

2014 Call to Annual Meeting

2014 CALL TO ANNUAL MEETING

Please bring these yellow pages with you to the meeting.

All members of the League of Women Voters of Berkeley, Albany & Emeryville are called to the Annual Meeting to enjoy a talk by Alison Gopnik , approve a budget, adopt a program of study & action, amend bylaws and elect a new Board to carry our work forward.

Thursday, May 22, 2014

5:15 to 8:30 pm

Northbrae Community Church, 941 The Alameda, Berkeley

AGENDA

5:15 Registration and greeting old and new friends

5:30 Buffet dinner *

**6:30 Speaker: Professor Alison Gopnik “The Scientist in the Crib:
What Research Tells Us about Children’s Minds”**

7:30 Call to OrderNancy Bickel, President

- Introduction of Parliamentarian & Secretary
- Determination of Quorum & Adoption of Order of Business
- Accepting 2013 Annual Meeting Minutes
- Appointing committee to review 2014 minutes

Budget Report and Adoption Dean Metzger, Acting Budget Chair

Adopt Program and Local Support Positions.Nancy Bickel, President

President's Summary Report of the Year [not in kit]

Board-Recommended Proposal for By-laws Changes

Vote on By-laws Changes

Introduction of Outgoing/Incoming Board

Election of 2014-15 Board

Directions to New Board from Members

Presentation of Awards

8:30 Adjournment

* The charge for dinner is \$15. Please call the office (843-8824), send email (office@lwvbae.org) or pay by credit card (www.lwvbae.org/annualmeeting) by Friday, May 15, the last day to make a reservation. [Although PayPal manages our online payments, you need not belong to use it.] You may bring your own food. Please let us know if you would like a ride; we will be happy to arrange one for you.

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Proposed 2014/2015 Budget	
Income	Budget Year 2014/2015
Miscellaneous	\$100.00
Paypal Receipts - Dues	\$1,500.00
Dues	\$15,500.00
Contributions	\$6,000.00
Contributions in Lieu of Ticket	\$250.00
Community Lunch Tickets	\$13,000.00
Program Meetings	\$1,200.00
Contract Services	\$750.00
LWVB Foundation	\$9,000.00
Transfer from other assets	\$20,497.50
TOTAL INCOME	\$67,797.50
Expenses - General	
Miscellaneous	\$0.00
Per Member Payments - US	\$6,990.50
Per Member Payments - CA	\$5,186.50
Per Member Payments - BA	\$225.50
Action with the League	\$4,000.00
Program - Meetings	\$1,000.00
Election Services	\$4,000.00
Member Services & Publications	\$5,500.00
Convention Subsidies & Workshops	\$4,000.00
Smart Voter	\$600.00
Paypal Charges	\$300.00
Total Expenses - General	\$31,802.50
Administration	
Rent -Lease	\$12,545.00
Professional Fees, IRS 990	\$5,000.00
Insurance	\$750.00
Supplies, Copies & Postage	\$1,500.00
Computer Software & Supplies	\$1,500.00
Postage	\$1,000.00
Telecommunications	\$1,000.00
Government Taxes & Fees	\$250.00
Equip. Purchase & Maintenance	\$1,500.00
Board	\$200.00
Total Administration	\$25,245.00
Development	
Development & Comm Outreach	\$200.00
Community Luncheon Expenses	\$7,500.00
Public Relations	\$750.00
Open House	\$300.00
Membership Recruitment	\$2,000.00
Total Development	\$10,750.00
TOTAL EXPENSES	\$67,797.50

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PROGRAM

The Board recommends:

- (1) Retain all current local and Alameda County positions (see below).
- (2) Begin an update local study of the City of Berkeley Boards and Commissions Position.
- (3) Emphasize the following for education and action:
 - Climate Change
 - Education

SUMMARY OF LOCAL SUPPORT POSITIONS

(See complete "Local Support Positions" for details. It is available at the League office to members upon request, or at <http://www.lwvbae.org/about-the-league/local-policy-positions/>)

Local Government Structure: Policies that promote effective, efficient, economical and visible local government, representative of and responsive to all citizens.

- A. City Charter and Elections
- B. Council-Manager Form of Government
- C. Open Meetings
- D. Board, Commissions, and Committees--Standing and Ad Hoc

City Finances: Policies that support a tax structure that is flexible, broad-based, equitable, economical, easy to administer, and capable of producing adequate revenue.

- A. City budget
- B. Revenue and taxation

Planning: Planning policies aimed at achieving and maintaining a healthy, safe and livable physical environment for a diverse population. There should be a balance of residential, commercial, industrial and institutional uses, a variety of densities and housing types, and programs to enlarge the economic base.

- A. Economic development
- B. Transportation
- C. Zoning
- D. Housing
- E. Rent control (Berkeley only)
- F. Infrastructure

Local Government Services: Basic city services and amenities for all residents based on an overall evaluation of needs and available resources.

- A. Recreation
- B. Library
- C. Health and Mental Health
- D. Services and resources for children and youth

Education: A system of public education which meets the needs of all children, efficiently organized and administered, and supported by adequate funds for operation and facilities.

- A. Elementary through High School
- B. Community College

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Social Policy: Promotion of social justice by securing equal rights for all and providing services to meet special needs.

- A. Equal rights
- B. Senior citizens
- C. Juvenile justice

Civics Education: LWVBAE supports civics instruction as a priority in the K-12 public schools and school efforts to prepare all students to be informed, active citizens. Basic civic knowledge and skills should be taught at least by the end of the 8th grade.

SUPPORT POSITIONS OF THE ALAMEDA COUNTY COUNCIL OF THE LEAGUE OF WOMEN VOTERS

These positions have been voted on at the Annual Meeting of each of the Leagues of Alameda County. Changing or dropping one of these positions must be approved by five of the seven Leagues of Alameda County.

- Juvenile justice, and
- Children's mental health services
- Alameda Co. Board of Education & Alameda Co. Office of Education

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**RECOMMENDATION OF THE NOMINATING COMMITTEE
FOR 2014-2015 BOARD POSITIONS**

President:	Nancy Bickel
Secretary:	Pat Day
Treasurer:	Sarah Miyazaki
Action Coordinator:	Carol Stone
Voter Services Coordinator:	Phyllis Gale
Membership Coordinator:	Dean Metzger
Program Coordinator:	Sherry Smith

Submitted by the Nominating Committee: Angharad Jones, chair,
Regina Beatus, Suzanne Chun, Li-hsia Wang

League of Women Voters of Berkeley, Albany, and Emeryville Proposed Bylaws Amendments

General Background

The procedure for amending our League's bylaws is set forth in Article XII of the Bylaws. To pass, the proposed amendments must receive a two-thirds (2/3) vote of the delegates present and voting at the Annual Meeting.

To facilitate your deliberation, the proposed amendments are set forth below along with the recommendations of the Board of Directors for action on these amendments. Language to be deleted is indicated by a ~~strikethrough~~. Language to be adopted this year is indicated by ***bold and italic type***. Language adopted provisionally last year is indicated by underlining.

FinalThe bylaws amendments passed at our last annual meeting were adopted provisionally and will only become part of the bylaws when and if the IRS accepts that LWVBAE may become a 501(c) (3) organization rather than its current 501(c)(4).

At this meeting we are asking you to adopt changes that will reflect our actual operations for the past 2 years. With a much smaller working board of seven members, there is no need for four vice-presidents or an executive committee. Below we copy all the sections we are asking you to approve changing at this meeting. The full version of the "LWVBAE Bylaws to be Adopted May 22, 2014" is posted on our website. At the top of the page, under "About," select "Our Bylaws." On that page, select "LWVBAE Bylaws to be Adopted May 22, 2014."

LWVBAE Bylaws to be Adopted May 22, 2014—Sections to be changed shown below

Article IV

Section 1. Enumeration of Officers. The Officers of LWVBAE shall be a President, ~~and up to five Vice Presidents, one of whom shall be designated by the President as First Vice President,~~ a Secretary, a Treasurer and ***a Vice President. The Vice President will be selected by the President from the Board of Directors and confirmed by the Board.*** Any of these offices may be shared by two members of LWVBAE in a job-sharing arrangement if approved by the Board.

Section 3. ~~The Vice Presidents.~~ The First Vice President shall, in the event of the absence, disability or death of the President, possess all the powers and perform all the duties of that office until the Board shall fill the vacancy. The Vice President shall perform such duties as the President and the Board may direct. ~~Each Vice President shall propose a budget for her or his area and perform such duties as the President and the Board may direct. In the event of vacancies among the Vice Presidential positions, the Board, at its discretion, may redefine and redistribute the responsibilities of those posts among the elected Board members.~~

Section 4. Secretary. The Secretary shall keep at the principal office or other place the Board may order, a book of minutes of all meetings of the Board, with the time and place of holding, whether regular or special, (and if special, how authorized, and the notice given), and the names of those present. The Secretary shall also

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keep minutes of the Annual Meeting and shall sign with the President all contracts and such instruments when so authorized by the Board. The Secretary shall keep the original or a copy of LWVBAE's Articles of Incorporation and Bylaws, as amended, and perform other duties as the Board may direct. ***The Secretary will also maintain complete electronic copies of minutes, Articles and Bylaws, as amended, in the location and format agreed upon by the Board, starting after the adoption of the amendments to the Bylaws on May 22, 2014.***

ARTICLE V

BOARD OF DIRECTORS

Section 1. Enumeration, Selection, and Qualification. The maximum authorized number of Directors shall be ~~twenty~~ ***fifteen***, including up to ~~eight~~ ***three*** Officers and six Directors elected at the Annual Meeting, and no more than six additional Directors appointed by the Board. ***A fourth officer, the Vice President, will be appointed as described in Article IV, Section 1.*** All Directors must be Voting Members of LWVBAE. ***Each Director will be assigned a portfolio of responsibility.***

Section 6. Special Meetings. Special meetings of the Board for any ***time-urgent*** purpose may be called at any time by the President or any four Directors. Special meetings of the Board shall be held upon four days written notice, ~~or 48 hours notice~~, or given personally or by telephone ~~or electronically~~. ***A special meeting or poll may be conducted by telephone, electronic mail or other method. When the necessary quorum has responded and stated their responses on the question or questions, the majority result of that response will be an official decision of the Board. The Secretary will make a written record of the voting and add it to the minutes of the following regular meeting.***

Section 10. Committees or Teams. The Board may appoint one or more committees ~~or teams~~, each including at least one Director, to make recommendations or to implement actions authorized by the Board. ***Committees or Teams may not take actions in the name of the League without permission from the Board.***

Section 11. Executive Committee.

- ~~a. Composition and Quorum.~~ The Executive Committee shall be composed of 5 members: the President and four of the Vice Presidents; if there are not enough Vice Presidents, additional members shall be appointed by the President from the Board. Three members shall constitute a quorum. Three affirmative votes shall be required for action to be taken by the Executive Committee. (Amended 5/03)
- ~~b. Duties.~~ The Executive Committee shall make decisions that require immediate action between meetings of the Board and perform other duties as necessary. The proceedings of the Executive Committee shall be reported to the Board at its next meeting for ratification and be included in the minutes of the Board.

Article V, Board of Directors (continued)

- ~~c. Meetings of the Executive Committee.~~ The Executive Committee may, if necessary, conduct its meetings by telephone, electronic mail, or other method. The President or designated Vice President who is seeking the opinion or approval of the other Executive Committee members may poll them by telephone, electronic mail and/or other method. When the necessary quorum has responded and stated their votes on the question, the majority result of that response will constitute a decision of the Executive Committee. A written record will be made of the voting and reported to the Board.

End of Proposed Bylaws Changes