 almost over. I'm thankful for the sunshine after our much needed rain. I'm looking forward to celebrating our Past President's at the tea Friday April 12th at the Oakmont Country Club. Please make sure you RSVP to the Punchbowl invite that was sent out in March. Or contact Jackie, Amanda or Nancy if you need more information.

Thanks goes to all our board members for their work this year to make sure our club is moving forward and thriving. Special thanks to Allison and her committee for their hard work on the nominating committee - there's a great slate of new officers and I'm grateful for all the ladies that have stepped forward to continue our good work in the community. Also, to Jackie who has arranged for our scholarship interviews and gathered our High School recipients.

Ellen Farewell and Pam Riley and the Philanthropy committee have allocated our funds for Scholarships and our charities. I hope you'll be pleased with those results. Thanks to Ellen and Pam for directing our Philanthropy efforts this year- we are making an impact in our community. The Oakmont League is being honored by The YWCA for our contributions to their work in helping the victims of Domestic Violence and in supporting the young girls attending Camp Rosie. If you can, please join us at the luncheon on May 15th. If you'd like to attend, check out the flyer attached to the Lily and let me know so I can have all the Oakmont Ladies at the same table. Check the Lily for details regarding our last fundraiser of the year the annual Kiwanis Duck Splash. It's an easy

## HOSPITALITYY

Please join us on Wednesday, April 24, 2024 at the Oakmont Country Club for our regular general meeting. Check-in and social begins at 10:15, meeting begins at 10:30.

Please RSVP no later than Thursday noon, April 18th, via Punchbowl or call Lydia Trout 818-913-4262.

The following are the luncheon options: Breast of Chicken Pliccata, Mashed Potatoes and Asparagus, Rolls and Butter
Dessert: Red Velvet Cake
Coffee, Tea, Iced Tea and Decaf
Vegetarian option: Spinach Ravioli with Vodka Tomato Sauce and Asparagus

Price for lunch is $\$ 50.00$.
We will always assume that you are requesting the regular luncheon option unless you specify vegetarian in your RSVP using "comments" or by calling Lydia Trout's cell: 818-913-4262

Lydia Brown Trout, Hospitality

## PHILLANTHROPY

We have \$20,000.00 in our allocations budget. The allocations committee met and made the following recommendations which were approved by the Board. We will be presenting this proposal to the general membership for a vote at the April meeting.
-\$2,000.00 for each high school:
Hoover HS, Glendale HS, Crescenta Valley HS, and Clark Magnet HS
$-\$ 4,000.00$ to the YWCA For the food budget at Camp Rosie, (empowerment and leadership \} training for girls)
-\$1,318.00 Glendale Community College Disability Program.

The rest of the funds can be given to Glendale Community College in any manner that the Scholarship Committee determines, not to exceed $\$ 6,700.00$ for Glendale Community College scholarships.

Ellen Farewell \& Pam Riley, Philanthropy Chairs

## MEMBERSHIP

We are pleased to welcome Marian Scully as a new Oakmont League member. She was sponsored by Ellen Farewell.

Last summer, Marian and her husband Tim moved to Glendale from Virginia where they had lived for 45 years. Marian is a retired pharmacist.

Her hobbies are gardening, cooking, art (painting) and music.

Marian's contact information:
Address: 1504 Bel Aire Drive, Glendale, CA 91201
Cell: 703-402-3388
E-mail: timcranium@aol.com

Mary Jo Ferrell, New Membership Chair

## ROSTER CORRECTION

Please correct the contact information for Amanda Duffy which appears incorrect in the roster.
Address: 1515 Bel Aire Drive, Glendale 91201 email: amanda@tippymail.com
Phone: 617-823-3459

## SCHOLARSHIP COMMITTEE

GCC interviews will be held on Friday April $26^{\text {th }}$. Information regarding parking will be sent out to the committee. See you there!

Jackie Kubel, Scholarship Chair

## SAVE THE DATE

Our Ways and Means summer party will be on June 15th at the home of Nancy Spencer. Look out for details coming soon.

Mary Kay Prather \& Mary Broerman, Ways and Means

## BYLAWS COMMMTTEE

Attached are the Bylaws with a number of minor changes highlighted in green text. The Board has approved the changes, so we will be voting on them at our April general meeting.

Jackie Kubel, Parliamentarian

## NOMINATING COMMMITTEE

The nominating committee proposed a slate of officers for 2024-2025, which was approved by the Board, so the slate will be voted on at our April general meeting.

| President: (2 year term) | Lydia Brown Trout <br> 1st VP Programs Kay Prather <br> Mary Broerman |
| :--- | :--- |
| 2nd VP Membership | Arlene Meadows |
| 3rd VP Philanthropy | Ellen Farewell <br> Pam Riley |
| 4th VP Social | Shauna Lehman |
| Recording Secretary: | Carol Eldred (2nd |
| year of 2 yr term) | Annette Crump |
| Treasurer: (2 year term) | Pam Sorem <br> Corresponding Secretary |
| Benefit Chairs | Nancy Spencer <br> Leydia Brown Trout |
| Ways Benefit) | Mary Jo Ferrell <br> Sharon Swinford |
| Hospitality | Jackie Kubel <br> Kimberly Klosterman |

Submitted by:
Allison Weir, Nominating Committee Chair

The Oakmont League will be honored at the up coming YWCA Heart and Excellence luncheon on Wednesday May 15th, at the Anoush Glenoaks Ballroom, I320 W. Glenoaks Blud., Glendale. Tickets are $\$ 100$ per person. It would be wonderful to have a full table representing The Oakmont League.

If you would like to attend, please click the link to purchase your ticket, and let Dam Sorem know you will be attending, so we can sit together.
https://secure.givelively.org/event/ywca-glendale/27th-annual-heart-excellence-persimmon-circle-donor-luncheon


Wednesday, May 15th 11:30 AM - 1:00 PM Anoush Glenoaks Ballroom



## OAKMONT LEAGUE OF GLENDALE BYLAWS

## Article I - NAME

The name of this organization shall be The Oakmont League of Glendale, California. This organization is a tax-exempt, charitable organization and shall be nonprofit, nonsectarian, and nonpolitical in all its policies and activities.

## Article II

The purpose of The Oakmont League is to cultivate close and lasting friendships among its members; to promote good will in the community through cooperation and service; and, from time to time, to aid and assist, financially and otherwise, worthy charitable and other philanthropic organizations or undertakings.

## Article III - MEMBERSHIP

Section 1. The membership of The Oakmont League shall be Active, Sustaining, Honorary Active, Honorary Inactive, and Life-Time Members. Honorary membership will be conferred on the Founder and all Past Presidents.

Section 2. One sponsor and one co-sponsor shall use an application form to present the name of a prospective member to the Membership Chair for consideration.
The Membership Chair shall present to the Board of Directors all applications, including reinstatements, for consideration. A two-thirds vote of those present shall approve applications and status change requests. The previous club activities record shall be the determining factor in reinstatements.
Any member eligible for a change of status in membership classification shall submit a written request to the Membership Chair prior to March 31 and, upon approval by the Board of Directors at the April Board meeting, may be granted a change of status. Change of status shall not be finalized until all financial, meeting, and committee requirements have been met or waived by the Board and is effective for the following fiscal year which starts June 1.

Section 3. Classification of members.
a. Active: An Active member, which includes Honorary Active, is one who pays her dues,
serves on committees, attends at least three meetings each year and supports all Oakmont League philanthropy projects. Her dues must be paid on or before June 1 and are delinquent July 1.

- Sustaining: A Sustaining member is one who pays dues and has been a member at least seven years. She cannot hold office, unless approved by the Board of Directors, but she may serve on committees, attend meetings, vote and support philanthropy projects. Her dues must be paid on or before June 1 and are delinquent July 1.
- Honorary: Honorary members are all Past Presidents. Honorary members may attend all social functions, all meetings and belong to committees.

1. Active Honorary members have the same rights and obligations as Active members. 2. Inactive Honorary members shall pay dues, may vote, and serve on committees but may not hold office, unless approved by the Board of Directors, which is the same as for sustaining members.

- Life Time: Life Time member is an honorary distinction. Life Time member candidates are selected and approved by the Board of Directors for her long term service and outstanding achievements. She may be any member in good standing. She pays dues and attends meetings according to her membership status.


## Article IV - THE BOARD OF DIRECTORS

Section 1. The Board of Directors shall constitute the governing body of The Oakmont League and shall exercise the powers and duties granted to them by the bylaws herein and shall transact all routine and necessary business of The Oakmont League. The Board of Directors shall consist of the elected offices as referenced In Article V below and will be referred to as the Board throughout these bylaws.
Section 2. Meetings of the Board of Directors shall be held monthly preceding the regular meetings of The Oakmont League throughout the club year. Three quarters of the Board members shall constitute a quorum of the Board of Directors.
Section 3. Special meetings of the Board may be called by the President, at any time, with a 24 - hour telephone or email notice. All Board of Director members must be notified.
Section 4. In the absence of the President, the presiding officer shall have the same authority as the President.
Section 5. Any Board member absent from three regular meetings of the Board without good and sufficient cause shall forfeit her office and shall automatically thereupon be removed from office. The Oakmont League Board of Directors shall have the power, by majority vote of its members, to counsel, reprimand, fine, suspend or terminate any Board member or appointee for conduct which, in its opinion, is contrary to generally accepted League standards, or in violation of the Bylaws.
Section 6. The Board shall fill vacancies in elective offices after due notification to the office holder. The President shall fill vacancies in appointive offices after due notification to the office holder.
Section 7. The Board of Directors may adopt such standing rules and standing committees as are necessary, provided they do not conflict with these bylaws.

## Article V - RESPONSIBILITES OF BOARD MEMBERS

Section 1. The governing and voting body of this organization shall be the Board of Directors which is composed of officers and chairs elected by the Oakmont League members as listed below.
Section 2. The President shall be elected for a two-year term. She shall preside at all meetings of the Board of Directors and The Oakmont League and shall perform all necessary duties pertaining to her office. She shall have general supervision over all plans for extending, unifying and rendering efficient the work of The Oakmont League. She and the Treasurer and/or the Recording Secretary shall sign all checks on behalf of the corporation and may have an Oakmont League debit card while in office. The President shall sign all contracts with prior approval of the Board of Directors. She shall be an ex-officio member of all committees except the Nominating Committee. She shall serve on the Scholarship Committee. She shall serve as Custodian along with the Parliamentarian and shall be responsible for the storage of all Oakmont League assets and corporate records.
Section 3. The First Vice President shall preside in the absence of the President and assist the President in the discharge of her duties. She shall serve as Program Chair and on the Finance Committee. She shall serve on the Scholarship Committee.

Section 4. The Second Vice President shall preside in the absence of the President and First Vice President and shall assist the President in the discharge of her duties.
She shall have charge of all matters pertaining to new members and to membership change of status requests. She shall serve as Membership Committee Chair and on the Finance Committee.
Section 5. The Third Vice President shall be responsible for all Philanthropic projects and/or fundraising activities that take place during the year except the Biennial Philanthropic Benefit. In February she shall notify by mail, the nonprofits that need financial assistance requesting their written proposal for funds and how the funds would be used. She shall set the date and conduct the Allocations Meeting prior to the April board meeting. She shall serve as Philanthropy Committee Chair and serve on the Scholarship Committee.

Section 6. The Fourth Vice President shall be responsible for all social events for the Oakmont League, which may include the Past President's Tea and the Mannequins Holiday Luncheon. She shall serve as Social Committee Chair and serve on the Finance Committee.

Section 7. The Recording Secretary shall be elected for a two-year term. She shall keep the minutes of the meetings of The Oakmont League and the Board of Directors. She shall keep an accurate roll of the Board of Directors meetings and shall have charge of all records which include; agendas, minutes and treasurer's reports. She shall maintain hard and digital copies of the Board and General meeting minutes. She tracks attendance at all meetings for membership purposes. She may sign corporation checks with the President and/or the Treasurer and may have an Oakmont League debit card. She shall serve on the Finance Committee.

Section 8. The Corresponding Secretary shall be responsible for the accuracy, completion and publication of the Yearbook. She shall advise the Board members of regularly scheduled and ad hoc Board meetings. She shall be the editor of the Lily newsletter, and responsible for editing, printing, mailing and or emailing the Lily each month. When requested, she shall issue correspondence on behalf of The Oakmont League.
Section 9. The Treasurer shall be elected for a two-year term. She will be Chief Financial Officer of the corporation and Chair of the Finance Committee and must attend the allocations committee meeting. She shall prepare and mail annual dues statements by May 1st. She shall prepare the annual Operating Budget to present to the membership for approval at the September regular meeting. She shall conduct an internal audit of the finances every February with the previous Treasurer or the Finance Committee. The budget shall be presented to the Board of Directors at the September Board meeting for approval, before being presented to the General membership for a vote at the September general meeting. She shall keep financial records of all receipts and disbursements, assets and liabilities of this organization, and shall deposit and disburse funds upon approval of the Board of Directors. She shall maintain credit card information on file for members and process payments prior to each event. She shall do the tax preparation and send out assessment letters. She and the President and/or Recording Secretary shall sign the checks on behalf of the Corporation, and she may have an Oakmont League debit card. She will work with the benefit treasurer to assure proper accounting of funds and shall retain both hard copy and digital of her records.
Section 10. The Benefit Chair(s) shall be responsible for the biennial Philanthropic Benefit. Chair(s) shall appoint a benefit treasurer and submit a projected budget of expenses and proceeds to the Board of Directors and shall keep the President and Board of Directors informed on the activities of the Benefit Committee. She shall serve on the Finance Committee.

Section 11. The Ways and Means Chair(s) shall be responsible planning and executing the annual summer social get together held in June which may or may not be combined with an In and Out Party, per the President's discretion. Any funds raised would be applied to the Operating Budget. Chair(s) shall establish and submit a supporting budget to the Finance Committee for review in March. The reviewed budget shall be submitted to the Board of Directors for final approval in April prior to the event. She shall serve on the Finance Committee.
Section 12. The Immediate Past President coordinates the In and out Party for the outgoing and incoming board members and appointed positions with the current President. She is the Scholarship Committee Chair.
Section 13. The Hospitality Chair shall keep a record of general meeting attendees to be handed off to the Recording Secretary for tracking attendance for the year to affirm membership status. She, along with the President, will be responsible for choosing the luncheon menus for the year. She shall be in charge of all reservations and cancellations, shall organize table centerpieces if needed, and communicate with the meeting venue. She is responsible for collecting all payments at general meetings and providing the treasurer with an accounting after each meeting. She shall serve on the Finance Committee.

## Article VI - RESPONSIBILITIES OF APPOINTED POSITIONS

The following positions shall be appointed by the President. The appointed positions shall be Courtesy and Remembrance, Parliamentarian, Press Chair, Technology, Historian and Inspiration. The President shall obtain the Board's approval for the appointed positions at the June board meeting.

Section 1. The Courtesy and Remembrance Chair shall work with the President and Board of Directors in determining appropriate remembrances for illness and death in the membership. Expenditures which are over the allocated budget are to be approved by the Board of Directors.
Section 2. The Parliamentarian shall act as advisor to the President, Board of Directors and The Oakmont League upon points of Parliamentary Law, as stipulated in Roberts Rules of Order. She shall attend the Board of Directors meetings in a non-voting capacity as advisor to the Board. She shall be an ex-officio member of the Nominating Committee. She shall serve as Chair of the Bylaws Committee. She shall serve as Custodian along with the President shall be responsible for the storage of all Oakmont League assets and corporate records.

Section 3. The Press Chair shall have charge of all publicity and press notices of The Oakmont League. She shall prepare a scrapbook for the President at the end of the year and present it at the In and Out party.

Section 4. The Technology Chair shall be responsible for advising the President and Board of Directors on technological projects such as creating and maintaining the Website and projects that may be proposed to assist the President and The Oakmont League. The expenditures for these projects must be approved by the Board of Directors.

Section 5. The Historian shall be responsible for writing the history of the year's activities to be read at the May meeting and published in the following year's Year Book.

Section 6. Inspiration Chair shall lead us in The Pledge of Allegiance to our flag at the start of each Oakmont League general meeting and provide an Inspirational message.

## Article VII - FINANCE

Section 1. All money (or funds) of The Oakmont League shall be held in an account bearing the name, The Oakmont League of Glendale, and shall be managed by the Treasurer. Any and all accounts held by The Oakmont League of Glendale shall have three signers on the account, The President, the Treasurer and the Recording Secretary. Two signatures shall be required on all checks issued by the organization.

Section 2. Philanthropic donations shall be distributed to organizations that serve the community of Glendale and surrounding communities for charitable, therapeutic, scientific or educational purposes.
Section 3. The Board of Directors recommendation for disbursement of all philanthropic allocations shall be submitted to the General Membership for their approval at the April regular meeting, and its adoption shall be by a $2 / 3$ vote of members present.

Section 4. The Finance Committee auditor shall review the Treasurer's books in January covering the preceding seven months of June through December and will report her findings to the Board of Directors at the February Board meeting.

At the end of the fiscal year, after the final review, a Certified Public Accountant prepares the Federal and State "Exempt from Income Tax" return. Taxes are to be filed and fees paid by Oct 15.

## Article VIII - NOMINATIONS AND ELECTIONS

Section 1. At the regular meeting in May, five members and two alternates shall be nominated and elected from the floor to serve as a standing Nominating Committee. Those serving on the Nominating Committee must have been Oakmont League members for at least two years.

Section 2. The Nominating Committee shall elect a chairman by the end of the May meeting.

Section 3. The Nominating Committee shall send to all members a nomination form with the February Lily. Any active member may nominate herself for a position.
Section 4. In April, the Nominating Committee shall submit the proposed slate of officers to the Board of Directors for approval. The approved Slate of Officers are published in the April Lily and presented to the membership at the April General Meeting for the membership to vote on.

Section 5. Nominations for office may be made from the floor only at the Election meeting in April. All candidates shall be voted upon by ballot. If there is but one candidate for each office, by unanimous consent, the ballot may be dispensed with and a viva voce vote taken.
Section 6. Election of officers shall be held at the regular meeting in April of each year. Installation of the officers shall be at the regular meeting in May.

Section 7. Officers who are elected are the President, First Vice-President, Second Vice-President, Third VicePresident, Fourth Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, Benefit Chair(s), Hospitality and Ways and Means Chair(s).
Section 8. Officers shall remain in office until their successors are elected and installed except for The Ways and Means Chairs as their event is held after May 31.

Section 9. Members may serve on the Board of Directors, in an appointed position, the year following their membership approval. After twelve (12) months members may run for an elected Board position. No member may hold the same office on the Board of Directors for more than two consecutive terms unless approved by the Board of Directors.

## Article IX - DUES AND FEES

Section 1. The fiscal year of this organization shall be June 1st thru May 31st.
Section 2. The annual dues of this organization shall be payable June 1 and delinquent July 1st. A member whose dues are not paid by July 1st shall receive written notice from the Treasurer that her dues are in arrears. A member whose dues are not paid by August 1st shall pay a late fee of fifteen (\$15) dollars or may forfeit her membership in Oakmont League.

Section 3. Classification of dues and fees
a. Active and Active Honorary membership dues shall be seventy-five (\$75)
dollars.
b. Sustaining membership dues shall be seventy-five (\$75) dollars.
c. Inactive Honorary membership dues shall be fifty ( $\$ 50$ ) dollars.
d. Life-Time members pay dues and have other service obligations as required
by their membership status. As a courtesy, Life-Time members may receive an emailed copy of the Lily each month, and be welcomed to any non-business general meeting, even if they are no longer an active or sustaining member.

Section 4. A new Active member shall pay an initiation fee of twenty (\$20) dollars payable when she accepts membership into The Oakmont League. Her dues shall be payable June 1st, following her acceptance into The Oakmont League
Section 5. Members who are reinstated shall pay a fee of twenty (\$20) dollars.

## Article X - MEETINGS

Section 1. Meetings shall be held on the fourth Wednesday of each month, from September to May inclusive, unless otherwise ordered by the Board of Directors.

Section 2. Special meetings may be called by the President at a time and place designated.
Section 3. One-third of the total members shall constitute a quorum at any regular or special meeting.

## Article XI - AMENDMENTS AND WRITTEN NOTICES

Section 1. These bylaws may be amended at any regular meeting of The Oakmont League by a two-thirds vote of members present provided written notice has been given at least two weeks before the regular meeting.

Section 2. A two- week written notice shall be given to the membership before any monies may be expended from any savings accounts, investments, and/or securities, or the sale thereof. The custodian of any Oakmont League account must be a Board member.

Section 3. Written notice will be provided by either letter, e-mail or the Lily.

## Article XII - PARLIAMENTARY AUTHORITY

Section 1. The current edition of Roberts Rules of Order, Newly Revised, shall be the authority on all questions of Parliamentary Law unless in conflict with these bylaws or with the laws of the State of California.

## STANDING RULES

1. All members shall notify the Corresponding Secretary immediately of a change in Yearbook data. Resignations must be submitted to the President and Membership Chair.
2. No guest will be admitted to a meeting unless accompanied by a member of The Oakmont League.
3. A new member shall serve on the hospitality committee and participate in a service project, as determined by the Board of Directors.
4. Prospective members are invited to attend two meetings before they can complete the forms to become a member.
5. Sponsors of prospective members are encouraged to introduce the prospective member to the Membership Committee, and two-thirds of the Board of Directors.
6. Any member in good standing may sponsor a prospective member.
7. Completed new membership applications must be submitted to the Membership Chair by the sponsor to be considered for membership.
8. Orientation meetings for new members shall be held at the January and April Board meeting or as needed. 9. Active Members must serve on one of the following committees: Benefit, Philanthropy, Social, Ways and Means, and at least one other committee.
9. Properties of the Oakmont League shall not be loaned. The silver platters etc. that belong to the Oakmont League shall be used only by Oakmont League members and only at an Oakmont League sponsored event.
10. All Chairs of Committees and Special Events shall always keep the President fully informed, and include her in all committee meetings.
11. All retiring officers shall turn their updated procedure books over to their successors prior to the June Board meeting.
12. The President Elect shall have the privilege of selecting her installing officer.
13. Chaired by the Immediate Past President, the Scholarship Committee shall include the President, the First Vice President and the Philanthropy Chair. Three members and two alternates shall be elected from the floor at the May general meeting.
14. Reservations for regular meetings must be made through the online invitation or Hospitality Chair. If a cancellation or change in RSVP should be necessary, it must be made via telephone call to the Hospitality Chair. Changes cannot be accommodated after 12pm on the Thursday prior to the General meeting, otherwise the member is responsible to pay for the canceled reservation.
15. A member who resigned from The Oakmont League in good standing may be reinstated upon written application to, and approval by, the current Board of Directors. 17. Active Members who do not attend the Ways and Means event will be assessed a fee of Fifty (\$50) dollars.
16. The three-meeting obligation for active members includes attendance at the business portion of the meeting and payment for three lunches.
17. Members incurring Oakmont League expenses must submit receipts to the Treasurer within 30 days. Expenses incurred in April and May need to be submitted before May 31st of the current year. No bills submitted after this date will be paid. Income earned on behalf of The Oakmont League must be remitted to the League during the same fiscal year in which it was earned or no later than the ensuing fiscal year.
18. The Oakmont League will host a biennial benefit, falling on the odd numbered years.
19. Active members are obligated to support the biennial benefit with the purchase of two (2) event tickets. Sustaining members are obligated to support the biennial benefit with the purchase of one (1) event ticket. In a year when there is no benefit, the Board of Directors may vote to assess each member an amount equal to the cost of the prior year's benefit ticket obligation.

Bylaws and Standing Rules amended March 2024
Jackie Kubel, Parliamentarian, and the Board of Directors

