

PRE-CONVENTION KIT

***BRING WITH YOU TO CONVENTION – THESE
ITEMS WILL BE DISCUSSED AT PLENARY
SESSIONS***

LEAGUE OF WOMEN VOTERS OF NEW YORK STATE

58th Biennial Convention

**LEAGUE OF WOMEN
VOTERS**
of New York State **fighting**
for democracy

100 YEARS STRONG

*June 7-9, 2019
Albany Hilton
Albany, New York*

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Note: CONVENTION KIT will be distributed at the Registration Desk and will include Communications, Member Services, Treasurer, and LWVNYS Officer Reports. Also included will be a Convention Delegates list.

A MESSAGE FROM YOUR STATE LEAGUE PRESIDENT

TO: Convention Delegates
FROM: Dare Thompson

Greetings! The League of Women Voters of New York State thanks you for committing to be a delegate at our upcoming 58th biennial convention in Albany. Your participation will help the League prepare to meet the challenges of the next two years.

This Pre-Convention packet is designed to help you get ready to participate as fully as possible. It includes the Convention agenda, the proposed LWVNYS 2019-2020 budget, the proposed program changes, the proposed bylaw changes and the proposed slate of officers and directors for the 2019-2021 biennium. Before you come to Albany, please read these materials so that you will be prepared to act on them when the convention convenes. This advance preparation is most essential since the Convention time is so short and you will want to use that time for interaction with fellow delegates and for caucuses. Also, when you arrive at Convention, you will receive additional materials, including the treasurer's report and summary reports of state League activities over the past year.

Leagues whose members are committed to a specific program item or budget may wish to lobby for its passage. If you need procedural advice, the parliamentarian will be available; contact the League staff at the Registration Desk to arrange a meeting. One of the most effective ways to lobby for your choice is to set up and invite other delegates to attend a caucus. Such a caucus will help to establish parameters of the suggested change, the degree of support it can expect, and the floor strategy to help its passage. Early planning for your caucus is a must if you wish to accomplish your goals. Convention delegates are usually swayed by intelligent civil discourse, organization, timing, public relations, fair play and good humor. Just as importantly, a caucus can give its participants a feeling for when to push ahead and when to compromise or even quit. To start planning your strategy before Convention, you may wish to contact other Leagues who have submitted the same proposal or a similar one. This activity at Convention traditionally is both stimulating and fun. Please remember that state board members are able to attend caucuses only if specifically invited. We are also offering times for members who would like to hold an information session on an issue or topic; members will lead these sessions to educate the participants about a particular issue.

Finally, remember that Convention is a great networking opportunity. This is your chance to meet and talk with your state board and staff as well as with other local League leaders. Whether in the hospitality room, at meals, or in more formal settings, we all benefit from the personal interaction. We are a great, integrated team working together to make the League the best it can be.

Welcome to the 2019 Convention of the League of Women Voters of New York State when we will - drumroll, please - celebrate the start of our next century!

I really look forward to kicking it off right with all of you. Travel safely and come ready to learn, network, and party!

TENTATIVE AGENDA

FRIDAY, June 7th

11:00-12:30 Board meeting
12:30-8:00 Registration
1:15 - 2:30 Workshops
3:00 - 4:00 Tour of NYS Capitol
4:15 - 5:45 Speaker on Census and small group discussions
6:00 - 6:30 Welcome reception
6:30 - 8:30 Dinner with speaker
9:00 - 10:00 Evening information sessions
9:00 - 10:00 Hospitality Suite

SATURDAY, June 8th

8:00-12:00 Registration
8:30 - 9:45 Workshops
10:00 -11:30 Diversity, Equity and Inclusion (DEI) Workshop for all
11:30 – 12:30 Sales Room
11:45 - 1:30 Lunch with speaker
1:45 - 5:00 **PLENARY SESSION**
5:00 – 7:00 Sales Room
5:00 - 7:00 Registration
5:30 - 6:30 Reception
6:30 - 8:30 Dinner with speaker and awards
9:00 - 10:00 Evening information sessions/Sales Room/Networking

SUNDAY, June 9th

7:00 - 8:00 Breakfast Buffet
7:00 – 9:00 Sales Room
8:15 – 9:45 DEI Workshop (continued)
10:00 -12:00 **PLENARY SESSION**
12:00 – 1:00 Sales Room
12:30 - 3:00 New board meeting

FEATURED SPEAKERS



"Civil Discourse: How Can We Achieve That Today?"

Friday, June 7, 6:30 pm

Robert Boatright, PhD, Director of Research, National Institute of Civil Discourse and Professor and Chair, Political Science Department, Clark University

Robert Boatright teaches courses on American political behavior, political parties, campaigns and elections, interest groups, political participation, and political theory. He has served as a research fellow at the Campaign Finance Institute, as an American Political Science Association Congressional Fellow, and as a research associate at the American Judicature Society. He is currently the director of research for the National Institute of Civil Discourse at the University of Arizona. He has published books and articles on campaign finance reform, congressional redistricting, the congressional budget process, and on various aspects of jury service. His most recent books include *Getting Primaried: The Changing Politics of Congressional Primary Challenges* (University of Michigan Press, 2013) and the *Handbook of Primary Elections* (Routledge, 2018).



"Action Civics: A 21st Century Approach to Educating Youth for Democratic Participation"

Saturday, June 8, 12 noon

DeNora Getachew, Executive Director, Generation Citizen

DeNora Getachew is a native New Yorker and passionate advocate who over the last decade has fought to improve our democracy at the national, state and local level. DeNora attended John Jay College of Criminal Justice and Fordham University School of Law. She cut her teeth working on local democracy and government reform for former New York City Council Speaker Christine Quinn. Throughout her career, she has shaped state and local policy on a host of reform issues, including as Campaign Manager & Legislative Counsel at the Brennan Center for Justice at NYU School of Law, Policy Director for then-Public Advocate Bill de Blasio, Policy Director at Citizens Union, Legislative Director at the New York State Trial Lawyers Association, and Legislative Attorney for the New York City Council's Governmental Operations Committee. During her democracy and social justice travels, DeNora has contributed to the New York Times' City blog, Huffington Post, the Des Moines Register, Newsday, and Gotham Gazette.



"The Woman's Hour Has Struck: Winning the Vote"

Saturday, June 8, 6:30 pm

Elaine Weiss, Journalist and Author

Co-sponsored by NYS Archives Partnership Trust

Elaine Weiss is an award-winning journalist and writer whose feature writing has been recognized with prizes from the Society of Professional Journalists, and her by-line has appeared in *The Atlantic*, *Harper's*, *New York Times*, *Boston Globe*, *Philadelphia Inquirer*, as well as reports and documentaries for National Public Radio and Voice of America. She has been a frequent correspondent for the *Christian Science Monitor*. Her long-form writing garnered a Pushcart Prize "Editor's Choice" award, and she is a proud MacDowell Colony Fellow. She is the author of *The Woman's Hour: The Great Fight to Win the Vote*. Elaine holds a graduate degree from the Medill School of Journalism of Northwestern University. She has worked as a Washington correspondent, congressional aide and speechwriter, magazine editor, and university journalism instructor.

WORKSHOP AND TRAINING SPEAKERS

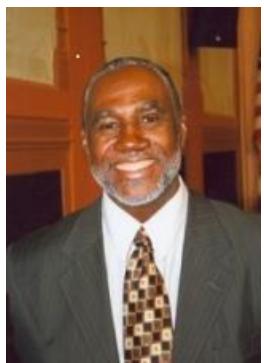


“The 2020 Census: Is There a Role for the League?”

Friday, June 7

Jeff H. Behler, Regional Director, US Census Bureau

Jeff H. Behler began his Census Bureau career in the Detroit Regional Office in 1997 as a survey statistician for various programs. In 2002, he transferred to Census Bureau headquarters in Suitland, Md., to work in the Decennial Management Division as a project manager for census tests in 2004, 2005 and 2006. He has also served as Deputy Regional Director for the Dallas Regional Office and Regional Director for the Detroit Regional Office. He has a bachelor's degree in statistics, mathematics and actuarial science from Central Michigan University



“How to Make the League More Diverse and Inclusive?”

Diversity, Equity and Inclusion Training for All Attendees

Saturday, June 8, and Sunday, June 9

Greg Owens, DEI Trainer

Gregory Owens is a Licensed Master Social Worker who currently is the Special Projects Director at the NYS Office of Children and Family Services and is responsible for state-wide initiatives, including mentoring, youth gangs and violence, disproportionate minority representation, cultural competence and responsible fatherhood. He is also a trainer and leadership development consultant. Among other things, Mr. Owens has also been a treating clinician for the NFL, and as Gregory McKnight, he enjoyed a successful 9-year career as a night host on smooth jazz radio stations in the Capital Region.

INFORMATION SESSIONS AND CAUCUSES

During these sessions, local Leagues are encouraged to share successful programs and discuss new ideas; caucuses can also be scheduled to line up support for your recommendations for League priorities or study topic. If you would like to lead a session, please contact the state office to reserve your room.

Friday, June 7, 9:00 pm- 10:00 pm

Saturday, June 8, 9:00 pm- 10:00 pm

TENTATIVE WORKSHOPS AND INFORMATION SESSIONS **(MORE TO BE ADDED)**

Friday 1:15 – 2:30 pm

Civics

How can local Leagues increase civics education in their schools?

Laura Ladd Bierman, LWVNYS Executive Director

LWVNYS Policy on No Empty Chair

Discuss with local and state League leaders how they are accommodating the state policy on no empty chairs (or really at least 2 candidates present) for candidate forums.

Judy Weinstein, L WV of Rochester

Fundraising

Share your fundraising tips with others and learn the successes of some of our local Leagues. All Leagues always need new ways to find money!

Colleen Geary, LWVNYS Fund Manager

Carol Glansberg, L WV of Saratoga

Social Media, Websites and Other Technology

Learn how to use social media sites, how to subscribe to the new MyLO website program and other technology questions.

Marissa Goddard, LWVNYS Development

Friday 9:00-10:00 pm

Moderating Candidate Forums

Hear the good, bad and ugly of moderating from experienced moderators

Judie Gorenstein, LWVNYS Vice President for Voter Services

Proposed Voter Representation/Election Process Concurrence

LWV of Saratoga has proposed a concurrence on voting systems based on language from LWVUS and 14 state Leagues, which is also being proposed to other state Leagues and which is expected to be proposed to LWVUS during 2020 program planning for national (see page 39). Come learn more about this proposal.

Lori Dawson, Co-Chair of Meetups, L WV of Saratoga

Advocacy Training

Learn to be an effective citizen lobbyist and hear what's hot in the Legislature now.

Jennifer Wilson, former LWVNYS Legislative Director

Fact or Fake: Exploring the Role of Media in Politics

Hear how you can replicate a civics workshop held in Westchester

Susan Schwarz, L WV of Westchester

Reviving Civility (continued from dinner speaker)

Come talk about what we can do to encourage civil discourse in our communities

Linda McKenney, L WV of Saratoga

Saturday 8:30-9:45 am

Youth Programs of Local Leagues

Come hear about programs organized by local Leagues for youth

Betty Ann King, LWVNYS Youth Chair

Election Laws

What are those new election laws and how will they be implemented? Learn about the grant received by the state League to educate the public on the new laws and what you can do to help.

Judie Gorenstein, LWVNYS VP for Voter Services

Vote 411 Training and Discussion

Learn from people who have used Vote 411 and discuss other tasks including marketing and getting candidates' responses.

Nancy Rosenthal, Nassau Co ILO President

League Management

How can you avoid doing it all for your League? And, how can you engage new members in your League?

Dare Thompson, LWVNYS President

Parliamentary Procedures and Plenary Session Discussions

Hear how you can propose amendments, ask questions and debate issues during plenary session

Mary Berry, LWVNYS Parliamentarian

Addressing Food Waste and Food Insecurity

Food waste constitutes the third largest contributor to global warming while one in every 8 adults and one in every 6 children in New York are food insecure.

This session will discuss how to change that.

Gary Feinland, Environmental Program Specialist, Bureau of Waste Reduction and Recycling, New York State Department of Environmental Conservation

Gary will speak about the status of New York's Food Donation and Food Scrap Recycling Act.

Beth Radow, LWVNYS Chair, Committee on Energy, Agriculture and the Environment

Beth will discuss what individuals and small food generators can do to make the most of the food we purchase and prepare and the most socially and environmentally responsible ways to divert the food we don't eat.

Saturday 9:00 – 10:00 pm

Voter Services Q&A

How do I ____? What does this mean____? Ask your voter service questions here.

Judie Gorenstein, LWVNYS VP for Voter Services

2019-2020 Proposed Budget

Ask your questions or get clarification on the 2019-2020 proposed budget

Nancy Rosenthal, LWVNYS Chair, Budget Committee

Laura Ladd Bierman, LWVNYS Exe Director

Women's Suffrage and History Projects

Come share what your League is doing to celebrate the League's centennial and women's suffrage. And learn what more you can do from others.

Barb Thomas and Joan Johnson, LWVNYS Co-Chairs, Women's Suffrage Educational

Proposed Program Planning and Bylaw Amendments (9:00-9:30)

Ask your questions about the proposed program items and bylaw amendments

Sally Robinson, LWVNYS VP for Issues & Advocacy

Carol Mellor, LWVNYS Grassroots Dir.

New Program Process (9:30-10:00)

How will the new process affect development of new positions for the League?

Sally Robinson, LWVNYS Vice President for Issues & Advocacy

Carol Mellor, LWVNYS Grassroots Director

MEMBERS NEEDED AS CONVENTION VOLUNTEERS

Contact Britt Westergard at brittlwv@gmail.com

- Delegates to Convention can volunteer during non-plenary hours.
- Visitors can volunteer during plenary and observe plenary at no charge.
- Volunteering is a great way to meet and network with fellow Leaguers.

EXHIBITS AND SALES

Convention will bring together creative League members ready to share ideas and techniques that work! Your exhibits and/or products may offer the perfect solution to another League's problem. Keeping in mind that imitation is the sincerest form of flattery, the state League encourages you to bring products and publications to sell and exhibits to share at Convention. There will be a fee of \$25 for each table requested by a local League.

If your League wishes to sell any publications or merchandise, it should be prepared to staff its own table and cover any additional charges for special equipment rentals (such as VCR and monitor) and/or AV charges. All exhibits must be labeled with the local League name. All products and/or exhibits must be picked up by 2:00 PM on SUNDAY, June 9th.

*Sales/Exhibit space is limited and will be allotted on a first come, first serve basis.
Contact Linda Bondi at the State Office if you'd like to reserve space in the Exhibit Room
Tel: 518-465-4162 or Linda@lwvny.org*

PROPOSED CONVENTION RULES

A motion to adopt these rules will be made shortly after convention opens and a quorum has been declared. Amendments to this motion can be made at this time and require a majority vote for adoption. The rules as a whole (either amended or as given below) require a majority vote for adoption. A 2/3 vote is required to change them after they have been adopted.

1. Admission to the convention floor shall be limited to those displaying authorized badges. Doors are closed promptly when each session convenes. They will be opened periodically. Doors will be closed during a vote, and no one may enter or leave.
2. Seating in the Convention hall shall be divided into two areas: one for VOTING delegates and one for NON-VOTING delegates and VISITORS. All persons in the hall during sessions are requested to sit in their designated areas.
3. Announcements from the platform shall be made only by the Chair, the Convention Chair, or a deputy and shall relate only to Convention business or the welfare of the delegates. Notices to be announced must be given to the secretary in writing.
4. Delegates - Only delegates and members of the state board may make motions and vote.
5. Alternates shall vote only when taking the place of a regular delegate, wearing a delegate's badge that has been assigned by the credentials committee, and sitting in the delegate section.
6. Privileges of the Floor - Delegates, state Board members and those designated by the delegate body may speak.
7. Motions shall be made only by accredited delegates and members of the state board of directors. The mover shall obtain a motion form from the Page at a microphone, complete the form, and return it to the Page for distribution to the Chair, Parliamentarian, and person operating the viewgraph. The motions or amendments shall include the name and local League of the mover. There shall be no discussion or action on a motion until a copy is in the hands of the Chair. The Chair may waive this requirement.
8. Debate and discussion shall be limited to those granted the privileges of the floor. Only those standing at a microphone shall be recognized to speak. The Chair shall designate "pro" and "con" microphones at appropriate times and alternately recognize delegates standing at them. Each speaker shall be limited to two minutes. This time may be extended or shortened by a two-thirds vote of the delegate body. No one shall speak for a second time on a question until all who wish to speak have spoken once. No one shall speak more than twice on a question.
9. Voting - Only accredited delegates and members of the state board shall be entitled to vote. The Chair, unless otherwise directed by the delegate body, will decide which of the following methods of voting shall be employed:
 - a. By Voice
 - b. By Standing
 - c. By Division of House
 - d. By Written Ballot

- Delegates vote by saying aye or nay
- Delegates vote by standing
- Delegates stand and count off

. When a vote is in process, the doors to the Convention hall shall be closed and no one may enter or leave.

10. **Action Motions** -An action motion is a means for the delegate body to speak in concert on a matter of importance to the organization. It proposes action on a legislative or administrative matter at the state level and directs the League to take a specific action (e.g., sending a letter to the Governor). Action motions shall be referred to and considered by the action motions committee appointed by the Chair at the opening session.

Action motions must be in writing on forms available at the Convention registration desk. Motions must be completed and turned in at the convention desk by 5:00 pm on Saturday. In order to be considered, proposers must meet to discuss their motions with the committee Saturday evening. To be recommended by the committee, the action motion must be consistent with League positions and must not conflict with ongoing advocacy work. The committee may also consider whether the action will help further an adopted League priority and whether the proposed action is likely to have a measurable impact on the outcome of the matter. Action motions recommended by the Actions Motion Committee require a majority vote for adoption. *Action motions not recommended by the committee require a two-thirds vote for adoption.

11. **Miscellaneous Motions** - A speaker may request a Page at a microphone to use a colored card to request a point of order, a point of information, a parliamentary inquiry or a question of privilege.
12. **Consideration of Non-Recommended Program** - Any change in the proposed state program must be presented to the Convention as a non-recommended item. These items must have been submitted by the March deadline. They must be moved for consideration immediately after the presentation of recommended state program. The mover may make a statement, limited to five minutes, explaining the reason for asking consideration. The state board shall be allowed five minutes to present its reasons for not recommending the item. Only questions of clarification may be asked. There shall be no discussion or debate at this time. After all non-recommended items have been offered; votes on consideration on each will be taken in the order in which the items were presented to the Convention. A majority vote is necessary to consider non-recommended items.
13. **Adoption of program** shall take place at the second convention session. Recommended items and non-recommended items voted consideration shall be debated and voted upon in the order in which they were presented to the Convention. A 3/5 vote is required for adoption of a non-recommended item. A majority vote is required for recommended items. Amendments to wording for editorial purposes, clarification, or emphasis may be made at this point but may not change the scope or meaning of the item.
14. **A Credentials report** shall be given by the credentials committee at the beginning of each session. The report shall include the number of delegates, alternates, and visitors. The credentials report shall be updated as requested by the presiding officer of the Convention or upon motion of the Convention.
15. **Elections** - The credentials committee shall present a final report to the Convention or the election committee before the election procedure begins.
16. **Promotional materials** may be distributed only by delegates and alternates wearing badges and only before or after a session. Official Convention materials and promotional materials relating to Convention issues may be placed on the chairs or tables prior to the beginning of a convention session.
17. **Smoking** is not permitted in the Convention hall.
18. **Rules** - After adoption, these rules may be amended or suspended by a two-thirds vote. Roberts Rules of Order, Newly Revised, will govern all matters not covered in the rules or in the bylaws.
19. **Minutes** - The minutes of the LWVNYS Convention shall be approved by the LWVNYS board of directors upon recommendation of a committee appointed to review and correct the minutes.

PARLIAMENTARY PROCEDURE AT A GLANCE

<u>TO DO THIS:</u>	<u>YOU SAY THIS:</u>	<u>MAY YOU INTERRUPT SPEAKER?</u>	<u>MUST BE BE SECONDED?</u>	<u>IS THE MOTION DEBATABLE?</u>	<u>VOTE NEEDED</u>
Adjourn the meeting	I move that we adjourn	No	Yes	No	Majority
Recess the meeting until...	I move that we recess the meeting until...	No	Yes	No	Majority
Complain about noise, room, temperature, etc.	Point of privilege	Yes	No	No	No vote
Suspend further consideration of something	I move we table it	No	Yes	No	Majority
End (or limit or extend debate)	I move (that) the previous question...	No	Yes	No	2/3 vote
Postpone consideration of something	I move we postpone this matter until...	No	Yes	Yes	Majority
Have something studied further	I move we refer this to committee.	No	Yes	Yes	Majority
Amend a motion	I move to amend this motion.	No	Yes	Yes	Majority
Introduce business (a primary motion)	I move that...	No	Yes	Yes	Majority
Object to procedure or to personal affront	Point of order	Yes	No	No	No vote: chair decides
Request information or Parliamentary Inquiry	Point of information	Yes	No	No	No vote
Ask for a rising vote to verify a voice vote	I call for a division of the house.	Yes	No	No	No vote
Ask for a vote count to verify a rising vote	I call for a vote count	Yes	Yes	No	Majority
Object to considering some matter	I object to consideration	Yes	No	No	2/3 vote
Take up a matter previously tabled	I move to take from the table...	No	Yes	No	Majority

PARLIAMENTARY PROCEDURE AT A GLANCE (continued)

<u>TO DO THIS:</u>	<u>YOU SAY THIS:</u>	<u>MAY YOU INTERRUPT SPEAKER?</u>	<u>MUST YOU BE SECONDED?</u>	<u>IS THE MOTION DEBATABLE?</u>	<u>VOTE NEEDED</u>
Reconsider something already disposed of	*I move we reconsider action on	Yes	Yes	Yes	Only Majority if original quest. was debatable
Consider something not in scheduled order	I move we suspend the rules and...	No	Yes	No	2/3 vote
Vote on a ruling by the chair	I appeal the chair's decision.	Yes	Yes	Yes	Majority
Division of question (voting separately on parts)	I move to divide the question.	No	Yes	No	Majority
Consider Seriatim or consider by paragraph (amend each & then vote on the whole)	I move we consider by paragraph.	No	Yes	No	Majority
Withdraw or modify motion (if unanimous consent refused)	I move the motion be withdrawn (or modified)	No	Yes	No	Majority
Rescind (repeal)	I move to rescind the motion which was adopted...	No	Yes	Yes	2/3 vote

* Must be done by someone who voted on the prevailing side and must be done the same or following day.

Thanks to the League of Women Voters of Massachusetts for providing the basis for this memo.

TIPS FOR DELEGATES

This workbook contains the information necessary for full and informed participation in Convention debate and decision-making.
Please be sure to read it and bring it to Liverpool with you.

Convention Conduct: Sessions begin promptly. The Order of Business (Agenda) adopted at the opening session will be closely followed. In order to fulfill your responsibility to interpret and report Convention action to your own League and to represent it accurately, you should be seated before the opening time of each session and remain until recess or adjournment. Delegates are uninstructed and make decisions based on their best judgment in the light of Convention discussion. As a representative of your local League, however, you should know the thinking of your members. You should see that their opinions are adequately and fully presented during debate.

Discussion and debate are the most important parts of a League Convention. However, delegates should exercise self-discipline if the time schedule is to be maintained. If a previous speaker makes your point while you are waiting to speak, either sit down or say, "I agree with the previous speaker." A delegate wishing to address the Convention should go to a microphone, wait for recognition, and then state her/his name and League.

All motions must be in writing and handed to the Page at the microphone for transmittal to the Chair before the motion is made. Help the secretary to prepare Convention minutes by giving the Page copies of your statements. ***Proposed non-recommended items must be properly worded so delegates understand what is involved and what the implications are for state program.***

Caucuses are an exciting part of Convention. Attend one or more of them. Rooms will be available on Saturday evening for caucuses and other informal meetings. Contact the Convention registration desk in order to arrange for a caucus room. State board members do not attend caucuses; if you would like one or more state board members to attend your caucus, you must invite them.

Exchange of ideas and information among the delegates is most valuable. Split up your delegation when attending caucuses and other meetings.

Program adoption begins during the first Convention session with the presentation of the program proposed by the state board. **Questions for clarification** only (e.g., the extent, meaning or timing of the item) may be asked at this time. The Chair will rule out of order any discussion on the merits of the item.

After the state board's proposals are presented, delegates may move consideration of non-recommended items submitted by local Leagues during the program making process. A delegate moving a non-recommended item is limited to ***five minutes*** for its presentation.

Editorial changes in recommended items (changes in language which do not change the meaning or scope of the item) should not be proposed at this time. If necessary, the Chair will rule as to whether a suggested wording constitutes an editorial change or a non-recommended item.

The "PROPOSED 2017-2019 LWVNYS PROGRAM" in this Kit contains all of the "Recommended Items."

- (a) A delegate wishing to drop an item on the recommended program should vote against it. No motion is necessary.
- (b) Any expansion of present recommended items involving new study or redirection must be moved as a non-recommended item. This can only be done if the expansion is included in the list of non-recommended items circulated in the May SBR and in this workbook.

All program motions will be voted on during the third session in the following sequence:

1. The state board's recommended proposals.
2. Non-recommended items voted consideration in the order in which they were presented to the Convention.

When an item is brought up for final debate and vote, motions to amend its wording may be made. These changes may be editorial, for clarification or for emphasis, but may not limit or enlarge the scope of the item. A majority vote is required to amend and the proposed amendment is acted on before the final vote on the item is taken. If a delegate intends to move an editorial change, it would be helpful to indicate this during the free discussion period.

Items recommended by the state board require a majority vote for adoption; non-recommended items require a 3/5 vote. (Bylaws, Article XI, Sec. 3)



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WOMEN'S ISSUES

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Nominating Committee Chair	Nominating Committee Members	
Sara Wokan (LWV of Brooke Tioga) sara.wokan@gmail.com	Joan Johnson (LWV of Syracuse) jaj62@twcny.rr.com	Susan Schwarz (LWV of the Rivertowns) sdschwarz@aol.com

Nominating Committee LWVNYS Board Representatives

Suzanne Stassevitch
(LWV of the City of New York)

Betty Ann King
(LWV of the North Country)

PROPOSED SLATE OF OFFICERS AND DIRECTORS

The Nominating Committee is pleased to present the following slate of nominees for presentation at the June 2019 Convention of the League of Women Voters of New York State.

Nominating Committee Chair: Sara Wokan (LWV of Broome & Tioga Counties)

Committee Members: Joan Johnson (LWV of Syracuse Metro Area)
Susan Schwarz (LWV of Rivertowns)

LWVNYS Board Representatives: Betty Ann King (LWV of the North Country)
Suzanne Stassevitch (LWV of NYC)

Nominees for the 2019-2021 Board of Directors of the League of Women Voters of New York State

Officers

President.....	Suzanne Stassevitch/LWV of NYC
1 st Vice President/Voter Services	Judie Gorenstein/ LWV of Rivertowns
2 nd Vice President/Issues & Advocacy	Sally Robinson/LWV of NYC
3 rd Vice President.....	Regina Tillman/LWV of Albany County
Secretary	Jen Clark/LWV of Mid-Hudson Region
Treasurer	Lori Robinson/ LWV of Buffalo/Niagara

Directors

At-Large	Sheila Miller Bernson/LWV of New Castle
At-Large.....	Jane Colvin/LWV of NYC
At-Large.....	ErinLeigh Darnley/LWV of Syracuse Metro Area
At-Large.....	Kate Doran/LWV of NYC
At-Large.....	Crystal Joseph/LWV of NYC

Nominating Committee

Chair	Kate Jankowski, LWV of Rensselaer County
Committee Member.....	Kathy Stein, LWV of St. Lawrence MAL Unit
Committee Member.....	Marylou Cooper Green, LWV of the Scarsdale

The Nominating Committee also recommends that the 2019-2021 Board of Directors appoint the following people to the Board (bylaws limit of 5 directors elected):

At-Large.....	Carol Mellor/LWV of the Hamptons
At-Large.....	Nancy Rosenthal/LWV of SW Nassau County
At-Large.....	Dare Thompson/LWV of Mid-Hudson Region

GET TO KNOW YOUR NEW BOARD OF DIRECTORS

Suzanne Stassevitch- President

Voter Service is a first love, especially with first-time voters and the speaker’s bureau. At LWV of San Francisco (LWVSF), 1st VP for Voter Services, Suzanne represented the League on the SF County Ballot Simplification Committee, provided access to voting materials city-wide in English, Spanish and Chinese through local newspapers, and coordinated vote-by mail- promotions and ranked choice voting education. As a member of the League of Women Voters of California Board in 2009 – 2013, she participated in a statewide education campaign supporting application and processes of the newly established California Independent Redistricting Commission. In 2012, Suzanne led a team to resurrect, revise and publish the LWVC *Guide to California Government*.



Moving full time to NYC in 2013, Suzanne fulfilled an ambition to work as one of the LWVUS Observers at the United Nations. Her focus at the UN was on education and outreach to LWV members nationwide with a ‘think globally, act locally’ program.

She has served on the Board of Directors for the LWVNYS since 2017 with eyes on the future of the organization; updating processes, website platforms and National meetings and as well as a member of the LWVNYS nominating committee. She also serves on the board of LWV of the City of New York and as a LWVUS Shur Fellow, promotes Diversity, Equity and Inclusion in our organizational and programmatic planning.

Suzanne has worked and supported the arts her entire life; she never met an art she hasn’t tried or liked. She holds graduate degrees in Theatrical arts and her career, before the League, was primarily in the Costume and Wardrobe Departments in the San Francisco Bay Area Theaters, Ballet and 23 years with San Francisco Opera. Since 2001 her activities have been redirected toward Adult Literacy, the League of Women Voters and study/practice to development of her own work in textiles arts.

She believes the League’s mission is as vital today as it ever was and would like to be part of retooling the League to meet the challenges of today and to engage more people in ‘Making Democracy work’ for everyone. Working with the League has offered her many opportunities to work in different communities, take on tremendous challenges, and experience personal growth for which she is deeply grateful.



Judie Gorenstein – 1st Vice President/Voter Services

After retiring from social work, Judie was looking for something meaningful to do and joined the LWV of Huntington in 2004. She soon became a co-chair of the voter service committee at LWV of Huntington and voter service chair of LWV-Suffolk County. In 2008 she was elected President of her local League and served in that position until June 2017 when she stepped down in order to have more time to spend with her five grandchildren, as well as time to devote to LWVNYS. This March, she moved to Hastings on Hudson and already has attended a Hot Topics Breakfast and met with some board members of the LWV of Rivertowns.

Judie had been extremely pleased to have been on the LWVNYS board since 2010. Initially she was citizen/education youth program director and then in 2015 she was nominated and elected to be first VP of LWVNYS and Voter Service Chair. Judie has always seen voter services as core of the league’s mission. (It was what attracted her to become active in her local and then county league.) As voter service chair, Judie saw her primary role as helping local leagues, MALS and ILOs run successful voter registration drives and candidates nights. She engaged members of leagues with surveys (which she was pleased so many

completed), teleconference calls, workshops and also a voter service google group. With politics becoming ever more partisan than ever, the challenge of not only being nonpartisan but perceived in that way increased. Leagues were encouraged to share their successes, their formats for candidate nights, invitation letters to candidates, as well as policies for taping. They have also been encouraged to share problems they encountered and concerns in order that leagues could learn from one another and the LWVNYS could learn what local leagues needed to maintain the gold standard we have earned when it comes to voter registration and candidate events.

During the last two years, Judie with the help from other board members and of course from our local leagues, edited Road to the Voting Booth Part II and created a tool kit for candidate events and voter registration drives. She also encouraged leagues to put more effort in turning out the vote as well as creating good working relationships with their county board of elections. With the passage of new election laws in NY this year (including early voting to begin this October), Judie sees more opportunity for LWVNYS and all our local leagues to work with our board of elections in educating the public. The LWVNYS has long lobbied for the election reform, which will certainly in the long run make voting easier and enfranchise more voters, but change and transition always present challenges. If elected as voter service chair and 1st VP for 2019-2021, she looks forward to working with additional board members to meet all the challenges we face. Road to the Voting Booth and other voting material will need be updated to reflect the new reforms. This will be an ongoing process as reforms take place over the next several year and will take coordination but Judie believes "together we can and will do so much."

Sally Robinson –2nd Vice President/Issues & Advocacy

Sally started in the LWV Scarsdale and served as its president while simultaneously a member of the LWVUS Task Force on Trade Policy Update. After that she was New York State League Grassroots Lobby Director and then 1st Vice President/Advocacy and Issues in 2003-04, has held that job again starting in 2009 and served as state League president 2012-2015.



Sally is from the small town of Waller, Texas and was the first person in her family to go to college. After graduating from college and law school on the East Coast, she moved to New York City, where she worked as a tax lawyer. After her third child was born and she moved to Scarsdale, she switched to volunteer work, primarily with the League and as Chair of the Planning Board.

Sally is currently a member of the City of New York LWV where she moved in 2006 and completed a graduate tax degree at NYU Law School. She just moved from the Upper East Side to Greenwich Village with her husband, a college and law school classmate. They have plans to spend time both in the winter (skiing) and in the summer (golf) in their new second home in Utah now that they are empty-nesters.



Regina Tillman – 3rd Vice President

Regina Tillman became a member of the LWV Albany County in the Fall of 2016, responding as many did to the times, by seeking a structured way to respond to continued voter apathy. During that first year of membership, she sat in on the Board of Directors meetings, served on several of the Albany League's committees, and took advantage of any training being offered as well as attending the NYS League Convention in Syracuse. One of the first tangible steps she took to assist the local league was to introduce to the Membership Committee, and to the BOD, a model of volunteer management referred to as I.S.O.T.U.R.E. This is a model that, when adopted, promises to aid in improved retention of volunteering members.

In June of 2018, Regina was tapped to become the 1st Vice President/Administration of the LWV Albany County. She also took the helm of her personal favorite committee, as Membership Committee Chairperson, vacated at the same time. Under Regina's leadership, the Membership Committee had doubled its meeting frequency in order to tackle issues of member recruitment and retention, place their member interest form online to reduce the paper and mailing required, routinely plan Membership Meetings for the Spring and for the Fall, and address the BOD on volunteer management. Before June 2019, the committee plans to begin crafting an action plan for the LWV Albany County to pursue a more diverse and inclusive membership. She also is heading a LWV Albany County Fundraising and Development Committee, which she created with local BOD approval.

A native of Buffalo NY, Regina left for Cleveland Ohio in 1978 to begin on a path that would engage her for many years, beginning with a Coordinated Internship and MS degree program in Human Nutrition at Case Western Reserve University and the Cleveland Veterans Administration Medical Center. The VAMC in Buffalo made her the first job offer so "moving back home" with her husband and then 4 year old son in tow, she became a federal civil servant with the organizational mission of caring for "those that bore the battle". Career opportunities allowed her to live in other areas of the northeast... Montrose NY... Providence RI... before landing in Albany NY in 1994 as VAMC Clinical Nutrition and Food Service Department Program Manager while taking on new responsibilities in the realm of hospital administration. Her VAMC career then transitioned into a 10 year association with the cooperative extension system, affiliated in NYS with Cornell University, and she continues to volunteer with a farmers market located in the primarily rural upstate county of Schoharie.

Seeing the role of workplace culture from different geographic locations while selecting, supervising, and managing a broad range of job categories, allows Regina to tap into her life experiences for the benefit of the League. She sees it as a win-win as she also gains from her association with the wide array of talent that League membership encompasses.



Jennifer Clark – Secretary

Jennifer is currently Vice President of the League of Women Voters of the Mid-Hudson Region. She joined the LWV of Mid Hudson Board in 2017 after moving to New York and has also been heading up her local league's programming committee, working with other members to host such programs as "Fake News, Attacks on the Media, and the First Amendment," "Running for Office," and the "Voters' Rally Breakfast."

Originally from Poughkeepsie, New York, Jennifer got her under graduate and graduate degrees from Clark University before going to the University of Wisconsin Law School. After obtaining her law license, she spent several years clerking at a municipal court in Manhattan where she was tasked with learning the NYC campaign finance law, and then training the judges in the subject area. Jennifer left that position to take a clerkship with Justice Ann Walsh Bradley on the Wisconsin Supreme Court. Her decision to move was prompted by three high profile cases the court was set to hear: a case challenging a voter ID law, a case challenging domestic partnerships, and a case challenging anti-union legislation, known as Act 10. It was her work on the voter ID case that brought the League of Women Voters to her attention; they were the one challenging the law. When she moved back to New York, Jennifer promptly contacted the local league to volunteer. Currently, Jennifer is an assistant county attorney for the County of Ulster, where she researches proposed local laws, defends the County in civil suits, and is of counsel to various county boards and commissions.

Lori Robinson-Treasurer

Lori has been a Not-For-Profit accountant for 30 year and currently works full time for The Buffalo History Museum. She has always been passionate about good government and ran for Chautauqua County Legislature in 1993. Lori lived in Phoenix AZ for 15 years where she worked as an Election Site Inspector every chance she could. She has been a member of the Buffalo Niagara League since 2013 and serves as the Treasurer. Lori is delighted that she "gets to" lead Water Aerobics twice a week at the Buffalo Jewish Community Center.



Sheila Miller Bernson- Director At-Large

Sheila has served as Co-President of the LWV of New Castle with Jennifer Mebes Flagg since 2010. She joined the New Castle board as Voter Service Chair in 2007 after she moved to Chappaqua, having spent almost twenty-five years overseas in Turkey, South Korea, the Netherlands and Lebanon. While overseas she worked as a foreign legal consultant at Kim & Chang in Seoul and as a Grants Officer at the Office of Grants and Contracts at the American University of Beirut. Sheila currently works as a volunteer attorney at Pace Women's Justice Center's Family Court Legal Program representing victims of domestic violence. In 2016, Sheila was awarded the Kathryn Gurfein Writing Fellowship at the Writing Institute at Sarah Lawrence College. Sheila graduated from Pace Law School (JD), and Sarah Lawrence College (BA). She has one son who lives in Denver. She and her husband, John, live in Armonk, NY.

Jane Colvin – Director At-Large

Jane E. Colvin joined the League of Women Voters of the City of New York in 2006, one of the first things she did after selling her house in suburbia and moving into New York City. She immersed herself in League activities, becoming a member of the Legislative Action Committee and the Development Committee, and working on the *Inside* newsletter and other publications. She served as a member of the Management Team from 2008-2010, as Secretary from 2012 - 2014, and as Treasurer from 2014 - 2018.



After 31 years of working in international and private banking at Bankers Trust/Deutsche Bank, Jane determined that in the not-for-profit world, there were greater rewards than those associated with earnings per share. She joined The HealthCare Chaplaincy as Director of Marketing and Communications and subsequently, worked for The Interfaith Center of New York as a Development Associate in charge of special events and fund raising.

Jane is an active congregant at the All Souls Unitarian Universalist church where she's been a member since 2006. She's worked on the Nuclear Disarmament, Adult Education, and Nominating Committees and currently heads the All Souls Caring Team, dedicated to providing practical assistance to fellow members in need.

She has a BA from Cornell and a Master of International Affairs from Columbia University School of International and Public Affairs. A perpetual student, Jane has gone back to school, auditing classes at Hunter. She has a wonderful married son and daughter-in-law who live in California and spends her free time enjoying Manhattan.



ErinLeigh Darnley- Director At-Large

ErinLeigh grew up in dairy country east of Cazenovia, NY in a farmhouse that was once a tavern on the underground railroad. Growing up, ErinLeigh's mother was a special education teacher at a public school and her father was an education administrator for SUNY Environmental Science and Forestry.

She graduated from Jamesville-Dewitt High School and earned a Bachelor Degree from Rochester Institute of Technology. Self-employed for over 20 years and recently retired, she volunteers with the Matilda Joslyn Gage Foundation, Fayetteville-Manlius Schools and the League of Women Voters. ErinLeigh has 3 children; the creative boys are 14 & 11 and her daughter is a spunky 8-year old. Her husband is an entrepreneur specializing in residential & commercial elevators, wheelchair lifts, and stairlifts. With her family, she enjoys camping in the Adirondack Mountains and boating on New York's Finger Lakes. She also enjoys history, used books, jewelry, periodicals, and the NYS Fair.

ErinLeigh has been a LWV member for 3 years. With the League, she is Budget Director for Syracuse Metropolitan LWV and was on the NYS Budget Committee. In 2017, she was a delegate at NYS Convention in Syracuse, NY. In 2018, she attended LWV National Convention in Chicago, IL. In 2019, ErinLeigh was one of twenty LWVUS delegates attending the 63rd Commission on the Status of Women at the United Nations in New York, NY. She is also on the LWV US International Cases and Conventions Team.

ErinLeigh is dedicated to the League's Legislative Agenda and can be spotted at local voter registration events, lobbying for election reform in Albany, or speaking to small groups about the ERA or the UN's Sustainable Development Goals. She says, "I am looking forward to a future of thinking globally and acting locally with the League of Women Voters. Thank you for the opportunity to learn from and work with you on the state level."

Kate Doran – Director At-Large

Kate Doran has been a member of the League of Women Voters of the City of New York since 1977. After moving to the city, and deciding she needed to be a more informed voter, Kate joined the "Brooklyn Evening," branch. (In 1977 there were at least 3 branches of the LWVNYC in Brooklyn alone.)



Kate was a board member of the LWVNYC from 2010 to 2018; for the first 2 years serving as Chair of the City Affairs Committee. Currently Kate is the off board Elections Specialist, and a member of the Voter Service Committee. Kate became an Election Day poll worker in 2004. From 2006 through 2016 Kate was a Poll Site Coordinator. She closely monitors the NYC Board of Elections, attending their weekly meetings and reporting out to League Members, and various policy groups.

Kate graduated in 1974 from Ithaca College, with a BA in English. She has worked in government, banking, and private tutoring of middle school students. Kate enjoys reading, sewing, yoga, and volunteering at the Brooklyn Botanic Garden. She is also a passionate recycler, and strives to live a zero waste life. Kate and her husband own, and manage, Total Tennis, a year round tennis and racquet sports resort in Saugerties, NY. They have 3 daughters and 3 grandchildren.



Crystal Joseph – Director At-Large

Back in 2013, as she was researching the importance of civics, learning and contemporary movement building, Crystal was pleased to learn that the League of Women Voters was still leading the charge. After speaking with a league member, she was invited to a meeting and learned about all the amazing activities taking place in her local league around the importance of voting. As a member of both the Membership and Education Committees of the New York City League, Crystal used the knowledge of her fellow committee members to assist in completing research for her master's thesis on movement building in the 21st Century. Crystal is a proud City University of New York (CUNY) graduate with a Bachelor's of Science from

Baruch's Marx School of Public and International Affairs and a Master's of Arts in Urban Studies with a concentration in Public Administration from the School of Professional Studies. Presently, she is a doctoral resident at Concordia University-Portland pursuing an Ed.D. in Transformational Leadership. Crystal also serves as Vice President for the New York City League. When she is not studying or working with my students, as a program coordinator with the City University of New York, Crystal enjoys a good high intensity kickboxing class or visiting her second favorite urban haven, Philadelphia, PA.

2019-2021 NOMINATING COMMITTEE



Kate Jankowski- Nominating Committee Chair

Kate Jankowski has worked as a fund-raising professional for almost 25 years. She currently works for Catholic Charities of the Diocese of Albany. But, right before that, she served as the Director of Development at the League of Women Voters of New York State. That job became more than a job when she joined the League in 2013. She is currently serving as the Vice President of the League in Rensselaer County and enjoys volunteering for voter education activities and coordinating the Students Inside Albany student selection for her local League. She also served on the Nominating Committee for her local League for two years. When she is not working or volunteering for the League, Kate is the proud mom of a six-year-old boy and also volunteers with her local Adoptive Families of the Capital Region group.

Kathy Stein

Kathy helped to revive the St. Lawrence County LWV in 2009 and is currently President of the SLC MAL Unit. Kathy is originally from Plymouth, Michigan and she received her B.A. from the University of Michigan. She received her M.A. from the Johns Hopkins University and has over the years been an adjunct instructor at three of the four colleges in the Canton-Potsdam area where she has lived since 1986. She has for the past fifteen years been teaching part time regularly at St. Lawrence University in Art History and Film Studies. She studied classical ballet for twelve years, and violin, which she still plays, no doubt to the occasional annoyance of her neighbors.



Marylou Cooper Green

Marylou Cooper Green currently serves as President of the LWV of Westchester ILO. As president she has presided over the ILO's monitoring of County government and the Board of Elections. She has directed social media campaigns, written fundraising and program literature, managed the part-time League office, and administered vote411 and the widely distributed printed voters guides for the County. Her favorite aspect of ILO leadership has been its role in support of the eight local leagues within the county, organizing presidential networking gatherings and mentoring of leadership. The creativity and passion of League activist is her inspiration. Prior to her service with the ILO, Marylou served as president of the LWV of Scarsdale. As with many Leaguers one of her first assignments was organizing a local candidate forum which opened her eyes to the workings of state, county and local government.

Prior to embarking on her career of community activism, Marylou served as a Vice President of Citicorp in the money markets and public finance sectors. With an MBA from Columbia University she has worked at several corporations, working primarily in finance and operations departments. An Air Force brat, she grew up in England, and the Northwest and Southern areas of the US. Moving to NYC upon graduating from college she quickly became addicted to the culture, moxie and energy of New York.

Proposed Amendments to LWVNYS Bylaws

Deletions are in **blue bolded font** and in brackets; additions are in ***bold italics***.

Board Recommended Bylaw Amendments

Article VI

Recognition of Local and Provisional Leagues

Sec. 4 Member-at-Large Units. When a group of people in a community in which no local League exists wishes to form a League of Women Voters, it may be organized into a Member-at-Large unit by the board under the requirements ***adopted by the board*** **{adopted by the convention of the LWVUS}**. It shall remain a MAL unit until such time as it has fulfilled the recognition requirements for local Leagues, ***or until is has been disbanded by the Board*** **{or until its recognition has been withdrawn}**. The Board has the authority to disband a MAL Unit, upon a vote of a majority of the MAL Unit members or upon a finding of the Board that the MAL Unit is not in compliance with the requirements for a MAL Unit. All funds held by a MAL unit from which recognition has been withdrawn shall be paid to the LWVNYS.

RATIONALE

These changes are to correct errors in the original bylaw and to clarify the procedure by which a MAL unit can be disbanded.

Article VIII

Meetings of the Members

Sec. 1 Place, Date, and Call. A meeting of members shall be held annually for the election of the board of directors and the transaction of other business as shall ***lawfully*** come before such meeting. The time and place of such meeting shall be set by the board. Such meetings held in odd years shall be denominated as conventions and the meetings held in even years shall be denominated as councils.

RATIONALE

This change is to clarify what nature of business can be considered at an annual member meeting (convention or council).

Article VIII

Meetings of the Members

Sec. 4 Council

- a. **Authorization for Action.** The council shall consider program, methods of operation and the financial status of the organization, including a proposed or ongoing budget, as presented by the LWVNYS board. The council is authorized to make such modifications of the program and, if applicable, an ongoing budget, as shall be necessary to meet altered conditions, provided that notice of such action shall have been sent by the LWVNYS board to the members at least six weeks in advance of the meeting of the council. **{A two-thirds majority of the votes cast shall be necessary to adopt changes to the program.}** A majority vote shall be necessary to adopt an ongoing budget. The council shall transact such other business as shall ***lawfully come before it.*** **{be presented}**

RATIONALE

There are two changes to this subsection.

- The first omits the process for adopting changes to program at council. This change has been made because all process and procedures for changing program have been consolidated into Article X
- The second change clarifies the nature of business which can be considered at council.

Article X

Program

Sec. 2 Program. The program of the LWVNYS shall consist of:

- a. action to implement the Principles, and
- b. concerted study and action on those state governmental issues chosen by the LWVNYS convention, *council or the LWVNYS Board. Local League, ILO, and MAL Unit boards and members may make recommendations to the LWVNYS Board for a program at any time for the LWVNYS Board to consider in its discretion.*

RATIONALE

This section broadens the ability to recommend a program change to enable members to recommend changes to program and defines the time frame in which such recommendations can be made.

Article X

Program

{Sec. 3 Convention Action.} The convention shall act upon the program using the following procedures:

- a) Local League, ILO and MAL unit boards may make recommendations for a program to the board at least three months prior to the convention.
- b) Any League that plans to propose the adoption or amendment of a state League position by concurrence at an annual meeting with a position statement of another League (or Leagues) shall submit the recommendation to the State board as specified in subsection a of this Article. The recommendation shall be accompanied by the proposed position statement, background information, including pros and cons on the issue and an explanation of the rationale for using this form of member agreement.
- c) The board shall consider the recommendations and shall formulate a proposed program which shall be submitted to the president of each local League and ILO, and to the chair of each MAL unit, at least six weeks prior to the convention.
- d) A majority vote shall be required for the adoption of the program proposed by the LWVNYS board.
- e) Any recommendation for the program submitted to the board at least three months before the Convention, but not proposed by the board, may be adopted by the convention, provided consideration is ordered by a majority vote and the proposal for adoption receives a three-fifths vote.

Sec. 4 Council Action. The council may modify or change the program as provided in Article VIII}

Sec. 3 Convention or Council Action. The convention or council shall act upon the program using the following procedures:

Local League, ILO and MAL units, or members may recommend to the LWVNYS Board a program for adoption at the convention or council provided that such item is submitted to the LWVNYS Board at least three months prior to the convention or council. .

The LWVNYS board shall consider the recommendations and shall formulate a proposed program which shall be submitted to the president of each local League and ILO, and to the chair of each MAL unit, at least six weeks prior to the convention or council.

A majority vote shall be required for the adoption of the program proposed by the LWVNYS Board. Any recommendation for a program not proposed by the LWVNYS board that was submitted to the LWVNYS board at least three months before the convention or council, may be adopted by the convention or council, provided consideration is ordered by a majority vote and the proposal for adoption receives a three- fifths vote.

RATIONALE

Article X Sec 3 is eliminated and replaced by a new section 3 which establishes how action can be taken on program at both convention and council. It retains the provision that a recommendation for action which has been presented to the Board three months prior to convention or council but not recommended can be brought before the member meeting and establishes the requisite vote for adoption of program.

Article X Sec 4 is eliminated since the content is now covered by Sec 3.

Not Recommended Bylaw Amendment

Recommendation of LWV of Cortland County for bylaw amendment

LWV of Cortland County submitted a recommendation which stated:

Sec. 2 Program. The program of the LWVNYS shall consist of:

- a. Action to implement the Principles, and
- b. Conceted study and action on those state governmental issues chosen by the LWVNYS convention.

When state governmental issues lie outside the scope of LWVUS positions, the board will obtain approval of new positions on state governmental issues and amendments to those positions, including change from neutral to pro or con, through local league concurrence, convention action or council action.

Although cognizant of the factors underlying this proposed change to the bylaws, the Board does not recommend the proposed change for the following reasons:

The purpose of the change is expressed by Cortland is to “avoid repeat of the 2017 circumstance where the Board of Directors of the LWVNYS adopted a position in support of a constitutional convention. . .”

The Board recognizes that there was disagreement about the Board’s application of the Con Con position. Therefore, it has recommended as the first item of program an update to the Con Con position to clarify the wording of this position. An update to this position would be a more appropriate response to the confusion and concern expressed by the Cortland League than the change in bylaws it has suggested.

In short, the subject matter of the proposal is better suited to a program change than a bylaw amendment, and the Board has recommended that the matter be considered under program.

**LEAGUE OF WOMEN VOTERS OF NEW YORK STATE BYLAWS
AS AMENDED AND ADOPTED BY DELEGATES AT STATE CONVENTION
JUNE 2017**

Article I
Name and Office

Sec. 1 Name. The name of this organization shall be the League of Women Voters of New York State, hereinafter referred to in these bylaws as “LWVNYS.” The LWVNYS is an integral part of the League of Women Voters of the United States, hereinafter referred to in these bylaws as “LWVUS”.

Article II
Purposes and Policy

Sec. 1 Purposes. The purposes of the LWVNYS shall be to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Sec. 2 Political Policy. The LWVNYS shall not support or oppose any political party or candidate.

Article III
Membership

Sec. 1 Eligibility. Any person who subscribes to the purposes and policy of the LWVNYS shall be eligible for membership.

Sec. 2 Types of Membership.

- a. Voting members. Persons at least 16 years of age who join the LWVNYS at any level shall be voting members at all levels of League.
 - i. individuals who live within an area of a local League may join that League or any other local League; those who reside outside the area of any local League may join a local League or may be state members-at-large;
 - ii. those who have been members of the LWVUS for 50 years or more shall be honorary life members excused from the payment of dues
- b. Associate Members. All others who join the LWVNYS shall be associate members. Associate members are non-voting members.

Article IV
Officers

Sec. 1 Enumeration, Election and Term. The officers of the LWVNYS shall be a president, a first vice-president, with up to but no more than three additional vice-presidents, and either a secretary and a treasurer or a combined position of secretary/treasurer. The number and order of vice-presidents and whether the offices of secretary and treasurer shall be combined shall be recommended by the Nominating Committee. Any of those offices may not be eliminated or combined until the term of an elected officer is concluded. The Officers shall be elected by the convention and hold office until the conclusion of the next convention or until their successors have been elected and qualified.

Sec. 2 Qualifications. Only voting members in the state of New York shall be elected or appointed to serve as officers or directors of the LWVNYS.

Sec. 3 President. The president shall preside at all meetings of the LWVNYS and of the board of directors, hereinafter referred to as “the board”, unless the president is absent or designates someone else to preside. In the absence or disability of the treasurer, the president may sign or endorse checks, drafts, and notes. The president shall be, ex officio, a member of all committees except the nominating committee and have such usual powers of supervision and management as may pertain to the office of the president and perform other duties designated by the board.

Sec. 4 Vice-presidents. In the event of the absence of the president, the first vice-president, or any of the vice-presidents, in order of rank, shall assume that office until the president’s return. If the board declares the office of president vacant, the first vice-president shall assume the office. If the first vice-president is unable to serve as president, any of the vice-presidents, in order of rank, shall assume that office until the next convention. In the event that none of the vice-presidents is able to serve in this capacity, the board shall elect one of its elected members to fill the vacancy. The vice-presidents shall perform such other duties as the president and board may designate.

Sec. 5 Secretary. The secretary shall keep, or cause to be kept, minutes of convention, council, and meetings of the board; shall notify all officers and directors of their election; shall sign with the president all contracts and other instruments when so authorized by the board; and shall perform such other functions as the president and board shall direct.

Sec. 6 Treasurer. The treasurer shall, at the direction of the president and the board, perform such financial oversight of the professional staff of the organization, as is appropriate under the circumstances, and such other duties as may customarily pertain to the office; and shall arrange for an annual audit of the books by a certified public accountant.

Article V

Board

Sec. 1 Number, Selection, and Term. The board shall consist of the officers of the LWVNYS, up to five but not less than three elected directors, and up to four appointed directors. The number of elected directors shall be recommended by the Nominating Committee. The elected directors shall be elected by the convention and shall serve until the conclusion of the next convention or until their successors have been elected and qualified. The elected members of the board shall appoint such additional directors, not exceeding four, as they deem necessary to carry on the work of the LWVNYS. The terms of office of the appointed directors shall expire concurrently with the terms of office of the elected directors.

Sec. 2. The “Entire Board” shall consist of the number of Directors within the designated range that were elected as of the most recently held election of Directors plus the number of directors appointed and serving.

Sec. 3. Absences and Vacancies.

- a. **Absences**. In the event that a board member is absent from two consecutive meetings of the board, without excuse accepted as satisfactory by the directors, that position may be declared vacant by a majority vote of the remaining board members.

- b. Vacancies. A board position shall be vacant in the event a board member dies or resigns, a position is declared vacant pursuant to Section 3a of this Article, or a board member is determined to have engaged in misconduct by three-fifths of the remaining board.
- c. Any vacancy in the board other than in the presidency may be filled until the next convention by a majority vote of the remaining members of the board.

Sec. 4. Powers and Duties.

- a. The board shall have full charge of the property and fiscal business of the LWVNYS with full power and authority to manage and conduct the same, subject to the instructions of the convention.
- b. The board shall plan and direct the work necessary to carry out the program on state governmental matters as adopted by the convention.
- c. The board shall accept responsibility delegated to it by the board of the LWWUS for:
 - i. the organization and development of local Leagues;
 - ii. carrying out of a program;
 - iii. providing assistance to the local Leagues in obtaining funds to further the work of a local League or the LWVNYS; and
 - iv. guidance of intrastate inter-League organizations hereinafter referred to as ILOs.
- d. The board may create member-at-large (hereinafter referred to as MAL) units, and establish rules and regulations for their operations.
- e. The board shall create and designate such committees as it may deem necessary. “Committees of the Board” are those that may have the power to bind the board within the limitations of NYS law. These committees must be comprised solely of board members, have at least 3 members. “Committees of the Corporation” cannot bind the board and may include non-board members. These committees are appointed by the board.
- f. The board may appoint an executive committee consisting of no fewer than five members of the board. The executive committee shall exercise such power and authority as may be delegated to it by the board and shall report to the board, at the earliest opportunity, on all actions taken by it between regular meetings of the board.
- g. The consent of the board and the signature of two officers shall be necessary to endorse, transfer, and deliver any certificate of stock, bond or other security or real property in the name and on behalf of the LWVNYS. The board may delegate such authority to sign or endorse checks, drafts, and notes as it may from time to time see fit.

Sec. 5 Regular Meetings. There shall be at least two regular meetings of the board annually. At the direction of the president, at least two weeks before each regular meeting, each board member shall be sent a written notice of the meeting which may be transmitted by regular mail, fax or email giving the time and place of such meeting.

Sec. 6 Special Meetings. The president may call special meetings of the board, and/or shall call a special meeting upon the written request of five members of the board. Members of the board shall be notified of the time and place of special meetings by written notice transmitted by regular mail, fax, e-mail, sent at least six days prior to such meeting. During convention or council, however, the president may, or upon the request of five members of the board shall, call a special meeting of the board by giving members of the board a written notice of the time and place of said meeting.

Sec. 7 Quorum. A majority of the members of the board shall constitute a quorum and a majority of the members in attendance at any board meeting shall, in the presence of a quorum, decide its action. Any

member of the board may participate in a meeting by means of conference telephone or similar communications equipment that allows all persons participating in the meeting to hear each other at the same time; participation by such means shall constitute presence in person at a meeting.

Sec. 8. Action of Board. Any action required or permitted to be taken by the board or any committee thereof may be taken without a meeting if all members of the board or the committee consent to the adoption of a resolution authorizing the action. Such consent may be written or electronic. If written, the consent must be executed by the director by signing such consent or causing his or her signature to be affixed to such consent by any reasonable means including, but not limited to, facsimile signature. If electronic, the transmission of the consent must be sent by electronic mail and set forth, or be submitted with, information from which it can reasonably be determined that the transmission was authorized by the director. The resolution and the written consents thereto by the members of the board or committee shall be filed with the minutes of the proceedings of the board or committee.

Sec. 9 Compensation. Directors shall not receive compensation for services rendered to or on behalf of the LWVNYS except that members of the board may be reimbursed, based on the board's reimbursement policy, for expenses reasonably incurred on behalf of the LWVNYS upon presentation to the treasurer or secretary/treasurer of reasonable detailed receipts thereof.

Article VI

Recognition of Local and Provisional Leagues

Sec. 1 Local Leagues. Local Leagues are those Leagues which have been so recognized by the LWWUS.

Sec. 2 Recognition of Local Leagues. The LWVNYS board shall recommend to the LWWUS board recognition of any group in the state which fulfills recognition requirements for local Leagues as adopted by the national convention. When such recognition is granted, the local Leagues shall become an integral part of the LWWUS and the LWVNYS.

Sec. 3 Withdrawal of Recognition. When a local League recurrently fails to fulfill recognition requirements, the board shall recommend to the LWWUS board that recognition be withdrawn. Final action rests with the LWWUS board. All funds held by such dissolved Leagues shall be paid to the LWVNYS after payment of all liabilities.

Sec. 4 Member-at-Large Units. When a group of people in a community in which no local League exists wishes to form a League of Women Voters, it may be organized into a Member-at-Large unit by the board under the requirements adopted by the convention of the LWWUS. It shall remain a MAL unit until such time as it has fulfilled the recognition requirements for local Leagues, or until its recognition has been withdrawn. The Board has the authority to disband a MAL Unit, upon a vote of a majority of the MAL Unit members or upon a finding of the Board that the MAL Unit is not in compliance with the requirements for a MAL Unit. All funds held by a MAL unit from which recognition has been withdrawn shall be paid to the LWVNYS.

Sec. 5 Inter-League Organizations-ILOs. Members enrolled in local Leagues may organize ILOs in order to promote the purposes of the League and to take action on county, metropolitan or regional governmental matters. The LWVNYS board shall recommend to the LWWUS board that such ILO be recognized, provided requirements adopted by the national convention have been met. The board has responsibility for

the guidance of ILOs. In the event of recurrent failure of an ILO to fulfill these requirements, the board shall recommend to the LWVUS board that it withdraw recognition from such ILO. All funds held by an ILO from which recognition has been withdrawn shall be prorated among its member Leagues.

Article VII

Financial Administration

Sec. 1 Fiscal Year. The fiscal year of the LWVNYS shall be from July 1 to June 30 of the following year.

Sec. 2 Financial Support. Each local League shall make an annual per-member and household payment to the LWVNYS in the amount to be determined by a 3/5 vote of those present and voting at each convention. Local Leagues shall be excused from making per- member payments for paid life or honorary life members. Member-at-Large Units shall pay dues to the LWVNYS in an amount to be determined by the LWVNYS board.

Sec. 3 Budget. The board shall submit to the convention or council for adoption a proposed budget for the ensuing year. This proposed budget shall provide for the support of the LWVNYS. A copy of the proposed budget shall be sent to the president of each local League and ILO and each MAL unit chair at least six weeks in advance of the convention or council. A budget shall be adopted by a majority vote, except that the per-member-payment shall be approved as provided in section 2 of this article. The practice of preparation and implementation of a two-year budget may be adopted by a vote of two-thirds of the delegates present at convention. Should a two-year budget be implemented, in the interim year, the board shall report to the delegates at council on the status of the finances of the organization and budgetary items.

Sec. 4 Budget Committee. The budget shall be prepared by a committee which shall be appointed for that purpose by the board at least four months in advance of the convention or council. The budget committee shall consist of no fewer than five members including a chair and the treasurer. The majority of the members of this committee, including the chair, shall not be members of the state board. Except for the treasurer, each member of the budget committee shall be from a different local League. Recommendations of the committee shall be by the concurrence of the majority of the full committee.

Sec. 5 Distribution of Funds on Dissolution. In the event of the dissolution of the LWVNYS, all moneys and securities which may at the time be owned by or under the control of the LWVNYS shall be paid to the LWVUS after the state board has paid or made provision for the payment of all the liabilities of the LWVNYS. All other property of whatsoever nature, whether real, personal, or mixed which may at the time be owned or under the control of the LWVNYS shall be disposed of to such a person, organization, or corporation for such public, charitable or educational use and purposes as the state board in its discretion may designate.

Sec. 6 Indemnification. Every LWVNYS director, officer or specified representative of the LWVNYS shall be indemnified against all expenses and liabilities, including counsel fees, reasonably incurred or imposed upon them in connection with any proceeding to which they may be made a party, or in which they may become involved by reason of being or having been a director, officer or specified representative, or any settlement thereof, whether the person is a director, officer or specified representative at the time such expenses are incurred, except in such cases wherein the individual is adjudged guilty of willful misfeasance or malfeasance in the performance of duties. The foregoing right of indemnification shall be in addition to and exclusive of all other rights to which the indemnified may be entitled. Indemnification will be up to the amount insured.

Article VIII

Meetings of the Members

Sec. 1. Place, Date, and Call. A meeting of members shall be held annually for the election of the board of directors and the transaction of other business as shall come before such meeting. The time and place of such meeting shall be set by the board. Such meetings held in odd years shall be denominated as conventions and the meetings held in even years shall be denominated as councils.

Sec. 2. Call for Convention and Council. At the direction of the president, a call for the convention or council shall be sent to the president of each local League and ILO, and chair of each MAL unit not less than three months prior to the opening date of the convention or council fixed in said call. Thereafter the board may advance or postpone the opening date of the convention or council not more than two weeks from the date fixed in the first call. A final call for the convention or council shall be sent by the president to the president of each local League and ILO, and chair of each MAL unit, at least 30 days before convention or council.

Sec. 3. Convention:

- a. **Composition.** The convention shall consist of the delegates of the local Leagues, ILOs and MAL units, as provided in this article, and the members of the board, each of whom shall be entitled to one vote.
- b. **Qualifications of Delegates and Voting.** All delegates shall be voting members of the League. Each delegate representing a local League, ILO, or MAL unit, or duly authorized proxy as provided in subsection f, shall be a member in good standing of that local League, ILO or MAL Unit and shall be entitled to vote only if that League, ILO or MAL unit has met its per-member-payment responsibilities. The LWVNYS board may make an exception in the case of proven hardship. No delegate shall be entitled to more than one vote, and absentee shall not be permitted. Final determination of a delegate's qualifications or credentials shall be made by the convention.
- c. **Representation at convention** The members of the LWVUS who are organized into recognized local Leagues, ILOs, and MAL units in the state of New York shall be entitled to voting representation at the convention as follows: each local League shall be represented by one delegate. In addition to that delegate, each local League is entitled to one delegate for the first 40 members. Leagues having more than 40 members shall be entitled to one delegate for each additional 40 members or major fraction thereof. Membership numbers will be determined by the number indicated in the official LWVUS membership count report for the year of the convention. Each recognized ILO shall be entitled to one voting delegate. Each MAL unit shall be entitled to one voting delegate.
- d. **Quorum.** A quorum for the transaction of business at convention shall be participation by one tenth of the total number of authorized delegates.
- e. **Authorization for Action.** The convention shall consider and authorize a program for action; shall elect officers, directors, the chair and two members of the nominating committee; shall adopt a budget for the ensuing year; and shall transact such other business as may come before it .
- f. **Proxies.** Every proxy must be in writing and signed by the president of the local League or ILO or the chair of the MAL Unit. Every proxy shall be revocable at the pleasure of the person executing it, unless otherwise provided by law. The proxy can contain such conditions as determined by the giver of the proxy. For the purpose of representing another League, all proxies shall be delivered to the presiding officer.

Sec. 4 Council

- a. Composition: Council shall consist of each local League, ILO, MAL unit and the Board of Directors.
- b. Voting at Council. Each local League, ILO and MAL unit and each Director shall be entitled to one vote. In addition to that vote, each local League is entitled to one vote for the first 40 members. Leagues having more than 40 members shall be entitled to one vote for each additional 40 members or major fraction thereof. Membership numbers will be determined by the number indicated in the official LWVUS membership count report for the year of the council.
- c. Quorum. A quorum for the transaction of business at a council meeting shall consist, in person or by proxy, of one tenth of the total number of authorized votes.
- d. Authorization for Action. The council shall consider program, methods of operation and the financial status of the organization, including a proposed or ongoing budget, as presented by the LWVNYS board. The council is authorized to make such modifications of the program and, if applicable, an ongoing budget, as shall be necessary to meet altered conditions, provided that notice of such action shall have been sent by the LWVNYS board to the members at least six weeks in advance of the meeting of the council.. A two-thirds majority of the votes cast shall be necessary to adopt changes to the program. A majority vote shall be necessary to adopt an ongoing budget. The council shall transact such other business as shall be presented.
- e. Proxies Presence at and votes taken at council may be by proxy. Every proxy must be in writing and signed by the President of the local League or ILO or the Chair of the MAL Unit. Every proxy shall be revocable at the pleasure of the person executing it, unless otherwise provided by law. For the purposes of conducting meetings, all proxies shall be delivered to the Secretary or, in the absence of the Secretary, the presiding Member appointed to act as secretary of the meeting.

Sec. 5 Special Meetings of the Members. Special meetings of the members may be called by the board and by such person or persons as may be authorized by the certificate of incorporation or the by-laws. In any case, such meetings may be convened by the members entitled to cast ten per cent of the total number of votes entitled to be cast at such meeting, who may, in writing, demand the call of a special meeting specifying the date and month thereof, which shall not be less than two nor more than three months from the date of such written demand. The secretary of the corporation upon receiving the written demand shall promptly give notice of such meeting, or if the secretary fails to do so within five business days thereafter, any member signing such demand may give such notice. The meeting shall be held at the place fixed in the by-laws or, if not so fixed, at the office of the corporation or at such other place designated by the board. If such meeting is held, it will be noticed and conducted according to the provisions relating to the convention as hereinabove provided.

Article IX
Nominations and Elections

Sec. 1 Nominating Committee. The nominating committee shall consist of five members, two of whom shall be members of the board. The chair and two members who shall not be members of the board shall be elected by the convention. Nomination for these offices shall be made by the current nominating committee. Further nominations may be made from the floor of the convention. The other members of the committee shall be appointed by the board immediately after the convention. Vacancies occurring in the nominating committee shall be filled by the board.

Sec. 2 Suggestions by Local Leagues and MAL Units. The nominating committee chair shall solicit from the president of each local League, ILO, and the chair of each MAL unit, suggestions for nominations for the offices to be filled.

Sec. 3 Suggestions for Nominations. Suggestions for nominations shall be sent to the chair of the nominating committee at least six months before convention. Any member may send suggestions to the chair of the nominating committee.

Sec. 4 Decisions of the Committee. Decisions of the committee shall be by the concurrence of the majority of the full committee.

Sec. 5 Report of the Nominating Committee and Nominations from the Floor. The report of the nominating committee of its nominations for officers, directors, and the chair and two members of the succeeding nominating committee shall be sent to the president of each local League and ILO, and to the chair of each MAL unit, six weeks before the convention. The report shall be presented on the first day of the convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the convention, provided that the consent of the nominee has been secured.

Sec. 6 Election. The election shall be under the direction of an election committee appointed by the president on the first day of the convention. The election shall be by ballot, except that when there is but one nominee for each office, it may be by voice vote. A majority vote of those present and qualified to vote and voting shall constitute an election.

Article X

Program

Sec. 1 Principles. The Principles adopted by the national convention and supported by the League as a whole constitute the authorization for the adoption of the LWVNYS program.

Sec. 2 Program. The program of the LWVNYS shall consist of:

- a. action to implement the Principles, and
- b. concerted study and action on those state governmental issues chosen by the LWVNYS convention.

Sec. 3 Convention Action. The convention shall act upon the program using the following procedures:

- f) Local League, ILO and MAL unit boards may make recommendations for a program to the board at least three months prior to the convention.
- g) Any League that plans to propose the adoption or amendment of a state League position by concurrence at an annual meeting with a position statement of another League (or Leagues) shall submit the recommendation to the State board as specified in subsection a of this Article. The recommendation shall be accompanied by the proposed position statement, background information, including pros and cons on the issue and an explanation of the rationale for using this form of member agreement.
- h) The board shall consider the recommendations and shall formulate a proposed program which shall be submitted to the president of each local League and ILO, and to the chair of each MAL unit, at least six weeks prior to the convention.

- i) A majority vote shall be required for the adoption of the program proposed by the LWVNYS board.
- ii) Any recommendation for the program submitted to the board at least three months before the convention, but not proposed by the board, may be adopted by the convention, provided consideration is ordered by a majority vote and the proposal for adoption receives a three-fifths vote.

Sec. 4 Council Action. The council may modify or change the program as provided in Article VIII.

Sec. 5 Member Action. Members may act in the name of the LWVNYS only when authorized to do so by the board.

Sec. 6 Local League, ILO and MAL Unit Action. Local Leagues, ILOs, and MAL units may take action on state governmental matters only when authorized to do so by the LWVNYS board. Local Leagues, ILOs, and MAL units must act only in conformity with, or not contrary to, the position taken by the LWVNYS.

Article XI

National Convention and Council

Sec. 1 National Convention. The board shall elect the number of delegates to the national convention that was allotted to the LWVNYS under the provisions of the bylaws of the LWWUS.

Sec. 2 National Council. The board shall elect the number of delegates to the national council that was allotted to the LWVNYS under the provisions of the bylaws of the LWWUS.

Article XII

Parliamentary Authority

Sec. 1 Parliamentary Authority. The rules contained in Robert's Rules of Order, Newly Revised, shall govern the LWVNYS in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

Article XIII

Statutory Compliance Article

Sec. 1. Conflicts of Interest Protocols. This Corporation shall adopt, and at all times honor, the terms of a written conflicts of interest policy to assure that its Directors, Officers and Key Employees act in the Corporation's best interest and comply with applicable legal, regulatory and ethical requirements. The conflicts of interest policy of the Corporation shall include, at a minimum, the following provisions:

- a. **Procedures**. Procedures for disclosing, addressing, and documenting Conflicts of Interest and Related Party Transactions to the Board of Directors, or authorized committee, as appropriate.
- b. **Restrictions**. Stipulations that when the Board of Directors, or authorized committee, as appropriate, is considering a real/potential conflict of interest, the interested party shall not:

- i. be present at, or participate in, any deliberations,
- ii. attempt to influence deliberations, and/or
- iii. cast a vote on the matter.

c Definitions. Definitions of circumstances that could constitute a conflict of interest.

d Documentation. Requirements that the existence and resolution of the conflict be documented in the records of the Corporation, including in the minutes of any meeting at which the conflict was discussed or voted upon.

e Audit-Related Disclosure. Protocols to assure for the disclosures of all real or potential conflicts of interest are properly forwarded to the Audit Committee or Conflicts of Interest Committee, as appropriate, or if there is no such Audit or Conflicts Committee, to the Board of Directors, or another Committee of the Board, as appropriate.

Article XIV

Amendments

These bylaws may be amended at any biennial convention by a two-thirds vote of the delegates present and voting. Changes proposed by local leagues and ILO's shall be submitted to the board at least three months prior to a convention. All such proposed amendments and shall be sent by the board to the president of each local League and ILO, and to the chair of each MAL unit, at least six weeks prior to the convention, together with the recommendations of the board. The presidents of all local Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a local president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the bylaws adopted at any convention.

If necessary to comply with any law or regulation governing the LWVNYS, bylaws may be adopted, amended or repealed by the board of directors. Any bylaw adopted by the board may be amended or repealed by the members in conformity with the procedure hereinabove described for the adoption, amendment or repeal of bylaws by the members.

Program Planning Recommendations 2019-2021

The Board has reviewed the program recommendations submitted by local Leagues and recommends two specific updates for 2019 and the start of a multi-year project to update five major categories of state League positions. Sixteen local Leagues responded to the request for recommendations by the deadline of three months before convention. Specific responses to local League suggestions not recommended by the Board are detailed below.

The Convention Process for Adopting Program

As specified in the current LWVNYS Bylaws, proposed changes for program must be submitted to the LWVNYS Board at least three months prior to the convention. The bylaws further provide that the Board shall consider the recommendations and shall formulate a proposed program. A majority vote shall be required for the adoption of the proposed program. Any recommendation for the program submitted to the board at least three months prior to the convention, but not proposed by the board, may be adopted by the convention, provided consideration is ordered by a majority vote and the proposal for adoption receives a three-fifths vote.

Summary of Public Policy Positions, as provided in the program planning materials and at the start of ***Impact on Issues***, is merely a convenient way to access some of our more significant full positions. The wording of **Summary of Public Policy Positions**, or the omission of a position, does not change board understanding or implementation of our positions. Therefore, direction to the board is recommended as the appropriate approach to implement a recommendation for a change in the wording of **Summary of Public Policy Positions**, as opposed to a recommendation for a change in position.

RECOMMENDED ITEMS

1. The Board is recommending an update of our Constitutional Convention Position. The current position contains begins with a sentence:

“The League of Women Voters of New York State does not support or oppose the holding of a constitutional convention.”

This sentence was the source of some confusion in the context of the 2017 state Board decision to support the Constitutional Convention referendum. Shortly after this position was adopted in 1993 the state Board applied it by deciding to oppose the 1997 Constitutional Convention referendum based on the extensive criteria contained within the position. However, during the most recent decision-making process the first sentence was interpreted by some members to foreclose a decision by the state Board to support or oppose the referendum. The update would propose deletion of the first sentence to confirm board responsibility for applying the position to support or oppose using the criteria set forth in the balance of the position and depending on circumstances at the time. The Board believe that an update would be a more appropriate response to this concern than the change in bylaws suggested by the Cortland League. See page 26 of this pre-convention kit.

2. The Board is also recommending an update on financing of Health Care. Two Leagues raised questions about the New York Health Act, its impact on Medicare in the state, and how it would be financed. Our position on Financing of Health Care pre-dates the Affordable Care Act. As more information is made available through potential consideration of the New York Health Act in the state legislature, including public hearings, this is a good opportunity to update our position with current information and make sure we have member understanding and agreement.

3. Finally, the Board is recommending updates to five different sections of *Impact on Issues*. We would begin a simultaneous update of our major positions in Election Law, Government, Judicial, Natural Resources, and Women's Issues. The necessity of this kind of updating of *Impact* was a consistent theme of this year's program planning suggestions. The goal would be to update and streamline for current relevance and clarity without making major additions or changes to state positions. This update is particularly needed in sections such as Election Law and Government where the Board has extensively applied national positions to state issues.

One major goal would be to make it easier to read our positions without extensive reference to the historical parts of *Impact on Issues*. Health Care would wait until the Financing of Health Care update was completed. Social Policy and State Finances (including Financing of Education) would be done after the first five were completed. These updates will be easier to accomplish by use of the streamlined process of updating positions approved by the Board in March.

If the Board's recommended program is adopted, it is expected that the following local League suggestions will be addressed:

Under Update of five sections of *Impact on Issues*

- Update all positions developed prior to 2000-Tompkins County.
- Restructuring of Impact on Issues and multiple changes to Summary of Public Policy Positions-New Castle.
- Consolidation of all policy positions with historical summaries-Port Washington-Manhasset

Under the Constitutional Convention update:

- Constitutional Convention-Cortland, Tompkins County

Under the Financing of Health Care Update

- How New York Health Act will impact Medicare-Cazenovia.
- Health Care-Cortland County.
- Financing Health care through single payer-Tompkins County
- Single payer health care-Rivertowns.

Under the Natural Resources Update

- Environmental Issues updates-Tompkins County
- Natural Resources-Cortland County, Rivertowns.

Under the Election Law Update

- Election Law-Cortland County
- Make it easier to change party enrollment-Cazenovia.
- Update election law to reflect new laws-East Nassau.
- Specific update campaign financing; legislative procedures-Tompkins County
- Paper ballots and random audits-Port Washington-Manhasset
- Technology for poll books and voting equipment-Port Washington-Manhasset.
- Need for risk-limiting audits, ability to request a recount without a lawsuit, need for hand-marked paper ballots-Rivertowns.

Under Judiciary Update

- Judicial-Cortland County.

Under the Government

- Update Reproductive Choices

Under the Women's Issues Update

- Position on sexual harassment-Rivertowns

NON-RECOMMENDED ITEMS

The Board has reviewed and does not recommend the following studies and updates proposed by local Leagues. In doing so we have considered limitations of both leadership and resources, particularly with respect to complicated issues that have not been a major focus of past League activity.

The following are not recommended because of limited interest and resources:

- Feasibility of requiring voting with a fine for not voting-Rockland County.
- Address changes in SALT deductions and its impact, as well as the impact of the tax cap in conjunction with unfunded mandates-New Castle.
- Explore if revenue from legalization of marijuana is a viable means of funding public education-New Castle.
- Distribution and sale of recreational marijuana-Central Nassau.
- Free community college tuition for New York residents regardless of age or immigration status-Port Washington-Manhasset.
- Adequate provision and funding of quality child and family care-Port Washington-Manhasset.
- Candidates for elected federal and statewide offices submitting 10 years tax returns-Port Washington-Manhasset
- Annual cost of living adjustment for minimum wage-Rochester
- Internet Privacy Protections-Rochester.
- Reform of solitary confinement-Rochester
- Adequate funding of opioid abuse education and treatment-Schenectady County
- Eliminating cash bail-Smithtown.
- Government action to help small farmers-Cazenovia.
- Child abuse seeking alternatives to foster care-Tompkins County.
- Charter schools-Port Washington-Manhasset
- Equitable funding for public and existing charter schools-Syracuse Metro.
- More clarity in charter schools position-Rivertowns.
- Public Transportation- Rivertowns
- Positions pertaining to K-12 education funding-New Castle.
- Better reflect League position on financing education-Cortland County.
- No unfunded mandates in connection with greater equity in education financing-Rivertowns

The following is not recommended because it is covered by a national position.

- Elimination of plastic bags-Central Nassau, East Nassau, Long Beach. *Covered by national position*

PROPOSED VOTER REPRESENTATION/ELECTION PROCESS CONCURRENCE-SARATOGA

The proposed concurrence being recommended by Saratoga is based on the language of LWVUS and 14 state Leagues, is being proposed to other state Leagues, and is expected to be proposed to LWVUS during 2020 program planning for national.

Some material covered in in this concurrence will be considered during the proposed update of the Election Law section of *Impact on Issues* but others such as alternative voting systems are important but given current state resources too complicated for a new study at this time. The Board's suggestion is that a Voting Systems committee be formed to look at the proposed concurrence to help us understand the proposal, (which will be presented to the

national convention next year) and how it could interact with potential other election law studies. In this context the Voting Systems Committee would also look at the suggested studies of forced choice runoffs and alternative voting systems from Port Washington-Manhasset and Fusion Voting from Syracuse Metro.

DROP POSITIONS

Opposition to measures that contain a presumption of joint custody of the children - New Castle, Syracuse Metro. This position is still relevant because a law was introduced recently to make this presumption. To reverse our opposition would require a new study to make sure of member understanding and agreement.

DIRECTIONS TO THE BOARD

- Change name of Women's Issues-Cazenovia.
- Multiple editorial changes to Summary of Public Policy Positions-Port Washington-Manhasset.

Titles, categories and descriptions of Positions in Brief or Summary of Public Policy Positions are Board decisions.

BUDGET COMMITTEE REPORT

TO: Delegates to State Convention
FROM: Nancy Rosenthal, Chair, Budget Committee (LWV of SW Nassau)

On behalf of the Budget Committee, composed of Dorothy Winrow (LWV of Mid Hudson), Steve Koebrich (LWV of Saratoga), and state Board representatives Lori Robinson (LWVNYS Treasurer) and Sheila Miller Bernson and *ex officio* members, Dare Thompson, LWVNYS President, and Laura Ladd Bierman, Executive Director of LWVNYS, I present the proposed 2019-2020 LWVNYS Budget.

On the following pages are the 2019-20 LWVNYS Education Foundation budget and the 2019-20 proposed LWVNYS budget. In keeping with the Bylaws of both organizations, the Education Foundation (EF) budget has been approved at the March 2019 meeting of the state Board; the EF budget is included here for information only. The delegates are required to adopt a 2019-20 budget for the LWVNYS (League).

On the League's proposed budget, you will see 4 columns: Full Year 2017-18; 2018-19 Budget; Projected Year End 2018-19; and Proposed 2019-20 Budget. Explanations of all the accounts are listed after the proposed budget pages.

First, you all need a little history. The League undertook the League Matters Campaign (a large fundraising campaign) in 2012 because we saw that the annual income of the state League was not enough to meet the expenses of our current staff – and what we wanted to be doing substantively (not just surviving, but actually leading in advocacy and education). From 2012 to 2015, we raised just over \$400,000. We started using the new money in 2012 with the hiring of a part time development person (Kate) and a policy person (Sarah, Victoria and finally Jennifer). It was anticipated that the campaign funds would cover the increased staffing costs for 3-5 years during which we would increase annual donations to cover annual expenses or more likely, we would have to engage in another campaign as the Reserve Fund was being depleted.

Donations did increase, but not as much as needed to cover the annual expenses, and the state League began planning in 2017 for another campaign. The goal was to begin seeing donations in winter 2019 and continuing through the centennial and into 2021. Unfortunately, with key staff leaving, the momentum of the planning slowed down. This past December, the board decided that we just weren't capable of accomplishing the campaign and decided instead that we should focus on increasing individual donations and seeking new donors.

This decision, however, had a significant impact on this year's income as the state League still doesn't have annual donations to cover annual expenses and the Reserve Fund is being depleted. We will need to use funds from the Reserve Fund to finish this current fiscal year in the black. With less in the Reserve Fund starting in July, we need to have a 2019-2020 budget that is balanced without using any reserves – and then hopefully raise more funds to begin covering our expenses on an annual basis.

LWVNYS Proposed 2019-20 Budget

Looking at the proposed budget and understanding the need for a balanced budget without using reserves, the first item you should know is that the Budget Committee did recommend a \$3.00 increase in individual PMP (\$1.50 in additional household members) to a total of \$23 per member. Each dollar increase to the PMP brings in about \$3,000 more annually to the state League so a \$3 increase provides \$9,000 in additional revenue next year.

In the Member Support accounts, much of the League income is from state PMP (per member payment). Membership has increased from last year (3%) and if the delegates approve the increase in PMP rates, PMP income is higher than last year's budget. The PMP total in the League is actually only 97% of the expected PMP; local Leagues may use their grants management funds (EF donations) to pay half of their PMP to LWVUS and to LWVNYS. When they pay this way, though, the funds must remain in the EF and reduces the PMP income to the League. *As in the past and in an effort to increase income in the League, we ask local Leagues to pay as much of their PMP out of their regular local accounts and only use the grants management funds if truly necessary.* We propose 3% of total PMP to be paid out of the EF in the coming year.

Other organizations, such as CSEA and the NYS Bar Association, sometimes print brochures for us and this is included in the In Kind Donations income account. The League receives donations online through its website or through emailed requests; these are included in the Member Contributions account. Income received through our direct mail appeals, in March and June, are listed under Direct Mail Income.

Many local Leagues assist the Associated Press (AP) on election nights by obtaining voting results and reporting to the AP. The state League receives a stipend from this activity (income) but then distributes two-thirds of that income to the local Leagues based on a formula developed by the AP (expense account # 5162-1).

Between the 2 organizations (League being a 501c4 and the EF being a 501c3), there are a number of "transfers." The EF reimburses the League for actual expenses that are education related or EF administration related, including salaries, so the transfers are income to the League and an expense in the EF budget (LWV Accounts 4125 and 4126; EF accounts 5125 and 5126).

On the expenses side of the League budget, you will see an expense for PMP; the state League pays LWVUS PMP for members at-large or members of a MAL Unit. The League also provides a small rebate to the MAL Units for dues collected by the state League, identified in the account, MAL Unit Support.

In the Account 5230, Technology, the biggest expense to the League is the website maintenance. We have an outside webmaster who is paid to update the website as we direct. Also in this category are the expenses for our website hosting, email subscription service (Constant Contact), and the license for the state's database system (Little Green Light).

In the accounts 5200 for Payroll Related Expenses, no raise is currently proposed for the staff next year. Also, the Legislative Director position is not being filled; instead, we propose contracting with SUNY Albany's Center for Women in Government and Civil Society for a Fellow in the spring to assist us with legislative activity during the legislative session. We did this in 2013 which resulted in hiring the Fellow fulltime for the following fiscal year.

Next year will include a LWVUS Convention and \$4,000 has been included to pay for the Board and Executive Director's expenses at that Convention.

2019-20 Education Foundation (EF) Budget

As mentioned above, the EF budget was approved by the Board of Directors in March 2019. The delegates at Convention do not approve this budget.

Before looking at the 2019-2020 budget, there are a couple of comments on the **projected yearend of fiscal 2018-19**. In account 5221 Professional Fees, you will see a large increase this current year. Those expenses are

the costs of creating the state League’s 100 year history book. The costs are offset by donations from members and board members included in accounts 4018 and 4020. You will also see a large increase in account 5281-12 Building Repairs. The outside of the building needed major work, repointing and replacing bricks and repainting the entire building. The costs, however, are being covered by a generous donation from a member included in the member donation account 4018.

Now looking at the **2019-2020 budget**, in the Support Income accounts, there is an increase in the budget for the Member and Board donations from last year’s budget. We hope with our increased attention to donor retention and recruitment, we can develop more donors and larger donations. Community and corporate donations are typically for our Students Inside Albany Conference and received from corporate sponsors of the program. Some of this income is also from the charge to local Leagues who wish to send a second student to SIA (the first student is free).

We are proposing to organize the annual UN Event which is budgeted to result in net proceeds of \$4,000 so you will see income budgeted of \$10,000 (account 4119) and UN expenses (account 5117) of \$6,000.

The fall Direct Mail appeal benefits the EF and is our largest mail appeal as this allows for tax deductible donations. We are proposing the same \$30k as last year and hope to reach this goal with the increased attention to donor retention and recruitment this year. Donations are also in the Member and Board Contribution accounts which include online donations as well as gifts received without direct mail appeal return stub.

The League pays rent to the EF and another non-profit organization rents space in the 2nd floor of the League building. These rent amounts are included in the accounts 4280 and 4285. We are proposing an increase in rent received from our 2nd floor tenant. Also in Other Income is the Bibby Endowment Fund; this Fund was established in 2002 by a past member and each year a specified amount is withdrawn, based on considerations by the state Board, and shared with her local League, Rochester, as required in the Endowment.

As mentioned above, the League is reimbursed for actual expenses related to educational activities and administration of the EF. These amounts are therefore an expense to the EF (Accounts 5125 and 5126), and income to the League.

The office building is owned by the EF so all expenses related to the building, e.g., garbage, security and utilities, are paid by the EF and included in the General Administrative Accounts. Half of the expenses for the board (hotel and meals) are also paid by the EF.

In the past years, the proposed budget included the state League paying the full license fee for Vote 411 (\$9,000) and only charging the local Leagues \$25 each for their participation. With the current financial situation, the proposed budget has Vote 411 as an expense (account 5294) and income (account 4200) of \$9,000. It is hoped that the state League will be able to support or subsidize payment of Vote 411, but if not, the local Leagues will only be able to access Vote 411 if they pay the fee to LWVUS themselves. (The license fee for the calendar year of 2019 was covered by an anonymous donor. The \$9,000 in this budget would pay for the 2020 election season.)

Half of the LWVUS PMP for the state members is also paid out of the EF and included in this account 5294.

At the bottom, you will also see Other Income and Local PMP Grants Management. In this account is the income received from local Leagues’ grants management accounts to pay for a maximum of half of their PMP. This money has to stay in the EF and cannot just be transferred to the LWV, even though it is for PMP.

You will see at the bottom line of the EF, we are proposing taking over \$1,306 from the Reserve Fund to balance the budgets.

We welcome your input and encourage your participation in the budget discussions at convention. There will be a caucus on Saturday evening if you have specific questions to discuss with the Budget Committee.

Thank you to the Budget Committee for their work in developing these budgets, and to the state League staff, Linda Bondi and Lisa Allendorph, for their help in generating the budgets.

**League of Women Voters of NYS
Proposed 2019-2020 Budget**

	Full Year 2017-2018	2018-2019 Budget	Projected 2018-19	2019-2020 Budget
Income				
4000 · Member Support				
4000-1 · PMP Income	52,092.51	60,557.00	60,000.00	\$70,745.00
4002-1 · Member Support-MAL	1,915.00	3,385.00	4,000.00	4,100.00
4010-1 · Spec Gifts From Local Leagues	3,843.91	1,500.00	1,000.00	2,000.00
4016-1 · Board Contributions	2,075.00	600.00	1,800.00	1,500.00
4018-1 · Member Contributions	8,408.62	9,000.00	16,000.00	10,000.00
4025-1 · Community/Corporate Donations	3,265.28			0.00
4026 · In Kind Donations	2,420.00	3,000.00	3,000.00	3,000.00
4030-1 · Revenue Share- Travel Concepts				
4140 · Organ Donation Grant Voucherized	6,917.70	2,000.00	5,134.00	
4150 · Direct Mail Income				
4151-1 · Direct Mail- Feb mailing	19,518.00	17,000.00	17,000.00	17,000.00
4154-1 · D/M- Action Fund-June mailing	<u>7,331.00</u>	<u>7,500.00</u>	<u>7,500.00</u>	<u>7,000.00</u>
Total 4150 · Direct Mail Income	<u>26,849.00</u>	<u>24,500.00</u>	<u>24,500.00</u>	<u>24,000.00</u>
Total 4000 · Member Support	107,787.02	104,542.00	115,434.00	115,345.00
4110 · Development				
4111 · Election Night Reporting	1,600.00	3,000.00	9,085.00	5,000.00
4115 Sustainers Plaque	200.00			
4119 Misc. Fundraisers	<u>140.00</u>			
Total 4110 · Development	1,940.00	3,000.00	9,085.00	5,000.00
4120 · Projects/Programs				
4125 · Program Reimbursement	90,801.74	121,482.00		
4126 · EF Admin. Reimbursement	<u>51,261.76</u>	<u>62,629.00</u>		
Total 4120 · Projects/Programs	142,063.50	184,111.00	120,000.00	121,399.00
4123 · Voter Services	818.50	5,000.00	5,000.00	4,000.00
4130 · Advocacy				
4130-2 · Legislative agendas				<u>3,000.00</u>
Total 4130 · Advocacy		0.00		3,000.00
4300 · State Meetings				
4300-1 · State Convention Income		24,000.00	26,000.00	0.00
4310-1 · Lobby Day	960.00	1,000.00		1,500.00
4320 · Regional Trainings	<u>2,680.00</u>			<u>3,000.00</u>

Total 4300 · State Meetings	3,640.00	25,000.00	26,000.00	4,500.00
4400 · Publication Sales Income	3,931.54	3,500.00	2,500.00	4,400.00
4500 · Product Sales	7,017.18	6,500.00	4,000.00	6,500.00
4600 · Other Income				
4691-1 · Speaker Fees	1,100.00	500.00	0.00	
Total 4600 · Other Income	1,100.00	500.00	_____	_____
 Total Income	268,297.74	332,153.00	282,019.00	270,144.00
Expense				
5000-1 · PMP National	464.00	824.00	760.00	1,000.00
5020-1 · Mail Unit Support	207.00	317.00	250.00	299.00
5120 · Projects/Programs Expenses				
5121-2 · Stipends Organ Donation Grant	2,535.00	2,000.00	2,800.00	0.00
5123 · Voter Services	<u>1,517.17</u>	<u>4,000.00</u>	<u>8,111.00</u>	<u>5,000.00</u>
Total 5120 · Projects/Programs Expenses	4,052.17	6,000.00	10,911.00	5,000.00
5130 · Advocacy Expenses				
5132 · Legislative Agenda brochures	2,495.00	3,000.00	3,000.00	3,000.00
5133-1 · Lobby Reports	100.00	300.00	300.00	100.00
5130 Advocacy Expenses - Other	<u>134.17</u>	_____	_____	_____
Total 5130 · Advocacy Expenses	2,729.17	3,300.00	3,300.00	3,100.00
5163 · Development Expenses-				
5115 · Sustainers Plaque	0.00	24.00	50.00	
5163-1 · Revenue Share-Elec. Night Rep.	<u>1,155.00</u>	2,000.00	5,753.00	1,700.00
5163-Other	_____	<u>500.00</u>	<u>0.00</u>	_____
Total 5163 · Development Expenses-	1,155.00	2,524.00	5,803.00	1,700.00
 5200-2 · Administrative Expenses				
5220 · Professional Fees				
5221-1 · Audit	<u>5,500.00</u>	<u>6,000.00</u>	<u>3,497.00</u>	<u>2,500.00</u>
Total 5220 · Professional Fees	5,500.00	6,000.00	3,497.00	2,500.00
5230 · Technology				
5230-1 · Repairs & Maintenance- Equip.	960.50	720.00	700.00	1,000.00
5230-2 · Website Hosting	363.40	0.00	432.00	500.00
5230-3 · Website Maintenance	4,220.00	4,000.00	6,000.00	5,000.00
5230-4 · Software	21.59	22.00	220.00	100.00
5230-7 · E-mail Subscription	1,470.40	1,231.00	1,677.00	1,560.00
5230-8 · Little Green Light(GiftWorks)	745.20	745.00	745.00	745.00
5230-9 MyLO	_____	400.00	400.00	400.00
5240 GoToMeetings	_____	<u>348.00</u>	<u>348.00</u>	<u>348.00</u>

Total 5230 · Technology	7,781.09	7,466.00	10,522.00	9,653.00
5240 · Supplies				
5240-1 · General Office	1,932.28	3,200.00		2,500.00
5240-2 · Copying	-775.37	800.00		500.00
5240-6 · Printing	4,304.69	2,000.00		3,500.00
5240-Supplies Other				
Total 5240 · Supplies	5,461.60	6,000.00	4,000.00	6,500.00
5250 · Postage				
5250-1 · General	4,445.53	4,500.00		4,200.00
Total 5250 · Postage	4,445.53	4,500.00	3,000.00	4,200.00
5261 · Telephone				
5261-1 · General	2,414.95	2,200.00		2,440.00
5294-2 · Internet	1,263.98	1,080.00		870.00
Total 5261 · Telephone	3,678.93	3,280.00	3,000.00	3,310.00
5265 · Travel	1,684.56	1,500.00	500.00	1,500.00
5266 · Facilities/Lodging/Meals	7,024.62	23,350.00	23,000.00	7,000.00
5269 · Dues, Fee & Subscriptions	4,625.68	3,970.00	3,845.00	600.00
5270 · Insurance				
5270-1 · Worker's Compensation	443.44	1,000.00		500.00
5271-1 · Directors & Officers	212.75	212.00		212.00
5282-1 · General Liability Insurance	2,669.79	2,200.00		2,600.00
Total 5270 · Insurance	3,325.98	3,412.00	3,412.00	3,312.00
5296-1 · Checking Account	63.72			
5298-1 · Master Card/ VISA/PayPal	654.66	500.00	500.00	500.00
Total 5200-2 · Administrative Expenses	44,246.37	59,978.00	55,276.00	39,075.00
5200 · Payroll Related Expenses				
5200-1 · Salaries- General Admin.	160,908.90	211,163.00	169,574.00	\$183,578.00
5202-1 · Employee Benefits				
5209-1 · Employee Pension Expense	4,442.01	6,335.00		\$3,255.00
5215-1 · Disability Insurance	84.94			
5217-1 · Federal Unemployment				
5218-1 · NYS Unemployment	-99.44			
5202-1 · Employee Benefits - Other	13,666.26	17,854.00		\$12,667.00
Total 5202-1 · Employee Benefits	18,093.77		14,684.00	15,922.00
5216-1 · Health/Dental Insurance	9,229.95	9,888.00	11,005.00	\$8,230.00
5200 · Payroll Related Expenses - Other	1,321.05	1,220.00	1,248.00	1,240.00
Total 5200 · Payroll Related Expenses	189,553.67	246,460.00	196,511.00	208,970.00

5280-1 · Rent Expense	6,000.00	6,000.00	6,000.00	6,000.00
5300 · Meetings				
5301-1 · State Convention		2,000.00	2,000.00	0.00
5302-1 · National Convention	4,029.92		0.00	4,000.00
5310-1 Lobby Day	<u>0.00</u>	<u>750.00</u>	<u>0.00</u>	<u>1,000.00</u>
Total 5300 · Meetings	4,029.92	2,750.00	2,000.00	5,000.00
5400 · Publications Expense	0.00	1,000.00	1,000.00	0.00
5500 · Products Expense	6,447.47	3,000.00	2,500.00	0.00
66900 · Reconciliation Discrepancies	<u>75.01</u>	<u></u>	<u></u>	<u></u>
Total Expense	<u>258,959.78</u>	<u>332,153.00</u>	<u>284,311.00</u>	<u>270,144.00</u>
Net Income	9,337.96	0.00	-2,292.00	\$0.00

LEAGUE OF WOMEN VOTERS OF NEW YORK STATE
DESCRIPTION OF BUDGET CATEGORIES, 2019-2020
(see Budget Memo for explanation of dollar amounts in each category)

INCOME

MEMBER SUPPORT

4000-1 Per Member Payments from local Leagues, based upon reported membership on January 31st of previous year

4002-1 Membership dues from NYS Members-at-Large, including members of MAL units

4010-1 Special gifts from local Leagues

4016-1 Gifts from Board members

4018-1 Gifts from members

4025-1 Community/Corporate Donations – gifts from community foundations or corporate foundations

4026 In Kind Donations usually for printing of documents and brochures

4030-1 Revenue Share – Travel Concepts – income received when League members travel with Travel Concepts company; revenue is shared with member's local League.

4140 Organ Donation Grant Voucher - Grant received from NY Alliance for Donation for the partnership program to increase voter registrations and organ donor registrations; stipends to local Leagues and reimbursement for voter service expenses

4151-1 Direct mail appeal, mailed in February

4154-1 Action Fund letter sent in June, asking for funds to support specifically advocacy efforts

DEVELOPMENT

4111 Election Night Reporting -Payment for local League participation with election night reporting for AP; funds are received and a portion passed on to local Leagues for their participation

4119 Miscellaneous Fundraisers – events that raised money for League but vary year to year

PROJECTS/PROGRAMS

4125 Program Reimbursement from EF – Reimbursement from EF for educational programs that will be operated by League

4126 Administrative Reimbursement from EF – Reimbursement from EF for administrative expenses of the EF, eg, salaries and building expenses related to maintaining the office building.

VOTER SERVICES

4123 Voter Services Income – sales of Voter Guides

STATE MEETINGS

4300-1 State Convention Income – no state Convention in 2019-20 so no income budgeted

4310-1 Advocacy Training Workshop – Inc received for registrations of attendees at advocacy training workshop

4320 Regional Trainings – Income received for registrations of attendees at regional training workshops

PUBLICATIONS/PRODUCTS

4400 Publication Sales – income from sales of publications.

4500 Product Sales – income from sales of t-shirts, mugs, pins, etc on website or at conventions.

EXPENSES

GENERAL EXPENSE

5000-1 PMP National – PMP paid to LWVUS for NYS MAL members

5020-1 State support for MAL Units; all dues payments for MAL unit members go directly to the state and small rebate goes to MAL Units.

PROJECTS/PROGRAMS

5121-2 Stipends Organ Donation Grant – stipends given to local Leagues based on number of voter registration drives held.

5123 Voter Services – Expenses for creation, printing and postage of Voter Guides and other voter service activities.

ADVOCACY

5132 Legislative Agenda Brochure – Creation, printing and postage for Legislative Agenda Brochure

5133-1 Lobby Reports – fee paid to NYS for reporting on LWVNYS lobbying activities

DEVELOPMENT EXPENSES

5115 Sustainer Plaque – Expense to engrave sustainer plaque honoring local or state League leaders.

5163-1 Revenue Share – Election Night Reporting - Payment for local League participation with election night reporting for AP; funds are received and a portion passed on to local Leagues for their participation

PROFESSIONAL FEES

5221-1 Audit -Expenses associated with the outside independent yearly audit of the League's books

TECHNOLOGY

5230-1 Repairs & Maintenance -Equipment - computer and other equipment repairs

5230-2 Website hosting – Fee required to host website on internet.

5230-3 Website Maintenance – Expenses for webmaster to update website.

5230-4 Software – Expense for possible new software.

5230-5 General Maintenance – Costs for services on computer hardware in office.

5230-7 Email Subscription – monthly fee for web based program for communication with members.

5230-8 Little Green Light – subscription for database program

5230-9 MyLO – subscription to LWV of CA for MyLO website service

5240 GoToMeetings – subscription for webinar-type program

SUPPLIES

5240 Supplies include office and building supplies, copying and printing (Accounts 5240-1, 5240-2 and 5240-6).

POSTAGE

5250 Postage includes general postage for League business

TELEPHONE

5261 Telephone expenses include local, long distance and fax line.

5294-2 Internet – charge for maintaining internet connection

TRAVEL

5265 Travel and transportation includes staff and board travel

FACILITIES/MEALS/LODGING

5266 Expenses for board meetings and hotel and food at state Convention this year; only board exps in next year.

DUES, FEES AND SUBSCRIPTIONS

5269 Dues, Fees and Subscriptions include tax return payments, professional association memberships, Vote 411 license fee and subscriptions

INSURANCE

5270-1 Workers' Compensation

5271-1 Directors and Officers insurance indemnifies Board members and staff

5282-1 General Liability Insurance includes coverage of the League events including local Leagues.

MISCELLANEOUS EXPENSES

5291-1 Depreciation Expenses

5298-1 Master Card/Visa/Paypal expenses

PAYROLL RELATED EXPENSES

5200-1 Salaries of Executive Director, Office Manager and Bookkeeper, Part-Time Annual Fund Manager, Part-Development Assistant, and Part-Time Local League Services Bookkeeper

5202-1 Employee benefits includes pension, FICA expense, Medicare expense, disability insurance, federal unemployment, NYS unemployment, workers compensation, etc.

5216-1 Expenses associated with employee health insurance premiums and buyout

5200 Payroll Related Expenses – Other – expenses for payroll service

RENT

5280-1 Rent - LWVNYS rents office space from the EF for \$500 per month

MEETINGS

5301-1 State Convention Expenses – no expenses in 19-20 budget because there will not be a State Convention; current year convention costs are mostly in specific accounts for the purpose, eg, printing, postage, etc.

5302-1 National Convention/Council - Expenses associates with sending Board members and staff to National Convention

5310-1 Lobby Day – expenses for annual Advocacy Training/Lobby Day

PUBLICATIONS/PRODUCTS

5400 Publications Expenses – printing cost for League publications

5500 Products - Expenses associated with purchasing products such as t-shirts, mugs, banners, etc.

League of Women Voters of NYS Education Foundation
2019-2020 Budget
Approved by Board of Directors, March 2019

	Full year 2017-18	2018-2019 Budget	YearEnd Projections 2018-19	Proposed 2019-2020 Budget
Ordinary Income/Expense				
Income				
4000 · Support Income				
4010-1 · LL Contributions	0.00	300.00	2,000.00	300.00
4018-1 · Member Contributions	43,104.58	180,000.00	88,000.00	50,000.00
4020-1 · Board Donations	7,641.50	12,000.00	28,000.00	18,000.00
4025-1 · Community/Corporate Donations	<u>26,325.72</u>	<u>25,000.00</u>	<u>36,000.00</u>	<u>25,000.00</u>
Total 4000 · Support Income	77,071.80	217,300.00	154,000.00	93,300.00
4100 · Grant Income		4,000.00		
4110 · Income- Development				
4180 Misc Fundraiser	11,670.00			50,000.00
4119-1 · UN Event	<u>7,460.00</u>	<u>0.00</u>		<u>10,000.00</u>
Total 4110 · Income- Development	19,130.00	0.00		60,000.00
4150 · Direct Mail Income				
4151-1 · Feb Direct Mail (LWV)	1,965.00	500.00	500.00	500.00
4154-1 June Direct Mail Action Fund			100.00	
4157-1 · Fall Direct Mail (EF)	23,729.00	30,000.00	<u>22,000.00</u>	30,000.00
Total 4150 · Direct Mail Income	29,694.00	30,500.00	22,600.00	30,500.00
4200 · Other Income				
1010-21 · Interest BofA Savings	13.29	15.00	10.00	10.00
4260-1 · Speaker Fees	251.45	250.00		250.00
4280-1 · Rent from LWVNYS	6,000.00	6,000.00	6,000.00	6,000.00
4285-1 · Rent from Outside Sources	10,200.00	11,400.00	10,200.00	12,000.00
4290 · Bibby Endowment Year End Income	10,000.00	8,000.00	8,000.00	8,000.00
4291 Centennial Year End Income	1,800.00	1,400.00	1,400.00	1,500.00
6420-1 · LWVNYS Sustainers Plaque		400.00	400.00	200.00
4200 · Other Income - Other				<u>9,000.00</u>
Total 4200 · Other Income	<u>28,264.74</u>	<u>27,465.00</u>	<u>26,010.00</u>	<u>36,960.00</u>
Total Income	154,160.54	275,265.00	202,610.00	220,760.00
Expense				
5120 · Programs/Projects				
5123 Voter Services	25.00		90.00	
5125 · Program reimbursement to LWVNYS	90,801.74	121,482.00		

5126 · EF Admin. Reimburse to LWV	51,261.76	62,629.00		
Total 5120 · Programs/Projects	142,088.50	184,111.00	120,090.00	121,399.00
5150 · Development/Projects				
5110 · Development Expenses	4,709.73	20,239.00		2,000.00
5117 · UN Event	5,504.40	0.00		6,000.00
5180-1 Misc Fundraiser Exps	5,835.47			20,000.00
Total 5150 · Development/Projects	16,049.60	20,239.00	152.00	28,000.00
5157 · Direct Mail Expenses				
5157-2 · Printing	3,905.30	2,100.00	2,455.00	3,500.00
5157-3 · Postage	846.91	900.00	593.00	800.00
5157 · Direct Mail Expenses - Other	50.00	50.00	0.00	
Total 5157 · Direct Mail Expenses	4,802.21	3,050.00	3,048.00	4,300.00
5200-2 · General Administrative				
5221-1 · Professional Fees-Legal & Acctg	13,818.13	6,000.00	47,000.00	2,500.00
5230-1 · Equipment Repair & Maintenance	6,981.91	5,500.00	10,000.00	5,000.00
5235-1 · Equipment Expenses	478.45	2,000.00	1,200.00	2,000.00
5240-1 · Supplies	180.40	500.00	200.00	500.00
5250-1 · Postage	1,390.92	1,500.00	2,000.00	1,500.00
5260-1 · Printing Expenses	2,474.32	2,500.00	2,300.00	2,500.00
5265-1 · Travel/Transportation	1,886.64	2,000.00	500.00	1,500.00
5266-1 · Meals/Lodging	28,920.81	34,000.00	28,000.00	31,000.00
5271-1 · Directs & Officers Insurance	425.25	213.00	213.00	213.00
5281-1 · Building Maintenance				
5281-12 · Building Repairs and Upkeep	240.25	500.00	30,000.00	500.00
5281-1 · Building Maintenance - Other	3,457.87	2,920.00	2,481.00	2,500.00
Total 5281-1 · Building Maintenance	3,698.12	3,420.00	32,481.00	3,000.00
5282-1 · Building Insurance	1,396.82	1,500.00	1,500.00	1,400.00
5284-1 · Building Utilities	3,955.39	4,290.00	4,000.00	4,002.00
5294-1 · Dues, Fees, Subscriptions	978.90	1,070.00	5,000.00	10,245.00
Total 5200-2 · General Administrative	66,586.06	64,493.00	134,394.00	65,360.00
5296 · Bank Charges				
5279-1 · B. Bibby Interest- Rochester	5,000.00	4,000.00	4,000.00	4,000.00
5298-1 · Master Card/ Visa/PayPal	838.33	1,200.00	500.00	1,000.00
5641-1 · Credit Card Charges	263.85	150.00	200.00	200.00
Total 5296 · Bank Charges	6,102.18	5,350.00	4,700.00	5,200.00
5600-1 · Depreciation Expense				
Total Expense	235,628.55	277,243.00	262,384.00	224,259.00
Net Ordinary Income	-81,468.01	-1,978.00	-59,774.00	-3,499.00

Other Income/Expense

Other Income

4000-1 · Local PMP GRANTS MANAGEMENT	3,010.00	1,873.00	3,000.00	\$2,093.00
4300-1 · Admin Fee-GRANTS MANAGEMENT	105.83	105.00	100.00	100.00
4161-0 · Use of Cash Reserves	<u>55,000.00</u>		56,674.00	1,306.00
Total Other Income	<u>58,115.83</u>	<u>1,978.00</u>	<u>59,774.00</u>	
Net Other Income	<u>58,115.83</u>	<u>1,978.00</u>	<u>59,774.00</u>	<u>3,499.00</u>
	<u>-23,352.18</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>