

REGISTRATION KIT

# LEAGUE OF WOMEN VOTERS OF NEW YORK STATE

60<sup>TH</sup> Biennial Convention



JUNE 2 – 4, 2023  
THE DESMOND HOTEL  
ALBANY, NEW YORK

# CALL TO CONVENTION

**To: Local League Presidents**

**From: Judie Gorenstein**

**It is my great pleasure to extend a first call to the 60<sup>th</sup> convention of the League of Women Voters of New York State to be held June 2– 4, 2023 at the Crowne Plaza Albany – Desmond Hotel. Yes, this convention will be held in person and will be the first in-person convention since 2019.** The official business meeting begins with the opening plenary session at 1:45 p.m. on Saturday, June 3rd. We hope, though, that most of you will arrive on Friday for the valuable pre-Convention activities.

Convention is an opportunity

- to meet and network with League leaders from all over the state in person!
- to make new friends and renew old friendships
- to learn what's forthcoming in League operations
- to improve your League's communications and visibility
- to strengthen your League by working together, sharing experiences, learning from each other, and being inspired
- to celebrate our successes

You will leave with more knowledge, new ideas and motivation to make your League better able to reach its goals. I encourage each League to send at least 1 delegate! It is so important to have someone here from your League. Let us know if for some reason you cannot and we will try to help.

On Saturday morning, we have workshops on a number of interesting topics and you are sure to learn something new for your League. And, information sessions and caucuses held on Friday and Saturday evenings will introduce you to new ideas from other Leagues and help you determine how to voice your opinions and votes on Sunday's business meeting.

It is a wonderful exercise of grassroots democracy in action. Delegates representing the local Leagues come together to make the important decisions that will guide us through the next two years including the election of officers and directors, and the adoption of a budget, bylaws amendments, and our state program for 2023-2025.

Come early for additional opportunities! A pre-convention program is scheduled for Friday, June 2:

- Hear what Libby Post, Communications Consultant, has to share on communications and join small groups discussion on ways to improve our communication and visibility of the League
- Join us for a welcome reception on Friday evening
- Attend caucuses on Friday evening on various topics

Pre-convention is an additional cost and **not** included with the Convention registration (See **page 9** of this packet for details).

According to Article VIII, Section 3 of the LWVNYS Bylaws, the convention shall be composed of the following voting delegates:

**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.

If a League is authorized to send one or more delegates to the Convention, and is unable to do so, they may authorize another person eligible to vote at Convention to represent them by giving that person a "proxy". The League giving the Proxy may give a specific proxy to direct the Proxy holder how to vote on particular matters or a general proxy.

For example, League A is authorized to send two delegates, but only one member of that League is able to attend. The president of League A learns that League B has more members

eager to attend the convention than available delegate slots. League A appoints a member of League B to represent them at Convention.

If your League is going to have a proxy holder, please contact the state League office.

Delegates representing their own local League are uninstructed and are expected to use their own judgment in reaching decisions based on convention discussion. Delegates are committing their local Leagues to program study and action as well as financial obligation. Your League should be well-represented! For your convenience, see **page 8** for the number of voting delegates that your League is allowed to send to Convention.

**Every League member is encouraged to attend all or part of the convention as a visitor. Visitors may participate in all convention events. However, they are unable to vote as delegates.**

## **TENTATIVE AGENDA**

### **Pre-Convention (separate registration and fee)**

#### **Friday, June 2**

- |              |  |
|--------------|--|
| 2:00 – 4:30  | Speaker and Workshop: Libby Post, President of Progressive Public Affairs and Government Relations at Communication Services |
| 5:00 – 6:30  | Welcome reception  |
| 9:00 – 10:00 | Evening information sessions/caucuses  |

### **Convention**

#### **Saturday, June 3**

- |               |                                       |
|---------------|---------------------------------------|
| 8:30 – 10:00  | Workshops                             |
| 10:15 – 11:30 | Workshops                             |
| 12:00 – 1:30  | Lunch with speaker TBD                |
| 1:45 – 5:00   | Plenary Session                       |
| 5:30 – 6:30   | Reception                             |
| 6:30 – 8:30   | Dinner with awards                    |
| 9:00 – 10:00  | Evening information sessions/caucuses |

#### **Sunday, June 4**

- |               |   |
|---------------|---|
| 7:30 – 8:45   | Breakfast: New Local League Presidents          |
| 7:30 – 8:45   | Non-President Breakfast                         |
| 9:00 – 10:00  | Speaker: Ayo Atterberry, LWVUS Chief of Culture |
| 10:00 – 12:00 | Plenary Session                                 |

## **CONVENTION CHECKLIST**

- Select your local delegates. See **page 8** for the number of voting delegates to which your League is entitled.
- **Mail Convention Registration Form to State League office OR register online by May 25<sup>th</sup>, 2023 (online link coming soon)**
- To make your hotel reservations, see **page 12**. Hotel reservation cancellation is determined by the hotel. Please contact hotel for cancellation policy.
- Consider holding an information session to showcase a program or activity of your local League or a caucus to promote a study or issue of interest to you or your League.
- Decide which workshops your delegates will attend
- Reserve a space to display or sell publications and products you want to share with other Leagues

## **Featured Speakers**



### **The Power of Communication: Turning Values into Action Friday, June 2<sup>nd</sup>, 2 PM**

#### **Libby Post, President of Progressive Public Affairs and Government Relations at Communication Services**

If you don't communicate your message, someone else will do it for you—and it won't be what you want to say. This workshop will give you the tools you'll need to effectively communicate your message using the League's core values and emotional branding. Together, they make a potent combination for getting your message out.

*Libby Post is a lobbyist and political consultant with an expertise in strategic political communications. As president of Progressive Public Affairs and Government Relations, a subsidiary of Communication Services, she lobbies on behalf of the state's network of animal shelters. She is also currently the lobbyist for the Albany Newspaper Guild. She is a regular commentator of WAMC's The Roundtable and an adjunct professor at Rockefeller College of Public Affairs and Policy.*

### **Luncheon Speaker (to be determined) Saturday, June 3, 12 PM**



## **The Future of the League: Evaluating Our Impact**

### **Sunday, June 4<sup>th</sup>, 9 AM**

**Ayo Atterberry, Chief of Culture at LWVUS**

In this new age of information, evaluating our programs and collecting data on our efforts is critical to determining our impact. The public and funders want to see the effectiveness of the League. Additionally, the bylaws that were adopted at LWVUS

Convention last year are part of the “transformation process” and are currently being discussed nationwide for input on their implementation. This presentation will explore the vast world of data collection and evaluation and will explain the proposed process and timetable of the new dues and membership structure.

*A nonprofit leader with over two decades of experience, Ayo's journey with the League began as a board member. Previously, she spent over a year in the role of chief strategy officer, where she oversaw the organization's strategy and programmatic implementation. Her career includes being a senior associate in the Evidence-Based Practice Group at the Annie E. Casey Foundation, the director of outcomes, assessment, and learning at Venture Philanthropy Partners, and the founder of Atterberry Consulting. She has served on numerous local nonprofit boards.*

## **Tentative Workshops**

### **Saturday 8:30 to 10:00 AM**

#### **How to Become a More Effective Moderator**

*Maureen Murray, LWV of Cooperstown*

Moderating candidate events, town meetings and other educational programs takes skill and strength. Come learn some tips to enhance your moderating skills.

#### **How Can We Expand our Impact by Working Together?**

*Presenter TBD*

Hear how local Leagues are working with other community organizations to expand their work, diversify their involvement, and have a greater impact in their community?

#### **Why Do People Join?**

*Joy Rosenzweig, LWVNYS Board Member*

Local Leagues will share their success stories on bringing new members into the League? Hot topics, food, contentious elections, advocacy and more can help increase membership.

### **How to Strengthen our Visibility with Social Media**

*Milly Czerwinski, LWVNYS Communications and Development Associate*

Using Vote 411 as an example, learn how to develop and utilize communication strategies to market the League brand and election information.

### **Saturday 10:15 to 11:30 AM**

#### **What's Changed in Elections Procedures?**

*Jennifer Wilson, NYS BOE Deputy Director of Public Information*

Come hear about the many changes in elections that have been (or are being) implemented in the last few years, including college campus poll sites, 10 day voter registration, AVR/OVR, NYVRA and potential database, early voting expansion and absentee ballot tracker system.

#### **What Can We Do to Diversify our League?**

*Regina Tillman, LWVNYS VP for DEI*

Hear how some local Leagues have implemented programs to improve diversity and equity in their Leagues.

#### **Can Detainees in our Jails Have Better Access to Elections?**

*Hazel Weiser, LWVNYS Committee on Criminal Justice*

The Criminal Justice Reform Committee of the state League conducted a statewide survey of the status of voting and voter registration in county jails. At this workshop we will describe the project's structure and present preliminary results.

#### **How Do We Engage More College Students?**

*Nick Doran, LWVNYS Board Member*

Come learn best practices on engaging college students in advocacy, how to best approach teaching advocacy, and how to maintain continuous engagement with college students through examples from local Leagues and leveraging the LWVNYS booklet, *Citizen Lobbyist*.

### **MEMBERS NEEDED AS CONVENTION VOLUNTEERS**

**Contact Laura Ladd Bierman at State Office**

**[Laura@lwvny.org](mailto:Laura@lwvny.org)**

- Delegates 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.

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 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 4<sup>th</sup>.

Sales/Exhibit space is limited and will be allotted on a first-come, first-serve basis.

Contact Laura Bierman at the State Office if you'd like to reserve space in the Exhibit Room at [Laura@lwny.org](mailto:Laura@lwny.org).

## **REGISTRATION INFORMATION** ***For Delegates, Visitors, and Observers***

The method of determining the number of delegates to which your local League is entitled is described in "Call to Convention" in this packet. See **page 8** for the number of voting delegates your League is allowed to send to Convention. If you have more members interested in attending Convention as delegates than the number allotted to your local League, members may have the opportunity to attend Convention representing another local league. Please contact Laura Bierman at the state League office at [Laura@lwny.org](mailto:Laura@lwny.org) for more information. You may also send as many nonvoting delegates (visitors) as you would like.

**Visitors:** Non-voting delegates or others who wish to participate in all or part of the special events of the Convention.

**Observers:** Those who wish to attend sessions and meetings only and who do not wish to partake in any meals or special events.



## Number of Voting Delegates Per League

Albany County	6	Port Washington	4
Brookhaven	3	Putnam County	2
Broome and Tioga Co.	2	Rensselaer County	4
Buffalo/Niagara	5	Rochester Metro	4
Cattaraugus and Allegany Counties MAL Unit	1	Rockland County	2
Cazenovia	2	Rye-Rye Brook	2
Central Nassau	2	Saratoga County	6
Chautauqua County	3	Scarsdale	5
Cooperstown Area	4	Schenectady County	4
Cortland County	2	Smithtown	2
East Nassau	2	St Lawrence MAL Unit	1
Geneva	2	Steuben County	2
Great Neck MAL Unit	1	Syracuse Metro.	4
Huntington	2	Hamptons, Shelter Island, and the North Fork	4
Larchmont/Mamaroneck	3	North Country	2
Mid-Hudson Region	5	Rivertowns	4
New Castle	3	Tompkins County	3
New Rochelle	2	Utica Metropolitan Area	2
New York City	8	White Plains	3
Northeast Westchester	2	Suffolk County ILO	1
Oneonta	2	Westchester County ILO	1

## **FEE SCHEDULE**

### **Pre-Convention, Friday, June 2<sup>nd</sup> (see separate form to register)**

*Includes speaker, group discussions, reception, and information sessions .....\$60*

### **Convention**

Delegate (receive voting privilege) OR Visitor (**early bird before May 20**).....\$295

*Includes all sessions, Saturday lunch and speaker, Saturday evening reception, dinner, speaker and awards, and Sunday breakfast.*

After May 20<sup>th</sup>, Delegate or Visitor rate.....\$325

Saturday lunch and speaker only.....\$40

Saturday evening dinner and awards.....\$75

Observer.....\$50 per day

*May attend workshops, but no meals.*

## **CONVENTION REFUND AND CANCELLATION POLICY**

**SUBSTITUTION** - If there is someone else within your League who can attend the convention in your place, their name can be substituted for yours at any time with no penalty. Simply send the new attendee's name, address, phone, and email address to LWVNYS via email with a note as to whom they are replacing. While not preferred, substitutions can even be accommodated on-site at the actual meeting.

**CANCELLATION** - Whether or not you receive a refund of either the entire fee or a portion of the fee depends on when you cancel.

- **FULL REFUNDS** (minus \$50 processing fee) will be issued if you cancel 10 business days or more prior to the Convention.
- **PARTIAL REFUNDS** a refund for half (50%) of the registration fee will be issued if you cancel within 3 to 10 business days prior to Convention.
- **NO REFUNDS** will be issued if you cancel 3 or fewer business days prior to Convention.

**\*\*\*Cancellation and refund of the hotel room is based on the policy of the Desmond Hotel (please contact them for more information)**

## Registration Form

**PLEASE COMPLETE one form for each registrant. A single payment may be sent for all members attending from your League. The Pre-Convention registration form is completed separately (page 11).**

**Name:** \_\_\_\_\_

**Local League and Office held, if appropriate:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** ( ) \_\_\_\_\_ **E-mail:** \_\_\_\_\_

Item	Cost	# of Persons	Total Price
<b>Full Conference Registration: Voting Delegate</b> <i>Includes all sessions, Saturday lunch with speaker, Saturday dinner, and Sunday Breakfast</i>  <b>Lunch Choice must be indicated:</b> <input type="checkbox"/> Peppered Turkey Wrap <input type="checkbox"/> Vegetarian Wrap  <b>Dinner Choice must be indicated:</b> <input type="checkbox"/> Chicken Francaise <input type="checkbox"/> Vegetable Provence	<b>\$295</b>  <b>\$325 After May 20<sup>th</sup></b>		
<b>Full Conference Registration: Non-Voting Visitor</b> <i>Includes all sessions, Saturday lunch with speaker, Saturday dinner, and Sunday breakfast</i>  <b>Lunch Choice must be indicated:</b> <input type="checkbox"/> Peppered Turkey Wrap <input type="checkbox"/> Vegetarian Wrap  <b>Dinner Choice must be indicated:</b> <input type="checkbox"/> Chicken Francaise <input type="checkbox"/> Vegetable Provence	<b>\$295</b>  <b>\$325 After May 20<sup>th</sup></b>		
<b>Observer Registration: Non-Voting</b> <i>No meals</i>	<b>\$50 per day</b>		
<b>Saturday Lunch with Speaker ONLY</b> <i>Included with Delegate and Visitor Registration</i>	<b>\$40</b>		
<b>Saturday Evening Dinner ONLY</b> <i>Included with Delegate and Visitor Registration</i>	<b>\$75</b>		
<b>Total Payment Due:</b>			



## **CONVENTION REGISTRATION PAYMENT**

\_\_\_\_\_ **Send check payable to LWVNYS to 1 Steuben Place, Albany, NY 12207**

\_\_\_\_\_ **Charge my:** ☐ **MasterCard** ☐ **Visa** ☐ **American Express** ☐ **Discover**

Card Number: \_\_\_\_\_

Exp Date: \_\_\_\_ / \_\_\_\_ Cardholder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Total Payment Amount: \_\_\_\_\_

## **Registration Form: Pre-Convention Workshops and Dinner** **Friday, June 2, 2023 | \$60**

*This form is ONLY to register for the Pre-Convention Program and Reception. It does not include Convention registration costs. Registration ends May 24, 2023*

**Name:** \_\_\_\_\_

**Local League:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

\_\_\_\_\_ **Send check payable to LWVNYS to 1 Steuben Place, Albany, NY 12207**

\_\_\_\_\_ **Charge my:** ☐ **MasterCard** ☐ **Visa** ☐ **American Express** ☐ **Discover**

Card Number: \_\_\_\_\_

Exp Date: \_\_\_\_ / \_\_\_\_ Cardholder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Total Payment Amount: \_\_\_\_\_

## **Hotel Registration Information**

*The Crowne Plaza Desmond Hotel*  
*660 Albany Shaker Rd, Albany, NY 12211*

For the occasion, The Desmond is extending a special rate of **\$135.00 plus tax (single or double occupancy), per night for June 2 – 4, 2023.**

### **Online Reservations**

To make your reservation online, guests **MUST** use the booking link provided by the Desmond in order to access the special rate. [Click HERE to visit the booking page](#) or type [bit.ly/3xXn6h3](https://bit.ly/3xXn6h3) into your web browser.

### **Call-In Reservations**

To make your reservation over the phone, call the Desmond at (518) 869-8100. **Guests MUST use the Group Code LWN in order to access the special rate.**

**PLEASE NOTE: THE RESERVATION CUT-OFF DATE IS MAY 25, 2023**

**RESERVATION CANCELLATION is determined by the hotel. Please contact The Desmond for information about their cancellation policy.**