



2018 Annual Meeting Packet

The League of Women Voters of the City of New York (LWVNYC) plans to hold the annual meeting of the membership on Thursday, June 7, 2018. At the annual meeting, all members in good standing are eligible to vote for:

- Election of Officers and Directors to the Board of Directors
- Adoption of a budget
- Adoption of amendments to the Bylaws
- Adoption of a local program - Impact on Issues

If you cannot attend the annual meeting, you can designate a proxy to vote for you. We have attached a form in this package allowing you to designate your proxy for the purposes of voting at the annual meeting. Your proxy must also be an LWVNYC member. If you plan to vote by proxy, **your proxy designation must be received by LWVNYC no later than the close of business on Monday, June 4, 2018.**

The information we have provided in this package will provide you with more information to make your voting decisions. In this package you will find the following:

I. Supporting the election of Officers and Directors

A. Report of the Nominations Committee presenting the slate of proposed Officers and Elected Directors

B. Biographies of the nominated members

II. Adoption of a budget

A. Proposed budget for LWVNYC FY2019

B. LWVNYC Financials for and FY2017 and FY2018 to date

III. Adoption of Amendments to the Bylaws

Please note that each proposed amendment to the Bylaws will be voted on separately.

A. Board of Directors Statement

B. Bylaws Committee summary of changes

IV. Adoption of a Local Program

A. Current LWVNYC Impact on Issues

B. Proposed programs from members that were not endorsed by the Board

V. Annual Meeting Registration

VI. Proxy

VII. Silent Auction Information

Nominating Committee Report

The Nominating Committee is pleased to submit a slate of officers and Board members to be voted upon at our 2018 Annual Meeting. Nominations may be submitted from the floor at the Annual Meeting, provided that the nominee has agreed. Additional members may also be appointed to the Board of Directors.

Officers
Co-Presidents: Catherine Gray & Ruth S. Altman
Vice-Presidents: Crystal Joseph & Diane Burrows
Secretary: Amy Matthews
Treasurer: Jessica Weinberg
Members of the Board of Directors
Barbara Ettington: Chair of Voter Services Committee
Mary Jenkins: Chair of the Membership Committee and the Education Committee
Gladys Krasner: Liaison to our National organization
Tiana Leonard: Editor of They Represent You
Doris Welch: Community Relations
Shelly Warwick: Technology consultant
Barbara Oliver: Director

Biographies

Catherine Gray, Co-President

Cathy is a librarian by profession. She moved to New York to join the staff at the Brooklyn Public Library moving up to become Branch Manager at two Brooklyn branches. Since retiring Cathy has volunteered at the Brooklyn Botanic Garden, City Harvest, and the League's Education Committee as well as the League's representative on NYC--Transparency Working Group.

Ruth S. Altman, Co-President

I've had a varied career, including three years working overseas in Morocco and Germany. Back to New York and after several jobs, I worked as Staff Assistant to Congressman Ed Koch until he became Mayor. I then worked for the City of New York and one most satisfying job I held was Complaint Division Director at the Department of Consumer Affairs. My volunteer work at the League began in August 2009 spending one-half day a week in the office. My time expanded and then I was Co-Chair of the Voter Services committee, then Vice President and now Co-President. I am pleased to be a part of the League and look forward to continuing my service.

Crystal Joseph, 1st Vice President

Crystal Joseph has served in the leadership capacity for the last two years with the LWVNYC and is presently a doctoral candidate at Concordia University-Portland. She is a member of the Membership Committee, chaired by Mary Jenkins and was welcomed into the organization four years ago, by former President, Doris Welch. As she works alongside interns with the LWVNYC, she enjoys the opportunity to

encourage college students and other young professionals to learn more about the organization through book discussions and working alongside local campuses throughout the five boroughs.

Diane Burrows, 2nd Vice President

I began volunteering at the League of Women Voters NYC shortly after moving to New York City in 2015. I now serve as a Vice President. During my 38 year teaching career, I taught high school English in Missouri, adult education, religious education, and most satisfyingly, 5th grade in Goshen, New York for 22 of those years. I served as the building representative and member of the executive board of the Goshen Teachers Association, an affiliate of New York State United Teachers (NYSUT).

Amy Matthews, Secretary

Amy Matthews has been acting Board Secretary for LWVNYC since September, 2017. Amy is a recently retired reinsurance executive living in Brooklyn. Within the League, she has also been active in voter registration drives, especially at marches. Outside of the League, Amy is a potter and beekeeper.

Jessica Weinberg, Treasurer

Jessica is an attorney focusing on estate planning and tax law. She has been a resident of New York City for over 15 years. For several years she was the treasurer of a local alumnae organization. She is currently an active member of our Voter Services Committee and a member of our Budget Committee.

Barbara Ettington, Voter and Information Services Committee Chair

Barb Ettington joined the League and the Voter Services Committee in January 2015, and has been enthusiastically chairing the Committee for the past year. Barb runs her own healthcare marketing agency serving clients in NYC hospitals and non-profits that provide care to under-served populations around the world. Half of Barb's time is spent in her NYC home office, and the other half is at her home in Sullivan County, New York with her husband - where she casts her vote. Their two grown daughters live in Oakland, CA and Berlin, Germany respectively, requiring wonderful annual trips to visit each.

Mary Jenkins, Chair of the Membership Committee and the Education Committee

Mary retired from the NYC school system as a school supervisor. She served as Co-President of LWVNYC from 2012 to 2014. She is currently chair of the Membership and Education Committees and also chairs the Budget Committee.

Gladys Krasner, Liaison to our National organization

Gladys Krasner is a proud past president of the LWVNYC (1979-1982). During her term of office, Gladys developed the Education Fund for the City League and initiated the Ed Fund Honoree Luncheon. Gladys chaired the Program Committee which introduced Lunch with the League. Her portfolio on the current Board has been liaison to the National League of Women Voters.

Tiana Leonard, Editor of They Represent You

Tiana Leonard is a second-generation member of the League who moved back to New York City in 2013 after 36 years in Florida. She became active in the Alachua County League in 2010 upon retirement as a Professor of Neuroscience at the University of Florida Medical School. She chaired the Education Committee and started an investigation of on line education in the state. She is on the Board of Directors of Morningside Gardens, a NORC (naturally occurring retirement community) in northern Manhattan. She has four children and seven grandchildren (age 24 to 4) none of whom live in New York.

Doris Welch, Community Relations

Doris served as VP of the New York City League and then as Co-President with Cathy Gray. An active union member, she is President of the New York City branch of the Alliance of Retired Americans.

Shelly Warwick, Technology consultant

Shelly Warwick (MLS, Ph.D.) has been a member of LWV for many years, first in Connecticut and then in New York City. She served as Treasurer of LWVNYC in 2002 and is currently an active member of the Voters Services Committee. She recently retired as Director of Library Services/Associate Professor from the Touro Colleges of Osteopathic Medicine & Pharmacy of New York. She has served on the board of the New York New Jersey Medical Library Association (NY/NJMLA), and the national board of the Association for Information Science and Technology (ASIST). Her research and publications address: intellectual property, intellectual freedom, health literacy, privacy, and the impact of technology on social and information structures.

Barbara Oliver, Director

Barbara Oliver has been a member of the League for many years, having done voter registration in New York and Florida in 2008, 2012 and for the last 2 years in Manhattan and the Bronx.

She retired from the New York Times as Director of Research after a 20+ year career in journalism in New York and in St. Petersburg, FL

Born in Manhattan, raised there and in the Bronx, Barbara has lived on the Upper East Side since 1969.

Proposed Budget for FY 2019

LWVNYC FY 2017 - 2019 Budget Data	FY2017 Budget	FY 2017 Actual	FY 2018 Budget	Actual Year to Date 7/1/2017- 3/31/2018	PROPOSED FY 2019 Budget
Income					
Donations/Contributions	\$8,000.00	\$7,298.85	\$9,300.00	\$4,752.00	\$8,152.00
Member Dues	\$14,000.00	\$25,952.62	\$17,050.00	\$15,096.10	\$18,000.00
Meeting Income	\$4,300.00	\$6,736.00	\$4,500.00	\$3,818.00	\$7,000.00
VoterReg/AP Reporting	\$2,600.00	\$3,484.83	\$5,000.00	\$0.00	\$2,500.00
Publication Sales (errata)	\$0.00	\$203.17	\$0.00	\$0.00	\$1,000.00
Miscellaneous	\$100.00	\$378.05	\$100.00	\$0.00	\$100.00
Total Income	\$29,000.00	\$44,053.52	\$35,950.00	\$23,666.10	\$36,752.00
Expenses					
Professional/Accounting	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00 [^]
Postage	\$500.00	\$302.65	\$500.00	\$159.39	\$300.00
Supplies	\$0.00	\$351.22	\$0.00	\$102.41	\$0.00
Printing	\$2,500.00	\$42.45	\$500.00	\$0.00	\$300.00
Marketing/Membership outreach	\$1,000.00	\$0.00	\$600.00	\$0.00	\$600.00
Subscriptions/Fees/Dues	\$100.00	\$207.94	\$100.00	\$58.67	\$100.00
Rent	\$5,597.00	\$5,597.40	\$6,400.00	\$8,167.92	\$9,081.00 [#]
Delegate Expenses	\$1,000.00	\$0.00	\$2,500.00	\$0.00	\$1,000.00
Meetings/Cttees	\$150.00	\$12.46	\$2,400.00	\$231.71	\$1,000.00
PMP National	\$2,752.00	\$2,752.00	\$3,672.00	\$3,672.00	\$4,816.00 ^{&}
PMP State	\$1,710.00	\$1,710.00	\$2,750.00	\$2,250.00	\$3,010.00 ^{&}
Insurance (1/2)	\$538.00	\$559.61	\$585.00	\$906.09	\$545.00
Payment to LWVNYCEF	\$12,000.00	\$12,000.00	\$14,400.00	\$30,600.00	\$14,400.00
Miscellaneous	\$53.00	\$150.00	\$128.00	\$60.59	\$100.00
Bank/Paypal/Square Fees	\$100.00	\$498.57	\$415.00	\$374.48	\$500.00
Total Expense	\$29,000.00	\$25,184.30	\$35,950.00	\$46,583.26	\$36,752.00
Net Income/(Loss)		\$18,869.22		\$-22,917.16*	

* The deficit is a result of the cash contributions that the LWVNYC made to the LWVNYC Ed Fund during FY 2018. Without fundraising revenues since 2014, the Ed Fund needed the cash infusion in order to pay its bills.

[^] Tax prep only

[#] Current rent, 1 month; 4% increase 11 months, split 30/70

[&] No change in PMP rates for State or National; based on 297, 8 Second HH; no charge for Students or Life members, and split 50/50

Statement of the LWVNYC Board of Directors with respect to changes in the Bylaws

The Bylaws Committee presented their recommendations to the LWVNYC Board of Directors at the Board Meeting on April 19, 2018. The Board of Directors supports all of the changes presented by the Bylaws Committee with one exception. The Bylaws Committee recommends changing Article IV Section 1, which addresses the size and composition of the Board of Directors.

The Board of Directors voted to keep the existing board size and composition. The table below summarizes the differences between the existing Bylaws provision and the Committee proposal:

Provision	Existing Bylaws	Committee Proposal
Number of Officers	no change	no change
Number of Elected Board Members	Minimum: 6 Maximum: 9	Minimum: 3 Maximum: 5
Number of Appointed Board Members	Maximum: 9	Maximum: 4

The existing Board structure offers the following advantages:

- Provides flexibility for the Board to offer leadership opportunities to more members
- Allows the Board to create and fill specific positions that will support LWVNYC going forward and tap into member expertise in areas such as:
 - Development
 - Technology
 - Social Media
- Allows a wide range of views to be heard and debated
- Keeps committee chairs involved in decision making

The Board of Directors recommends keeping the Board at its existing size and composition.

Proposed Amendments to the LWVNYC Bylaws

Recommended by the Bylaws Committee, 2018

Explanation of proposed changes

There are changes in every article and on every page of the Bylaws.

That 8 page document has not been attached here, however, we will have multiple copies of the entire “marked up” Bylaws at the Annual Meeting.

[Bracketed words] indicate proposed deletions. The proposed new language is underlined.

For ease of understanding we have separated the changes into three categories.

- A. The non-substantive: such as referring to the League of Women Voters of the City of New York as the LWVNYC, the League of Women Voters of New York State as LWVNYS, and the League of Women Voters of the United States as LWVUS; renumbering; certain small clarifying changes; and certain punctuation marks.

B. The changes required by the LWVUS, and the NY Not-for-Profit Corporation Law.

These include changes in the first three Articles, and the new Article XIII: Statutory Compliance.

- C. The substantive changes are as follows:

ARTICLE IV, BOARD OF DIRECTORS

Section 1, **Number, Manner of Selection, and Term of Office**

- a) The Board of Directors shall consist of the Officers (officers) of the LWVNYC, [six to nine] up to five, but no fewer than three elected Directors and up to four [not more than nine] appointed Directors. The number of elected Directors shall be recommended by the Nominating Committee.
- b) The Officers and elected Directors shall be elected at the Annual Meeting in even-numbered [Elected Board members shall serve for a term of two] years, or at the next Annual Meeting if a vacancy in an elective office has occurred, and shall serve until the next election in an even-numbered year. The Officers and Directors shall appoint such additional Directors as they deem necessary, but not more than four, [nine] to carry on the work of the LWVNYC, [League].
- c) The terms of office of the appointed Directors shall [be one year and shall] expire concurrently with the terms of office of the elected Directors. Officers and Directors, whether elected or appointed, shall be limited to six consecutive years in the same office.

Rationale: Our current bylaws allow a board of up to 25, assuming 2 Co-Presidents. There are two main concerns with a board as large as current bylaws permit.

Scheduling meetings is more complicated, and meetings that can be scheduled are less productive because it is difficult to have a focused discussion.

Individual board members may feel that they cannot participate in a significant manner in a larger board. Smaller boards allow opportunity for greater involvement by individual board members, and better decision-making. The deliberative and collaborative processes of very large boards are not as effective.

Note: Committee Chairs do NOT HAVE to be board members to report at board meetings.

Also, smaller meetings among officers cannot be a substitute for board decision-making.

Section 3, Vacancies and Absences. Any vacancy occurring in the elected Board of Directors by reason of the resignation, death or disqualification of any member may be filled on an interim basis, until the next Annual Meeting, by a majority vote of all the remaining members of the Board of Directors. It shall be the function of the Nominating Committee to recommend to the Board of Directors candidates for vacancies in the elective offices occurring between elections. Absences of any member from three consecutive Board meetings, without valid reason, shall be deemed a resignation.

Section 6, Meetings Members of the Board shall be notified of the time and place of any special meeting by written notice, transmitted by regular mail, fax or e-mail sent at least five (5) business days prior to such meeting. [one week after date of request]

Rationale: Amended to stipulate the method and timing of any special meetings of the Board.

ARTICLE V. OFFICERS

Section 1. Enumeration and Election of Officers. The officers of the [League of Women Voters of the City of New York] LWVNYC shall be a President or two Co-Presidents, or Chair or Co-Chairs or if deemed necessary a management team consisting of however many it is felt necessary to carry out the work of the League (hereinafter sometimes referred to as "President"), up to three Vice Presidents, ordered by number, a Secretary and a Treasurer. The officers shall be elected for terms of two (2) years by the members at the Annual Meeting or until their successors have been elected and qualified. [and take] They take office immediately upon the conclusion of the Annual Meeting.

Section 2. Qualifications. Only voting members of LWVNYC in the State of New York shall be elected or appointed to serve as officers or directors of the LWVNYC.

Rationale: To make consistent with Article III and to specify the qualifications to be an officer or director of LWVNYC.

[ARTICLE VI. BRANCHES

Branches are subdivisions of the League of Women Voters of the City of New York formed to carryout the purposes and policies of LWVUS, LWVNYS and LWVNYC.]

Rationale: There are no branches of the LWVNYC, accordingly, there is no need for this definition.

ARTICLE VII, ANNUAL MEETING - Renumbered

Section 1. There shall be at least one meeting of the membership each year, which shall be designated the Annual Meeting. Notice of the Annual Meeting shall be given to all members at least 30 days prior to the Annual Meeting by fax, email or regular mail.

Rationale: Language has been added to conform to Article VI, Section 4, Article VIII, Section 2, and Article XII, paragraph b.

ARTICLE VIII, NOMINATIONS AND ELECTIONS - Renumbered

Section 1. Nominating Committee. The immediate Past President of the LWVNYC shall be a member of the Nominating Committee. In the absence of such person, the Board of Directors of the LWVNYC shall select one of its directors to serve in such role. He or she shall select two members of the LWVNYC [League, not more than] one of whom shall be from the LWVNYC Board of Directors, to prepare a slate for the elective offices. It shall be one of the functions of the Nominating Committee to recommend to the Board of Directors candidates for vacancies in the elective offices occurring between elections. Suggestions for nominations for officers and directors may be sent to the Nominating Committee by any voting member, provided the consent of the nominee has been obtained.

Rationale: Language has been clarified, and provides the Nominating Committee with flexibility to select its chair.

ARTICLE X, NATIONAL CONVENTION, [AND] STATE CONVENTION. AND STATE COUNCIL - Renumbered

Section 2. State Council. The Board of Directors [President and/or Co Presidents and/or whomever they designate] shall direct how LWVNYC votes are cast at [be the delegate to] the State Council.

Rationale: Amended to conform to the revised LWVNYS Bylaws provisions regarding the State Council.

ARTICLE XIII. STATUTORY COMPLIANCE ARTICLE

Section 1. Conflicts of Interest Protocols. This Organization 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 Organization's best interest and comply with applicable legal, regulatory and ethical requirements. The conflicts of interest policy of the Organization 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 Organization, 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.

Rationale: This provision must be included in the Bylaws under the current provisions of the NY Not-For-Profit Corporation Law.

Respectfully submitted,

2018 Bylaws Committee: Kate Doran, Miriam R. Adelman, Sally Robinson.

LWVNYC Impact on Issues

City Budget

- Advocate reducing expenditures by minimizing waste and duplication in city spending, increasing productivity and better management.
- Advocate increasing revenues by: implementing tax abatement programs for business with emphasis on rehabilitation, job creation and retention; adjusting business occupancy tax to lessen the burden on small businesses; utilizing a reasonable commuter tax; revising sales tax to lessen the burden on people with low incomes; asking for additional payments in lieu of taxes for property owned by authorities, State and Federal governments; eliminating additional classes of property from tax exemption regulations.

City Employees

- Oppose city residency as a requirement for civil service employment in city government

Criminal Justice

- Support the use of integrated statewide computer data banks throughout the criminal justice system to assure efficiency of operation while safeguarding privacy and confidentiality rights of citizens.
- Support decentralization of juvenile detention facilities as a more effective and humane method of treating juvenile offenders.
- Support of alternatives to incarceration and measures to promote a fair and efficient jury system.

Economic Development

- Support programs and policies that would assure that Public Authorities be representative, accountable and subject to open government laws and regulations
- Support Business Improvement Districts (BIDs) when a majority of local business owners determine that a BID can provide supplemental services and job opportunities which cannot be provided with city resources. BIDs should be held accountable to and audited by appropriate city government agencies, required to hold annual meetings for their company and required to submit to public hearings and ballot approval before BID contracts are renewed by the city. At least 51% of the BID members must approve the renewal.
- Support commercial rent regulation that will provide a reasonable solution to the problem of steadily rising commercial rents. The League supports commercial rent legislation which promotes economic opportunity and development, sets forth criteria for the determination of reasonable rent increases and negotiation of lease terms, and is fair to both the landlord and the commercial tenant.

Education

- Advocate quality public education in New York with emphasis on assuring that education funds support classroom services.
- Support inclusion of the responsibilities of the Department of Education in the City Charter.
- Support Mayoral Control of the public schools;
- Supports fixed terms for members of the Panel for Educational Policy who are appointed by the Mayor, the Borough Presidents and the Public Advocate.
- Support quality early childhood education, Head Start and universal pre-kindergarten.

Election Law

- Support public financing of campaigns; a voluntary program of public matching funds for small donations
- Support comprehensive campaign finance reform and establishment of an independent, rigorous enforcement regime to ensure compliance
- Support full disclosure of campaign contributions and expenditures
- Oppose term limits for elected city officials.

- Support continuation of run-off elections for Mayor, Comptroller and Public Advocate, which may be achieved through Instant Runoff Voting.
- Support a Board of Elections of 10 Commissioners -- two from each borough representing the two major parties with Board activities administered by a single Director.
- Support mandatory training for inspectors, recruitment of bilingual inspectors and appropriate compensation for inspectors.
- Support increased instruction on the use of voting machines, including demonstrations at the polls; increased publication of polling places, dates and times of registration.
- Support the implementation of voting systems and procedures which are secure, accurate, recountable, and endorse a precinct-based paper ballot optical scan voting system with a ballot marker to provide accessibility.
- Support publication of sample ballots on the Board of Elections website to be accessible through the poll site locator.
- Support elimination of the LLC (limited liability corporation) loophole which allows these LLCs to contribute to candidates as individuals rather than as corporations, which enables them to give larger and multiple contributions.

Housing

- Support government policies which assure an adequate supply of decent affordable housing, including the continuation of rent regulation, adequate financing for public housing, and provisions that guarantee that affordable housing provided in return for tax abatements to private owners remain permanently affordable.
- Support guaranteed inclusionary zoning; utilizing neighborhood median income rather than the federally defined area median income (AMI).
- Support increased density, provided that the developments are limited to locations where there is adequate infrastructure, subway and bus service, schools and parks to support the development.
- Support a citywide inventory of vacant land and buildings.

Natural Resources

- Energy – Support environmentally sound policies that reduce energy growth rates, emphasize energy conservation and encourage the use of renewable energy resources while supplying a reliable and safe energy supply
- Water resources - Support measures to improve and protect NYC surface water, groundwater and drinking water.
- Air Quality - Support and promote measures to improve New York City's air quality: encourage energy and waste reduction, and adoption of renewable energy sources.
- Support working with other advocacy groups, City officials and members of the City Council to pass specific bills that help improve New York City's air and water for the health of those who work, visit and live in New York City.

Transportation

- Support action to promote energy-efficient and environmentally sound transportation systems that improve the well-being of cities and other communities and afford better access to housing and jobs.

Statement on Local Program Recommendation from Membership

A member offered the following recommendation for a LWVNYC Local Program: "Investigation of human trafficking (both labor and sexual, male and female) in NYC. Extent, what is being done to eradicate, what needs to be done."

The LWVNYC Board offered the following recommendation:

The breadth and depth of the topic, even at the NYC level, will require considerable resources and effort to tackle. As an interim step, the Program Committee is planning to schedule a speaker for either a lunch or evening event in the fall, 2018. This autumn event could stimulate interest from membership to provide research support and focus for this project. The Board therefore voted not to recommend this topic as part of the 2018 LWVNYC Impact on Issues Program.