



**LEAGUE OF WOMEN VOTERS
OF NORTH & CENTRAL SAN MATEO COUNTY**

CALL TO ANNUAL MEETING

**Saturday, June 10, 2017
9:00 am - 12:00 noon
San Mateo Community College Board Room
3401 CSM Drive
San Mateo CA 94401**

Speaker: Assemblymember Kevin Mullin

All members of the League of Women Voters of North and Central San Mateo County in good standing are delegates. At this meeting the membership will consider bylaws proposals, approve a budget, a program of study and action, and elect new board members. Guests are welcome and encouraged to attend.

THE LEAGUE OF WOMEN VOTERS is a nonpartisan political organization that encourages the informed and active participation of all persons in government and influences public policy through education and advocacy.

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ANNUAL MEETING AGENDA

9:00 am Registration and Continental Breakfast

ORDER OF BUSINESS

9:30 am Call to Order Kathee Tyson

Welcome and Introductions - Guests, Past Presidents, Board of Directors
Introduction of Parliamentarian
Credentials Report
Adoption of the Rules of the Day
Adoption of Order of Business
Appointments: Committee to Approve the Minutes
 Budget Adjustment Committee
 Timekeeper
 Elections Committee

10:00 am **Program: Assemblymember Kevin Mullin** will be the featured speaker. He represents the 22nd District in San Mateo County and is the Speaker pro Tempore of the Assembly. Election reform and strengthening our democracy is his top legislative priority, and a top priority of the League. He will update us on current legislation in Sacramento. Assemblymember Mullin and his wife, Jessica, are members of our League. .

President's Report Kathee Tyson

Treasurer's Report (to be distributed at the meeting) Donald Jacobberger

Presentation of Proposed Bylaws Amendments Jackie Jacobberger

Presentation of Proposed Budget Kristi Denham
Discussion and Adoption of Budget

Presentation of Recommended Program
Adoption of Local Program Positions
Adoption of County Program Positions
Consideration and Adoption of Action Priorities

Report of the Nominating Committee Ruth Kahoun
Nominations from the Floor
Election of Officers and Directors

Introduction of the New Board

Directions to the Board

Announcements

12:00 noon Adjourn

ANNUAL MEETING PROCEDURES

(Determined by Bylaws)

VOTING

Voting is limited to members in good standing of the League of Women Voters of North and Central San Mateo County.

QUORUM

Ten percent of members in good standing shall constitute a quorum.

ADOPTION OF BUDGET

Requires a majority vote of members present and voting.

ADOPTION OF AMENDMENTS TO BYLAWS

Requires a two-thirds (2/3) vote of members present and voting.

CONSIDERATION OF NON-RECOMMENDED PROGRAM ITEMS

Program items submitted by voting members two months prior to Annual Meeting, but not recommended by the board, require a majority vote for consideration.

ADOPTION OF PROGRAM

A majority vote of members present and voting is required for adoption of program proposals.

NOMINATIONS FROM THE FLOOR

Immediately following the presentation of the nominating committee report, nominations may be made from the floor, provided that the consent of the nominee shall have been obtained.

RULES OF THE DAY

ADOPTION OF ORDER OF BUSINESS AND RULES OF THE DAY

Requires a majority vote. Both the Rules of the Day and the Order of Business may be amended by a majority vote before adoption. After adoption, a two-thirds (2/3) vote is required to make changes.

DEBATE

Debate shall be limited to two (2) minutes for each speaker. No person may speak twice to a question until all who wish to speak have had an opportunity to do so.

CONSIDERATION OF NON-RECOMMENDED PROGRAM ITEMS

A member may move consideration of a non-recommended item and present reasons for granting consideration. The motion is not debatable. If consideration is granted, a member may request that the board give its reasons for not recommending the item.

ADOPTION OF PROGRAM

Debate and voting on proposed program will occur first, then on non-recommended items in the order in which consideration was voted. Wording of local program items may be amended by a majority vote of members present and voting, provided that the amendment does not enlarge the scope or change the intent of the program item. Wording of county program items may be amended by a majority vote of members present and voting, provided that the amendment does not enlarge the scope or change the intent of the program item. Changes to county program do not take effect unless adopted by both Leagues in the county.

MOTIONS

All motions must be submitted in writing on forms provided.

PRIVILEGE OF THE FLOOR

The privilege of the floor is extended to guest members from other Leagues. This includes participation in discussion and debate but not in voting.

LWV NORTH & CENTRAL SAN MATEO COUNTY, ANNUAL MEETING, June 10, 2017

Proposed Budget FY 17-18 (Including budget comparisons from past two fiscal years and current fiscal year)

ITEM									
400	INCOME	FY 14-15		FY 15-16		FY 16-17		FY 17-18	
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	TO 4/15/17	PROPOSED BUDGET	
401	Contributions	2,000.00	2,253.03	2,000.00	1,690.00	3,000.00	4864.17	4,000.00	Note 1
402	County Voter Registration Contract	9,600.00	9,600.00	10,560.00	5280.00	10,560.00	10,560.00	10,560.00	
403	Dues	7,500.00	7,935.00	8,325.00	6,880.00	7,780.00	3,798.00	8,930.00	Note 2
404	Investment Income	100.00	85.90	100.00	83.22	100.00	47.04	50.00	
405	Special Events	20,000.00	25,200.00	0.00	0.00	0.0	7,206.00	0.00	Note 3
406	Annual Meeting	750.00	465.00	600.00	750.00	750.00	15.00	500.00	
407	County League Day	200.00	0.00	0.00	200.00	200.00	0.00	0.00	Note 4
408	Community Service	2,000.00	3,200.00	3,000.00	3200	3,200.00	3,200.00	4,000.00	
409	Other Income	0.00	90.00	0.00	0.00	0.00	5,139.73	0.00	Note 5
410	Transfers from Education Fund	1,295.00	2,216.50	1,850.00	2032.81	2,531.00	3,568.56		Note 6
400	TOTAL INCOME	43,445.00	51,045.43	26,435.00	24,548.99	28,121.00	38,498.50	28,040.00	
500 EXPENSES									
		FY 14-15		FY 15-16		FY 16-17		FY 17-18	
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	TO DATE	PROPOSED BUDGET	
Office Administration									
501	Rent	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	5,400.00	7,200.00	
502	Telephone & Internet Service	1,320.00	1,300.80	1,500.00	1,376.63	1,320.00	1,175.95	1,320.00	
503	Cleaning Service	900.00	900.00	900.00	900.00	900.00	750.00	0.00	Note 7
504	Equipment and Supplies	750.00	410.31	500.00	111.66	500.00	341.63	500.00	
General Administration									
	Bulk Mail	650.00	669.62	-84.68	-84.68				
505	Miscellaneous Board Expenses	200.00	42.23	200.00	66.78	200.00	180.83	200.00	
506	Public Relations/Communications	130.00	0.00	100.00	320.34	150.00	0.00	150.00	
507	Membership	750.00	597.72	750.00	541.70	750.00	529.620	750.00	
508	"Voter"	1,400.00	1,376.04	1,400.00	1,454.60	1,400.00	1,281.26	1,400.00	
509	Taxes, Licenses & Permits	50.00	45.00	25.00	25.00	450.00	295.00	100.00	
510	Insurance	600.00	560.00	600.00	501.00	550.00	-403.51	550.00	
511	Web Site	160.00	160.00	160.00	160.00	160.00	160.00	160.00	
512	Community Service	100.00	0.00	100.00	.000	0.00	0.00	0.00	
513	Development Expenses			0.00	20.27	150.00	45.88	150.00	

LWV NORTH & CENTRAL SAN MATEO COUNTY, ANNUAL MEETING, June 10, 2017

500	EXPENSES	FY 14-15		FY 15-16		FY 16-17		FY 17-18	
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	TO 4/15/17	PROPOSED BUDGET	
Meetings									
514	General Meetings, Program	500.00	-179.81	500.00	86.98	200.00	0.00	200.00	
515	Annual Meeting	1,000.00	672.44	1,000.00	768.43	750.00	0.00	500.00	Note 8
516	County League Day	200.00	94.00	0.00	0.00	100.00	40.00	0.00	Note 4
517	Conventions & Council	5,000.00	5,020.53	5,000.00	4,059.20	4,000.00	564.73	4,000.00	Note 9
518	Special Events	10,000.00	21,882.78	0.00	0.00	0.00	6,800.16	0.00	Note 3
Per Member Payments									
519	LWVUS	4,433.00	4,433.00	4,080.00	4,080.00	3,648.00	3,648.00	3,600.00	Note 10
520	LWVC	3,289.00	3,289.00	3,251.25	3,251.25	3,192.00	3,192.00	3,150.00	Note 10
521	LWVBA	143.00	143.00	127.50	127.50	114.00	114.00	112.50	Note 10
Voter Service									
522	Citizen Education	300.00	0.00	300.00	40.00	50.00	31.90	50.00	
523	Candidate Forums	100.00	85.01	100.00	0.00	100.00	0.00	100.00	
524	Pros & Cons	1,800.00	1,010.56	0.00	0.00	1,000.00	992.16	500.00	Note 11
525	Voter's Edge California	750.00	750.00	750.00	750.00	750.00	750.00	750.00	
526	County Voter Registration Contract	3,500.00	3,200.00	3,820.00	1,760.00	3,820.00	3,520.00	3,520.00	
500	TOTAL EXPENSES	45,225.00	53,662.23	32,279.07	27,516.66	31,454.00	29,409.61	28,962.50	
NET INCOME/LOSS		-1,780.00	-2616.80	-5,844.07	-2967.67	-3,333.00	9,088.89	-922.50	

Notes

- 1 Anticipated increase in donations from campaign.
- 2 Based on 110 primary members, 16 additional members and 1 student @\$75.00 (single member) & \$40.00 per household member
- 3 No special events are scheduled.
- 4 We do not host County League Day in FY 17-18.
- 5 This item is for miscellaneous unknown income.
- 6 Not needed since we converted to 501c(3) during FY16-17 .
- 7 Terminate office cleaning contract
- 8 Decreased due to reduced meeting costs.
- 9 Remain same since there is a national convention instead of state convention, 4 delegates
- 10 PMP based on 105 primary members, 14 additional household, and 1 student. LWVUS is \$ 32.00, LWVC is \$ 28.00, and LWVBA is \$ 1.00.
- 11 Reduced need for Pros & Cons because of election cycle

BYLAWS PROPOSALS

When amendments of bylaws or other governing documents are required by action of a higher level of the League (e.g., the LWVUS) or by any change in laws governing corporations, such amendments must be made by the board and they take effect immediately. They do not require ratification by the members. The proposed amendments clarify that authority. The following amendments to the bylaws are recommended by the board. (Words to be deleted are in ~~strikeout~~; words to be inserted are underlined and bold.)

Article XII: Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws, special rules of order the League may adopt, or the law.

Article XIII: Amendments

Section 1. These bylaws may be amended by a two-thirds vote of the voting members present and voting at the annual meeting, provided that amendments were submitted to the membership in writing at least 30 days in advance of the meeting. The failure of any member to receive such notice shall not invalidate the amendments to the bylaws.

Section 2. When required by law or amendment of the LWVUS or the LWVC bylaws, these bylaws may be amended by the board of directors.

PROPOSED PROGRAM, 2017-2018

Find the full text of the Local and County Program positions on pages 22-38 of your *2016-2017 Handbook and Directory* or on our website (<http://www.lwvncsmc.org/position.html>). Bring your *Handbook and Directory* to the annual meeting.

The board submits the following program recommendations for approval at the annual meeting.

LOCAL PROGRAM POSITIONS (Handbook, pages 22-28)

The board recommends that all local program positions be retained:

- | | |
|--|--------------------------------------|
| City of San Mateo Charter | Local Government Relationships |
| Local Boards and Commissions | Public City Libraries |
| Education | San Mateo Union High School District |
| Government Configuration, Central San Mateo County Coastside | |

COUNTY PROGRAM POSITIONS (Handbook, pages 29-38)

The board recommends that these county positions be retained:

- | | |
|--|------------------------------------|
| Community College in San Mateo County | Housing |
| Corrections System | Land Use Policies and Procedures |
| County Boards and Commissions | San Mateo County Library |
| County Government | Special Districts |
| Health Care Delivery in San Mateo County | Transportation in San Mateo County |
| Homeless in San Mateo County | |

COUNTY and LOCAL STUDIES: There are no recommendations for new county or local studies.

RECOMMENDED COUNTY ISSUES FOR EMPHASIS

The following issues for emphasis are recommended by the board after recommendation by members at County League Day. (1)Transportation (2) Housing (3) Climate Change/Sea Level Rise

REPORT OF THE NOMINATING COMMITTEE

The 2016-2017 Nominating Committee is pleased to present the following list of nominees for officers and directors for the July 1, 2017-June 30, 2019 term:

President	Ann Kuchins	Directors	Gayle Hardt
Secretary	Jean Johnson		Sheila Musselman
			Norma Tarrow

For July 1, 2017-June 30 2018 to fill vacancy (created by nomination of Ann Kuchins to office of president)

Vice President	Betty Fleming
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Nominating Committee for 2017-2018:

Chair	Kathee Tyson
Members	Kristi Denham
	Shirley Roberson

Elected in 2016 and continuing in office through June 30, 2018:

Treasurer	Donald Jacobberger
Directors	Marie Baldisseri
	Susan Raye
	Diana Stephens

Submitted by the 2016-2017 Nominating Committee:

Ruth Kahoun, Chair	Betty Fleming
Marie Baldisseri	Susie Raye
Kristi Denham	

Enclosed is my reservation for Annual Meeting on Saturday, June 10. Deadline, June 2, 2017

Continental breakfast and registration No. _____ @ \$15.00 = \$ _____

Name(s) _____

Address _____

Telephone _____ e-mail _____

Mail reservation, with check payable to LWVNCSMC, to the League office:
LWV North & Central San Mateo County, 444 Peninsula Avenue, Suite 1, San Mateo CA 94401

**Annual Meeting Materials are enclosed. Bring the kit with you to the meeting on
Saturday, June 10, 2017**

Don't forget to RSVP. The deadline for reservations is Friday, June 2.

Use the form on page 7 or reserve using PayPal.

See our website: <http://lwnvncsmc.org/annualmeeting.html>

ADDRESS CORRECTION REQUESTED

League of Women Voters
Of North & Central
San Mateo County
444 Peninsula Avenue, Suite 1
San Mateo, CA 94401-1679

