

LWVC/LWVCEF

Board of Directors Meeting

May 21, 2023

Location: Ballroom Hyatt Regency Downtown San Francisco

Sunday, May 21, 2023

12:15 PM - 12:45 PM LWVC/LWVCEF formal board meetings



LWVC BOARD OF DIRECTORS MEETING

Sunday, May 21, 2023

President Carol Moon Goldberg

Second Vice President Gloria Chun Hoo

Treasurer Frances Carrillo

Director Debbie Fagen

Director Helen Hutchison

Director Maya Paley

Secretary Caroline de Llamas

Director Maxine Anderson

Director Cynthia Heard

Director Adena Ishii

Staff: Executive Director Stephanie Doute

Time	Topic	Person
	Administrative	
2 min	1. Call to Order / Roll Call	Moon Goldberg
5 min	2. Agenda Adjustments	Moon Goldberg
2 min	3. Conflict of Interest Stated	de Llamas
5 min	4. Consent Calendar –See attachment for complete list of items	de Llamas
10min	5. Treasurer’s Report – Please review Financial Reports Feb. 2023	Carrillo
5 min	6. Executive Director’s Report	Doute
5 min	7. Motions None scheduled	
	Director/Committee Reports	
	8. Program & Advocacy	Chun Hoo
	9. Other Business	Moon Goldberg
	10. Closed Session No closed session is planned for this meeting	
	11. Items for Future Agendas	Moon Goldberg
	12. Adjournment	Moon Goldberg



LWVC BOARD OF DIRECTORS EDUCATION FUND
Sunday, May 21, 2023

President Carol Moon Goldberg

Second Vice President Gloria Chun Hoo

Treasurer Frances Carrillo

Director Debbie Fagen

Director Helen Hutchison

Director Maya Paley

Staff: Executive Director Stephanie Doute

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5 min	2. Agenda Adjustments	Moon Goldberg
2 min	3. Conflict of Interest Stated	de Llamas
5 min	4. Consent Calendar - –see attachment for complete list	de Llamas
10min	5. Treasurer’s Report –	Carrillo
5 min	6. VP Report on Voter Service	
10 min	7. Motions None scheduled	

	8. Other Business	Moon Goldberg
	<i>none</i>	
	9. Items for Future Agendas	Moon Goldberg
	10. Adjournment	Moon Goldberg

LWVC/LWVCEF Consent Calendar

Caroline de Llamas, Secretary

May 21, 2023 – State Board Kit

Governance/Administration

- 1. Approval of LWVC Minutes***
 - Regular Meeting of March 18, 2023
 - Executive Committee Meeting of March 23, 2023
- 2. Approval of LWVCEF Minutes***
 - Regular Meeting of March 18, 2023
- 3. Resignations of Local League Coaches**
 - Roseanna Torretto (LWV Sacramento)
 - Sharon Wallace (LWV Butte County)
- 4. Designation of Delegates to LWVUS Council (June 22-25, 2023)**
 - Chris Carson, Adena Ishii, and Stephanie Doute
- 5. Designation of Signatories for the LWVC transactional and investment accounts, effective July 1, 2023**
 - President, Treasurer, and Executive Director
- 6. Designation of Signatories for the LWVCEF transactional and investment accounts, effective July 1, 2023**
 - President, Treasurer, and Executive Director.

***Attachments**

Please note: Consent Calendar items are adopted by one motion. Any board member may request removal of an item for individual consideration at the meeting. Report any additions or corrections to the LWVC/EF Secretary prior to the board meeting at dellamasc@aol.com.

League of Women Voters of California
Minutes of a Regular Meeting of the Board of Directors
March 18, 2023 – 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 3:02 p.m. on Saturday, March 18, 2023. A quorum was present as follows:

Responding Officers and Directors

President Carol Moon Goldberg
Secretary Caroline de Llamas
Director Maxine Anderson
Director Cynthia Heard
Director Adena Ishii

Second Vice President Gloria Chun Hoo
Treasurer Frances Carrillo
Director Debbie Fagen
Director Helen Hutchison
Director Shelly Saini.

Absent: Director Maya Paley.
Staff Present: Executive Director Stephanie Doute.

CONFLICT OF INTEREST: None stated.

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

Approval of LWVC Minutes

- January 21, 2023 Regular Meeting, as presented.

Approval of the Dissolution of the Santa Clarita MAS/MAL Unit

- The Dissolution of the Santa Clarita MAS/MAL Unit was approved as recommended by Jacquie Canfield, LWVC State Coordinator of the Local League Coaches.

TREASURER'S REPORT: Treasurer Frances Carrillo presented an overview of the LWVC Balance Sheet as of January 31, 2023, Budget by Class July 2021 to January 31, 2023, and Budget vs. Actuals July 2021 to January 31, 2023. The reports were received and filed.

EXECUTIVE DIRECTOR'S REPORT: Executive Director Stephanie Doute noted she had nothing to add to the report she presented during the workshop session earlier today.

OTHER BUSINESS: President Moon Goldberg called for other business and the following motions were presented for consideration.

Motion: Finance Committee moved to amend the LWVC Fiscal Management Policy M-1 of the Policies and Procedures, as reflected in the March 2023 State Board Kit (SBK). The motion was carried unanimously (Paley absent).

Motion: Hoo/Hutchison moved the LWVC Board of Directors recommend the Proposed Program for 2023-2025 based on program planning results from the membership for presentation/consideration by the Convention 2023 delegates, as reflected in the March 2023 State Board Kit (SBK). The motion was carried unanimously (Paley absent).

Motion: Convention Committee moved the Rules of Convention, appearing in the March 2023 State Board Kit (SBK) be recommended to the delegate body of the 2023 LWVC Convention. The motion was carried unanimously (Paley absent).

Motion: Finance Committee moved the Proposed 2023-2025 Proposed Budget, appearing in the March 2023 State Board Kit (SBK) be recommended to the delegate body of the 2023 Convention. The motion was carried unanimously (Paley absent).

Motion: Legislation Committee moved that the Legislative Priorities for the 2023 Legislative Session, as reflected below, be adopted. The motion was carried unanimously (Paley absent).

California Legislative Priorities 2023

1. Making Democracy Work

1. Voting Rights
2. Voter Protection and Service
3. Election Reform with a focus on expanding the electorate and making it more representative – ACA 4 (to expand voting rights to those incarcerated) and SCA 1 (recall of the gov error)
4. Money in Politics
5. Local Redistricting Legislation – Fair Maps and Independent Redistricting Commissions bill.

2. Housing

1. Housing supply – availability, affordability, and production
2. Homelessness.

3. Climate Change

4. Criminal Justice

5. Other Legislative Issues as time and resources permit

1. Support requests from local Leagues and ILOs for advocacy on bills of specific interest to their jurisdictions
2. Act as appropriate on other core issues, like the Initiative and Referendum Process and Open Government
3. Consider Program Director recommendations for action on the highest priority bills in their program areas.

BOARD COMMENTS: President Moon Goldberg, in response to the inquiry of Director Cynthia Heard, elaborated on the LWVC Nominating Committee process/procedures.

ADJOURNMENT: There was no further business to come before the board. The meeting was duly adjourned by the Chair at 3:22 p.m.

Submitted by:

/s/

Caroline de Llamas
LWVC Secretary

Attachment: LWVC Board Committees and Task Forces – Updated through March 18, 2023

LWVC Board Committees – Updated 03/18/2023

Audit	Convention	DE&I
Marjorie Bailey – Chair Staff: N/A Debbie Fagen	Debbie Fagen – Chair Staff: Sharon Stone Carol Moon Goldberg Off Board Support - TBD	Adena Ishii – Chair Staff: Sharon Stone Carol Moon Goldberg Gloria Chun Hoo Maya Paley Off Board Darlene Evans Laura Hernandez April Oquenda
Development	Executive	Finance
Cynthia Heard – Co-Chair Maya Paley – Co-Chair Staff: Stephanie Doute Carol Moon Goldberg Helen Hutchinson Adena Ishii Off Board Debra Barger	Carol Moon Goldberg - Chair Staff: Stephanie Doute Fran Carrillo Caroline de Llamas Gloria Chun Hoo	Fran Carrillo – Chair Staff: Rosalinda Venegas/ Stephanie Doute Debbie Fagen Carol Moon Goldberg Maya Paley Shelly Saini Off Board Katherine Gavzy Natalya Zernitskaya
Governance	Legislation	Local League Coaches
Chair – TBD Staff: Stephanie Doute Fran Carrillo Caroline de Llamas Carol Moon Goldberg Helen Hutchison Adena Ishii Off Board Jacquie Canfield	Gloria Chun Hoo – Chair Staff: Dora Rosa Maxine Anderson Carol Moon Goldberg Helen Hutchison Off Board Mary O’Kicki April Oquenda Elizabeth Ralston Ashley Raveche Susan Rice Shelly Saini Diz Swift Mia Villasenor	Jacquie Canfield – Chair Caroline de Llamas – Board Liaison Staff: Sharon Stone Carol Moon Goldberg
Nominating	Voter Engagement	
Carolina Goodman – Co-Chair Marilu Guevara – Co-Chair Staff: Stephanie Doute Kandea Mosley Gandhi (<i>Appointed to fill vacancy of elected member</i>) Maxine Anderson Maya Paley	Carol Moon Goldberg – Co-Chair Co-Chair - TBD Shelly Saini Staff: TBD	

LWVC Task Forces – Updated 03/18/2023

Strategic Planning	MyLO	Voter’s Edge Fundraising
Chair – TBD Staff: Stephanie Doute Fran Carrillo Debbie Fagen Carol Moon Goldberg Adena Ishii	Shelly Saini – LWVC Liaison Staff: Amaris Lebron Carol Moon Goldberg Off Board Support – TBD	Chair - TBD Staff: Sharon Stone Cynthia Heard Carol Moon Goldberg Off Board Support - TBD

League of Women Voters of California
Minutes of a Meeting of the Executive Committee
March 23, 2023 – Electronic Communication

CALL TO ORDER: President Carol Moon Goldberg called the Meeting of the Executive Committee of the League of Women Voters of California (LWVC) to order at 7:45 p.m. on Thursday, March 23, 2023, to discuss the item noted below. A quorum was present as follows:

Responding Officers and Directors

President Carol Moon Goldberg
Secretary Caroline de Llamas

Second Vice President Gloria Chun Hoo
Treasurer Frances Carrillo.

Absent: None.

Staff Present: Executive Director Stephanie Doute.

CONFLICT OF INTEREST: None were stated.

CLOSED SESSION ITEM

President Moon Goldberg called for a Closed Session following roll call for the discussion of personnel matters. Executive Director Stephanie Doute was invited to join the Closed Session.

RECONVENED IN OPEN SESSION

The meeting was reconvened at 8:15 p.m. with all members of the Executive Committee present. President Moon Goldberg advised that there was no reportable action resulting from the discussion.

ADJOURNMENT

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

Submitted by:

/s/

Caroline de Llamas
LWVC Secretary

**League of Women Voters of California Education Fund
Minutes of a Regular Meeting of the Board of Directors
March 18, 2023 – 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 3:22 p.m. on Saturday, March 18, 2023. A quorum was present as follows:

Responding Officers and Directors

President Carol Moon Goldberg
Treasurer Frances Carrillo
Director Debbie Fagen
Director Gloria Chun Hoo
Director Adena Ishii

Secretary Caroline de Llamas
Director Maxine Anderson
Director Cynthia Heard
Director Helen Hutchison
Director Shelly Saini.

Absent: Director Maya Paley.

Staff Present: Executive Director Stephanie Doute.

CONFLICT OF INTEREST: None stated.

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

Approval of LWVCEF Minutes

- January 21, 2023 Regular Meeting, as presented.

Adoption of LWVCEF Resolution No. 2023-1

- A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LEAGUE OF WOMEN VOTERS OF CALIFORNIA EDUCATION FUND (LWVCEF) CERTIFYING CERTAIN ACTIONS OF THE BOARD TO ACCEPT A BEQUEST AS A BENEFICIARY/CLAIMANT PURSUANT TO NOTIFICATION FROM THE RIVERSOURCE LIFE INSURANCE COMPANY (DC ID 17067817)

TREASURER'S REPORT: Treasurer Frances Carrillo presented an overview of the LWVCEF Balance Sheet as of January 31, 2023, Budget by Class July 2021 to January 31, 2023, and Budget vs. Actuals July 2021 to January 31, 2023. The reports were received and filed.

VOTER SERVICE: President Moon Goldberg referenced the March 2024 Primary. There was discussion about items that may be on the ballot and possible LWVC activities.

OTHER BUSINESS: The following motions were offered for consideration.

Motion: Finance Committee moved to amend the LWVCEF Fiscal Management Policy M-1 of the Policies and Procedures, as reflected in the March 2023 State Board Kit (SBK). The motion was carried unanimously (Paley absent)

Motion: Ishii/Hutchison moved to approve continuing the use of Voter's Edge and partnership with MapLight, contingent on the President and Executive Director approving an appropriate Memorandum of Understanding (MOU) with MapLight. The motion was carried unanimously.

BOARD COMMENTS: Director Maxine Anderson commented that she has enjoyed her Board service, and her work on the Nominating Committee as a board representative this term. She also noted that the Nominating Committee conducted its business in concert with the Bylaws and established procedures in determining the recommended slate.

ADJOURNMENT: There was no further business to come before the board. The meeting was duly adjourned by the Chair at 3:37 p.m.

Submitted by:

/s/
Caroline de Llamas
LWVCEF Secretary

Consent Item/Information Only

Jacquie Canfield

Consent Agenda Item –

- Coaches – Roseanna Torretto, Sacramento and Sharon Wallace, Butte County will be stepping down from their positions as local League coach at the end of June. Roseanna served on the team since 2009 and Sharon Wallace since 2020. We are grateful for your service and will miss them.

Information Only

Local League Coaches Committee Report - The team continues to work to find additional LLCs, providing monthly reminder of national and state League items to local League leaders, work on materials to assist local Leagues and LLCs, and providing support to local Leagues. Below are summary notes from the March 14 (13 attending), April 1 in person meeting (22 attending, with seven remote), and May 9 (9 attended) meeting. Monthly meetings are recorded for coaches not able to attend.

Trainings/Tools for Local Leagues

- Just In Time Training – We are collaborating with staff to move over the completed JIT videos to the LWVC YouTube website (Chairing a Board Meeting and League Committees). Other JIT topics in the works include League Lingo, Board Minutes, Record Retention and Non-Partisan.
- Officer Videos – Recognizing positions differ based on local Leagues needs and size, the coaches are looking to create videos for certain positions. Currently exploring the president and five other positions.
- In-Person Meeting for LLC – The coaches met in person the Martin Luther King Library in San Jose. Twenty-two coaches were in attendance with seven attending remotely. We got to know each other better, shared highlights of remarkable things and challenges happening at local Leagues, explored ways we could assist local Leagues better and discussed topics we would like to cover at the LWVC workshop. All coaches were aware that there were no funds budgeted for this expense and were told their expenses would be covered if submitted. Several coaches traveled many hours to get to this meeting. Your dedicated team of coaches all chose to cover their own expenses. Their in-kind donations total approximately \$3500. In addition, Sharon Stone your dedicated staff liaison joined us in person at this Saturday meeting.
- LLC Convention Workshop – A pre-convention survey for local League boards to complete. They were asked the top three operational issues they struggle with as a League, asked them to assess different League resources, and suggestions on how to help these resources as well as suggestions to help them be more successful.
 - While results are still being gathered and reviewed, we can report the top three operational issues are: Membership, Communication and Leadership Succession.

- In addition, about a third of the participants are not familiar with the available resources and another 10-15% do not use these resources for varied reasons.
- The workshop will share the results of the survey and provide information about the different resources that are available to them now.
- We will also introduce the Just in Time Training videos, the work in progress Membership Engagement Cycle Toolkit, and Fall 2023 webinar on nonpartisanship to prepare all League members for the Election 2024 season.
- Election 2024 – The coaches discussed planning webinars for Fall 2023 to prepare our members and local Leagues for the upcoming 2024 elections. Topics include nonpartisan and producing local League Pros/Con materials.

Membership Comparison Report

LWVUS sends an official membership report in early March. Accompanying this report is Membership Comparison Report that includes the January 2023 membership numbers and the six prior years for all the California Leagues. Here are major take aways from looking at the data:

- Total LWVC members is 3% higher than last year, however it is also the second lowest membership level for the past seven years.
- The membership change represents a small gain of less than \$1400 per member payment.
- This year the larger Leagues did not have the decline like last year.
- 24 Leagues showed an increase of 10% or more in membership from last year. However, several of these Leagues were making up for the large losses from the prior year. We have reached out to these Leagues to understand what they did to increase their membership and highlight insight into the change where known.
 - Five Leagues membership truly grew more than 10%. This includes San Luis Obispo, Davis MAS unit, El Dorado County, Solano County, and North Orange County.
 - San Luis Obispo continues to grow an additional 108 members (41%) totaling 369 members. It is now the second largest Leagues in California. As mentioned last September their increase is due to program events, participating in the redistricting efforts, and voter service projects.
 - Davis MAS unit ran a particularly good campaign to capture members that lapse the year before and gained few new members.
 - El Dorado County has been struggling and made deliberate efforts to their community partnering with both the democrat and republican parties, reach out to different communities and hosted candidate forums. These actions gained them new members.

- North Orange County has a strong membership committee, a popular Lunch with the League events and good community outreach programs.
- Twelve local Leagues have less than 50 members. Five years ago, six of these Leagues had more than fifty members. The remaining six have been hovering around the same number of members for the past five years. While fifty members is not a magic number for a League size, it is an indicator of Leagues needing to prioritize their work and rely on dedicated League individuals to be successful in their communities. A few of them are truly struggling to stay a viable League. Coaches have been assisting them, giving them guidance to help make them stronger. More than one is still in a precarious situation.
- 23 Leagues lost members, with nine of them either losing 20% from last year or lost 10% or more two years in a row. While we have not heard back from many of the Leagues, we are hearing a consistent theme of members aging out, moving, or passing and not being able to recruit new members (Santa Monica, Mt. Baldy Area, San Joaquin Area) and struggling to get existing members to take on leadership positions (Alameda).
- Eight Leagues had no change in membership. While this can happen, this could be a sign that membership records have not been updated and we are verifying that the records were updated with the Leagues.
- The follow up and focus charts report can be found here: [Membership Follow-up List](#).