



2021 Annual Report

Book I

Agenda and Meeting Materials

Wednesday, May 26, 2021
6:00 to 8:00 PM

Virtual Zoom Meeting

Please register at lwvcalvert.org to receive instructions
to join the meeting

Table of Contents

Book I

2021 Virtual Annual Meeting Agenda & Meeting Materials

	<u>Page</u>
Introduction	3
Annual Meeting Agenda, May 26, 2021	4
Minutes of the 2020 Annual Meeting, May 27, 2020	6
Proposed Annual Budget, July 2021 through June 2022	11
Calvert County LWV Nonpartisan Policy, <i>Revised May 2017</i>	12
Nominating Committee Report, 2021	14
Calvert LWV Bylaws Changes, 2021	16
Calvert LWV Bylaws, <i>Revised May 2020</i>	17
Calendar of Activities for 2020-2021	25

SEE BOOK II FOR A REPORT ON 2020-2021 ACTIVITIES

Introduction	3
Calvert County Green Expo	4
Civics Education for Youth – Partnership with #OurCommonCalvert	4
History Fair Award on <i>Breaking Barriers in Voting</i>	4
Legislative Evening with Calvert County’s State Delegation	5
Membership and Membership Events	5
<i>Planned Fundraising Events in the time of COVID 19</i>	
<i>Membership Virtual meeting on 2020 Election Voting, September 9, 2020</i>	
<i>Consensus Meeting on Vote by Mail, November, 2020</i>	
<i>Winter Social, December 9, 2020</i>	
Nation Builder Launch	7
Observer Teams of the Calvert County League of Women Voters	7
<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 2020-2021	10
Report of the Study of the Effects of Climate Change in Calvert County	10
Report of the Study of the Prince Frederick Master Plan Revision Process	11
Voter Services Report for 2020-2021	12
<i>Voter Registrations</i>	
<i>National Voter Registration Day at the College of Southern Maryland</i>	
<i>Candidate Forums</i>	
<i>Calvert County Complete Count Committee 2020</i>	
WOW – Women of the World Annual Awards Celebration	17

Introduction to the 2021 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 2020 – 2021.

- **Book I:** contains materials for our 2021 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 Green Life Festival and ending with WOW (the Women of the World annual awards celebration.)

Please read these materials and have them with you during the 2021 Annual Meeting. We encourage you to volunteer to work in areas that especially interest you.

Watch for updates on LWV activities in our bi-monthly Newsletter and at our website – <https://lwvcalvert.org>. And please **join us/volunteer** for our upcoming 2021 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. Sandra Raviv 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 26, 2021

6:00-6:15 pm

Check-in & Informal Social Time with Year in Review Power Point display

6:15 Welcome

In Remembrance: Barbara Fetterhof and Mike Moore

Norma Imershein & Marie Andrews, Malcolm Funn & Tricia Powell

Business Meeting Call to Order

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

Roll Call of Participants– *Lila West (Secretary)*

Approval of Agenda – *J.C. Hooker*

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

Adoption of Annual Meeting Rules (Book I)– *J.C. Hooker*

Greetings and Comments from your State League

Approval of 2020 Annual Meeting Minutes – *Lila West (Book I)*

Treasurer's proposed 2021 – 22 Budget – *Janet Bellizzi (Book I)*

ADOPTION of the 2021-2022 Budget – J.C. Hooker

Music by Dave Hardy

Review of the Board 2020-2021 Programs (Reports are contained in Book II)

Civics Education for Youth – *Pat Pease*

History Fair Award for Projects on Voting – *Maureen Hoffman*

Partner Organizations (NAACP, Sustainable Calvert, Concerned Black Women, Calvert County Commission for Women, Delta Sigma Theta and AKA Sorority)-

Membership and Membership Events

VOTE for Member dues increase: \$60 for individual, \$25 for additional household member

Summer Boat Cruise – *Norma Onley*

Virtual Winter Social – *Sandra Raviv*

Virtual Consensus Meeting on Vote-by-Mail (*Sandra Raviv*)

Observer Teams of the Calvert County League

Board of County Commissioners – *Sharron Bickel*

Planning and Zoning – *J.C. Hooker*

Board of Education – *Pat Pease*

Publicity Activities (newsletter, e-campaigns, social media) – *Sandra Raviv*

Voter Services –*Gladys White*

Voter Registration events

National Voter Registration Day at CSM

Empower Southern Maryland Seminars

2020 Candidate Forums

Vote411 program

Voters' Bill of Right

Calvert Complete Count Committee – *Janet Bellizzi*

2020 Election Survey Results – *Janet Bellizzi*

Women of the World Celebration (2021) – *Sandra Raviv*

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

Recommended Programs for 2021-2022 in order as approved by the LWVCC Board

April 15, 2021:

Voter Services (*Voter Registration for high school students and Calvert citizens, National Voter Registration Day at the College of Southern Maryland, Vote 411 and LWV Voter Guide, Candidate Forums*)

Membership and Membership Events

Observer Teams

Publicity Committee (newsletter, e-campaigns, social media, website, press releases, ads)

Legislative Evening for State Delegation in Annapolis

Study of the Prince Frederick Master Plan – *Continuing*

Outreach with Partner Organizations (*NAACP, Sustainable Calvert, Concerned Black Women, Calvert County Commission for Women, Let Us Vote of Southern Maryland; the Tri-County Alumnae Chapter of Delta Sigma Theta Sorority, Inc.; and the Omega Pi Omega Chapter of Alpha Kappa Alpha Sorority, Inc.*)

Legislative Evening for the Board of County Commissioners

Calvert County Green Life Festival

Civics Education for Youth

Co-Sponsorship of Films with Calvert Library

LWVCC History Fair Award for Middle and High School Students

WOW – Women of the World Annual Awards Celebration

SUGGESTIONS for new 2021-2022 LWVCC Programs not on the recommended list – J.C. Hooker

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 raise their hand, 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.



LWV OF CALVERT COUNTY

May 27, 2020

Virtual Annual Meeting Minutes

Welcome, Introductions, and Agenda: President J.C. Hooker called the meeting to order at 6:09 PM and introduced Richard Wilson, Co-President of LWVMD who is assisting on this virtual meeting. Sandra Raviv, Secretary, called the roll of 27 attendees as follows:

Renita Alexander, Chris Banks, Sharron Bickel, Grace Mary Brady, Inez Claggett, Dawn Collins, Christa Conant, Margaret Dunkle, Malcolm Funn, Cheryl Hannon, Dave

Hardy, Debora Harris, Maureen Hoffman, Pat Hofmann, JC Hooker, Tracey McGuire, Cassandra Okwumabua, Norma Onley, Pat Pease, Tricia Powell, Sandra Raviv, Dawn Tucker, Lila West, Gladys White, Richard Wilson, Herb Wolff, Len Zusa.

The Agenda for the meeting was reviewed (Book One of the Annual Meeting materials) and approved. Tracey McGuire moved and Pat Pease seconded.

Maureen Hoffman was appointed **Parliamentarian** and **Timekeeper** for the meeting.

The **Minutes for the May 8, 2019 Annual Meeting** were approved; Tracey McGuire moved and Dave Hardy seconded.

Greetings from the LWVMD were offered by Richard Wilson who noted that the State League has been very busy with activities relating to the June 2nd Primary Election and November General Election.

Tricia Powell presented the 2020-2021 LWVCC Budget, noting that figures for the phone costs will be cut in half due to renegotiated charges with the carrier. These costs are expected to be eliminated altogether as the League contemplates moving to email communications. The Budget was approved with Len Zusa moving and Tracey McGuire seconding the motion.

Highlights of 2019-2020 LWVCC Programs were then reviewed:

Green Expo: (Sharron Bickel) held in June, 2019 with assistance of Renita Alexander and Gladys White who gave out voter registration information. This year's event is uncertain due to the Covid-19 pandemic.

Advocacy Day Partnership: (Pat Pease) Four high schools joined to initiate this event four years ago in which students take an issue of interest to study and then speak with Legislative officials on a day trip to Annapolis. Cancelled this year due to pandemic lockdown. The group hopes to expand the program to include local as well as State leaders.

Films co-sponsorship with Library: No films were sponsored this year but the intention is to revive this collaboration.

History Fair: (Margaret Dunkle) A successful event this year worthy of continuation as an effective way to engage youth in citizen education and give them an introduction to League. Students have advanced from the local to regional, State, and National levels. The 2020 winners and their teachers will be sponsored for the Women of the World luncheon when it can be scheduled.

Legislative Evening: (JC Hooker) This highly successful November event saw 20 organizations participating. We are now seeking a coordinator and volunteers for this

year's event scheduled for November 17th at Calvert Pines Senior Center. The idea for this event may be expanded to involve the Calvert County commissioners.

Community Partnerships: (Sharon Bickel) We value and expect to continue our collaborations with community partners.

Membership: No chair for membership this past year. A membership meeting was held in February to celebrate the LWV 100th anniversary at Asbury Solomons, and it is expected that we will hold at least one meeting per year there, as well as in the North Beach area to cover more of the county.

Observer Teams: (Sharron Bickel) All three observer teams for BOCC, Planning Commission, and Board of Education will be involved with and contribute to the LWVCC study on the Prince Frederick Master Town Plan project, if approved. Additional volunteers will be needed. Sharron noted that the BOCC team has been in existence for 10 years. Pat Pease reported that the BOE is dealing with two issues that the observer team is following: school disciplinary problems and teacher perception of lack of support from administration and teacher salaries.

Publicity: (Sandra Raviv) As LWVCC transitions to the Nation Builder platform, we expect to have greater capacity to keep membership aware of LWVCC activities via expanded email and newsletter communications in addition to usual Letters to the Editor and press releases.

Voters Service: (Gladys White) The many projects occurring this past election year were described by Gladys, with credit to Janet Ashby and Janet Bellizzi as well as other members of her team. Voter registration at CSM, for example, brought in 70 new voters; we are collaborating with other community partners to continue outreach activities for voter registration, especially with underserved populations. The team is working with the local Board of Elections for the upcoming June primary and November General Election.

Transparency Team: Though important to the League, there will be no focus on this team for the time being due to other commitments.

Women of the World: (Sandra Raviv) Despite a planning process that has been ongoing since the fall, the event had to be postponed to September due to the pandemic; if unable to be held in September, it will be held next year.

League Studies: Sharron Bickel offered a brief description of the proposed study of how the County is approaching the first of the Town Master Plan reviews in Prince Frederick, and the need for a study leader and volunteers. Sandra Raviv explained the rationale for a study on the effects of climate change in Calvert County as an informational resource for county citizens. Several suggestions were offered by League

members for resources and individuals who would be helpful to the climate change study.

A motion was made by Tracey McGuire and seconded by Len Zuza to accept the list of proposed programs for 2020-2021 including both studies (Prince Frederick Master Plan study to be contingent on leadership and necessary funding).

The motion was approved for all programs.

Bylaws Revision: (Maureen Hoffman) Maureen presented the third of several versions of the Bylaws that was approved by the Board and now requires approval by the membership. She ran through a short list of highlights of proposed changes, including a discussion of the quorum needed for the current vote. A motion was made by Len Zuza and seconded by Margaret Dunkle to accept the revised Bylaws and the motion passed.

Proposed Slate of Officers

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

Members May be Recommended to Be Appointed as Directors by the In-coming Board, 1 Year Term, to Expires May 2022

Director	Cheryl Hannon	2019-2020 1st of a 1-year term
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Positions that Continue for the Coming Year:

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

*Members that renewed their position

Positions that are New for a two-year term

Director	Norma Olney	2020-2022 1st of a 2-year term
Director	Maureen Hoffman	2020-2022 1st of a 2-year term
Director	Sharon Bickel	2020-2022 1st of a 2-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

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

Gladys White moved and Maureen Hoffman seconded a motion to accept the Nominating Report which passed.

Richard Wilson reminded the members of the upcoming State League Council on June 6th from 9-12. L WVCC will participate in a Zoom chat with Sen. Ben Cardin tomorrow at 10-1:45 AM.

The meeting was adjourned at 8:03 PM.

Respectfully submitted,

Sandra Raviv, Secretary



League of Women Voters of Calvert County
Annual Budget – July 2021 through June 2022

Submitted by Janet Bellizzi

Income/Expense		2020-21 Budget	2020-2021 Actuals (as of 4/9/2021)	2021- 2022 Budget
Revenue				
	Donations	2,000	370	350
	Membership Dues	3,500	3,750	4,580
	Education Fund	3,730		3,730
	Fundraising	7,500	75	300
	Regina Brown Fund	800	50	750
Total Revenues		17,530	4,245	9,710
Expenses				
	Telephone	850	647	100
	Office Supplies (Software & Technology)		44	1,050
	Post Office Box	100	106	
	Postage ¹	100	101	200
	Bank Service Charge ²	64	64	150
	Publicity ³ (Ads)	525		500
	Website	50		
	Maintenance ⁴			
	Printing	450	638	500
	Fundraising	4,000		
	Facilities Fees	600		200
	Legislative Evening	250		
	LWVUS Fees	2,048	1,904	2,464
	LWVMD Fees	896	833	1,078
	Events (Delegates Convention, Leg. Evening, etc.)	650	56	220
	History Fair ⁵	351	250	
	Other Expenses	100	-1	100
Total Expenses		11,034	4,642	6,562
Profit/Loss		6,496	(397)	3,148

Footnotes:

¹2021/2022 Postage budget includes post office box fees

²2021/2022 Bank Service Charge budget includes Nation Builder fees for online membership charges

³2021/2022 Publicity budget includes ads for CBW, NAACP, History Fair, WOW donations/ads in brochures or programs

⁴2021/2022 Website maintenance fees included under Software & Technology budget

⁵2021/2022 History Fair budget included in Publicity budget

Notes: 2021/2022 budgeted expenses exceed “ordinary income”. Accordingly, there is an expectation that funds will be withdrawn from the Brown Memorial fund or LWVMD Education Fund to meet obligations.

2021/2022 Software and Technology budget includes a one-time purchase of laptop for Treasurer to be passed along to the individual who next assumes the Treasurer position. If LWVCC elects to become a 501(c)3 organization, it is recommended the QuickBooks be implemented.



Celebrating 100 Years of LWV!

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 that 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, 2021
Submitted by Debora Harris

Proposed Slate of Officers

Position:	Name:	Term:
President:	JC Hooker	2021-2023 1st year of a two-year term
1st Vice President:	Sandra Raviv	2021-2023 1 st year of a two-year term
2nd Vice President:	Gladys White	2020-2022 2 nd year of a two-year term
Treasurer:	vacancy	2020-2022 1st year of a two-year term
Secretary:	Lila West	2021-2023 1 st year of a two-year term

Members Recommended to be Appointed as Directors by the In-Coming Board,
1 Year Term, expires May 2022:

Positions that Continue for the Coming Year:

Director:	Norma Onley	2021-2022 2 nd year of a two-year term
Director:	Maureen Hoffman	2021-2022 2 nd year of a two-year term
Director:	Sharron Bickel	2021-2022 2 nd year of a two-year term

Positions that are New for a Two-Year Term:

Director:	*Dawn Collins	2021-2023 1 st year of a two-year term
Director:	*Pat Pease	2021-2023 1 st year of a two-year term
Director:	*Cheryl Hannon	2021-2023 1 st year of a two-year term

*Members that renewed their position

LWVCC's Bulletin Editor: _____ LWVMD Representative: _____

Nominating Committee Members submitting this 2021 report:

Chair: Debora Harris

Members: Malcolm Funn

Chris Banks,

Gladys White

Nominating Committee, General Members, Proposed for Coming Year:

General members proposed for election:

Position:	Name:
Chair:	
Member:	Chris Banks
	Debora Harris
	Malcolm Funn
	Norma Onley

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.

Calvert LWV By Laws Changes (Recommended by LWVMD):

As local League chapters approach Annual Meeting season, a committee will be looking at their By Laws. The LWVUS expects the first three articles to mirror those of our parent organization. Article II is where the Diversity, Equity, and Inclusion policy should be incorporated. Here is the suggested format from the template that National League has provided on their League Management site:

ARTICLE II: Purposes and Policy

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

Sec. 2. Policies. The policies of LWVCC are:

1. Political Policy. The LWVCC shall not support or oppose any political party or any candidate.
2. *Diversity, Equity & Inclusion Policy. The LWVCC is fully committed to ensure compliance - in principle and in practice - with LWVUS' Diversity, Equity, and Inclusion Policy.*

VOTE for By Laws Change



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, LWFVUS, LWFVMD, 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 2020-2021*

June 2020

Wednesday, June 17: Board Meeting

Saturday, June 20: LWVMD Convention

June 22-27: LWVUS Convention

Friday, June 26-NAACP Voter Registration Event

Wednesday, June 30 Voter Service Meeting

Initiation of Studies: "The Effects of Climate Change on Calvert County" and "The Prince Frederick Town Master Plan Revision"

July 2020

Sunday, July 5: Fundraiser Boat cruise

Wednesday, July 8: Nation Builder training

Saturday, July 11: Empower Southern MD seminar

Wednesday, July 15: Board Meeting

Wednesdays and Saturdays 10AM-12PM through October: Smile Voter Registration

Wednesday, July 22: Board work session on By Laws

Thursday, July 28: Voter Services Committee Meeting

Thursday, July 30: Board work session on Partnerships

August 2020

National Night Out **cancelled due to pandemic**

Wednesday, August 5: Board work session on Social Justice

Wednesday, August 12: Board Meeting

Wednesday, August 26: Board work session on Nation Builder

August 27 Voter Service Committee Meeting

September 2020

Wednesday September 9: National Day of Caring Voter registration

Wednesday, September 9: General Membership Meeting with Board of Elections
Presentation by Gail Hatfield (virtual)

Saturday, September 12: Empower Southern MD seminar

Monday, September 15: Nation Builder launched

Tuesday, September 22: National Voter Registration Day at CSM (virtual)

Saturday, September 26: LWVMD Summer Workshop

October 2020

Monday, Oct 5: 2020 Election presentation at ARC of Southern MD

Tuesday, October 6: Board of Education Candidate Forum (virtual)

Saturday, October 10: Empower Southern Maryland seminar

Tuesday, October 13: Chesapeake Beach Mayoral and Town Council Forum (virtual)

Wednesday, October 14: Board Meeting

Monday, October 19: release of The Effects of Climate Change on Calvert County Study

November 2020

Wednesday, November 11: Membership Consensus Meeting on Vote By Mail

Tuesday, November 17: Legislative Evening **cancelled due to pandemic**

Climate Change Study article in *The County Times*

Voter Registration at Calvert County High Schools during month

December 2020

Wednesday, December 9: Holiday Membership Social (virtual)

Prince Frederick Master Town Plan Study interviews continue

January 2021

Wednesday, January 14: Board Meeting

Saturday, January 30: LWVMD Winter Workshop

Prince Frederick Town Master Plan study survey distributed

February 2021

Thursday, February 4: WOW Planning meeting

2020 General Election Survey sent to Membership

Wednesday, February 10: Board Meeting

March 2021

Thursday, March 11: Board Meeting on 501(c)(3)

Wednesday, March 24: Voter Services Committee analysis of Election Survey results

April 2021

Thursday, April 15: Board Meeting

Saturday, April 17: LWVCC Honors Sharron Bickel for Women of the World Celebration (virtual)

May 2021

Wednesday, May 26: Annual Membership Meeting (virtual) 6 – 8 pm

June 2021

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

Prior to the pandemic, Board meetings were held on the second Wednesday of the month at Calvert Library Prince Frederick starting at 9:30 AM; they have been held virtually via Zoom during the past year with some evening meetings to be more accessible to members.