

REPORT FROM THE ILO TRANSITION TEAM TO THE LEAGUE OF WOMEN VOTERS OF SAN DIEGO COUNTY, THE LEAGUE OF WOMEN VOTERS SAN DIEGO NORTH COUNTY, AND THE LEAGUE OF WOMEN VOTERS OF SAN DIEGO

Background:

At the 2015 LWVSDC County Council a motion was made to dissolve our Inter League Organization (ILO.) Following considerable discussion, we voted to establish the ILO Study Committee to examine our options for addressing regional issues.

This Study Committee, capably chaired by Anne Omsted and with representatives from both the LWVSDNC and the LWVSD, submitted its report to the two member Leagues and the ILO. That report, approved by all three Leagues, is available online.

In March, 2016 the LWVSDNC voted to dissolve the ILO and chose “option 4” from the Study Committee’s report, which was to establish an informal cooperative arrangement between the two Leagues following dissolution.

At the May 21, 2016 ILO Convention the delegates voted to render the ILO “dormant” during the upcoming year, and to take a final vote on dissolution in 2017. We established a “Transition Team” which was assigned to issue a report no later than April 30, 2017. Part of the Team’s mandate was to inform our members of the legal and procedural steps required to dissolve the ILO. Because the delegates also chose “option 4” from the Study Committee report, the Transition Team has been tasked with making specific recommendations on how we would continue to keep informed and act cooperatively on regional issues.

Following distribution of this report to the Boards of all three Leagues, a final vote on whether or not to dissolve the ILO will take place at the annual meetings of each Local League. A pro forma vote of the existing ILO Board will ratify these votes. (This step is necessary to confirm with the ILO Withdrawal of Recognition Form that the LWVC will need to send to the LWVUS.)

The recommendations that follow are the result of the Transition Committee’s work, and are conditional pending final votes to dissolve the ILO as indicated above. It could take months before all the necessary procedures to dissolve the ILO are approved by the relevant governmental agencies as well as the LWVC and the LWVUS.

The Transition Team established two subcommittees relative to our mandate described above. One concerns relevant technical, financial and legal issues. The other relates to best practices for staying abreast of regional issues and acting on them cooperatively when appropriate. Following are the recommendations from each of these subgroups:

Recommendations from the “Mechanics” Subcommittee:

I. Steps that need to be taken immediately:

1) Each Local League needs to include a vote on ILO dissolution on the agenda for its 2017 annual meeting. The secretary of each League will record the vote in the official minutes and will send a copy of the signed minutes to the ILO Treasurer Nancy Hand. The motions for consideration by each local League votes should contain identical wording. We suggest the following three motions:

a) We move to approve the dissolution of the Inter League Organization (ILO) known as the League of Women Voters of San Diego County. We move the local Leagues are to work cooperatively on countywide issues.

b) We move to give legal authority to the current ILO officers to continue in their positions and to sign documents until the dissolution process has been completed.

c) We move to require each League to accept and adopt all ILO policy positions on issues as part of its program.

2) The Transition Team has also developed a brief preamble with background information related to the above motions that should be included in each League’s annual meeting workbook. It will reference this report, which will be posted to each League’s website following approval by each Board.

II. Should the final vote be to dissolve the ILO, we will need to do the following:

1) The ILO Board will vote to confirm this decision by the Local Leagues, and this documentation will also be forwarded to Nancy Hand.

2) The two Local League Presidents and the ILO President will draft a formal letter to the LWVC requesting that recognition be withdrawn based on the votes taken at our annual meetings. They will include a copy of the ILO Withdrawal of Recognition Form (attached.) It requires that we provide the “date of ILO meeting at which a vote to disband was taken,” hence the need for step 1.

3) Nancy Hand, with the assistance of former ILO Treasurer Barbara Lorenzen, will undertake the following:

a) Filing with the State Attorney General for a Waiver Request granting permission to distribute final assets to the two Leagues. The Request must be consistent with each League’s Articles of Incorporation. We must provide:

Each League's Articles of Incorporation, including those for the LWVSD's Education Fund (because the ILO has 501 c3 status.)
A signed (endorsed) copy of the Certificate of Dissolution (see below.)
Tax returns, statements of receipts and disbursements and balance sheets for the last 3 years.

b) Filing with the Secretary of State. We must provide:

A signed (endorsed) copy of the Certificate of Dissolution signed by ILO President Donna Bartlett-May.

A letter from the Attorney General waiving objections to the proposed distribution of assets.

c) Filing with the Internal Revenue Service of Form 990EZ and with the Franchise Tax Board of Form 199.

d) A final accounting of assets and their distribution. Following LWVUS bylaws, the remaining funds would be distributed to each League on a pro rata basis in accordance with the number of members in each League as of January 31, 2017. At that time there were 260 primary members, 39 additional household members, 5 student members and 19 life members in the LWVSD and 141 primary members, 20 additional household members, 9 Honorary/50-year members, and 1 student in the LWVNCSD. (Any minor printing or postage costs that occur following the distribution of funds would be paid for by the LWVSD.)

e) Closing the ILO's bank account.

f) Forwarding a Final Dissolution Packet to the Attorney General's Office.

4) We will need to undertake the archiving of ILO documents.

We have confirmed that Nancy Hand has the financial records and that Donna Bartlett-May has the minutes. LWVSD Voter Editor Dolores Nelson will check on the newsletters. Cathy Greene and Peg Engel now have the Natural Resources files, and the members of the Agriculture Study committee have those materials, including the statement made to the County Water Authority urging the permanent adoption of Transitional Special Agricultural Water Rates.

The following are located in the LWVSD office: ILO Convention Workbooks since 2009, ILO Positions, Agriculture Study handouts, the County Government file, Fire Study handouts, and materials from Prop A, the Black Mountain Ranch, SANDAG, the Structure of Regional Government, and two reports on services for mental illness.

Additional materials are located at Roni Seay's home, and one or more people should be assigned to sort through these as well as materials that Sylvia Hampton and Liz Kruidenier may have.

LWVSD Webmaster Cris Hagaman has volunteered to help us set up a Google docs file for uploading ILO documents that would be accessible to the two Leagues. We will need to keep a hard copy of materials pertaining to the dissolution process and decide what else, if anything, needs to be kept as a hard copy.

Before closing down the ILO website, the web masters from the three Leagues can oversee transferring relevant materials to the websites of the two local Leagues.

Recommendations from the Regional Issues Subcommittee:

I. Things we can build on that we are currently doing:

- 1) Our Voters Edge (previously Smart Voter) coordinators have been working together successfully, and we envision more cooperation between our Voters Service chairs and committees.
- 2) Each League will continue to promote our events to our sister League through our Voters, websites and e-blasts.
- 3) We should continue to establish joint committees, as needed, to work on LWVC and LWVUS studies or any updates or studies on regional issues we may choose to undertake.
- 4) We can continue to work together on general meetings. Homelessness in San Diego County has been suggested as a possible topic.

II. Should the final vote be to dissolve the ILO, the following is recommended or required:

- 1) The recommendations for archiving documents given above apply not only to administrative documents but also to our program, study materials and positions.
- 2) We will need to add the ILO Positions to our Local League Positions.

The Program Chair for each League will need to see that the ILO Positions are incorporated into our Local League positions.

We will need to make sure that the positions from our two most recent studies are included. (They are on our websites, but separately.) For the most recent study, on Agriculture in San Diego County, see "Recommendations for Action."

In the future, each League may want to integrate local positions that overlap with ILO positions in order to avoid duplication.

3) Each League will appoint or elect someone to serve on its Board as a Regional Issues Chair. Cathy Greene for the LWVSDNC and Kay Ragan for LWVSD have agreed to take on these roles initially, and have drafted the following job description:

Regional Government Issues Director

Each Local League will appoint or elect a Regional Government Issues Director (or co-director) who will be a member(s) of the board of directors of that League.

The Regional Government Issues director shall have a general understanding of County issues of concern to LWV and be prepared to bring countywide issues to the attention of the local League and the sister League.

The RGI director, RGI committees, or existing committees of the local League shall be prepared to take action on a County issue if it is approved by their board of directors and by the board of directors of the sister League.

All action on countywide issues must be discussed and agreed upon with the sister League before any action is taken.

The RGI Director will strive to:

-- Identify County issues of concern to LWV by closely watching and monitoring various media reports and news and by keeping in contact and communication with other groups and experts concerned with these same issues.

--Work with League members and committees in taking appropriate action on relevant countywide issues.

--Communicate and collaborate with their local League board of directors and with her/his counterpart in the sister League.

To the end of establishing good communication and collaboration with their own League and the sister League, the RGI Director shall establish a schedule of communications and meetings as needed each year of her/his term. This schedule must include:

--Regular reports to her/his own League president, board of directors, and members.

--Regular phone conversations, email communications, and meetings as needed with the sister League's RGI Director

Conclusion: Should we decide to dissolve the ILO, the administrative tasks will be the most daunting in the short term. However, the ultimate success of this endeavor will rest with all of us. The RGI Directors will be taking the lead, but the two League presidents will need to keep in touch regularly as well. All of us should commit to the importance of staying informed on regional issues and engaging new members in that effort. Our challenge will be to see that removing the need to staff, finance and manage the ILO will make us more motivated, collaborative and effective in the future.

Respectfully submitted,

ILO Transition Team Co-Chairs Kathy Anderson and Mary Hanson

Committee Members Donna Bartlett-Mary, Jeanne Brown, Cathy Greene, Martha Cox, Peg Engel, Cris Hagaman, Nancy Hand, Barbara Lorenzen, Arlene Meadows, Margie Monroe, Dolores Nelson, Anne Omsted, Kay Ragan and Nan Valerio

ILO WITHDRAWAL OF RECOGNITION FORM

The State League of Women Voters of _____
hereby requests the withdrawal of recognition from the Inter- League Organization, LWV of _____

League ID # LO- _____

State LWV President's Signature

Date

Name & address of president of ILO (or person with whom state LWV is dealing)--to receive the official letter withdrawing recognition.

Date of ILO meeting at which a vote to disband was taken.

Date of state board meeting at which a vote to request withdrawal of recognition was taken.

Have remaining funds been turned over to state LWV?

Yes _____ No _____ (If no, explain why)

Please attach a summary of the ILO's issues or problems and of state League efforts to save the League.

Return to:
LWVUS
Organizational Development, Attention Sarah Peterson
1730 M Street NW, Suite 1000
Washington, DC 20036