



THE LEAGUE OF WOMEN VOTERS®  
OF MENDOCINO COUNTY

# Annual Meeting

June 17, 2023 12:00 noon  
Caspar Community Center

## Agenda

- |  |              |
|--|--------------|
| 1. Welcome, Call to Order, Adoption of Agenda          | Paula Cohen  |
| 2. Approval of Annual Meeting Minutes – June 13, 2022  | Jary Stavely |
| 3. Presentation of 2022/23 Financial Report            | Nancy Severy |
| 4. Presentation/Adoption of Recommended 2023/24 Budget | Jim Havlena  |
| 5. 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    |              |
| 6. Adoption of Local Program                           | Dorine Real  |
| 7. Directions to the Board from Members                | New Officers |
| 8. Adjournment   |              |

*Lunchtime to follow. Please bring a salad to share. Bread, dessert and coffee will be provided.*

## Supporting Documents

2022 Annual Meeting Minutes	p. 2
Annual Financial Report	p. 3-4
Budget Recommendation	p. 5
Nominating Committee Report	p. 6
Local program	p. 7

# Annual Meeting Minutes

June 12, 2022

at Caspar Community Center

submitted by Jane Person

**1.Meeting called to order** by President Cindy Plank

**2. Agenda adopted**

**3.Minutes of 2021 Annual Meeting:** approval MSP

**4.Presentation and adoption of recommended 2022-2023 budget:** approval MSP. Financial report included with agenda.

**5.Adoption of recommended** changes to ByLaws, Article VI, Section 1-**Enumeration and Election of Officers:** approval MSP

"The officers of the League shall be President, a First Vice-President ,a Second Vice-President; or two Co-Presidents and a Vice President; a Secretary and a Treasurer who shall be elected for terms of one year by Local League members at an Annual Meeting and shall take office immediately."

**1.Election of directors, officers, off-Board chairs:**

**Officers:**

co-presidents, Dorine Real, Paula Cohen

vice-president: Cindy Plank

secretary: Jane Person

treasurer: Lee Tepper

**Elected directors:**

Nancy Kleiber, Pat Dunbar, Sydney Grange, Jary Stavely

**Appointed director:** Angela Dominguez

**Off-Board chairs:**

Nominations: Carol Czadek

Budget: Jim Havlena

MSP to adopt slate of officers, directors, chairs.

**1.:** As a result of February Program Planning, members agreed that "Foundations of Democracy"(which includes voting rights, transparency, and participation good government) is an ongoing focus. In addition LVW of Mendocino County will continue to consider everything we do through the lens of diversity, equity, inclusion, as well as the climate emergency.

MSP approval for the following specific areas of focus for 2022/2023:

Land Use, Criminal Justice, Water

**8. Directions to the Board from Members:** Consider hybrid meetings.

**9. Adjournment**

# Annual Financial Report

## Statement of Financial Position

### as of April 30, 2023

	Apr 30, 23	Apr 30, 22
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
Checking	24,242.65	24,670.63
Savings	7,878.29	7,871.41
Education Fund at LWVC	4,633.21	1,135.21
<b>Total Checking/Savings</b>	36,754.15	33,677.25
<b>Other Current Assets</b>		
Undeposited Funds	150.00	0.00
<b>Total Other Current Assets</b>	150.00	0.00
<b>Total Current Assets</b>	36,904.15	33,677.25
<b>TOTAL ASSETS</b>	<b>36,904.15</b>	<b>33,677.25</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable		
Accounts Payable	990.00	0.00
<b>Total Accounts Payable</b>	990.00	0.00
<b>Total Current Liabilities</b>	990.00	0.00
<b>Total Liabilities</b>	990.00	0.00
<b>Equity</b>		
<b>Restricted Funds</b>		
<b>Donor Restricted Funds</b>		
Education Fund - Restricted	4,633.21	1,135.21
Voter Svs/Reg Fund - Restricted	1,223.10	1,496.53
Douglass Diversity Fund - Restr	1,200.00	1,200.00
<b>Total Donor Restricted Funds</b>	7,056.31	3,831.74
<b>Total Restricted Funds</b>	7,056.31	3,831.74
<b>Unrestricted Net Assets</b>	25,453.75	29,988.68
<b>Net Income</b>	3,404.09	-143.17
<b>Total Equity</b>	35,914.15	33,677.25
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>36,904.15</b>	<b>33,677.25</b>

# Annual Financial Report, cont'd

## Statement of Activities with Budget Comparison

### Fiscal Year 2022-2023

	<i>Fiscal Year 2022 - 2023</i>	
	Budget	Actual thru April 2023
<b>INCOME</b>		
Donations General	500	948
Donations-Voter Svs/Reg	100	1,000
Donations-F Douglass Fund	100	40
Donations-Education Fund	100	5,000
<b>TOTAL DONATIONS</b>	<b>800</b>	<b>6,988</b>
Dues-Individual		3,328
Dues-Household		1,620
<b>TOTAL DUES</b>	<b>4,890</b>	<b>4,948</b>
Interest	-	3
<b>TOTAL INTEREST</b>	<b>-</b>	<b>3</b>
Virtual Garden Tour	500	-
<b>TOTAL FUNDRAISERS</b>	<b>500</b>	<b>-</b>
<b>TOTAL INCOME</b>	<b>6,190</b>	<b>11,939</b>
<b>EXPENSE</b>		
Virtual Garden Tour	300	-
<b>TOTAL FUNDRAISING EXPENSE</b>	<b>300</b>	<b>-</b>
Voter Services Program Expense	2,500	2,131
Annual Focus Program Expense	1,000	51
<b>TOTAL PROGRAM EXPENSE</b>	<b>3,500</b>	<b>2,182</b>
Dues to LWVC		2,212
Dues to LWVUS		2,528
<b>TOTAL DUES TO LWV</b>	<b>4,890</b>	<b>4,740</b>
Bank Fees	-	-
Conventions/Workshops	4,000	990
Insurance	50	42
Media & Publicity	200	-
Meeting Expenses	1,000	-
Admin Expense	300	54
Post Office Box Rent	150	166
Postage	50	-
<b>TOTAL OPERATING EXPENSE</b>	<b>5,750</b>	<b>1,252</b>
Domain Services	50	12
VOIP Telephone	-	-
Website	350	350
Zoom	200	-
<b>TOTAL TECHNOLOGY EXPENSE</b>	<b>600</b>	<b>362</b>
Membership Development	400	-
<b>TOTAL MEMBER DEV</b>	<b>400</b>	<b>-</b>
Voter's Edge (donation)	400	-
<b>TOTAL VOTERS EDGE</b>	<b>400</b>	<b>-</b>
<b>TOTAL EXPENSE</b>	<b>15,840</b>	<b>8,536</b>
<b>NET INCOME</b>		
<b>NET INCOME</b>	<b>(9,650)</b>	<b>3,403</b>

# Budget Recommendation

3:12 PM  
06/16/23  
Accrual Basis

LWV of Mendocino County  
Proposed Budget  
Fiscal Year 2023 - 2024

	Jul '23 - Jun '24
<b>Income</b>	
<b>Donations</b>	
Donations-General	500.00
Donations-Education Fund	500.00
<b>Total Donations</b>	<u>1,000.00</u>
<b>Dues</b>	
Individual	3,300.00
Household	1,350.00
<b>Total Dues</b>	<u>4,650.00</u>
<b>Interest</b>	10.00
<b>Fundraisers</b>	
Fundraiser Income	1,000.00
<b>Total Fundraisers</b>	<u>1,000.00</u>
<b>Total Income</b>	<u>8,650.00</u>
<b>Expense</b>	
<b>Fundraising Expense</b>	
Fundraiser Expense	300.00
<b>Total Fundraising Expense</b>	<u>300.00</u>
<b>Program Expenses</b>	
Annual Focus	1,000.00
<b> Voter Services/Registration</b>	
Voter Serv/Regis - General	600.00
Candidate Forums	500.00
Meet & Greets	500.00
Procs/Cans	300.00
Voter's Edge	400.00
Voter Registration	600.00
<b>Total Voter Services/Registration</b>	<u>2,900.00</u>
<b>Total Program Expenses</b>	<u>3,900.00</u>
<b>Dues - PMP</b>	
Dues to LWVC	4,650.00
<b>Total Dues - PMP</b>	<u>4,650.00</u>
<b>Operating/Admin Expenses</b>	
Bank Fees	10.00
Conventions/Workshops	4,000.00
Insurance	50.00
Media/Publicity	100.00
Meeting Expenses	500.00
Membership Development	800.00
Post Office Box Rent	200.00
Postage	50.00
<b>Total Operating/Admin Expenses</b>	<u>5,750.00</u>
<b>Technology Expense</b>	
Domain services	30.00
Equipment	500.00
Tech Services	500.00
VOIP Telephone	10.00
Website	350.00
Zoom	200.00
<b>Total Technology Expense</b>	<u>1,690.00</u>
<b>Total Expense</b>	<u>15,130.00</u>
<b>Net Income</b>	<u><u>-9,520.00</u></u>

# 2023 Nominating Committee Report

From: Nominating Committee: Carol Czadek, Charlene McAllister, Cindy Plank

To: The LWVMC Board of Directors

Through its deliberations, the Nominating Committee has prepared the following slate of nominees for approval at the annual meeting:

## 5 elected officers:

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

## 4 elected Board members\*:

Jane Person  
Pat Dunbar  
Lee Tepper  
Cindy Plank

## Off Board committee chairpersons:

Budget Chair	Jim Havlena
Nominating Chair	Carol Czadek

We recommend for approval by the board after the annual meeting:

## Appointed Board members:

Nancy Kleiber  
Sydney Grange  
Angela Dominguez

## Chairpersons:

Voter Services	Pat Dunbar
Membership	Cindy Plank
Meet & Greet	Jary Stavely & Nancy Kleiber
VOTER	Jary Stavely & Dorine Real

Respectfully submitted, Carol Czadek, chairperson

\*LWVMC by-laws permit the President(s) to appoint up to 3 members to serve on the Board alongside the elected directors.

# Local Program Recommendation

Based on the conclusions of the Local Program Planning meeting (February 21, 2023), the Board recommends the following local program components:

- Voter service activities
- Participation in the Local Coastal Program update process, with an emphasis on enabling and encouraging public participation. Grass Roots Institute has taken the lead on this, and we would partner with them.
- 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

We support 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 has addressed the membership’s desire for hybrid meetings. As a transitional arrangement, we plan to have a mix of some virtual meetings and some in-person meetings that will be hybrid to the extent our growing equipment and expertise allow.