

LEAGUE OF WOMEN VOTERS OF HONOLULU
EDUCATION FUND

CALL TO ORDER: A meeting of the Board of the League of Women Voters of Honolulu Education Fund was called to order at 10:30 a.m. on Thursday, October 18, 2007, in the League office.

PRESENT: Jean Aoki, Arlene Ellis, Helen Griffin, Robin Loomis, Suzanne Meisenzahl.

BY-LAWS: Helen Griffin distributed copies of the proposed By-Laws that she had revised. Notes of interest follow:

Article III, Section 2. The fiscal year shall be April 1 – March 31. An annual meeting will be held within 30 days after the end of the fiscal year at which time officers for the coming year will be elected, any business may be acted upon, and no notice is necessary.

Article VI, Section 2. Two signatures will be required for checks.

Article VIII The Board may cause a complete audit of the books at least once each fiscal year.

After much discussion Helen Griffin made a motion seconded by Arlene Ellis to adopt the By-Laws as amended. The motion passed unanimously.

GUIDELINES FOR STATE & LOCAL GRANT SERVICE: Helen Griffin distributed copies of the guidelines for the League of Women Voters of Honolulu Education Fund (LWVHEF). When finalized, these guidelines will be distributed to each local league, but there are still questions to be resolved on the method of distribution in addition to fine tuning the various forms that will be used in the process.

NEXT MEETING: The board must:

1. Finalize the forms to be used and how they will be distributed.
2. Decide on the criteria for Astrid & Donald Monson grants
3. Decide on the criteria for the \$5,000 Astrid & Donald Monson annual award

The Board will meet on **Tuesday, November 13**, 10:30 a.m. in the League office.

The meeting was adjourned at 1:15 p.m.

Respectfully submitted,

Robin Loomis, Secretary

Edfund11:10/24/07