 pm **Proposed Bylaws Amendment** (de Llamas)

Purpose: Examine proposed LWVC Bylaws Amendments

Outcome: Board determines that these amendments should be recommended to 2021 Convention

Level of Discussion: tactical

9. 2:30 - 3:00 pm **DEI in action** (Doute)

Purpose: Board to see a presentation given to Local Leagues on how to implement DEI lens to League work

Outcome: Board develops self knowledge and insight

Level of discussion: generative, strategic

3:00 - 4:15 pm **LWVC Board meetings** See agendas below

League of Women Voters of California Board of Directors Meeting March 20, 2021

AGENDA

3:00 pm Call to Order

Moon Goldberg

Roll Call:

de Llamas

President Carol Moon Goldberg
First Vice President Jacquie Canfield
Second Vice President Gloria Chun Hoo
Treasurer Fran Carrillo
Secretary Caroline de Llamas
Director Maxine Anderson
Director Amanda Berg
Director Tracey Edwards
Director Debbie Fagen
Director Helen Hutchison
Director Lori Thiel
Staff: Executive Director Stephanie Doute

1. Agenda adjustments (3 min) Moon Goldberg
2. Conflict of Interest Stated (2 min) de Llamas
3. Approval of Minutes -
 January 30, 2021 (5 min) de Llamas
 Special meeting February 3, 2021
4. Consent Calendar - Routine Items (5 min) de Llamas
5. Treasurer's Report (10 min) Carrillo
6. Executive Director's Report (5 min) Doute
7. Program (15min) Chun Hoo
8. Membership (0 min)
9. Consideration of Motions:
 Motions to adopt:
 A. Charter of Governance Committee
 B. Board Recommendations to Convention:
 Bylaws Amendments
 Rules of Convention
 Program
10. Closed session

11. Items for future agendas
12. Other Business
13. Adjournment

**League of Women Voters of California Education Fund
Board of Directors Meeting – March 20, 2021**

AGENDA

3:35 pm Call to Order Moon Goldberg

Roll Call: de Llamas

President Carol Moon Goldberg
 First Vice President Jacquie Canfield
 Second Vice President Gloria Chun Hoo
 Treasurer Fran Carrillo
 Secretary Caroline de Llamas
 Director Maxine Anderson
 Director Amanda Berg
 Director Tracey Edwards
 Director Debbie Fagen
 Director Helen Hutchison
 Director Lori Thiel
 Staff: Executive Director Stephanie Doute

- | | |
|---|--|
| 1. Agenda adjustments | (3 min) Moon Goldberg |
| 2. Conflict of Interest Stated | (2 min) de Llamas |
| 3. Approval of Minutes -
Regular Meeting -- January 30, 2021
Consent Calendar – Routine Matters | (2 min) de Llamas

(5 min) de Llamas |
| 4. Treasurer’s Report
a. Financial reports | (10 min) Carrillo |
| 5. Executive Director’s Report | (5 min) Doute |
| 6. Voter Service | (10 min) Moon Goldberg |
| 7. Items for future agendas | |
| 8. Other Business | |
| 9. Adjournment | |

LWVC Leaders Update Review

Proposed Governance Charter Canfield

Caroline de Llamas, Tracey Edwards and Jacquie Canfield reviewed several Governance charters from other organizations to prepare the proposed LWVC/LWVCEF Governance Charter for the Board's consideration. They included Board Source (see separate attachment for Board Source template), [Board Effect](#), [Organizations and Transactions Clinic at Stanford Law School](#), and [NH Center for Non Profits](#). In addition, the committee took in consideration the Board's February 2021 discussion. The proposed charter starts on the following page. We recommend the following motions:

Recommended Action Items

- A. We move the Governance Charter as presented be approved.
- B. We move the Executive Committee submit three board members to the Governance Committee for the Board's approval.
 - o After which, the Governance committee can decide if more members are needed.

Governance Committee Purpose & Responsibilities

I. Purpose and Overview

The Governance Committee will assist the LWVC/LWVCEF Board of Directors to fulfil its responsibilities regarding matters that relate to governing the organization, the assessment and development of Board members.

Primary functions:

- Help create board roles and responsibilities.
- Pay attention to board composition
- Lead board member development and retention
- Assess board effectiveness
- Prepare board leadership

II. Composition of Committee and Length of Service on Committee

The Governance Committee shall consist of no fewer than three and not greater than five board members. The Board will appoint members of the Committee and a Chair, each to serve for two years.

III. Key Responsibilities

To fulfill its purposes, the Committee shall:

- a. Help create board roles and responsibilities
 - Lead the board in regularly reviewing and updating the board's description of its roles and areas of responsibility and what is expected of individual board members.
 - Assist in periodically updating and clarifying the primary areas of focus for the board, and help shape the board's agenda for the next year or two, based on the strategic plan or framework.
- b. Pay attention to board composition
 - Lead in assessing current and anticipated needs related to board composition and diversity, determining the knowledge, attributes, skills, abilities, influence, and access to resources the board will need to consider to accomplish its work in the future.
 - Develop a profile of the board to identify gaps in future needs.
- c. Lead board member development and retention
 - Provide candidates with information needed prior to election to the board.
 - Design and oversee a process of board orientation, self-assessment program for directors, and sharing information needed during the early stages of board service.
Design and implement ongoing programs for information sharing, continuing education, and team building.
- d. Assess board effectiveness

- Initiate periodic assessment of the board's performance, and propose, as appropriate, changes in board structure and operations.
 - Provide ongoing counsel to the board chair and other board leaders on steps they might take to enhance board effectiveness.
 - Regularly review the board's practices regarding member participation, conflict of interest, confidentiality, and so on, and suggest needed improvements.
 - Periodically review and update board policies and practices.
- e. Prepare board leadership
- Make recommendation to the Board, for appointment of board members to serve as Committee Chairs and Committee members of board committees if not already specified by committee charter taking into consideration board member's interest, experience and talents.
 - Create and maintain a board tracking tool to capturing board tenure and skill sets to ensure board composition meets the needs of the organization.
 - Ensure board members get the opportunity to expand their leadership opportunities.

IV. Governance Procedures

- a. The Governance Committee shall meet at times deemed advisable by the chair, but no less than four times a year. The committee shall meet prior to any regularly scheduled LWVC/LWVCEF Board meeting.
- b. Meeting agendas shall be prepared prior to every meeting and provided to governance committee members along with backup materials at least three (3) days before the scheduled governance committee meeting. A committee report shall be prepared and presented to the Board at its next scheduled meeting following the governance committee meeting.
- c. The Committee will review this charter periodically and recommend any proposed changes to the Board for review.

SAMPLE GOVERNANCE COMMITTEE CHARTER OR JOB DESCRIPTION

The governance committee is responsible for ongoing review and recommendations to enhance the quality of the board. The work of the committee revolves around five major areas.

1. Help create board roles and responsibilities
 - Lead the board in regularly reviewing and updating the board's description of its roles and areas of responsibility and what is expected of individual board members.
 - Assist in periodically updating and clarifying the primary areas of focus for the board, and help shape the board's agenda for the next year or two, based on the strategic plan or framework.
2. Pay attention to board composition
 - Lead in assessing current and anticipated needs related to board composition and diversity, determining the knowledge, attributes, skills, abilities, influence, and access to resources the board will need to consider to accomplish its work in the future.
 - Develop a profile of the board to identify gaps in future needs.
 - Identify potential board member candidates and explore their interest and availability for board service.
 - Nominate individuals to be elected as members of the board.
 - In cooperation with the board chair, contact all board members eligible for re-election to assess their interest in continuing board membership, and work with them to identify what they might be able to contribute to the organization.
3. Encourage board development
 - Provide candidates with information needed prior to election to the board.
 - Design and oversee a process of board orientation, sharing information needed during the early stages of board service.
 - Design and implement ongoing programs for information sharing, continuing education, and team building.
4. Assess board effectiveness
 - Initiate periodic assessment of the board's performance, and propose, as appropriate, changes in board structure and operations.
 - Provide ongoing counsel to the board chair and other board leaders on steps they might take to enhance board effectiveness.
 - Regularly review the board's practices regarding member participation, conflict of interest, confidentiality, and so on, and suggest needed improvements.
 - Periodically review and update board policies and practices.
5. Prepare board leadership
 - Take the lead in board member succession planning, taking steps to recruit and prepare for future board leadership.
 - Nominate board members for election as board officers.

Convention Rules Review

Moon Goldberg, Hutchison, Fagen, Bergan

Purpose: Review convention rules, with revisions

Process: Discussion of proposed convention rules.

Outcome: Board agreement on convention rules.

Preparation: Read proposed convention rules.

Background Information

Because the 2021 Convention is virtual the LWVC must grapple with adapting the traditional convention structure and rules to an online world. The staff and Board members that normally handle the mechanics of a convention are geographically scattered making communication among them slower and making them less nimble in responding to needs that arise. To get business done within the limits of both technology and humans requires some changes in the traditional convention rules.

To accommodate human limits, the plenary sessions in which business is conducted will be limited to 90 minutes instead of the traditional two to three hours. Over the last year we've all learned how difficult it is to concentrate on a screen or monitor for long periods of time. In light of the limited time the following changes to convention rules are made:

1. Quorum will be established by the list of delegates that checked into the Zoom session.
2. Main motions (to amend program, budget, bylaws, to consider not recommended items, nominations from the floor, and resolutions) must be made by 12:00 PM Monday, June 7, 2021.
3. Time limits for speaking are shortened to 2 minutes by the person making the motion and 1 minute for all others.

All voting will be conducted by the Zoom polling function. This allows for quick tabulation. There will be no equivalent to voice voting so everything will be conducted by polling. This should eliminate the need for calling for division or a standing up vote, all of which takes up valuable time.

Rather than lining up in front of microphones delegates must use the Question and Answer part of Zoom to show that they wish to speak. This is used rather than the hand raise function so that the pro/con speakers can be identified and alternated.

The proposed convention rules are attached.

2021 Proposed Convention Rules

Convention rules work with the LWVC bylaws to run a smooth meeting of a large number of people. If an issue arises that is not addressed by the Rules or Bylaws, we refer to *Robert's Rules of Order, 11th edition*.

1. ADMISSION

Delegates must sign into the Zoom software to participate in the plenary sessions and in the voting process that will use the polling function of Zoom.

Each delegate is responsible for their connection to the internet. The loss of, or poor quality of, a delegate's individual connection preventing participation in the plenary shall not impact the consideration of an issue or outcome of an action.

Accredited delegates shall sign into the webinar software to access all controls needed for debate and voting and maintain internet access throughout the plenary when present; delegates must sign out upon any departure prior to adjournment.

2. QUORUM

The presence of a quorum shall be established by the online list of participating voting members. The list will be copied for the minutes.

In the event of a major technical disruption in the plenary that affects quorum, the chair will have the option to recess, or to fix the time which to adjourn, for members to again login to reconvene the plenary.

3. VOTING

Only accredited local League delegates, local League and ILO presidents or their alternates, and members of the LWVC board may vote.

The method of voting will be the Zoom polling function.

4. ALTERNATES

If a delegate leaves the convention before final adjournment, an alternate delegate may be designated for the duration of the convention.

- The alternate delegate must be registered with the Credentials (or Registration) Committee.
- A delegate who temporarily leaves the plenary session may not use an alternate delegate to cast a vote.

5. OFFICIAL OBSERVERS

Each authorized Member-Around-the-State/Member-at-Large (MAS/MAL) unit may be represented at convention by official observers who shall be extended the privilege of the floor. They may participate in discussion and debate, but may NOT vote

6. VISITORS

League members or nonmembers may attend as visitors and may observe plenary sessions. They may not participate in discussion, debate, or vote. Nonvoting attendees are

welcome to observe plenary and participate in workshops, caucuses, and other events for a flat-fee registration rate.

7. PRIVILEGE OF THE FLOOR

Past state presidents, national board members, state board nominees, nominating committee chair, official observers, consultants, and committee members shall be extended the privilege of the floor. They may participate in discussion and debate, but may NOT vote.

8. DEBATE AND DISCUSSION

Delegates that wish to speak must use the Question and Answer function in Zoom to say they wish to speak. Identify delegate name and whether delegate wishes to speak for or against a motion currently being debated.

- Speakers must state their names and Leagues before saying anything else.
- During debate on a motion, the speaker has one minute to offer remarks. The chair is authorized to shorten or extend the time.
- During debate on a motion, **no person may speak more than once until all others who wish to speak have done so**. No person may speak more than twice on the same motion.
- During free discussion, each speaker has two minutes to speak.
- During free discussion, no motions are allowed.

9. MOTIONS

Main motions, or amendments of more than a few words, must be in writing and sent to convention@lwvc.org by 12:00 PM Monday, June 7, 2021. Contact convention@lwvc.org for format of motions and to ask for parliamentarian consult if desired.

10. MOTIONS OR REQUESTS THAT INTERRUPT THE SPEAKER (RED CARD)

Some motions or requests need immediate attention. These are “red card” motions. (See *Parliamentary Procedure at a Glance* for more information on motions that may interrupt).

- These are motions or requests that may use a **red card**:
 - point of order;
 - parliamentary inquiry;
 - personal privilege; or
 - requests for information.
- Consult the parliamentary aide or the microphone monitor for red cards and to determine whether the speaker’s intended use of the red card is appropriate.
- Once the red card is issued, the speaker may go directly to a microphone. There is no need to wait in line.
- A red card cannot 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. Procedure for the Recommended Program:

- The proposed 2021-2023 LWVC Program will be moved for adoption by a member of the LWVC Board. Debate and action on the Proposed Program will take place at a time designated by the Chair.

- During the times specified in the agenda for Program consideration and Program debate, the Chair will divide the time among the Program items to ensure fair and equitable debate on all items.
- b. Procedure for Considering Not-Recommended Program Items:*
- Any delegate may move for consideration of a not-recommended Program item. Items are listed in the Convention Workbook **and** the wording must conform to that contained in the workbook list.
 - Any motion to consider a not-recommended program item must be submitted to convention@lwvc.org by **12:00 PM on June 7, 2021**.
 - The delegate making the motion may speak on behalf of the motion for up to two minutes. No debate or additional motions are in order at this time.
 - If a not-recommended item is moved for consideration, any delegate may request a statement from the LWVC Board, limited to two minutes, providing the Board's reasons for not recommending the item.
 - After all the not-recommended items have been moved for consideration, a vote for consideration of each shall take place in the order in which the items were moved.
 - **A majority vote is required to consider** a not-recommended item as part of the proposed program.
 - Debate and voting on not-recommended Program items occurs during debate and action on the proposed Program
 - **A three-fifths (60%) vote is required to adopt** not-recommended Program items.
- c. Procedure for CONCURRENCE:*
- Program items may be moved for concurrence if they meet the requirements in the Concurrence Policy printed in this Convention Workbook and have been submitted by the program planning deadline.
 - Items moved for concurrence will be considered during debate and action on the proposed Program.
- d. Amending Program Items*
- Wording of proposed program items may be amended. Any motion to amend proposed program items must be **submitted in writing to convention@lwvc.org by 12:00 PM Monday, June 7, 2021**.
 - A recommended item may not be expanded in scope by amendment.
 - Any proposal that expands the scope of a recommended item must be presented as a not-recommended item following the rules above.

12. BUDGET ADOPTION

- A balanced or surplus LWVC budget must be adopted by the convention delegates.
- **Any motion to amend** the proposed budget contained in the Convention Workbook **must be presented to the Budget Adjustment Committee before introduction by 12:00 PM on Monday, June 7, 2021..**
 - The delegate making the motion to amend may speak on behalf of the motion for two minutes.

- If a motion to amend is made, any delegate may request a statement from the LWVC Board, limited to two minutes, providing the Board's reasons for not recommending the item.
- Debate on any motion to amend the proposed budget follows the procedures for Debate and Discussion in Rule 8 above.

13. RESOLUTIONS

Resolutions to Express the Will of the Convention may be offered by any local League or ILO. Resolutions cannot be used to expand or modify the procedure described in Rule 11 for adoption of positions or Issues for Emphasis.

Procedure for adopting resolutions:

- Motions expressing the Will of the Convention **must be submitted to the convention@lwvc.org by 12:00 PM, Monday June 7, 2021.**
- The Resolutions Committee will use the following criteria to judge the appropriateness of proposed resolutions. The resolution:
 - has complied with procedural requirements of this rule;
 - is consistent with LWVC Bylaws, League Principles and League Positions;
 - does not circumvent the Program Planning process;
 - addresses a single, topical issue;
 - has a minimal LWVC budgetary impact; and
 - is pertinent to California.
- The Resolutions Committee will report its findings on all submitted resolutions.
- Any resolution reported by the Resolutions Committee as complying with the criteria may be moved for consideration of the convention.
- Resolutions to Express the Will of the Convention are main motions and follow Rules 8 and 9.
- Adoption of a resolution requires a **majority vote**.
- If the Resolutions Committee reports a resolution as not complying with the criteria, the convention delegates may override the decision by a two-thirds (66%) vote. The resolution may then be moved for consideration of the convention..

14. ELECTION OF LWVC OFFICERS, DIRECTORS, & NOMINATING COMMITTEE

- The slate of Officers, the Board of Directors, or the Nominating Committee proposed by the LWVC Nominating Committee may be approved by a voice vote if there are no nominations from the floor.
- If nominations for Officer, the Board of Directors, and/or the Nominating Committee are made from the floor, creating a contested race, the vote will be by paper ballot.
- The Elections Committee is responsible for providing and counting the ballots.
- All candidates for office will comply with the LWVC Campaign Policy and sign the LWVC Fair Campaign Practices Principles as indicated below.

FAIR CAMPAIGN PRACTICES PRINCIPLES

As a candidate for LWVC office, I pledge the following:

I will conduct my campaign for the LWVC Board of Directors or Nominating Committee openly and fairly. I will discuss the issues and participate in fair public debate with respect to my views and qualifications.

I will neither engage in nor be involved with unfair or misleading attacks upon the character of an opponent, nor will I engage in invasion of personal privacy unrelated to fitness for office.

I will not be part of any appeal to prejudice.

I will neither use nor be involved with the use of any campaign material or advertisement that misrepresents, distorts or otherwise falsifies the facts regarding an opponent. I will clearly identify (by name and address) the source of all advertisements and campaign literature published or distributed.

I will publicly repudiate support deriving from an individual or group whose activities would violate the Fair Campaign Practices Principles.

In signing this pledge, I assume personal control over and responsibility for the conduct of my campaign.

15. ANNOUNCEMENTS

All announcements will be made by the LWVC secretary. Forms for announcements will be available upon request to convention@lwvc.org.

CONSIDERATION OF LWVC BYLAWS CHANGES FOR CONVENTION 2021

Caroline de Llamas, Secretary/Carol Moon Goldberg, President

March 20, 2021 – State Board Kit

Overview

Three proposed bylaws amendments are offered for discussion at this meeting for possible presentation to convention delegates. The attachment reflects a side-by-side display of each of the proposals as they currently appear in the bylaws, and how each would appear in the bylaws if approved.

Proposals

Proposal No. 1 - Article II – Purposes and Political Policy

The proposal adds the Diversity, Equity & Inclusion Policy adopted by LWVUS at Convention 2020 to Article II of the LWVC bylaws. Note that Articles I, II, and III of state and local bylaws must be consistent with those of the LWVUS. This amendment would ratify the LWVUS action taken at Convention 2020. See attached LWVUS DEI Policy.

Proposal No. 2 – Article VIII – Financial Administration - Optional

LWVUS Convention 2020 delegates approved a bylaws amendment to eliminate per member payment (PMP) for student members at the national level. This change, however, is optional for state and local Leagues.

By earlier action, the LWVC board waived state PMP for students through June 30, 2021. To make this change permanent, LWVC Bylaws, Article VIII, Section 5(a), requires the deletion of the requirement to collect PMP for student members.

Proposal No. 3 – Article V – Board of Directors – Optional

This proposal deals with the conduct of board members and was approved by amendment to the LWVUS bylaws at its Convention 2020. It is brought to this board in light of ongoing comments from local Leagues regarding problem board members. While not a panacea, as stated in the LWVUS rationale, “There is no provision within the LWVUS bylaws to address conduct of board members. In the unlikely event that it is needed, this gives authority to the board to protect the organization’s brand and reputation if necessary. This type of provision is included in the bylaws of many state Leagues (i.e., Texas, Oregon, and Minnesota) and other organizations. It is part of standard nonprofit governance best practices to mitigate risk.”

Recommendation

The above information is presented for discussion. Should the board choose to move forward with any or all of the above proposals, separate motions will be necessary for each one. Sample motions will be available at the board meeting.

Attachments

LWVUS Diversity, Equity, and Inclusion Policy

LWV is an organization fully committed to diversity, equity, and inclusion in principle and in practice. Diversity, equity, and inclusion are central to the organization's current and future success in engaging all individuals, households, communities, and policy makers in creating a more perfect democracy.

There shall be no barriers to full participation in this organization on the basis of gender, gender identity, ethnicity, race, native or indigenous origin, age, generation, sexual orientation, culture, religion, belief system, marital status, parental status, socioeconomic status, language, accent, ability status, mental health, educational level or background, geography, nationality, work style, work experience, job role function, thinking style, personality type, physical appearance, political perspective or affiliation and/or any other characteristic that can be identified as recognizing or illustrating diversity.

LWVC BYLAWS
CONSIDERATION OF CHANGES FOR
CONVENTION 2021

PROPOSAL NO. 1—CURRENT BYLAWS

ARTICLE II

PURPOSES AND POLITICAL 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.

PROPOSAL NO. 1—PROPOSED AMENDMENT TO CONFORM WITH LWVUS BYLAWS AS AMENDED IN 2020

ARTICLE II

PURPOSES AND POLICY

Section 1. Purposes. The purposes of the LWVC are:

- (a) To promote political responsibility through informed and active participation in government.
- (b) To act on selected governmental issues.

Section 2. Policies. The policies of the LWVC are:

- (a) **Political Policy.** The LWVC shall not support or oppose any political party or any candidate.
 - (b) **Diversity, Equity & Inclusion Policy.** The LWVC is fully committed to ensure compliance—in principle and in practice—with LWVUS’ Diversity, Equity, and Inclusion Policy.
-

Rationale: *LWV is an organization fully committed to diversity, equity, and inclusion in principle and in practice. Diversity, equity, and inclusion are central to the organization’s current and future success in engaging all individuals, households, communities, and policy makers in creating a more perfect democracy. It is a fundamental value of the organization and belongs alongside our hallmark of nonpartisanship.*

LWVC BYLAWS
CONSIDERATION OF CHANGES FOR
CONVENTION 2021

PROPOSAL NO. 2— CURRENT BYLAWS

ARTICLE VIII

FINANCIAL ADMINISTRATION

Section 5. Financial Support.

- (a) Local League members and associate local League members shall pay annual dues to the local League. Each local League shall pay to the LWVC a uniform amount (per member payment, or PMP) for each such member. The PMP shall be reduced by one-half for each additional member residing in the same household and for each student member. The amount of PMP is to be determined according to the amount necessary to fund the LWVC as provided for in the budget adopted by the convention.
 - (b) The LWVC may authorize the payment of a designated part of each PMP to the League of Women Voters of California Education Fund.
-

PROPOSAL NO. 2—PROPOSED AMENDMENT TO ELIMINATE THE PER MEMBER PAYMENT (PMP) FOR STUDENT MEMBERS

ARTICLE VIII

FINANCIAL ADMINISTRATION

Section 5. Financial Support.

- (a) Local League members and associate local League members shall pay annual dues to the local League. Each local League shall pay to the LWVC a uniform amount (per member payment, or PMP) for each such member. The PMP shall be reduced by one-half for each additional member residing in the same household ~~and for each student member.~~ **No PMP is owed for student members.** The amount of PMP is to be determined according to the amount necessary to fund the LWVC as provided for in the budget adopted by the convention.
 - (b) The LWVC may authorize the payment of a designated part of each PMP to the League of Women Voters of California Education Fund.
-

Rationale: *LWVUS began a pilot program in 2018 in which PMP was waived for student members. It resulted in an increase of student members across the country. State leaders indicated support for making the change permanent.*

Note: *LWVC waived PMP for student members through January 2021, consistent with the LWVUS pilot program. A motion will be made at the December board meeting to extend the waiver through June 30, 2021, pending approval by the LWVC Convention delegates of the above Bylaws amendment eliminating the PMP for student members.*

LWVC BYLAWS
CONSIDERATION OF CHANGES FOR
CONVENTION 2021

OPTIONAL PROPOSAL NO. 3—CURRENT BYLAWS

ARTICLE V

BOARD OF DIRECTORS

Section 6. Powers and Duties. Subject to the limitations of the law, articles of incorporation of this corporation, 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.

OPTIONAL PROPOSAL NO. 3—PROPOSED AMENDMENT CONSISTENT WITH LWVUS BYLAWS AS AMENDED IN 2020

ARTICLE V

BOARD OF DIRECTORS

Section 6. Powers ~~and~~ Duties. Subject to the limitations of the law, articles of incorporation of this corporation, 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.

Section 7. Duties. In executing the duties of their office, board members are expected to carry out applicable laws and regulations as well as League bylaws, mission, policies, principles, positions, standards, and procedures. Board members who do not shall be counseled. If violations persist, they may be removed from office by a two-thirds vote of the Board of Directors.

Rationale: *There is no provision within the LWVUS bylaws to address conduct of Board members. In the unlikely event that it is needed, this gives authority to the Board to protect the organization's brand and reputation if necessary. This type of provision is included in the bylaws of many state Leagues (i.e., Texas, Oregon, and Minnesota) and other organizations. It is part of standard nonprofit governance best practices to mitigate risk.*

APPROVAL OF MINUTES

Caroline de Llamas, Secretary

March 20, 2021 – State Board Kit

Consideration/Approval of Minutes*

- 1. LWVC Regular Meeting Minutes of January 30, 2021**
- 2. LWVC Special Meeting Minutes of February 3, 2021**
- 3. LWVCEF Regular Meeting Minutes of January 30, 2021**

***Attachments**

League of Women Voters of California
Minutes of a Regular Meeting of the Board of Directors
January 30, 2021 – Electronic Communication

CALL TO ORDER: President Carol Moon Goldberg called the Regular Meeting of the Board of Directors of the League of Women Voters of California (LWVC) to order at 2:38 p.m. on Saturday, January 30, 2021. A quorum was present as follows:

Responding Officers and Directors

President Carol Moon Goldberg
Second Vice President Gloria Chun Hoo
Treasurer Frances Carrillo
Director Amanda Berg
Director Debbie Fagen

First Vice President Jacquie Canfield
Secretary Caroline de Llamas
Director Maxine Anderson
Director Tracey Edwards
Director Helen Hutchison.

Absent: Directors Christina Dragonetti and Lori Thiel.

Staff Present: Executive Director Stephanie Doute.

Guests Present: Nominating Committee Chair Mony Flores-Bauer and Members Lianne Campodonico and Carolina Goodman.

CONFLICT OF INTEREST: None stated.

APPROVAL OF MINUTES: The LWVC Regular Meeting Minutes of December 5, 2020 were approved as submitted.

CONSENT CALENDAR: By unanimous consent, the LWVC Board acted as follows:

Ratification of Special Meeting Actions

- December 22, 2020 –Executive Committee Meeting – Personnel Matters.

TREASURER'S REPORT: The LWVC Financial Summaries and Reports for October 2020 were received and filed.

EXECUTIVE DIRECTOR'S REPORT: Executive Director Stephanie Doute reported during the workshop segment of the meeting.

PROGRAM/ADVOCACY: Second Vice President Gloria Hoo reported on the success of the zoom meetings and webinars that have been held recently. The local Leagues have been enthusiastic attendees at the program planning, legislative interview, and redistricting sessions offered by LWVC. She also commented on legislative matters and work of the Legislative Committee.

MEMBERSHIP: First Vice President Jacquie Canfield reported on webinars presented in conjunction with the local League coaching program. The webinars recognize work being done by various local Leagues.

RECESS AND RECONVENE: President Moon Goldberg called for a recess at this juncture, 3:00 p.m. The meeting was reconvened at 3:09 p.m. with all Members in attendance as noted in the initial roll call.

CLOSED SESSION: President Moon Goldberg called for a Closed Session for the discussion of personnel matters. Executive Director Doute was invited to join the Closed Session.

RECONVENE IN OPEN SESSION: The meeting reconvened in open session at this time, 3:47 p.m. All members as initially noted in the roll call were present as well as the Executive Director.

ACTION: President Moon Goldberg announced that the Board of Directors approved a Cost-of-Living Adjustment for staff, effective with the second pay period in February 2021.

ADJOURNMENT: There was no further business to come before the board. The meeting was duly adjourned by the Chair at 3:49 p.m.

Submitted by:

/s/

**Caroline de Llamas
LWVC Secretary**

**League of Women Voters of California
Minutes of a Special Meeting of the Board of Directors
February 3, 2021 – Electronic Communication**

CALL TO ORDER: President Carol Moon Goldberg called the Special Meeting of the Board of Directors of the League of Women Voters of California (LWVC) to order at 7:15 p.m. on Wednesday, February 3, 2021 for the purpose of discussing the items noted below. A quorum was present as follows:

Responding Officers and Directors

President Carol Moon Goldberg
Second Vice President Gloria Chun Hoo
Treasurer Frances Carrillo (arrived 7:25 p.m.)
Director Amanda Berg
Director Debbie Fagen
Director Lori Thiel.

First Vice President Jacquie Canfield
Secretary Caroline de Llamas
Director Maxine Anderson
Director Tracey Edwards
Director Helen Hutchison

Absent: Director Christina Dragonetti.
Staff present: Executive Director Stephanie Doute.

CONFLICT OF INTEREST: None were stated.

GOVERNANCE: President Moon Goldberg advised that the meeting was called to take action on recently discussed Components of Board Committee Structure and Job Descriptions. After discussion, the following motions were offered for consideration.

Components of Board Committee Structure

Motion: Hoo/Anderson moved the following:

The LWVC Board will create a clear structure that addresses the essential Board functions; is aligned with the Board's strategic priorities; is consistent with LWVC Bylaws and Policies and Procedures; and, provides an active role for all Board members, such that all Board members have options for how to contribute. Board members will serve on at least one committee, task force or project.

The LWVC Board of Directors will appoint a Governance Committee. The Governance Committee will manage the whole health of the Board. The Governance Committee is to address training needs, leadership development, mentoring, coaching, succession planning, measuring board performance and more. The Governance Committee is to work in conjunction with the First Vice President. The Governance Committee will work to find the right fit for each board member taking in board members': Interest, Experience, and Talents.

Further, the Board fully empowers the Nominating Committee to work year-round to build a competent board through leadership development and succession planning and to develop more diverse representation to the Board of Directors.

Action: The motion carried unanimously (Dragonetti absent).

Board Expectations and Job Descriptions for Board and Nominating Committee*

Motion: Hoo/Anderson moved the LWVC Board approve the following items appearing herein:

- Expectations of the Board as a Whole
- Expectations of Individual Board Members
- Job Descriptions of the President, First Vice President, Second Vice President, Secretary, Treasurer, and Nominating Committee Member.

Action: The motion carried unanimously (Dragonetti absent).

Draft Governance Charter

Board members Canfield, de Llamas, and Edwards volunteered to draft a Governance Charter for presentation to the Board of Directors for review and action at the next regular board meeting.

Adjournment: There was no further business to come before the Board. The meeting was duly adjourned by the Chair at 8:15 p.m.

Submitted by:

/s/

**Caroline de Llamas
LWVC Secretary**

*See pages 3 through 9 below.

Expectations of the Board as a Whole

FINAL

As the principal leadership body of the organization, the LWVC Board of Directors is required to satisfy its fiduciary duties, and is responsible for:

- Determining the mission and purposes of the organization
- Setting policy
- Selecting and evaluating the performance of the CEO/ executive director
- Strategic and organizational planning
- Ensuring strong fiduciary oversight and financial management
- Fundraising and resource development
- Approving and monitoring the League of Women Voters of California and LWVC Education Fund programs and services
- Enhancing LWVC's public image
- Speaking with "one voice" and supporting the decisions of the Board
- Assessing its own performance as the governing body
- Responsive and supportive of local Leagues

Expectations of Individual Board Members

Each individual board member is expected to:

- Develop fluency with the LWVC's mission, policies, bylaws, programs, and needs
- Comply with all policies/procedures, including the non-partisan policy
- Advocate for LWVC policy and practices on diversity, equity, and inclusion
- Participate fully in one or more committees, task forces and/or projects.
- Faithfully read and learn to understand the organization's financial statements
- Serve as active advocates and ambassadors for the organization and fully engage in identifying and securing the financial resources and partnerships necessary for LWVC and the LWVC Education Fund to advance its mission
- Bring perspectives and input from the constituencies served by LWVC and serve as liaisons to the wider LWVC community
- Give a meaningful, personal financial donation
- Identify and leverage personal connections, networks, affiliations that can benefit the organizations' fundraising, reputational standing and influence public policy.
- Prepare for, attend, and conscientiously participate in board meetings
- Sign an annual conflict-of-interest disclosure and update it during the year as necessary
- Maintain confidentiality about all internal or personnel matters relating to the League of Women Voters of California

Role and Responsibilities of President

FINAL

Board Management

- Develop board meeting agendas in partnership with the Executive Director
- Facilitate board meetings and encourage strategic discussion
- Engage the board in strategic planning and program evaluation
- Ensure that every member carries out the roles and responsibilities of board service within the context of their legal and ethical obligations (duties of care, loyalty, and obedience)
- Help to lead and facilitate fundraising efforts including interfacing with Advancement Committee; ensure all members support the organization financially
- Serve as the contact for board members on board issues; ensure ongoing communication with the board

Relationship with Executive Director

- Cultivate a strong working partnership with the Executive Director
- Understand and reinforce the key differences between the governance role of the Board and the management role of the Executive Director
- Oversee the hiring, support, and evaluation of the chief executive

Additional Responsibilities

- Serve as ex-officio member of all committees, except the nominating and audit committees
- Preside over meetings of the organization or designate another person to preside over such meetings
- Cultivate relationships with individual donors, funders, and other key community stakeholders
- Groom and help develop the next board chair (president)
- Speak for the Board in the ordinary course of business or in the event of a controversy/crisis to local Leagues, members, media, and the public

Qualifications

- Strong knowledge of the League's work
- Demonstrated commitment to exceptional board practices
- Experience in group facilitation, encouraging open communication and in-depth discussion
- Ability to devote adequate time for Board responsibilities

Role and Responsibilities of First Vice President

FINAL

Board Participation

- Attend all board meetings and encourage all board members to actively participate in strategic planning and program evaluation
- Facilitate board meetings in the absence of the President
- Ensure that every member carries out the roles and responsibilities of board service within the context of their legal and ethical obligations (duties of care, loyalty, and obedience)
- Promote and foster the growth of board members in their roles; ensure all board members' ideas are fairly considered before board decisions
- As appropriate be the board liaison for committees where there is no board member participation
- Serve as Chair or member of the Governance Committee and oversee year-round management of Board governance and leadership development
- Serve as Liaison to the Nominating Committee in the event no other Board member is appointed to the Committee

Additional Responsibilities

- Perform the duties and role of the President in the absence, disability, or death of the President
- Support the President as needed participating in strategic discussions, helping plan board meetings, etc.
- Serve on the Executive Committee
- Support President and Vice President in ensuring that every member carries out the roles and responsibilities of board service within the context of their legal and ethical obligations (duties of care, loyalty, and obedience)

Qualifications

- Understanding of the League's mission and board's governance role
- Willingness to assume leadership position when necessary
- Time to devote to assisting President as necessary

Role and Responsibilities of the Second Vice President

FINAL

Board Participation

- Attend all board meetings and encourage all board members to actively participate in strategic planning and program evaluation
- Facilitate board meetings in the absence of the President and First Vice President. Promote and foster the growth of board members in their roles; ensure all board members' ideas are fairly considered before board decisions

Additional Responsibilities

- Serve on the Executive Committee
- Perform the duties and role of the President in the absence of the President and First Vice President
- Support the President as needed by participating in strategic discussion, helping plan board meetings, etc.
- Oversee state advocacy and program, as described in Article XI of the Bylaws and Section P of Policies and Procedures
- Support President and First Vice President in ensuring that every member carries out the roles and responsibilities of board service within the context of their legal and ethical obligations (duties of care, loyalty, and obedience)

Qualifications

- Prefer experience with governmental relations, particularly with the CA Legislature
- Understanding of the League's mission and board's governance role
- Willingness to assume leadership position when necessary
- Time to devote to assisting the President as necessary

Role and Responsibilities of the Secretary of the Board

FINAL

Board Participation

- Attend all board meetings and encourage all board members to actively participate in strategic planning and program evaluation
- Facilitate board meetings in the absence of the President and Vice Presidents
- Support President and Vice Presidents in ensuring that every member carries out the roles and responsibilities of board service within the context of their legal and ethical obligations (duties of care, loyalty, and obedience)
- Promote and foster the growth of board members in their roles; ensure all board members' ideas are fairly considered before board decisions

Additional Responsibilities

- Serve on the Executive Committee
- Keep, or cause to be kept, safely and accurately, at the principal office in the State of California a record 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.
- Keep, or cause to be kept, safely and accurately, at the principal office in the State of California a record of the convention and council and shall sign with the president all contracts and such instruments when so authorized by the board
- Keep, or cause to be kept, safely and accurately, 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.
- Give, or cause to be given, notice of all meeting of the board and any committees thereof required by the policies and procedures or bylaws to be given
- Keep the seal of the LWVC in safe custody
- Have such other powers and perform such other duties as may be prescribed by the board

Qualifications

- Understanding of the League's mission and board's governance role
- Have or develop awareness and understanding of open meeting concepts and parliamentary procedures
- Willingness to assume leadership position when necessary
- Time to devote to assisting President as necessary

Role and Responsibilities of Treasurer of the Board

FINAL

Board Participation

- Chair and oversee the Finance Committee which meets on a monthly basis
- Work with Executive Director for creation of the budget for review by Finance Committee
- Stay in communication with Executive Director on major financial matters

Additional Responsibilities

- Serve on the Executive Committee
- Review monthly financial reports prepared by staff for Finance Committee and Board
- Review and prepare written analysis of the financial position for Finance Committee and Board
- Work with Executive Director on cash needs, oversee and recommend investing League funds to Finance committee for their approval
- Work with Executive Director to ensure required yearly financial reporting to governmental agencies are completed
- Present budget and financial reports to the Board and at Conventions
- Research financial compliance of local Leagues with government agencies
- Update Treasurer publications for local Leagues
- Assist local Leagues with Financial questions

Qualifications

- Knowledge and experience of fiscal responsibilities of a nonprofit organization
- Understanding of the League's mission and board's governance role
- Willingness to assume leadership position when necessary
- Time to devote to assisting the President as necessary.

Nominating Committee Member Job Description

- Primarily select and present the board slate to the membership for consideration at convention.
- Be available and be responsive to emails and phone calls, prepared, and participate on a regular basis using shared drives and virtual meetings.
- Work with the staff and board on leadership definition, recruitment of applicants, cultivation, retention, and assessment.
- Confirm with current board members about their interest to serve another term.
- Gather information about prospects, and conduct interviews with prospects and their references.
- Bring perspectives and input from the constituencies served by LWVC and serve as liaisons to the wider LWVC community.
- Leverage connections, networks, and resources to develop collective action to fully achieve LWVC's mission.
- Help identify personal connections that can benefit the organization's outreach to partners, allies, for recruitment of applicants.
- Prepare for, attend, and conscientiously participate in Nominating Committee meetings.
- Understand the board's role as the principal leadership body of the organization, along with its fiduciary responsibilities. In recruiting and selecting candidates for the Board:
 1. Support its goals of embedding diversity, equity, and inclusion into every board decision.
 2. Consider strategic and organizational planning skills.
 3. Consider financial management, fundraising and resource development skills.
- Know the LWVC's mission, policies, programs, and needs.
- Comply with all policies, including the non-partisan policy.
- Follow the organization's bylaws, policies, and board resolutions.
- Maintain confidentiality about all internal matters relating to the Nominating Committee and the League of Women Voters of California.
- Time commitment - Over the 2 years, hours can vary from an hour to as much as 10 hours per month with an average of 3 hours a month

**League of Women Voters of California Education Fund
Minutes of a Regular Meeting of the Board of Directors
January 30, 2021 – Electronic Communication**

CALL TO ORDER: President Carol Moon Goldberg called the Regular Meeting of the Board of Directors of the League of Women Voters of California Education Fund (LWVCEF) to order at 3:02 p.m. on Saturday, January 30, 2021. A quorum was present as follows:

Responding Officers and Directors

President Carol Moon Goldberg
Secretary Caroline de Llamas
Director Maxine Anderson
Director Tracey Edwards
Director Gloria Chun Hoo

First Vice President Jacquie Canfield
Treasurer Frances Carrillo
Director Amanda Berg
Director Debbie Fagen
Director Helen Hutchison.

Absent: Directors Christina Dragonetti and Lori Thiel.

Staff Present: Executive Director Stephanie Doute.

Guests Present: Nominating Committee Chair Mony Flores-Bauer.

CONFLICT OF INTEREST: Director Hutchison said she is a member of the Board of Directors of *Ed Source*.

APPROVAL OF MINUTES: The LWVCEF Regular Meeting Minutes of December 5, 2020 were approved as presented.

CONSENT CALENDAR: None.

TREASURER'S REPORT: The LWVCEF October 2020 Financial Summaries and Reports were received and filed.

VOTER SERVICE: President Moon Goldberg referenced possible special elections for the coming year.

ADJOURNMENT: There was no further business to come before the board. The meeting was duly adjourned by the Chair at 3:08 p.m.

Submitted by:

/s/

**Caroline de Llamas
LWVCEF Secretary**

LWVC/LWVCEF Consent Calendarⁱ

Caroline de Llamas, Secretary –

March 20, 2021 - State Board Kit

Governance

Resignations

- Lisa Ratner (LWV Palo Alto) as a Local League Coach.

***Attachments**

ⁱ Please note that the Consent Calendar items are intended to be enacted by one motion. Any board member may request removal of an item for individual consideration at the meeting. Report any additions/corrections to the LWVC/EF Secretary prior to the board meeting.

INFORMATION ONLY

Jacquie Canfield

Local League Coaches and Local League Support

1. **LLC Summary Notes February, March Meetings**
2. **Virtual Local Pros/Cons Roundtable Discussion**
3. **Local League Coaches Willing to Serve 21/22 and 21/22-22/23**
4. **Membership Comparison Report**
5. **Board Time Report – July 20 – Jan 21**

Local League Coaches and Local League Support

1. **LLC Summary Notes February, March Meetings** – The team continues to work to find additional LLCs (slow going right now), work on materials to assist local Leagues and LLCs and providing support to local Leagues. Below are brief notes from February, and March meetings.

February LLC Meeting – 15 members attending

- **Support for Local Leagues and LLCs**
 - **Local Pro/Con Roundtable Discussion Webinar** San Francisco, North San Diego County, South San Mateo and San Bernardino agreed to participate. Phyllis, Nancy and I are the organizers.
 - **Advertising local League events for other Leagues to join-** Amaris -stated events are automatically included on state website under events. Local League can set up their website to automatically receive information from other local Leagues.
 - **Program Videos** – Gloria Chun Hoo agreed that it would be good to have the advocacy volunteers create video discussing state positions and how they were used.
 - **Nonpartisan Webinar – Still working on getting LA ILO webinar**
 - **Possible Convention Workshops-** Sharon Stone provided a list of possible workshops. LLC provided some additional suggestions (voter service, technical help on different tools (zoom, Eventbrite, Genius, Google docs), program planning, nominating committee, outreach tools and methods, national database membership tool training, Club Express. LLC also offered their name on workshops that interested them.
- **Challenges or Items of Interest**
 - **Local League Issues** - Robbie mentioned fundraiser at local League reaching out to elected officials to be sponsors and perhaps nonpartisan officials. Group recommended not to advertise elected official support—ok to show support of elected groups (i.e., school board, county boards, city boards).
 - **Reach Out to Local Leagues** – LLCs were provided a communication to share with their Leagues that reiterates recent State and National communications including: Upcoming deadlines (Leg Interviews, Program Planning), Recent webinars (Local Pro/Cons and Virtual Candidate Forums), and Upcoming webinars (redistrict training) and virtual convention dates and delegate counts.

March LLC Meeting – 16 members attending

- **Support for Local Leagues and LLCs**

- Current Local League Coaches – All coaches have confirmed their commitment to stay with the program. Jacquie needs to follow up with a couple coaches to confirm their commitment. See item 5 for more detail.
- **Potential Local League Coaches** – Three member names were provided for potential local League coaches.
- **Possible Convention Workshops**- Sharon Stone shared the list of the different convention workshops and where some facilitators are needed.
- **Challenges or Items of Interest**
 - **Membership** – The LLC Team reviewed the Membership Report and noted some reasons for membership changes in the focused groups. Many comments pointed out certain areas (including program rich events, social media presence, strong partnership, proper follow-up) that help membership sustain and grow. Some LLCs are still working to attain information on the Leagues they are assisting.
- **Reach Out to Local Leagues** – LLCs will be provided with a communication to share with their Leagues that reiterates recent State communications including: Recent webinars (Redistricting, Local Pro/Cons and Virtual Candidate Forums), and information on the Convention after the March Call.

2. Virtual Pros/Cons Roundtable Discussion Webinar Report

- The webinar was held February 9 on the GoTo Webinar platform. 63 people had signed up and 47 people attended. The average attentiveness as ranked by GoTo Webinar was 77%. Members heard from representatives from San Francisco, North San Diego County, South San Mateo and San Bernardino agreed to participate. Phyllis, Nancy and Jacquie were the organizers.
- The webinar, powerpoint presentation and other handouts have been placed on the MyLO League Only website and are listed below.
 - [Links to local League Pros & Cons videos and guides](#)
 - [Local League Pros & Cons Webinar slides](#)
 - Unfortunately, the video recording did not happen.
- Four polls were done.
 - 77% of participants said their League did hold a local pro/con virtual event.
 - Participants around the state- 60% North, 17% central, and 23% south.
 - We asked how long they had been League members: < than 1 – 6%, 1-4 years – 38%, 5-9 years – 9%, 10-24 years – 26% and 25 years+ – 21%.
 - 95% stated the webinar met or exceeded their expectations.

3. **Local League Coaches Willing to Serve 21/22 and 21/22-22/23** - Several of the Local League Coaches have served many years. Since individuals time commitment and interests can change, I checked in with each of the coaches to see if they would be willing to serve an additional two years or one year and how many Leagues they can support. Below is a list of the Local League Coaches with notations and their continued commitment to support local Leagues. LLC stating 1 year will evaluate if they will continue for an additional year later taking into account their current commitments and personal health. T

Coach	Home League	Served Since	Willing to continue	# of Leagues
Caroline deLlomas (S. Coordinator)	East San Gabriel	2001	2	10
Crownie Billik (N Coordinator)	Los Altos/Mountain View	1980's		6
Marie Baldisseri	North/Central San Mateo	2010	2	4
Jeanne Brown	San Diego	2017	2	2
Carol Burr	Butte County	2020	2	2
Lianne Campodonico	Piedmont	2015	1	2
Jacquie Canfield	Fresno	2019	2	5
Chris Carson	Los Angeles	2009	2	3.5
Tom Carson	Los Angeles	2016/3	2	3.5
Robbie Davis	Pasadena	2017	1	1
Bonnie Hamlin	Oakland	2001	16	4
Mary Hanson	San Diego	2020	2	2
Lois Ledger	Long Beach	2005	2	2
Nancy Mahr	Palos Verdes	2020	1	3
Roseanna Torretto	Sacramento	2009	2	1
Kathee Tyson	North/Central San Mateo	2007/12	2	4
Sharon Wallace	Butte County	2020	2	2
Ellen Wheeler	Los Altos/Mountain View	2018	2	2
Phyllis White-Ayanruoh	Oakland	2020	2	1
Susan Morris Wilson	Redding	2009	2	3

4. Membership Report

Following this SBK report is a Membership Comparison report that includes the current January 2021 membership numbers submitted to National and the four prior years for all the California Leagues. Overall, State membership went up 8% over last year. We have been seeing a growth in membership during election years. This year National did break out all the MAS units from the League of Women Voters of California bucket. The membership numbers left in the LWVC line are truly members at large –not tied to any MAS unit or League.

Below I have categorized some of the Leagues that it would be great to have insight into what is happening. The Local League Coaches were asked to reach out to the local Leagues for any information as to the change in their membership numbers and where appropriate what assistance we can give them. This report was discussed at the March meeting. As mentioned in the LLC March Summary section, most comments pointed out certain areas (including program rich events, social media presence, strong partnership, proper follow-up) that help membership sustain and grow. See the Membership Comparison report for details provided at the meeting for the Leagues listed below. LLCs are still doing some follow-up with their Leagues.

Leagues/MAS Units in Red – These Leagues/MAS units either have no members/few members, have been declining for multiple years, or had a sharp one-year decline. LLC are confirming membership information and learn reasons for the decline and if there is any assistance we can provide. We are confirming if High Desert, Santa Clarita MAS units should continue or if they should be dissolved. In addition, Antelope Valley League which has had many challenging for years is looking at dissolving the League.

League	Jan-21	Jan-20	Jan-19	Jan-18	Jan-17	Diff 21-20	Diff 20-19	Diff 19-18	Diff 18-17
High Desert						-			-
Antelope Valley		17	16	14	26	100%	6%	14%	46%
SW Santa Clara Valley	105	121	122	137	115	-13%	-1%	11%	19%
Torrance Area	41	46	50	42	50	-11%	-8%	19%	16%
West Contra Costa	30	64	63	63	48	-53%	2%	0%	31%
Western Nevada	53	73	83	149	147	-27%	12%	44%	1%
Santa Clarita	1								

Leagues in Yellow – These Leagues have seen a 2- or 3-year decline. While they are not in the red zone, it is important that declines are understood, and efforts made to reverse the trend. It is also important to remember that membership databases may not have been cleaned up consistently too.

League	Jan -21	Jan -20	Jan -19	Jan -18	Jan -17	Diff 21-20	Diff 20-19	Diff 19-18	Diff 18-17
LWV Of Central Orange Co. Area	56	58	61	53	45	-3%	-5%	15%	18%
LWV Of Marin County	176	189	204	176	194	-7%	-7%	16%	-9%
LWV Of North Orange Co.	90	92	110	93	105	-2%	16%	18%	11%
LWV Of Pasadena Area	301	318	336	356	325	-5%	-5%	-6%	10%

Leagues in Green – These Leagues had double digit growth over the prior year. Nine League had more than 20% growth with being the top largest being San Francisco with a 65% growth! We are checking in for any great insights for the increase and what can sustain this growth throughout our local Leagues.

League	Jan -21	Jan -20	Jan -19	Jan -18	Jan -17	Diff 21-20	Diff 20-19	Diff 19-18	Diff 18-17
LWV Of Beach Cities	141	111	112	88	89	27%	-1%	27%	-1%
LWV Of Berkeley Albany Emeryville	163	144	208	153	315	13%	31%	36%	51%
LWV Of Butte County	143	122	100	102	115	17%	22%	-2%	11%
LWV Of Los Angeles	400	283	406	394	326	41%	30%	3%	21%
LWV Of Mendocino County	79	65	71	60	62	22%	-8%	18%	-3%
LWV Of N. County San Diego	255	206	233	197	171	24%	12%	18%	15%
LWV of Placer County	56	45	56	38	53	24%	20%	47%	28%

LWV Of Sacramento County	184	137	154	136	175	34 %	- 11 %	13 %	- 22 %
LWV Of San Francisco	173	105	118	91	242	65 %	- 11 %	30 %	- 62 %
LWV Of San Luis Obispo County	156	117	130	109	115	33 %	- 10 %	19 %	-5%
LWV Of Santa Monica	98	70	86	74	84	40 %	- 19 %	16 %	- 12 %

Leagues in Blue - These Leagues have seen growth for the past four years!!! We definitely should be able to learn from them.

League	Jan-21	Jan-20	Jan-19	Jan-18	Jan-17	Diff 21-20	Diff 20-19	Diff 19-18	Diff 18-17
LWV Of Diablo Valley	238	214	194	153	141	11%	10%	27%	9%
LWV Of Napa County	70	57	56	46	33	23%	2%	22%	39%
LWV Of Redding Area	48	46	46	43	42	4%	0%	7%	2%
LWV Of San Bernardino Area	90	74	68	57	51	22%	9%	19%	12%
LWV Of San Diego	570	492	482	354	318	16%	2%	36%	11%
LWV Of Tulare County	62	56	52	49	44	11%	8%	6%	11%

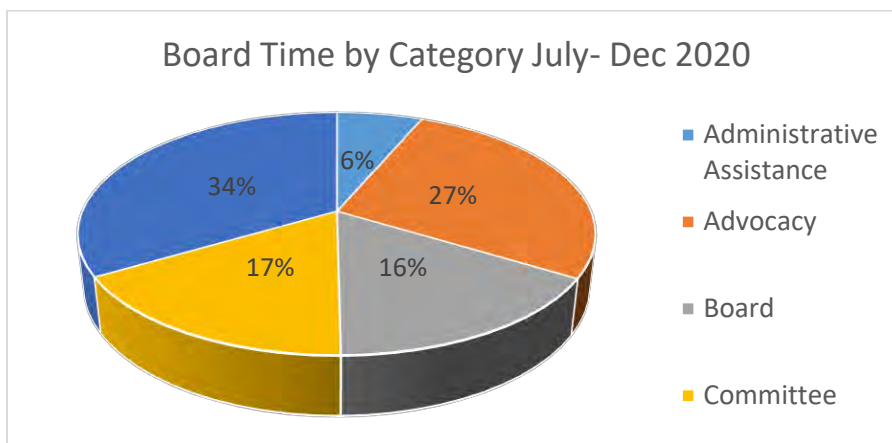
Any additional insight that is learned at the March 10 Local League Coach meeting will be shared in the March LLC summary notes earlier in this report or will be provided later to the State Board.

5. Board Time July 2020- December 2020

The report is missing 5 board member times. For board members that submitted time through December for the past six months, time varied from 20 hours to over 885 hours over the past six months, which equates to less than 3 hours a month to 148 hours a month depending upon the board member. Below is a chart showing the time in the major categories. Local League Assistance time is the largest category at 34%. Advocacy time is the second largest category with 27% of the time. Committee time is the third largest at 17%. Ongoing Committee time varied from 13 hours to 85 hours which equates to approximately 2 hours a month to 14 hours a month depending upon the committee.

Issues – Some time was adjusted for specific board members for activities that would be in a specific fund. As a reminder, the spreadsheet defaults to splitting the time equally. However, if it is advocacy, it should be recorded 100% in the General Fund and if Voter Service 100% of time should be recorded in the Education Fund.

Next Steps – Continue to use the current spreadsheet to record your time through May. Please send the spreadsheet June 1. I will provide the board with an update report at the June board meeting.



Category Type	General Fund	Education Fund	Total	Notes
Administrative Assistance	54	57	111	1
Advocacy	476		476	2
Board	140.75	139.25	280	
Committee	220.5	70	290.5	
LL Assistance	14.5	569	583.5	3
Grand Total	905.75	835.25	1741	

1. Meeting/Assisting Staff, 990 reporting
2. Proposition 15
3. Redistricting, Voter Service Resources/Webinars, Speaking Engagements, Responding to Local Leagues

League of Women Voters of California Membership by Local League/MAS Unit

League	Membership					Percentage Differences from Prior Year				Notes
	Jan-21	Jan-20	Jan-19	Jan-18	Jan-17	Diff 21-20	Diff 20-19	Diff 19-18	Diff 18-17	
Davis	106									MAS units broken out in 21 in LWV of CA prior years
High Desert										no members
LWV Of Alameda	105	89	138	121	127	18%	-36%	14%	-5%	
LWV of Antelope Valley		17	16	14	26	-100%	6%	14%	-46%	VP contacted-most likely going to dissolve,thinking of disbanding- has not paid pmp for several years due to disagreement on membership numbers from several years ago, low membership for quite some time.
LWV Of Beach Cities	141	111	112	88	89	27%	-1%	27%	-1%	great job- interested in reasons
LWV Of Berkeley Albany Emeryville	163	144	208	153	315	13%	-31%	36%	-51%	great year around diverse program, strong prescene on social media
LWV Of Butte County	143	122	100	102	115	17%	22%	-2%	-11%	Outreach on registering voters
LWV Of California	13	164	161	94	59	-92%	2%	71%	59%	only contains members at large - no MAS units
LWV Of Central Orange Co. Area	56	58	61	53	45	-3%	-5%	15%	18%	2 years of decline
LWV Of Cupertino-Sunnyvale	115	120	119	91	85	-4%	1%	31%	7%	
LWV Of Diablo Valley	238	214	194	153	141	11%	10%	27%	9%	4 years of growth interested in reasons
LWV Of East San Gabriel Valley	17	17	18	23	23	0%	-6%	-22%	0%	very small League
LWV Of Eden Area	109	120	112	115	132	-9%	7%	-3%	-13%	
LWV Of El Dorado County	13	13	16	14	18	0%	-19%	14%	-22%	
LWV Of Fremont/Newark/Union	117	110	110	103	112	6%	0%	7%	-8%	
LWV Of Fresno	151	153	153	129	128	-1%	0%	19%	1%	
LWV Of Glendale-Burbank		43	43	58	50	-100%	0%	-26%	16%	consolidated with LA in 2020
LWV Of Humboldt County	186	178	189	178	185	4%	-6%	6%	-4%	
LWV of Kern County	43	43	44	51	46	0%	-2%	-14%	11%	
LWV Of Long Beach Area	73	75	72	72	84	-3%	4%	0%	-14%	
LWV Of Los Angeles	400	283	406	394	326	41%	-30%	3%	21%	Tom C thinks the number is overstated (370). He is in communication with treasurer.
LWV Of Marin County	176	189	204	176	194	-7%	-7%	16%	-9%	2 year decline
LWV Of Mendocino County	79	65	71	60	62	22%	-8%	18%	-3%	Outreach on registering voters and great monthly newsletter
LWV Of Merced County	57	57	53	64	61	0%	8%	-17%	5%	
LWV Of Monterey County	170	168	169	176	186	1%	-1%	-4%	-5%	
LWV Of Mount Baldy Area	146	142	184	167	163	3%	-23%	10%	2%	
LWV Of N. County San Diego	255	206	233	197	171	24%	-12%	18%	15%	great job- interested in reasons
LWV Of Napa County	70	57	56	46	33	23%	2%	22%	39%	4 years of growth -interested in reasons
LWV Of North & Central San Mateo County	151	147	165	152	142	3%	-11%	9%	7%	
LWV Of North Orange Co.	90	92	110	93	105	-2%	-16%	18%	-11%	2 years decline
LWV Of Oakland	379	341	381	371	330	11%	-10%	3%	12%	
LWV Of Orange Coast	211	193	225	179	187	9%	-14%	26%	-4%	

League of Women Voters of California Membership by Local League/MAS Unit

League	Membership					Percentage Differences from Prior Year				Notes
	Jan-21	Jan-20	Jan-19	Jan-18	Jan-17	Diff 21-20	Diff 20-19	Diff 19-18	Diff 18-17	
LWV Of Palo Alto	377	315	356	367	318	20%	-12%	-3%	15%	great job- interested in reasons
LWV Of Palos Verdes Peninsula	64	61	50	67	70	5%	22%	-25%	-4%	
LWV Of Pasadena Area	301	318	336	356	325	-5%	-5%	-6%	10%	3 years decline
LWV Of Piedmont	135	128	166	140	135	5%	-23%	19%	4%	
LWV of Placer County	56	45	56	38	53	24%	-20%	47%	-28%	Have made a good partnership with local college on civic education
LWV Of Redding Area	48	46	46	43	42	4%	0%	7%	2%	4 years of growth - while small --they did have growth
LWV Of Riverside	66	70	37	34	45	-6%	89%	9%	-24%	
LWV Of Sacramento County	184	137	154	136	175	34%	-11%	13%	-22%	great job- interested in reasons
LWV Of San Bernardino Area	90	74	68	57	51	22%	9%	19%	12%	4 years of growth -interested in reasons
LWV Of San Diego	570	492	482	354	318	16%	2%	36%	11%	4 years of growth - many program events, membership committee, strong committee structure
LWV Of San Francisco	173	105	118	91	242	65%	-11%	30%	-62%	Has strong voter service program including covering local measures that are published in SF Chronicle. Many partnerships, Utilizes salesforce to assist with membership renewals and track member outreach, good observer team/training. Social Media focus, membership committee
LWV Of San Joaquin County	75	81	76	70	64	-7%	7%	9%	9%	
LWV Of San Jose/Santa Clara	145	145	153	134	124	0%	-5%	14%	8%	
LWV Of San Luis Obispo County	156	117	130	109	115	33%	-10%	19%	-5%	great job- interested in reasons
LWV Of Santa Barbara	215	217	201	183	198	-1%	8%	10%	-8%	
LWV Of Santa Cruz County	82	80	83	85	94	2%	-4%	-2%	-10%	
LWV Of Santa Maria Valley	42	50	56	49	47	-16%	-11%	14%	4%	
LWV Of Santa Monica	98	70	86	74	84	40%	-19%	16%	-12%	good leaders train new board members, members interface well with community and attract new members
LWV of Solano County	66	86	54	42	45	-23%	59%	29%	-7%	
LWV Of Sonoma County	177	153	159	187	155	16%	-4%	-15%	21%	
LWV Of South San Mateo	173	169	172	156	124	2%	-2%	10%	26%	
LWV Of Stanislaus County	95	97	97	80	77	-2%	0%	21%	4%	
LWV Of SW Santa Clara Valley	105	121	122	137	115	-13%	-1%	-11%	19%	20-21 renewals went out late and needs follow-up
LWV Of Torrance Area	41	46	50	42	50	-11%	-8%	19%	-16%	2 years of decline
LWV Of Tulare County	62	56	52	49	44	11%	8%	6%	11%	partners with like groups and good programs for community
LWV Of Ventura County	128	120	96	80	94	7%	25%	20%	-15%	
LWV of West Contra Costa County	30	64	63	63	48	-53%	2%	0%	31%	clean up of membership database, members deceased, focus is know on membership
LWV Of Western Nevada County	53	73	83	149	147	-27%	-12%	-44%	1%	3 years of decline
LWV Of Whittier	50	46	45	46	41	9%	2%	-2%	12%	
LWV Of Woodland	59	59	61	56	50	0%	-3%	9%	12%	

League of Women Voters of California Membership by Local League/MAS Unit

League	Jan-21	Jan-20	Jan-19	Jan-18	Jan-17	Percentage Differences from Prior Year				Notes
						Diff 21-20	Diff 20-19	Diff 19-18	Diff 18-17	
Mother Lode	72									MAS units broken out in 21 in LWV of CA prior years
Plumas	17									MAS units broken out in 21 in LWV of CA prior years
Santa Clarita	1									MAS unit, only one member will be doing follow up in the next week or two, local college shut down due to pandemic
Grand Total	8187	7569	8036	7371	7441	8%	-6%	9%	-1%	

Green top ten leagues for total membership

Green Double digit increase

Red loss from prior year

Note Glendale Burbank folded into LA League in 2021.

INFORMATION ONLY

Helen Hutchison

Chris Carson and I continue to watch most state redistricting commission meetings. We also attend regular meetings with our partners. These are weekly general meetings, and frequently another one or two specialized meetings – such as language access and public outreach. They recently announced their intent to hire a partnership of two line drawing firms. The reputation of both firms is excellent, and their combined presentation to the commission was equally good. The next important work will be to hire voting rights and litigation attorneys. Chris and I will both be glued to our computers during those interviews.

Our other work is focused on supporting local Leagues:

- We both regularly make presentations to local Leagues about redistricting, and how local Leagues can and should be involved in the process. These presentations have all gotten rave reviews, including from one state commissioner.
- We continue to develop new guides and tools for local Leagues to use, as well as to provide them with those developed by our partners.

National Day of Action

The LWVUS is holding a Day of Action on April 29, focusing on redistricting. This is part of the People Powered Fair Maps Campaign through which we have received a grant. Our plan in California is to engage local Leagues around the state in urging their local governments – cities, counties, school boards, community college boards, special district boards – to follow best practices in redistricting, doing robust public outreach, and drawing maps that respond to the public input. Based on some preliminary work, there are at least some of these agencies that don't think they need to do anything in response to the census data. Local Leagues are letting them know that we are watching.

We expect that the “day” of action will be more like a week of action, as local Leagues reach out, make public statements, and otherwise let the officials and the public know about redistricting – both what is required, and what we expect. We are in the process of developing a toolkit for local Leagues to use. A request for volunteers to help us write the toolkit received responses that indicated that the toolkit would be welcome – but no actual volunteers.

INFORMATION ONLY

Carol Moon Goldberg

Convention plans

Convention 2021 is virtual. The LWVC has multiple Zoom accounts to be used for workshops and the plenary sessions. Non delegates can observe plenary sessions live via some platform other than Zoom. Non delegates will be able attend workshops and caucuses.

Secretary of State Weber and LWVUS President Dr. Deborah Turner will be speakers during the plenary sessions. LWVC Executive Director Stephanie Doute will also address the convention.

Workshops will be offered June 8 - 10 at 12:00 and 5:00. They will be recorded. The workshops are open to all who wish to attend. A flat fee of \$25 will be charged allowing League members to attend as many as they can. Workshops topics include program areas housing, homelessness, local redistricting, climate change, and criminal justice, being a League treasurer, local advocacy, use of technology for League meetings and events including candidate forums, DEI, and League Great Ideas. This is not an exhaustive list.

Plenary will be from June 11 - 13. Sessions will be 90 minutes long. Voting delegates will be identified by staff as the delegates sign in. All voting will be done with Zoom polling function. Speakers will use Q & A function to indicate that they wish to speak and if they are speaking for or against a motion.

Delegate registration rates are \$75 per person. LWVC Board members will have their registration fee waived. Special registration instructions will be given by Sharon Stone once registration has opened.