



THE LEAGUE OF WOMEN VOTERS
OF MENDOCINO COUNTY

Annual Meeting

June 1, 2024 12:00 noon

Caspar Community Center

Agenda

- | | |
|--|---------------------|
| 1. Welcome, Call to Order, Adoption of Agenda | Charlene McAllister |
| 2. Approval of Annual Meeting Minutes – June 17, 2023 | Jane Person |
| 3. Presentation of 2023/24 Financial Report | Nancy Severy |
| 4. Presentation/Adoption of Recommended 2023/24 Budget | Jim Havlena |
| 5. Upcoming Changes to Dues Arrangements | Cindy Plank |
| 6. Discussion/Adoption of Recommended Changes to By-laws | Carole Press |
| 7. Election of Directors, Officers, Off-Board Chairs | Carol Czadek |
| • Verification of quorum | |
| • Nominating Committee Report | |
| • Nominations from the Floor | |
| • Election of Directors, Officers, Off-Board Chairs | |
| 8. Adoption of Local Program | Dorine Real |
| 9. Directions to the Board from Members | New officers |
| Adjournment | |

*Lunchtime to follow. Please bring an appetizer, salad, or dessert to share.
Bread, soup, and coffee/tea will be provided.*

Supporting Documents:

2023 Annual Meeting Minutes	pp. 2-3	Proposed Changes to Bylaws	p. 7-8
Annual Financial Report	p. 4-5	Nominating Committee Report	p. 9
Budget Recommendation	p. 6	Local program	p. 10

Annual Meeting Minutes

June 17, 2023

at Caspar Community Center

submitted by Carole Press

Attendance: Doreen Real, Paula Cohen, Charlene McAllister, Jary Stavely, Nancy Severy, Pat Dunbar, Nancy Kleiber, Lee Tepper, Jim Havlena, Cindy Plank, Jim Plank, Carol Czadek, Lee Finney, Jade Tippett, Carole Press and Garth Saalfield.

1. Meeting Called to Order. Jary Stavely confirmed there was a quorum present, then Paula Cohen called the meeting to order at 12:09 pm.

2. Meeting Agenda. Motion to accept: Charlene McAllister, seconded: Jary Stavely, approved: unanimous

3. Recommendation to accept the Minutes of the 2022 Annual Meeting presented by Jary Stavely: Motion to accept as presented: Nancy Kleiber, second: Nancy Severy; approved: unanimous

4. Fiscal Year 2022–2023 Financials: Balance Sheet and Statement of Activities were presented by Treasurer, Nancy Severy. [see p. 4] Jim Havlena presented the proposed Financial Budget for the 2023-2024 fiscal year.

Motion to accept 2022–2023 fiscal year and budget as presented: Cindy Plank, second: Charlene McAllister
Approved: unanimous

5. The 2023–2024 nominated slate of officers and directors was presented for recommendation by Carol Czadek, Chair of the nominating committee.

Officers: Charlene McAllister President
 Jary Stavely & Dorine Real Co-Presidents
 Nancy Severy Treasurer
 Carole Press Secretary

Motion to accept nominated officers: Pat Dunbar, seconded Garth Saalfield

Board Members: Jane Person, Lee Tepper, Pat Dunbar, Cindy Plank

Committee Chairs: Pat Dunbar Voter Services
 Cindy Plank Membership
 Jary Stavely & Nancy Kleiber Meet & Greet
 Jary Stavely & Dorine Real Newsletter—VOTER

Motion to accept nominated board members: Cindy Plank, seconded Nancy Kleiber.

6. The Board of Directors recommend adoption of the following Local Program:

- Voter services activities.
- Participation in the Local Coastal Program update process, with an emphasis on
- enabling and encouraging public participation. Grass Roots Institute will lead with
- support from the LWV of Mendocino County;
- Following our “lens” themes of climate and diversity;

- Education and public involvement on emerging local issues;
- Promotion of democratic values and attitudes;
- Strengthening our organization by increasing participation.

LWV of Mendocino County supports the national “Making Democracy Work” program. We will encourage individual members to use the LWVC interest group structure to pursue other themes of community concern.

Note: The Board addressed the membership’s desire for hybrid meetings.

Motion to accept: Cindy Plank, second: Pat Dunbar

Additional discussion:

- Concern to address progressives reaching our local rural/conservative community with a was shared by Garth. Information regarding activities of other states can be found on the LWV National website.

There will be committees formed to work on issues of interest.

- Board President elect Charlene McAllister addressed the members and thanked Dorine for her service and support. She also reiterated her desire to ensure full access to board meetings and will look for ways to create an effective hybrid format.
- District Hospital Board members Lee Finney and Jade Tippett were present to provide membership with a status update. Their board is exploring ways to address retrofitting needs of the hospital, which is estimated to cost \$15--\$20M. Building a new hospital is also being discussed and estimated to cost \$110M. They expressed the need for activities to support Measure “C” initiatives and mentioned that a new bond initiative may be needed. The benefits of building a new hospital were discussed, as well as some of the barriers for success. Notably: Assembly Member Jim Wood has introduced AB867, which if passed will provide additional financial support for retrofitting.
- The lucky winner of the LWV bobby pins was Nancy Kleiber.

There being no further business, the meeting was adjourned at 1:00 pm.

Submitted by: Carole Press

Annual Financial Report

Statement of Financial Position as of April 30, 2024

11:30 AM

04/27/24

Accrual Basis

LWV of Mendocino County
Statement of Financial Position FY 23-24 YTD
As of April 27, 2024

	Apr 27, 24	Apr 27, 23
ASSETS		
Current Assets		
Checking/Savings		
Checking	23,718.94	24,242.65
Savings	7,882.23	7,879.27
Education Fund at LWVC	5,436.71	4,633.21
Total Checking/Savings	37,037.88	36,755.13
Other Current Assets		
Undeposited Funds	0.00	150.00
Total Other Current Assets	0.00	150.00
Total Current Assets	37,037.88	36,905.13
TOTAL ASSETS	37,037.88	36,905.13
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	200.00	990.00
Total Accounts Payable	200.00	990.00
Total Current Liabilities	200.00	990.00
Total Liabilities	200.00	990.00
Equity		
Restricted Funds		
Donor Restricted Funds		
Education Fund - Restricted	5,436.71	4,633.21
Voter Svs/Reg Fund - Restricted	458.64	1,223.10
Douglass Diversity Fund - Restr	1,200.00	1,200.00
Total Donor Restricted Funds	7,095.35	7,056.31
Total Restricted Funds	7,095.35	7,056.31
Unrestricted Net Assets	26,564.20	25,453.75
Net Income	3,178.33	3,405.07
Total Equity	36,837.88	35,915.13
TOTAL LIABILITIES & EQUITY	37,037.88	36,905.13

Annual Financial Report, cont'd

Statement of Activities with Budget Comparison

Fiscal Year 2022-2023

11:25 AM
04/27/24
Annual Report

LWV of Mendocino County
Profit & Loss YTD vs Annual Budget - FY 23-24
July 1, 2022 through April 27, 2024

	Jul 1, '22 - Apr 27, 24	Budget	\$ Over Budget	% of Budget
Income				
Donations				
Donations-General	1,818.00	500.00	1,318.00	283.6%
Donations-Education Fund	1,340.00	500.00	840.00	268.0%
Donations-F Douglass Fund	10.00	0.00	10.00	100.0%
Donations-In-Kind	345.88	0.00	345.88	100.0%
Total Donations	3,513.88	1,000.00	2,513.88	351.4%
Dues				
Individual	3,300.00	3,300.00	0.00	100.0%
Household	1,440.00	1,380.00	60.00	106.7%
Total Dues	4,740.00	4,680.00	60.00	101.5%
Interest				
Restrictions	1.88	10.00	-8.02	18.8%
Fundraisers				
Fundraiser Income	0.00	1,000.00	-1,000.00	0.0%
Total Fundraisers	0.00	1,000.00	-1,000.00	0.0%
Total Income	8,253.88	6,680.00	1,573.88	124.0%
Expense				
Fundraising Expense				
Fundraiser Expense	0.00	300.00	-300.00	0.0%
Total Fundraising Expense	0.00	300.00	-300.00	0.0%
Program Expenses				
Annual Focus	0.00	1,000.00	-1,000.00	0.0%
 Voter Services/Registration				
Youth Outreach	38.13	0.00	38.13	100.0%
Voter Serv/Regis - General	143.80	800.00	-656.20	73.0%
Credentia Forums	0.00	500.00	-500.00	0.0%
Meet & Greets	200.00	500.00	-300.00	40.0%
Pres/Care	52.66	300.00	-247.34	10.9%
Voter's Edge	0.00	100.00	-100.00	0.0%
Voter Registration	445.71	300.00	145.71	148.6%
Total Voter Services/Registration	879.70	2,900.00	-2,020.30	29.9%
Total Program Expenses	879.70	3,900.00	-3,020.30	22.6%
Dues - PMP				
Dues PMP All	2,366.00	0.00	2,366.00	100.0%
Dues to LWVC	0.00	4,000.00	-4,000.00	0.0%
Total Dues - PMP	2,366.00	4,000.00	-1,634.00	59.2%
Operating/Admin Expenses				
Bank Fees	97.20	10.00	87.20	272.5%
Conventions/Workshops	0.00	4,000.00	-4,000.00	0.0%
Insurance	44.37	50.00	-5.63	88.7%
Media/Publishing	0.00	100.00	-100.00	0.0%
Meeting Expenses	540.00	500.00	40.00	108.0%
Membership Development	221.21	0.00	221.21	100.0%
Post Office Box Rent	175.00	200.00	-25.00	87.5%
Postage	98.00	50.00	48.00	96.0%
Total Operating/Admin Expenses	1,334.88	5,750.00	-4,415.12	19.2%
Technology Expense				
Domain services	12.00	20.00	-8.00	60.0%
Equipment	0.00	500.00	-500.00	0.0%
Tech Services	380.00	500.00	-120.00	76.0%
VOIP Telephony	0.00	10.00	-10.00	0.0%
Website	378.00	380.00	-2.00	100.0%
Zoom	0.00	200.00	-200.00	0.0%
Total Technology Expense	770.00	1,580.00	-810.00	48.7%
Total Expense	8,777.88	18,160.00	-9,382.12	31.8%
Net Income	-3,173.33	-9,520.00	6,346.67	-33.4%

Budget Recommendation

11:16 AM
04/27/24
Accrual Basis

LWW of Mendocino County
PROPOSED BUDGET FY 24-25
July 2024 through June 2025

	Jul '24 - Jan '25
Income	
Donations	
Donations-General	3,000.00
Donations-Education Fund	300.00
Total Donations	3,300.00
Dues	
Individual	3,720.00
Household	1,710.00
Total Dues	5,430.00
Interest	10.00
Fundraisers	
Fundraiser Income	2,000.00
Total Fundraisers	2,000.00
Total Income	10,740.00
Expense	
Fundraising Expense	
Fundraiser Expense	300.00
Total Fundraising Expense	300.00
Program Expenses	
Program Expense - General	100.00
Annual Focus	200.00
Voter Services/Registration	
Youth Outreach	1,500.00
Voter Serv/Regis - General	600.00
Candidate Forums	500.00
Meet & Greets	500.00
Press/Press	300.00
Voter's Edge	400.00
Voter Registration	600.00
Total Voter Services/Registration	4,400.00
Total Program Expenses	4,700.00
Dues - PMP	
Dues PMP All	5,430.00
Total Dues - PMP	5,430.00
Operating/Admin Expenses	
Operating Expense - General	100.00
Bank Fees	50.00
Conventions/Workshops	5,000.00
Insurance	50.00
Media/Publicity	100.00
Meeting Expenses	600.00
Membership Development	500.00
Post Office Box Rent	200.00
Postage	100.00
Total Operating/Admin Expenses	7,000.00
Technology Expense	
Domain services	20.00
Equipment	100.00
Tech Services	100.00
VOIP Telephone	10.00
Website	380.00
Zoom	100.00
Total Technology Expense	710.00
Total Expense	15,140.00
Net Income	-7,400.00

Proposed Bylaw Changes

Old Article III:

ARTICLE III MEMBERSHIP

Section 1: Eligibility: Any person who subscribes to the purpose and policy of the League and who pays dues as provided for in Article VIII, Section 2, shall be a member of the League (herein referred to as a “member”).

Section 2: Types of Membership: The membership of the League shall be composed of the following:

- Persons at least 16 years of age who join the League shall be voting members.
- Associate League members shall be those under 16 years of age.
- Life Members: Honorary Life members are those who have been members of League for 50 years and are therefore exempt from paying dues.

Section 3: Termination of Membership: The status of members may be terminated as follows:

- A member may resign at any time by delivering a written notice to the local League.
- League membership automatically terminates upon the death of a member.
- The Board may terminate a member for non-payment of dues; or may terminate or suspend a member for conduct which the Board shall deem inimical to the best interests of the organization. The Member may submit a written statement to the Board regarding the proposed termination or suspension not less than five days before the effective date of the proposed action. Prior to the effective date, the Board shall review any statement on the proposed action. A suspended local League member shall not be entitled to exercise any of the voting rights set forth in these by laws.

Proposed **new** Article III (new language highlighted):

ARTICLE III MEMBERSHIP

Section 1: Eligibility: Any person who subscribes to the purpose and policy of the League and who pays dues in accordance with the National League bylaws policy shall be a member of the League (herein referred to as a “member”), except as exempt in Article III, Section 2.

Section 2: Types of Membership: Membership lasts for one year after joining or renewal The membership of the League shall be composed of the following:

- Voting members: Persons at least 16 years of age who join the League shall be voting members.
- Associate members: Associate League members shall be those under 16 years of age.
- Life Members: Honorary Life members are those who have been members of League for 50 years and are therefore exempt from paying dues.
- Student members: Student members are defined as individuals enrolled as full or part time students in an accredited institution, and are exempt from paying dues.

Section 3: Termination of Membership: The status of members may be terminated as follows:

- A member may resign at any time by delivering a written notice to the local League.
- League membership automatically terminates upon the death of a member.
- Members who fail to renew within a specified period by the National League will be removed from the roster.
- Per the National League Member Rights and Responsibilities, only the National League can revoke a membership.

Old Article VIII language (excerpt):

Section 2: Dues: Annual dues shall be determined at the Annual Meeting by a majority vote of local League members present. Such dues shall be payable on September 1st of each year. Any member who fails to pay dues within sixty days after they become payable shall no longer be a member of the League.

Proposed **new** Article VIII (new language highlighted):

ARTICLE VIII FINANCIAL ADMINISTRATION

Section 1: Fiscal Year: The fiscal year of the League shall commence on the first day of July of each year.

Section 2: Dues: Dues shall be payable on September 1st of each year. Effective January 1, 2025, dues will be due one year after joining or renewal. Any member who fails to pay dues within sixty days after they become payable shall no longer be a member of the League.

Section 3: Budget: A proposed budget for the ensuing year shall be sent to each member of record between twenty and ninety days before the Annual Meeting. The proposed budget shall provide for local League operations and all "Per Member Payments" (PMP). The budget is adopted at the Annual Meeting by a majority of local League members present and voting. **Section 4: Fiscal Report:** The Board shall present a fiscal report to the membership at the Annual Meeting.

Section 5: Distribution of Funds on Dissolution: In the event of dissolution of the local League, all money and securities, which at the time may be owned by or under the absolute control of the League, shall be paid to the League of Women Voters of California. All other property under the control of the League shall be disposed of by the Board for public, charitable, or educational uses and purposes.

Nominating Committee Report

2024/25 Recommended Slate of Officers, Directors, Off Board Chairs

The Board has a minimum of 9 members: 5 elected officers and 4 more elected members. Once elected, the Board may appoint up to 3 more members.

To be elected by membership at the Annual Meeting:

- 5 Elected Officers
 - President, Charlene McAllister
 - 1st VP, Carole Press
 - 2nd VP, Sydney Grange
 - Treasurer, Nancy Severy
 - Secretary, Annabell Guinan
- 4 Elected Board Members
 - Pat Dunbar
 - Dorine Real
 - Jane Person
 - Paula Cohen
- 2 Elected Off Board Chairs
 - Budget Chair, Jim Havlena
 - Nominating Chair, Cindy Plank

To be appointed by the Elected Board, “as deemed necessary to carry on the work of the League”:

- Up to 3 Appointed Board Members
 - Jary Stavely
 - Darra Williamson
 - Peter McNamee

Other Committee Chairs

Publicity	Pat
Voter Services/Forums	Pat (Jane)
Youth Outreach	Cindy
Membership	Cindy
VOTER	Jary/Dorine/Lee
Meet & Greet	Jary

Local Program Recommendation

The following topics were identified as of interest at the 2024 Program Planning meeting.

Voter Service: Support an engaged, informed, and diverse electorate and a trusted and secure election process.. This means both stepping up and going beyond our traditional voter registration and election information activities.

Youth Outreach: Promote learning about democratic values and institutions; engage youth in voter service; partner with youth-led initiatives such as NCYPC.

Local Issues: Participate in the Local Coastal Program Update Process (partnering with GRI);

Take advantage of opportunities to develop and support local solutions in:

- Housing
- Jobs
- Behavioral health services
- Hospital and physical health care

Keep up with developing issues such as:

- County government challenges
- Eel River: dam removal, water rights, salmon survival

National Program: Support the LWVUS program, *Make Democracy Work*, including:

- Voting rights
- Election support
- Money in politics
- Fair redistricting

Because this list is extensive, the actual program implementation will be determined by the Board and by specific project proposals from members.