



BOOK I

**League of Women Voters
of Calvert County**

2020 ANNUAL REPORT

BOOK I

AUDIO/VISUAL ANNUAL MEETING AGENDA & MEETING MATERIALS

Wednesday, May 27, 2020
6:00 to 8:00 p.m.

Virtual Zoom Meeting

Please register for the Annual Meeting on line at lwvcalvert.org, to obtain instructions for connecting with the meeting.

Table of Contents

BOOK I

2020 AUDIO/VISUAL ANNUAL MEETING AGENDA & MEETING MATERIALS

	<u>Page</u>
Introduction	3
Annual Meeting Agenda, May 27, 2020	4
Minutes of the 2018 Annual Meeting, May 16, 2019	7
Treasurer's Report April 2020	11
Proposed Annual Budget, July 2020 through June 2021	12
Calvert County LWV Nonpartisan Policy, <i>Revised May 2017</i>	13
Nominating Committee Report, 2020	14
<i>Biographies for New Board Candidates</i>	
Calvert LWV Bylaws Changes, 2020	16
Calvert LWV Bylaws, <i>Revised May 2020</i>	17
Calendar of Activities for 2019-2020	24

SEE BOOK II FOR A REPORT ON 2019-2020 ACTIVITIES

	<u>Page</u>
Introduction	2
Calvert County Green Expo	3
Civics Education for Youth – Partnership with #OurCommonCalvert	3
History Fair Award on <i>Breaking Barriers in Voting</i>	4
Legislative Evening with Calvert County's State Delegation	5
Membership and Membership Events	6
<i>Membership Committee Activities</i>	
<i>Annual Summer Social Saturday, August 17, 2019</i>	
<i>Winter Holiday Party Sunday, December 7, 2019</i>	
<i>100 Year Anniversary Celebration (Asbury Solomons)</i>	
<i>Planned Fundraising Events in the time of COVID 19</i>	
Observer Teams of the Calvert County League of Women Voters	10
<i>Board of County Commissioners (BOCC) Observer Team</i>	
<i>Board of Education Observer Team</i>	
<i>Planning Commission Observer Team</i>	
Publicity Committee Activities for 2019-20	13
Study of the Effects of Climate Change in Calvert County	14
Study of Prince Frederick Master Plan and the Calvert County LWV	14
Voter Services Report for 2019-2020 and Calvert Census Complete Count 2020	15
<i>Registering Voters and National Voter Registration Day at the College of Southern Maryland</i>	
<i>Candidate Forums</i>	
<i>Calvert County Census Complete County Committee 2020</i>	
WOW – Women of the World Annual Awards Luncheon	17

Introduction to the 2020 Annual Report of the League of Women Voters of Calvert County

Please register for the Annual Meeting on line at the LWVCC website: lwvcalvert.org to obtain instructions for connecting to the meeting.

This Annual Report outlines the activities of the League during 2019 – 2020.

- **Book I:** contains materials for our 2020 Annual Meeting, including an agenda for that meeting, the Nominating Committee Report, Recommended Programs for the coming year, the revised Calvert County League of Women Voters (LWVCC) Bylaws and the Calendar of the past year's activities.
- **Book II:** is a comprehensive report on the Calvert County League's activities this past year. For ease of use, Book II is organized alphabetically---starting with the Calvert County Green Expo and ending with WOW (the Women of the World annual awards luncheon.)

Please read these materials and have them with you during the 2020 Annual Meeting. We encourage you to volunteer to work in areas that especially interest you.

Watch for updates on LWV activities at our website – <https://lwvcalvert.org>. And please join us at our upcoming 2020 Candidate Forums next fall, member activities and the monthly meetings of the LWV Board of Directors.

Individual LWV members submitted the reports about their areas of activity. Sharron Bickel and Dawn Tucker compiled and organized that information into this *Annual Report*.

**THE LWV (LEAGUE OF WOMEN VOTERS
... is a nonpartisan political organization that
encourages informed and active participation in government,
works to increase understanding of major public policy
issues, and seeks to influence public policy through
education and advocacy.
Men as well as women can join the LWV.
For more information about the Calvert County LWV,
see <https://lwvcalvert.org/>**

Annual Meeting Agenda
League of Women Voters of Calvert County
May 27, 2020

Business Meeting Call to Order

Call to Order and Welcome – *J.C. Hooker (President)*

Roll Call of Participants– *Sandra Raviv (Secretary)*

Approval of Agenda – *J.C. Hooker*

Appointment of Parliamentarian & Timekeepers – *J.C. Hooker*

Adoption of Ann. Meeting Rules (Book I, p. 6) and Non-Partisan Policy (Book I, p. 13) – *J.C. Hooker*

Greetings from the Maryland League of Women Voters – *Richard Willson*

Approval of 2019 Annual Meeting Minutes – *Sandra Raviv* (Book I, p. 7)

Treasurer's Report & Presentation of 2020 – 21 Budget – *Tricia Powell (Treasurer)* (Book I, pp. 11-12)

Adoption of the 2020-2021 Budget – *J.C. Hooker*

Review of the Board 2019-2020 Programs (2-minute Briefing per Program)

- Calvert County Green Team – *J.C. Hooker (Book II, p. 3)*
- Civics Education for Youth – *Pat Pease (Book II, p. 3)*
- Co-Sponsorship of Films with Calvert Library – *Sharron Bickel*
- History Fair Award for Projects on Voting – *Margaret Dunkle (Book II, p. 4)*
- Legislative Evening for Calvert Board of Co. Commissioners – *J.C. Hooker*
- Legislative Eve. for Calvert Co. State Delegation in Annapolis – *Chris Banks (Book II, p. 5)*
- Liaison with Partner Organizations, including *the NAACP, Sustainable Calvert, Concerned Black Women, the Calvert Collaborative for Children and Youth, Calvert County Commission for Women and others* - *Sharron Bickel*
- Membership and Membership Events (Book II, pp. 6)
 - Membership Committee Activities – *Sharron Bickel*
 - Summer Social – *Sandra Raviv*
 - Winter Social – *Sandra Raviv*
 - 100th Anniversary Celebration (Asbury Solomons) – *Sandra Raviv*
 - Planned (Fundraising) Events in the time of Covid-19 – *Norma Only*
- Observer Teams of the Calvert County League (Book II, pp. 10-12)
 - Board of County Commissioners – *Sharron Bickel*
 - Planning and Zoning – *J.C. Hooker*
 - Board of Education – *Pat Pease*

- Publicity Committee Activities (including newsletter, e campaigns, social media presence) – *Sandra Raviv* (Book II, p. 13)
- Voter Services (Voter registration training, registering high school students and adults to vote, Vote411 program, Voters’ Bill of Rights, candidate forums, etc.) - *Gladys White* (Book II, p.15)
- Women of the World Luncheon – *Sandra Raviv* (Book II, p. 17)

VOTE for Recommended Programs for 2020-2021 listed below - *J.C. Hooker*

Recommended Programs for 2020-2021 (*Approved by the LWV Calvert County Board April 8, 2020*)

- Calvert County Green Team Support
- Civics Education for Youth
- Co-Sponsorship of Films with Calvert Library
- History Fair Award for Projects on Voting
- Legislative Evening for the Board of County Commissioners
- Legislative Evening with Calvert County’s State Delegation in Annapolis
- Liaison with Partner Organizations including the NAACP, *Sustainable Calvert*, *Concerned Black Women*, *Calvert Collaborative for Children and Youth*, and *Calvert County Commission for Women*
- Membership and Membership Events (such as Eggs & Issues and Wine & Wishes)
- Publicity Committee Activities – for example: newsletter, e-campaigns, social media presence, website, press releases and ads
- Study of the Prince Frederick Master Plan – *New (Book II, p. 14)*

The three Observer Teams – for the Board of County Commissioners, the Planning Commission and the Board of Education – will have the Prince Frederick Master Plan as a major focus of their activities.

- Study of the Effects of Climate Change in Calvert County – *New (Book II, p. 14)*
- Voter Services, including:
 Registering high school students to vote,
 Registering voters, National Voter Registration Day at the College of Southern Maryland, Vote 411, and the LWV Voter Guide and Candidate Forum
- WOW – Women of the World Annual Awards Luncheon

Suggestions for new 2020-2021 LWVCC Programs not on the recommended list – J.C. Hooker

Approval of revised LWVCC Bylaws – Maureen Hoffman (Summary of Changes and Bylaws, Book I, pp.16-17)

Nominating Committee Report – *Debora Harris* (Election of Officers, Board of Directors for 2020-21 and Appointment of Nominating Committee) – J.C. Hooker (Book I, pp. 14-15)

Announcements – All

Adjournment – *J.C. Hooker*

* * * * *

Proposed Annual Meeting Rules

1. Voting is limited to Members in good standing (i.e., membership dues are current).
2. Any Member has the privilege of the floor to speak.
3. Members who wish to speak should rise, address the Chair and, when recognized, give his or her name.
4. Time limit will be 2 minutes to speak. The Chair may shorten the time if the meeting is behind schedule.
5. No Member shall speak in debate or discussion twice until all who desire to speak have been heard.
6. Questions of procedure will be referred to the Parliamentarian.



League of Women Voters of Calvert County

May 8, 2019 Annual Meeting Minutes

Welcome, Introductions, and Agenda: Co-president Sharron Bickel called the meeting to order at 6:10 PM; Krista Boughey was unable to attend. Sharron thanked those involved in organizing tonight's meeting, especially JC Hooker. She also introduced Elaine Apter, MD League President, who traveled from Montgomery County to be here.

The **Agenda** for the meeting was reviewed (Book One of the Annual Meeting materials) and approved. Maureen Hoffman was appointed Parliamentarian for the meeting, with Jim Winship serving as timekeeper. Sharron then read the Annual Meeting rules, followed by the current LWVCC nonpartisan policy statement, noting that this policy is under review having raised questions this past year.

Greetings from the LWVMD were offered by Elaine Apter, who acknowledged many familiar faces in the audience as well as newcomers. She reviewed the many accomplishments of the Calvert League over the past year, complimenting the group for their commitment and efforts. She also mentioned a number of State Board initiatives including the amicus brief filed by LVWMD on the **Redistricting** issue currently before the US Supreme Court. During the last election cycle, Voters Guides were made available in every county of Maryland--including those that have no League chapter--due to the efforts of many volunteers.

Elaine announced the State League Convention will be held on June 6-9. She noted that the Convention will consider the merger of the two non-profit statuses currently designated for League and the League's Education Fund, which will result in more streamlined operation; the criteria for less than 20% advocacy to qualify is more than met by the League. Also under consideration will be a study of the **Initiative process** employed in other States that does not exist in Maryland. The new budget, election of officers, and three workshops on fundraising, forums, and online meetings will round out the Convention agenda.

Sandy Raviv presented the **Minutes of the 2018 Annual Meeting** which were approved, following a motion by Gladys White and second by Jane Crawford.

Sandy also gave the **Treasurer's report** which was approved following brief discussion of how the separate General Fund and Education Fund would be combined if the proposal to merge the League's non-profit statuses is accepted. There was no Budget Proposal for 2019-2020 programs and events given the vacancy of the treasurer position.

Sharron Bickel then distributed an **Interest Sheet** for Members to volunteer for various tasks this coming year.

2018-2019 LWVCC Programs:

Sharron Bickel led a review of the past year's programs as reported in **Book Two** by chairs of the various committees, and requested input regarding those to be continued into 2019-2020:

Green Expo: (Sharron Bickel) seeking volunteers for this event in June

Advocacy Day Partnership: (Pat Pease)

Board of Education: (Pat Pease) Progress has been made in exploring community issues, especially racial issues in the schools; interacts with the Citizens Advisory Committee.

Gerrymandering Workshop: (Sharron Bickel) A repeat of this one-time workshop is not under consideration for the coming year.

History Fair: (Margaret Dunkle) A successful way to engage youth in citizen education and give them an introduction to League

Legislative Evening: (JC Hooker) Highly successful annual November event now seeking coordinator and volunteers

Membership: (Renita Alexander) produced a streamlined roster and improved communications via email and mail; Summer Social and Interest meetings were highlighted in an article by Margaret Dunkle and through newspaper ads to grow membership, an ongoing effort.

Additionally, four meetings of Eggs and Issues or Wine and Wishes were held to provide opportunity for members and the community to express concerns that League might address.

Observer Team: (Sharron Bickel) announced the move of John Perryman who was a dominant figure in organizing and keeping the Team informed and functioning. John had a way of choosing transparency issues to track such as the adequate public facilities/growth issue of the past two years.

Planning Commission: (JC Hooker) Defining transparency is a challenge; when decisions made privately are announced, it is often too late for a response. An example is the Comprehensive Plan, where citizens expressed that their input was not invited or considered. Another observer commented that: The biggest “black hole” is when citizens had no clear way of seeing how their comments were addressed. At the recent BOCC meeting, the commissioners were unaware that they did not have the citizen comments available to them; they have asked for that information.

Publicity: (Sharron Bickel) Miriam Gholl has been a great resource as webmaster; Liz DeMulling has set up guidelines for press and publicity.

League Studies: (Sandra Raviv) LWVCC is seeking ideas that members may want to pursue in a study; one suggestion is a review of the emergency services system in Calvert County that presently is faced with challenges. It was pointed out that any study must be approved by the State League and come under one of several topic categories for which either State or National League has a position. Renita Alexander reminded the group that lobbying on bills such as the recent HR 4 in the US Congress is one of the activities of State League, and members are invited to join in the effort.

Transparency Team: There is need for help to carry out the various activities of this team, especially since John Perryman’s absence.

Voters Service: (Gladys White) The many projects occurring this past election year were described by Gladys, with credit to the dedicated members of her team. More than 150,000 citizens accessed the Vote411.org site to learn about the candidates. For forum events, rules of the League were followed by partner organizations that assisted, and post-forum debriefings were held. The help of volunteers from other groups including young people is an asset to be encouraged going forward.

Women of the World: (Sandra Raviv) This popular event attracted 166 people and ran smoothly this year in a venue with no capacity limitations, and technology that facilitated the registration process. League Treasurer Helenmary Ball handled the registration capably and timely. The guest speaker, Ambassador Sheila Esserman gave an important message regarding human trafficking. The League honored its own Voters Service team, including Gladys White (chair), Janet Ashby, Janet Bellizzi, Ashley Anderson (student), Carol Booker, JC Hooker, Sharron Bickel, and Cassandra Okwumabua.

There are concerns going forward due to the few League volunteers who have stepped up to help. Jim Winship made a plea on behalf of the Calvert County Commission for Women for the League's continued participation, without which CCCW would be unable to sponsor this event. Margaret Dunkle also offered an historical perspective as well as important reasons to continue with WOW as a means of identifying and honoring Calvert women, and maintaining a public presence for the League in the County. Anne Mychalus, Debora Harris, and Marie Andrews noted their experiences in the early days of the Exchange program to Zambia that led to the WOW celebration.

Other Program Items: Sharron Bickel mentioned two other items for consideration as projects this year: a **Legislative Evening for the BOCC**, and the **League's partnering with other county organizations**. Gladys pointed out that the Voters Service team benefitted from the volunteers from other partner groups, and stressed that this was a strength that needed to continue. Sharron mentioned previous partnership events with the Library that have dwindled but should be revived. It was suggested that partnerships in general need to be carefully considered.

Since there were no objections, the list of projects/events for the coming year was accepted.

Renita Alexander introduced two new League members, Norma Onley and Jane Crawford.

Nominating Committee Report 2019: Debora Harris gave the Committee's report found in **Book One**. Several subsequent changes occurred leading up to this meeting, notably, Krista Boughey stepped aside for the office of President and the office of Treasurer (2nd of a 2-year term) remains vacant. A Bulletin editor is also needed.

The Election Results are as follows:

President: [Krista Boughey] 2019-2021 1st of 2-year term

Now JC Hooker

1st Vice President: Margaret Dunkle 2019-2021 1st of 2-year term

2nd Vice President: [JC Hooker] 2018-2020 2nd of 2-year term

Now Gladys White

Treasurer: vacant

Secretary: Sandra Raviv 2019-2021 1st of 2-year term

Positions Continuing for Coming Year:

Director:	*Jim Winship	2019-2021 1st of a 2-year term
Director:	*Pat Pease	2019-2021 1st of a 2-year term
Director:	Jane Crawford	2019-2021 1st of a 2-year term
Director:	Norma Onley	2018-2020 2nd of 2-year term
Director:	Maureen Hoffman	2018-2020 2nd of 2-year term
Director:	Sharron Bickel	2018-2020 2nd of 2-year term

***members who renewed their position**

Norma Onley requested more information on the duties of the Treasurer in order to make a decision about taking on this office. The State League Treasurer Carolyn Hederick is available to assist in the training of a new Treasurer.

Nominating Committee: Debora Harris (chair), Malcolm Funn, Chris Banks All three members were voted to continue on with two more positions to be filled from the Board; a chairperson was not elected for this committee.

Jane Crawford moved and Jim Winship seconded a motion to accept the Nominating Committee Report with specified changes. Remaining Director vacancies will be considered by the Board. JC Hooker spoke on the needs of the LWVCC going forward, our traditional mission, and how voting rights need to be front and center given challenges today.

Several **upcoming events** were announced: Margaret Dunkle will speak about Harriet Elizabeth Brown next Tues, May 14th at the P.F. Library at 6:30 PM.

The Calvert County Historical Society Annual Dinner will be May 23rd.

The Calvert Collaborative for Children will have their Annual Dinner at the Elks Club in P.F. on May 24th.

On Sun, May 19th, the Calvert County Historical Society will induct Malcolm Funn's father into their hall of Fame for his significant contributions to education in Calvert County.

Before adjourning the meeting, long-time League members in attendance were recognized: Anne Mychalus, Marie Andrews, Norma Imershein and Barbara Fetterhof who was unable to attend tonight.

The meeting was adjourned at 8:35 PM.

Respectfully submitted,

Sandra Raviv, Secretary

League of Women Voters of Calvert County

Treasurer's Report April 2020

Submitted by Tricia Powell

Beginning Balance		\$3,455.84
Additions		
Membership	--	
Subtotal	--	
Deductions		
Reimbursements	349.21	
Verizon	72.82	
Ad-Brown Funds	250.00	
Transfer to WOW	35.00	
Bank Service Charge	<u>4.00</u>	
	711.03	
Ending Bank Balance		\$2,744.81
Regina Brown *	750.00	
Cruise \$ On Hand **	<u>462.60</u>	
		<u>1,212.60</u>
TOTAL AVAILABLE		<u>\$1,532.21</u>

Regina Brown *	
Budget	\$1000.00
Advertisement	<u>(250.00)</u>
	750.00

Education Fund ***	
Beginning Balance	\$3,979.62
History Fair	<u>(250.00)</u>
Total Available	3,729.62

For Regina Brown: *Bequest with restricted use

Cruise \$ On Hand: **Ticket money for cancelled cruise which will be applied to rescheduled cruise or returned to member.

For Education Fund: ***501C3 funds held by LWVMD on behalf of LWVCC and distributed as requested for Voter Education projects.

League of Women Voters of Calvert County

Annual Budget - July 2020 through June 2021

Submitted by Tricia Powell

Ordinary Income/Expense	2019-20 Budget	2019-10 Actual	2020-21 Budget
Revenues			
Donations	2,500	661	2,000
Membership Dues	4,200	3,552	3,500
Education Fund		3,980	3,730
Fundraising	5,000	200	7,500
Regina Brown		1,000	800
Total Revenues	11,700	9,393	17,530
Expenses			
WIX			
Telephone	804	842	850
Office Supplies			
Post Office Box	82	129	100
Postage	100	48	100
Bank Service Charge	63	64	64
Publicity	620	570	525
Website Maintenance	200	204	50
Printing	700	156	450
Newsletter	250		
Fundraising	1,000	250	4,000
Quick Books	300		
Rental Space	1,000	324	600
Legislative Evening	300	130	250
Brochures	300		
National Fee	2,640	2,144	2,048
State Fee	1,364	469	896
Delegates Convention	650		650
History Fair		250	351
Other Expenses		68	100
Total Expenses	10,373	5,648	11,534
Profit/(Loss)	1,327	3,745	5,996

Notes: \$370 - NAACP, CBW, Superintendent's State of Schools Luncheon
 \$250 – from Regina Brown fund (not in budget)
 \$75.91 and \$24.85 – in kind for WIX
 Printing includes Annual Report

Calvert County LWV Nonpartisan Policy

Revised May 2017

Adopted by the League of Women Voters of Calvert County

The purpose of the League of Women Voters is to promote political responsibility through informed and active participation of citizens in government. The League of Women Voters (LWV) is nonpartisan. It does not support or oppose any political party or candidate; it is political in that it takes positions on selected governmental issues after member study and agreement.

The nonpartisan policy is a source of strength to the LWV and is the cornerstone of the Voters Service Program. Candidates are willing to appear on the LWV platforms and to provide materials for the Voters' Guide because they are confident they will be treated fairly and the material will be used for nonpartisan purposes. Organizations, citizens and businesses also have confidence in the League because of the nonpartisan policy.

Voter service activities are to be carried out in a professional, neutral way as not to display favoritism or discrimination to any party, faction or candidate. The ground rules are to be the same for candidates in Voters' Guides and in candidates' meetings and/or forums.

The LWV urges members to become fully informed about candidates and issues and encourages them to work actively in the political process. Calvert League members, except officers and board members-see next paragraph, may seek an active role in the nomination of candidates for public office, run for office, stimulate public discussion of candidates' views during the campaign, urge citizen commitment to parties and candidates by means of political contributions and, in general, take part in the political activities of their choice. Individual League members may take action on whatever they choose; as long as they do so in their own name, do not use the League name, and leave no impression they speak for the League.

Board Members

Elected Office. Board members shall not run for nor hold any partisan public elective office.

Political Party Office. Board members, who represent the League before the public or hold voter service portfolios, shall not serve in any position in a political party.

Campaign Contributions. Board members, except the LWV Calvert President and Voter Service Director, may attend fundraising events and make campaign contributions to individual candidates.

Political Campaigns. Board members may not chair or administer fundraising or campaigns for political parties or political candidates or campaign for their own elective office, partisan or nonpartisan.

Social and Other Media. A Board member shall not indicate her/his political affiliations or candidate preferences at any level of government in the media (including on social networking sites or other public venues) that also prominently identify her/him as a member of the LWV Calvert Board.

Petitions. Board members may sign petitions.

Spouses and Relatives. The political activity of a spouse or relative of a board member should be considered separate and distinct from the action of the Board member.

Additional Clarification. Board members shall present questions about specific situations to the LWV Calvert Board where the foregoing policies do not resolve the question.

League of Women Voters of Calvert County

Nominating Committee Report, 2020

Submitted by Debbie Harris

Proposed Slate of Officers

Position:	Name:	Term:
President	J C Hooker	2019-2021 2 nd . year of a two-year term
1 st Vice President	Sandra Raviv	2019-2021 2 nd . year of a two -year
2 nd Vice President	Gladys White	2020-2022 1 st year of a two-year term
Treasurer		2020-2022 1 st year of a two-year term
Secretary	Lila West	2019-2021 2 nd . year of a two-year term

Members Recommended to Be Appointed as Directors by the In-coming Board, 1 Year Term, Expires May 2018

Director	Cheryl Hannon	2019-2020 1st year of a one-year term
----------	---------------	---------------------------------------

Positions that Continue for the Coming Year:

Director	Dawn Collins	2019-2021 2 nd year of a two-year term
Director	*Pat Pease	2019-2021 2 nd . year of a two-year term
Director		2019-2020 2 nd . year of a two-year term

*Members that renewed their position

Positions that are New for a two-year term

Director	Norma Olney	2020-2022 1 st . year of a two-year term
Director	Maureen Hoffman	2020-2022 1 st . year of a two-year term
Director	Sharon Bickel	2020-2022 1 st . year of a two-year term

LWVCC's Bulletin Editor _____ LWVMD Representative: Pat Pease

Nominating Committee Members submitting this 2020 report

Chair	Debora Harris
Members	Malcolm Funn
	Chris Banks
	Gladys White

Nominating Committee, General Members, Proposed for Coming Year

General members proposed for election:

Chair:

Member: Chris Banks Member: Debora Harris Member: Malcolm Funn

Notes:

The LWV of Calvert County Bylaws, amended June, 2013, states in Article IX, Section 2 (italics added): The report of the Nominating Committee of its nominations for Officers, Directors, and the members of the succeeding Nominating Committee shall be sent to all members at least two weeks before the date of the Annual Meeting. *The report of the Nominating Committee shall be presented to the Annual Meeting. Immediately following the presentation of this report, nominations may be made from the floor by any voting member provided the consent of the nominee shall have been secured.*

The Nominating Committee consists of five members. Three members from the general membership are to be elected. Two members shall be members of the Board of Directors and are to be appointed by the Board immediately following the Annual Meeting.

Biographies of New Board Members

League of Women Voters Calvert County

Dawn M. Collins

Dawn M. Collins is a Consumer Safety Officer with the Food and Drug Administration (FDA) with 15 years of experience. Dawn specializes in ensuring public health through oversight of food safety processing and consumption throughout the United States. Dawn holds a B.S. degree in Environmental Health from East Carolina University (ECU) in Greenville, NC and, a M.A. degree in Public Administration from Troy University in Troy, Alabama. Dawn is a powerful force in the workplace and uses her positive attitude and tireless energy to encourage others to work hard and succeed. Dawn is a member of Jack and Jill Incorporated, and Co-founder of the 2nd Lieutenant Richard W. Collins Foundation. The foundation is dedicated to championing social justice and inspiring future leaders. Dawn resides in Huntingtown, MD with her husband, Rick and daughter Rybin.

Lila West

Lila West has been a member of the League of Women voters since 2009. Her volunteer work with the LWV includes volunteering for the National League of Women conference in Washington, D.C.; and serving as a representative for LWV New York to the Economic Opportunity Commission.

She currently serves as a Trustee of Cove Point Natural Heritage Trust, representing the Sierra Club of Maryland. She also serves as a member of the Finance and Architecture Committees of the Chesapeake Ranch Estates. She volunteers with the Calvert Nature Society and Chespx where she teaches oyster and terrapin science; and barn owl team. Lila has been a crewmember on the Dove in Historic St. Mary's City.

Lila has a Bachelor of Science from NYU in Physical Therapy; and worked 38 years as a Registered Physical Therapist. She is a mother of two son; Scott an executive in pharmaceutical manufacture; and Adam a US State Department deputy political advisor. She resides in Lusby with her partner David Hardy; who is the past president of the Calvert Amateur Radio Club.

Cheryl Hannon

Biography to be provided.



LEAGUE OF WOMEN VOTERS OF CALVERT COUNTY

BYLAWS

Summary of Substantive Changes

Revised May 2020

Submitted by Maureen Hoffman

1. "LWV" to replace use of generic term "League." Per LWVUS, this is the preferred form.
2. Effective dates for officers and elected/appointed Board member terms are clarified.
3. The number of members to reach a Quorum is increased from current 10% to recommended 20% of total membership at Annual and General membership meetings.
4. Updates include use of email voting and conference calls, other electronic media, in certain circumstances.
5. Proportional dues structure for new members joining after July 1 is permitted.
6. LWVUS issues and Supporting Principles wording is clarified.
7. Specific leadership duties for 1st and 2nd Vice President positions are assigned.
8. Definition of Associate Member is clarified.
9. The requirement for two general membership meetings per year is clarified, with one meeting being the Annual Meeting.



LEAGUE OF WOMEN VOTERS OF CALVERT COUNTY

BYLAWS

Revised May 2020

ARTICLE I

Name

The name of this organization shall be the League of Women Voters of Calvert County. This local League is an integral part of the League of Women Voters of the United States and the League of Women Voters of Maryland, hereinafter referred to in these Bylaws as LWVCC, LWVUS, LWVMD, or the LWV.

ARTICLE II

Purposes and Policy

Section 1. Purposes: The purposes of the LWVCC are to promote citizen responsibility through informed and active participation in government, and to act on selected governmental issues, in accordance with member-adopted positions.

Section 2. Policy: The LWVCC shall not support or oppose any political party or candidate.

ARTICLE III

Membership

Section 1. Eligibility: Any citizen who subscribes to the purposes and policy of the LWV shall be eligible for membership.

Section 2. Types of Membership:

- A. **Voting Members**. People at least 16 years of age who join the LWV shall be voting members of their local, State, and National LWVs;
 - a. Individuals who live within an area of a local LWV may join that LWV or any other local LWV;
 - b. Those who reside outside the area of any local LWV may join any local LWV or shall be State members-at-large;
 - c. Those who have been members of the LWV for 50 years or more shall be life members and excused from the payment of dues.
- B. **Associate Members**. Students of local high schools under the age of 16 are eligible to be enrolled as Associate Members. This is a non-voting category and dues are waived by local and national LWV policy.

ARTICLE IV

Board of Directors

Section 1. Number: The LWVCC Board of Directors shall consist of the officers of the LWV (President, or Co-Presidents if applicable, Vice President, Secretary, Treasurer), **six (6) elected Directors**, and not more than **six (6) appointed Directors**.

Section 2. Manner of Selection and Term of Office for **Elected Directors**: Three (3) of the elected Directors shall be elected by the general membership at each Annual Meeting (May of each year) and shall serve for a term of two (2) years, effective July 1 (start of fiscal year). The three (3) additional elected Directors shall be elected at the Annual Meeting in the interim year, with terms effective July 1, thus allowing a total of six (6) serving elected Directors with staggered terms.

- A. It is the intent of the LWV to have a brief overlap of outgoing directors and newly elected or appointed directors to allow for familiarization with duties and responsibilities of Directors;
- B. Outgoing Directors retain voting privileges until June 30. Incoming Directors become voting Directors on July 1.

Section 3. Manner of Selection and Term of Office for **Appointed Directors**: The elected members shall appoint such additional Directors, not exceeding six (6), as they deem necessary to carry on the work of the LWV, on or after July 1. The terms of office of the Appointed Directors shall be one year and shall expire at the conclusion of the fiscal year (June 30).

Section 4. Qualifications: No person shall be elected or appointed or shall continue to serve as an officer or director of this organization unless they are a general voting member of the LWVCC.

Section 5. Powers and Duties: The Board of Directors shall have full charge of the property and business of the organization, with full power and authority to manage and conduct same, subject to the instruction of the general membership. It shall plan and direct the work necessary to carry out the Program adopted by the National Convention, the State Convention, and as approved at the local Annual Meeting. The Board shall create and designate such special committees as may be deemed necessary to conduct activities of the approved programs.

Section 6. Meetings: There shall be at least nine (9) regular meetings of the Board of Directors annually. The President may call special meetings of the Board of Directors, and shall call a special meeting upon the written request of five (5) members of the Board.

Section 7. Quorum: A majority of the current members of the Board of Directors (50% plus one) shall constitute a quorum. Any one or more members of the Board of Directors may participate in a meeting by means of conference telephone, face time or other electronic meeting platforms that allow all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute in person presence at a meeting, provided the participant engages in the full meeting.

Section 8. Obligatory Resignation: Any Board member who misses three (3) consecutive meetings without written or verbal communication with the Board shall be deemed to have resigned from the Board.

Section 9. Leave of Absence: A Board member may request a Leave of Absence not to exceed six (6) months. Board President must be notified in writing (email or letter), member must be in good standing (dues paid for current fiscal year).

ARTICLE V

Officers

Section 1. Enumeration and Election of Officers: The officers of the LWVCC Board of Directors shall be a President or Co-Presidents (if applicable), a First Vice President, a Second Vice President, a Secretary and a Treasurer. Each officer position is a two-year term. The President or Co-Presidents and the Secretary shall be elected in odd-numbered years. The Vice Presidents and the Treasurer shall be elected in even-numbered years. In the event of a resignation in a Board Officer position or an Elected Director position during the current term of office, a member of the Board of Directors will be appointed on an interim basis by vote of the Board of Directors to fill the remainder of the original term.

Section 2. President or Co-Presidents: The President or Co-Presidents shall:

- A. Preside at all meetings of the organization and of the Board of Directors;
- B. In the absence or disability of the Treasurer, sign or endorse checks, drafts, and notes;
- C. Serve as an ex-officio member of all committees except the Nominating Committee;
- D. Have such usual powers of supervision and management as may pertain to the office of the President;
- E. Perform such other duties as may be designated by the Board.

Section 3. First Vice President: The Vice President shall, in the event of absence, disability, or death of the President or Co-Presidents, possess all the powers and perform all the duties of that office, until such time as the Board of Directors shall select one of its members to fill the vacancy until the next Annual Meeting. The Vice President will provide strategic leadership for one or more Board initiatives, and shall perform such other duties as the President or Co-Presidents and Board may designate.

Section 4. Second Vice President: The Second Vice President will provide strategic leadership for one or more Board initiatives and shall perform other such duties as the President or Co-Presidents and Board may designate.

Section 5. Secretary: The Secretary shall keep minutes of all meetings of the LWV and of all meetings of the Board of Directors; shall notify all Officers and Directors of their election; shall sign, with the President or Co-Presidents, all contracts and other instruments when so

authorized by the Board; and shall perform other such functions as may be incident to the office.

Section 6. Treasurer: The Treasurer shall collect and receive all moneys due; shall be the custodian of these moneys, shall deposit them in a bank designated by the Board of Directors; shall disburse the same only upon order of the Board; and shall present statements to the Board at their regular meetings and an annual report at the Annual Meeting. The Treasurer will prepare a draft annual budget for the Board to review and approve for presentation to the membership at the Annual Meeting.

Section 7. Terms of Office: All elected officers may be elected for a maximum of two consecutive two-year terms, staggered as described in Section 1. Each two-year term is determined by vote of the general membership at the Annual Meeting and becomes effective July 1.

ARTICLE VI

Executive Committee

Section 1. Composition: The Executive Committee shall consist of the elected officers- president or co-presidents, vice presidents, secretary, and treasurer.

Section 2. Duties: The Executive Committee shall have the power to make plans and act for the Board between meetings of the Board and shall report on all actions taken by said committee. It shall perform such duties as may be delegated to it by the Board of Directors.

ARTICLE VII

Nominations and Elections

Section 1. Nominating Committee: The Nominating Committee shall consist of five (5) members, two of whom shall be members of the Board of Directors. The Chairman and two members, who shall not be members of the Board, shall be elected at the Annual Meeting. Nominations for these positions shall be made by the current Nominating Committee. The two (2) Board Member positions shall be appointed by the current Board of Directors following the Annual Meeting but before July 1. Any vacancy on the Nominating Committee shall be filled by the Board of Directors. Suggestions for nominations for Officers and Directors may be sent to the Committee by any voting member.

- A. The Committee is to be active throughout the year and be prepared to offer nominations for Board approval for any vacancies occurring during the year.
- B. The Committee shall receive suggestions of any voting member throughout the year for Officers, Directors, and members of the succeeding Nominating Committee.

Section 2. Report of the Nominating Committee and Nominations from the Floor: The report of the Nominating Committee of its nominations for Officers, Directors, and the members of the succeeding Nominating Committee shall be sent to all members at least two weeks

before the date of the Annual Meeting. Immediately following the presentation of the report at the Annual Meeting, nominations may be made from the floor by any voting member provided the consent of the nominee has been secured.

Section 3. Elections: The Election shall be by ballot, provided that when there is but one nominee for each office, the Secretary may be instructed to cast the ballot for every nominee. The majority vote of those qualified to vote and voting shall constitute an election. Absentee or proxy voting shall not be permitted for elections.

ARTICLE VIII

Financial Administration

Section 1. Fiscal Year: The fiscal year of the LWV shall commence on the first day of July of each year.

Section 2. Dues: The Board of Directors of the LWV shall determine the annual dues, subject to the approval of two-thirds of the members voting at the Annual Meeting. Members shall be given thirty (30) days' notice of any proposed dues change.

- A. The Treasurer shall be responsible for preparing and sending out dues notices to members by June 30 of each year. The Treasurer will notify the Membership Chair of those members who have not paid dues by September 1.
- B. It will be the Membership Chair's responsibility to follow-up on the dues that are in arrears. Any member who fails to pay dues within three (3) months after they become due shall be dropped from the membership rolls.
- C. New members who join after the start of the fiscal year (July 1):
 - a. New members joining between July 1 and September 30 will pay a full year's dues of \$50.
 - b. New members joining October 1 or later will pay proportional dues based on the number of months remaining in the fiscal year X \$5.
 - c. Full dues will apply at the start of the next fiscal year (July 1).

Section 3. Budget: A budget for the upcoming year shall be submitted by the Board of Directors to the Annual Meeting for adoption by the general membership. The budget shall include support for the work of the LWV as a whole.

- A. Section 4. Budget Committee: A Budget Committee consisting of two Board of Directors and the Treasurer shall be appointed by the Board of Directors at least two (2) months prior to the Annual Meeting to work with the Treasurer prepare a budget for the upcoming year. The Treasurer shall not be eligible to serve as Chairman of the Budget Committee.
- B. The proposed budget shall be sent to all members at least two weeks before the Annual Meeting.

ARTICLE IX

Meetings

Section 1. General Membership Meetings: There shall be at least two (2) meetings of the general membership each year, the Annual Meeting and an additional General Membership Meeting. The time and place shall be determined by the Board of Directors.

Section 2. Annual Meeting: An Annual Meeting shall be held at a date determined by the Board of Directors, usually in May of each year. The Annual Meeting shall:

- A. Adopt next year's local program(s);
- B. Elect Officers (per staggered term expirations) and Directors (per staggered terms; 3 per Annual Meeting); see Article IV;
- C. Elect members of the Nominating Committee (five (5)) two of whom must be from the Board);
- D. Adopt an adequate budget and vote on any Board recommendation for change in annual dues;
- E. Transact such other business as may properly come before it.

Section 3. General Membership Meeting: An additional meeting of the general membership shall be held at a date determined by the Board of Directors. The Agenda for a General Membership Meeting will include both Board of Directors' and General Members recommended items. Agenda will be finalized and presented (either electronically or by mail) two weeks prior to the date of the meeting.

Section 4. Quorum: Twenty (20) percent of the total Membership in attendance shall constitute a quorum at all general meetings of the LWVCC.

Section 5. Voting at Annual & General Membership Meetings:

- A. Adoption/approval of proposed action items
 - a. Requires majority vote (fifty (50) percent plus one) of quorum.
 - b. Use of emails for voting constitutes a valid decision-making format, but an email vote is not counted in determining whether there is a quorum for the actual meeting.

Section 6. National Convention: The Board of Directors, at a meeting before the date on which the names of delegates must be sent to the national office, shall select delegates to that Convention in the number allotted the LWVCC under the provisions of the LWVUS

Section 7. State Convention: The Board of Directors, at a meeting before the date on which the names of delegates must be sent to the State Office, shall select delegates to that convention in the number allotted the LWVCC under the provision of the Bylaws of the LWVMD.

Section 8. Representation: Every local LWV shall be entitled to two delegates, in addition to the President or alternate, or Co-Presidents. Local LWVs having more than 50 voting members shall be entitled to one additional delegate for each additional 50 members.

ARTICLE X

LWVUS Issues and Supporting Principles

Section 1. Issues and Supporting Principles: The Issues and Supporting Principles are concepts of government adopted by the National Convention and supported by the LWV as a whole. They are the basis for the adoption of National, State, and Local programs. The Issues and Supporting Principles are available online at the LWVUS Website www.lwv.org.

Section 2. Locally Focused Programs: The Programs of the LWVCC shall consist of action to support, and to the extent possible, implement the LWVUS Supporting Principles and those governmental issues chosen at the LWVCC Annual Meeting for concerted study and action, provided that, as a condition of recognition by the State and National Boards, the LWVCC shall act only on existing local positions or State or National positions.

- A. The Board of Directors shall recommend to the membership, at the Annual Meeting, programs of work focused on the local community. Programs of work, as used in these Bylaws, may be in the form of observing local government, advocating on a local issue or educating the membership and community on the structure and services of local government.
- B. The Annual Meeting may adopt the Board of Directors recommended programs or any similar programs of work* provided that any program of work adopted by the LWVCC shall focus on the local community.

*See General Membership Meeting agenda items Article VIII, Section 3.

Section 3. Program Action: Members may act in the name of the LWVCC only when authorized to do so by the Board of Directors. They may act only in conformity with, and not contrary to, a position taken by the LWVCC, the LWVMD, and the LWVUS.

ARTICLE XI

Parliamentary Authority

The rules contained in Robert's Rules of Order, Newly Revised, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with the bylaws. The Board of Directors will appoint a Parliamentarian from the membership of the Board. A copy of Robert's Rules of Order, Newly Revised, will be accessible at each meeting via electronic access or hard copy.

ARTICLE XII

Amendments

The Bylaws may be amended by a two-thirds vote of the voting members present at the Annual Meeting, provided the amendments are submitted to the membership in writing, either electronically or by hard copy, at least two weeks in advance of the meeting.

Original Adoption: March 1969

Amended: April 1995; May 2000; June 2001; May 2007; May 2011; June 2013; March 2017; May 2020

League of Women Voters of Calvert County

Calendar of Activities for 2019-2020

June 2019

Board Meeting cancelled

Friday, June 7 – Sunday, June 9: LWVUS Convention

July 2019

Thursday, July 11: LWVCC Board Meeting, Prince Frederick Library, 9:30 am

Thursday, July 18: Voter Services Comm., Dream Weaver, 10 am

August 2019

Tuesday, August 6, National Night Out, Yardley Hills Community Center, 6 – 8 pm

No Board Meeting

September 2019

Wednesday, September 11: LWVCC Board Meeting, Prince Frederick Library, 9:30 am

Tuesday, September 17, Voter Registration Training, Prince Frederick Library, 7 pm

Tuesday, September 24: National Voter Registration Day (Voter Registration at CSM)

October 2019

Wednesday, October 2: Voter Registration at CSM

Wednesday, October 9: Board Meeting, Prince Frederick Library, 9:30 am

Friday, October 18: Family Life Center Fair Voter Registration, St. John Vianey Church, Prince Frederick, 10 am – 2pm

Voter Registration at Calvert County High Schools during month

November 2019

Wednesday, November 13: Board Meeting, Prince Frederick Library, 9:30 am

Wednesday, November 14: Legislative Evening, Calvert Senior Pines, 7 pm

Voter Registration at Calvert County High Schools during month

December 2019

No Board Meeting

Saturday, December 7: Winter Social/Meeting, Bayside Museum, 11 am – 1 pm

January 2020

Wednesday, January 8: Board Meeting, Prince Frederick Library, 9:30 am

Tuesday, January 15: Voter Registration Training, Prince Frederick Library, 7 pm

February 2020

Tuesday, February 11: “Your Vote, Your Choice, Your Future”, Voter Education Program, CSM

Wednesday, February 12: Board Meeting, Prince Frederick Library, 9:30 am

March 2020

Wednesday, March 11: Board Meeting, Prince Frederick Library, 9:30

Saturday, March 14: Women of the World Luncheon (cancelled)

April 2020,

Wednesday, April 8: Board Meeting, via telephone conference

May 2020

Wednesday, May 27: Annual Meeting via Zoom, 6 – 8 pm

June 2020

Wednesday, June 10: Board Training and Retreat 9 am – 2 pm, location TBD

Board meetings are generally held on the second Wednesday of the month at Calvert Library Prince Frederick or the Harriet Elizabeth Brown Community Center, starting at 9:30 a.m. There is normally no meeting in December or August.

