



# EX-Ls Retiree Newsletter

Lawrence Berkeley National Laboratory - October, 2018

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## EX-Ls BOARD OF DIRECTORS

President: Henry Rutkowski  
1st Vice-President: Nancy Brown  
2nd Vice-President: Bob Cahn  
Secretary: Esther Schroeder  
Treasurer: Howard Matis  
Membership: Patti Powers-Risius  
Activities: Kathy Bjornstad  
LBNL Liaison: Margaret Dick  
CUCRA Representative: Janis Dairiki/Bob Cahn  
UCBRC Advisory Board: Henry Rutkowski, Nancy Brown  
Editor EX-Ls Newsletter: Linda Rutkowski  
UCBRC Director and Liaison Cary Sweeney

## PAST PRESIDENTS

Lee Schroeder - 2017	
Cheryl Fragiadakis -- 2016	Per Dahl - 2001
Connie Grondona – 2015	Tom Beales - 2000
Trudy Forte – 2014	Ken Mirk - `1999
Joe Jaklevic – 2012-2013	Paul Hernandez – 1998
Rollie Otto – 2011	Clay Sealy - 1996-1998
Richard Sextro – 2010	Igor Blake - 1994-1996
Don Grether – 2009	Conway Peterson –1992-1994
Jose Alonso – 2008	Howard Browne – 1990-1992
Janis Dairiki – 2007	Ethel Skyrdlinski – 1989
John Kadyk – 2006	Al Amon - 1988
Gene Binnall – 2005	Ken Lou – 1987
Sig Rogers – 2004	Virginia Cherniak - 1986
Bob Fulton – 2003	Bill Bigelow – 1985
Bob Birge – 2002	Ted Bowers – 1981-1984

## 2019 CALENDAR OF BOARD MEETINGS & LUNCHEONS

### Board: Meetings:

January 1, 2019 April 11, 2019  
July 11, 2019 October 10, 2019  
Board Meetings start at 3:00 p.m. and end at 5:00 p.m. usually held in LBNL Conference Room (54-130B). Location is subject to change at the last minute, so check with a Board member if you plan on attending. We welcome attendance by interested members.

### Luncheons:

Thursday, Feb 21, 2019  
Thursday, May 16, 2019  
Thursday, Aug 15, 2019  
Thursday, Nov 21, 2019

## OFFICE ADDRESS:

**Our mailing address is:** LBNL EX-Ls  
101 University Hall Berkeley, CA 94720-1550

**Website:** <http://retirement.berkeley.edu/ex-ls>

**Webmaster:** Kris Thornton, UCBRC

### EX-LS Honorary Life Members

Shirley Ashley, Patrick Cullinane, Bud Larsh

## Next Luncheon

## November 15, 2018

## **President's Message - Henry Rutkowski**

The 2018 General Membership Meeting will occur at our November 15th luncheon. There will be a vote on the slate of officer candidates for 2019. The candidates are:

President - Nancy Brown  
First Vice President - Bob Cahn  
Second Vice President - Ben Feinberg  
Secretary - Esther Schroeder  
Treasurer - Howard Matis  
Membership Coordinator - Phyllis Gale  
Activities Coordinator - Kathy Bjornstad

The Ex-Ls are required to update the Bylaws every three years. The membership will also be voting on the 2018 revision which has been approved by the Board of Directors at the October Board Meeting. The full text of the 2018 revision appears at the end of this issue of the Newsletter. Major factors driving changes were universal membership, no dues, and obsolete organizational structures.

We are working to finalize the arrangements for the luncheon venue for 2019. The August luncheon at the Doubletree went very well and most people seemed to like the Doubletree. If we stay with the Doubletree, the ticket price will likely increase by \$2.50. We are exploring other options such as the Berkeley Country Club in El Cerrito and First Presbyterian Church in Berkeley. We hope to announce the selection at the November 15 luncheon.

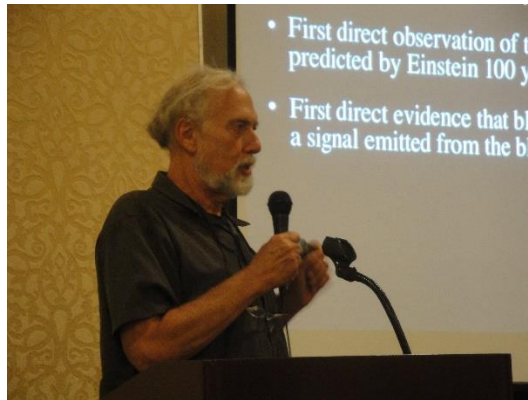
The Annual Director's Retiree Reception held at the lab cafeteria on October 4 was a great success. One hundred and seven retirees attended, a large increase over last year. Mike Witherell said that the lab budget in the new fiscal year will be \$1.1B, the first time it has reached \$1B.

The retiree medical care funding remains unchanged in 2019. However, the Working Group created by UCOP still exists and the debate over long term funding will continue in the coming year. Retirees should continue to be actively involved in the debate. We will keep you posted as we learn more from our contacts with the UC retiree associations and CUCRA.

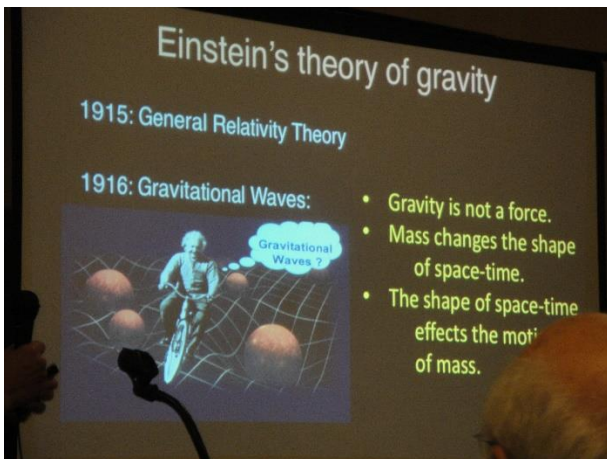
The next semi-annual CUCRA/CUCEA meeting is being hosted at the Doubletree in Berkeley Marina on Oct 24-25. All components of the Berkeley campus retiree community are contributing to the support of the meeting and LBNL is providing a tour of the ALS for CUCRA/CUCEA members.

We have updated our EX-Ls Brochure which was handed out at the Director's Retiree Reception and at the LBNL Runaround. We will distribute it to new retirees to inform them of EX-Ls organization and activities.

## August Luncheon Speaker



Jay Marx of the LIGO Laboratory of Caltech presented a talk entitled “**The Discovery of Gravitational Waves- A New Window on the Universe**” at our August luncheon. Gravitational waves (GW) were predicted by Einstein in 1915, and were measured by the international LIGO (Laser Interferometer Gravitational Wave Observatory) collaboration. The founders of LIGO were awarded the 2017 Nobel Prize in Physics.



Marx explained that the fabric of space-time is dynamic and that it can warp and ripple like the surface of a trampoline. GWs are ripples in the fabric of space-time that travel at light speed. Gravitational waves stretch/squeeze space-time and everything in it and this is the key to detecting them. Space-time is very stiff so one needs massive, compact objects moving at near light speed to create strong GWs, and this is important for detecting them. Measuring GWs is very challenging, and LIGO uses instruments miles in size to observe distortions in space-time a billionth of the size of an atom ( $10^{-8}\text{m}$ ) that result from catastrophic events in the universe like exploding stars, colliding black hole and neutron stars. Marx concluded his talk by explaining that GW astronomy is poised to give a new view of the heavens with new and deeper insights into nature.

## The 41st Annual Laboratory Runaround — by Vicky Jared

Berkeley Lab's hilly, 3-kilometer (1.86-mile) bike, run and walk race took place on Friday, 12 October. Before the Runaround starts, Lab cyclists participate in their own Bike-Around. EX-Ls Treasurer, Howard Matis participated in this event. Director Witherell gave some opening remarks at the starting line, then launched the race with a hearty "on your marks, get set, go!" Warm conditions caused runners to push themselves to make good time (and they looked it!). A large group of LBNL volunteers helped make the event a success. The winner of the men's division was Ryan Smith (Physics Div.) finishing with 9:32 minutes, and Megan Gentes (Molecular Foundry) with 11:12 finish. All finishers received a free t-shirt (very orange), designed with a running shoe outline with a turkey printed in the middle. You can see more photos and comments at the Lab's "Today At Berkeley Lab, Monday, October 16, 2018". Harvey Levy who organized the First Annual Runaround 41 years ago was present for the race and had a good visit with Steve Derenzo who currently is the organizer and runner.

EX-Ls, represented by Patti Powers-Risius, Vicky Jared and Regina Lackner were one of a few guest booths signed up to participate in this year's race. We greeted participants and handed out oranges and energy bars to all those who wandered by. EX-Ls Brochures were given to those few who were considering retirement and who are interested in attending EX-Ls lunches and other activities. The race is a good way to greet and talk with former coworkers and hundreds of race participants. Ex-Ls Board Members Bob Cahn and Howard Matis participated in the race. It was a successful event and a good day all in all.



Steve Derenzo and Harvey Levy



Director Witherell at the start of the race



Vicky, Regina and Patti



Several Hundred Participants Finished the Race



## Join Us ..... EX-Ls November 15, 2018 Luncheon Registration Form

Date: Thursday, November 15, 2018

Speaker: Judith Campisi, Ph.D.

**New Location: DoubleTree by Hilton Berkeley Marina**

**Luncheon Price \$40 is all inclusive of luncheon, tax, tip, fees, parking**

Register using the Eventbrite Link below

<https://ex-ls-nov2018.eventbrite.com>

Or Fill out registration form and mail a check to Kathy

Where: **NEW LOCATION:** Easy access, Berkeley Marina

**DoubleTree by Hilton, 200 Marina Boulevard, Berkeley Marina, Berkeley, CA. 94710** ←

Time: **11:30 AM – Lunch Served at 12:00 – Concludes at 2:00 PM**

Location: **Berkeley Room, Building 5, North Conference Center – ELEVATOR, SECOND FLOOR**

No-Host Bar Service: **Located in the Berkeley Room – opens at 11:30**

\* \* \*

**LUNCHEON SPEAKER:** *Dr. Judith Campisi*, Buck Institute for Research on Aging and Lawrence Berkeley National Laboratory

**TITLE OF TALK: The Essence of Senescence**

**ABSTRACT:** Aging is a complex, multisystem process that exacts an enormous emotional and economic toll on societies. Understanding and manipulating this process is a big challenge in biomedical research, and is the focus of the Campisi laboratory. Many age-related changes and pathologies are caused by cellular responses to endogenous and environmental stimuli. Understanding these responses is essential to developing safe interventions that can extend the years of healthy life in human populations. A question that will be addressed in the talk is: Why is aging the largest risk for developing so many apparently disparate diseases, ranging from neurodegeneration to cancer? One answer to this question lies in the evolutionarily selected, stress-responsive term called cellular senescence. Senescent cells cease proliferation, which prevents early life cancer. They also secrete numerous molecules that promote tissue repair and regeneration. However, because senescent cells gradually accumulate with age, they eventually cause tissue degeneration, chronic inflammation, and many age-related diseases, including, ironically, late life cancer. The talk will provide an overview on the Campisi lab studies of the regulation and characteristics of cell states, with an emphasis on cellular senescence. The understanding of how cell states cause both the degenerative diseases of aging as well as cancer and the design of strategies to modulate or ameliorate these effects will also be discussed.



to  
state

talk

**BIOGRAPHY:** *Dr. Judith Campisi*, We are pleased to have *Dr. Judith Campisi*, as our distinguished speaker. Judith Campisi received a PhD in biochemistry from the State University of New York Stony Brook, and postdoctoral training in cancer biology at the Dana-Farber Cancer Institute and Harvard Medical School. She joined the Boston University Medical School as Assistant and Associate Professor before joining the Lawrence Berkeley National Laboratory as Senior Scientist. In 2002, she started a second laboratory at the Buck Institute for Age Research, where she is Professor. At both institutions, she established a broad program to understand the relationship between aging and disease, with an emphasis on cancer and aging. Her laboratory made several pioneering discoveries in these areas, and her research continues to challenge and alter existing paradigms. Campisi received numerous awards, including two MERIT awards from the National Institute on Aging, and awards from the AlliedSignal Corporation, Gerontological Society of America and American Federation for Aging Research, the Longevity prize from the IPSEN Foundation, and the first international Olav Thon Foundation prize. She is an elected fellow of the American Association for the Advancement of Science and member of the National Academy of Sciences. She serves on numerous national and international editorial and scientific advisory boards.



# EX-LS Luncheon

Date: **Thursday, November 15, 2018**

**Where: DoubleTree by Hilton,**

**200 Marina Boulevard, Berkeley Marina, Berkeley, CA. 94710** ←

**Time:** 11:30 AM no host bar open - Lunch Served at 12:00 – Concludes at 2:00 PM

**Location:** Berkeley Room, Building 5, North Conference Center – ELEVATOR, SECOND FLOOR

**We will have signs posted and people to help direct you to this new luncheon venue from the parking lot.**

**No-Host Bar Service:** Located in the Berkeley Room – opens at 11:30

**Lunch Service - Buffet:** Cesare Salad, Sliced Seasonal Fruit, Baked Chicken, Grilled Fresh Atlantic Salmon, Vegetarian Pasta, Rice Pilaf, Fresh Seasonal Vegetables, Assorted Desserts. Rolls, butter, water, coffee, (hot tea on request) and iced tea. **Cost: \$40 per person (prepaid)**

**Cut Here**

## REGISTRATION FORM

See you at the November 15<sup>th</sup> luncheon at DoubleTree by Hilton at the Berkeley Marina.

Be sure to make reservations by **Saturday, November 10<sup>th</sup>, 2018**

**Please mail form and check made out to EX-LS to:** Kathy Bjornstad, Activities Coordinator, 4343 Arden Place, Oakland, CA. 94602

Call, text or email if you have questions: (510) 220-1273 [kathy.bjornstad73@gmail.com](mailto:kathy.bjornstad73@gmail.com)

I Plan to Attend (Name): \_\_\_\_\_

EX-LS Board Member?: Current \_\_\_\_\_ Retired \_\_\_\_\_  
First time attending? \_\_\_\_\_ LBNL Retiree? \_\_\_\_\_ UC Retiree? \_\_\_\_\_

Name of Guest(s)	1st Time Attending Luncheon?	LBNL Retiree?	UC Retiree?
1.			
2.			

Buffet Service - Advance choice is not required **\$40 per person – Check payable to: EX-LS**

\$40 x \_\_\_\_\_ = \_\_\_\_\_  
# in your party

**EX-LS Voluntary \$15.00 Contribution:** \$ \_\_\_\_\_

**Total Enclosed:** \$ \_\_\_\_\_

Willing to carpool: As Rider? \_\_\_\_\_ As Driver? \_\_\_\_\_

Contact Info (your email or phone number so Kathy can contact you to arrange for carpool)

Need to Sit Closer to the Screen? \_\_\_\_\_ Buffet Assistance? \_\_\_\_\_ Other Needs? \_\_\_\_\_

We welcome new members to the LBNL Retirement Association the EX-LS.

To be added to the LBNL EX-LS Roster, please provide the following contact or updated information.

Address \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_



# Lawrence Berkeley National Laboratory

## EX-Ls Bylaws

### **ARTICLE I: NAME AND CONTACT INFORMATION**

The name of this organization is the "EX-Ls."

The official mailing address is: LBNL EX-Ls, Room 101 University Hall, Berkeley, CA 94720-1550

Website: <https://retirement.berkeley.edu/ex-ls>

E-mail: EX-Ls@berkeley.edu

### **ARTICLE II: NATURE AND PURPOSE**

The EX-Ls is a non-political association of Lawrence Berkeley National Laboratory (LBNL) retirees and ex-employees whose purpose is to provide social, cultural, and intellectual relationships among its members, their spouses, widows, and widowers. The primary means of doing so are quarterly luncheons and newsletters. The EX-Ls also serves as a vehicle for allowing its members to maintain contact with LBNL, and for receiving information from other retirement organizations including those affiliated with UC. The EX-Ls is affiliated with the LBNL Employee Activities Association and UC Berkeley Retirement Center (UCBRC).

### **ARTICLE III: MEMBERSHIP, GOVERNANCE, AND OFFICIAL YEAR**

#### **Membership**

Membership is open to all former employees of LBNL, including retirees and ex-employees. Members' spouses or domestic partners are automatically members and can remain members upon the death of the retiree. The Board of Directors (hereafter referred to as "Board") is empowered to confer Honorary Membership on a person who does not meet the conditions for membership but who has performed meritorious service to the EX-Ls.

#### **Governance**

The EX-Ls is governed by its elected officers and other members of the Board as described below. Committees, both standing and ad hoc, will be appointed by the Board as needed.

#### **Official Year**

The Official Year extends from January 1 through December 31.

### **ARTICLE IV: OFFICERS, COMMITTEE CHAIRS, AND TERMS**

#### **Elected Officers**

The following officers are elected by the Membership: the President, the First and Second Vice Presidents, Secretary, Treasurer, Membership Coordinator, and Activities Coordinator, all of whom shall serve without compensation. The Treasurer and Membership Coordinator positions may be held by the same person, in which case that person has only one vote.

#### **Appointed Officer**

The Newsletter Editor is appointed by the Board.

## **Committees**

The Executive Committee, chaired by the President is the only standing committee. Other committees constituted as needed include: Luncheon Speaker Committee, chaired by the First Vice President; the Membership Committee, chaired by the Membership Coordinator; and the Activities Committee, chaired by the Activities Coordinator. The size of each committee, other than the Executive Committee, shall be determined by the committee Chair. Committee members shall be appointed by the respective chairs, subject to approval by the board, and shall serve at the discretion of the chair.

a) The Executive Committee consists of all currently serving elected officers (i.e., President, First and Second Vice Presidents, Secretary, Treasurer, Activities Coordinator, and Membership Coordinator) plus the Immediate Past President. The Executive Committee shall serve as the principal liaison body with the Laboratory and the UC Berkeley Retirement Center (UCBRC). It may act on behalf of the organization between Board meetings.

b) The Luncheon Speaker Committee shall solicit speakers for the quarterly luncheons and prepare and maintain a list of candidates for consideration by the 1<sup>st</sup> Vice President.

c) The Membership Committee shall assist the Membership Coordinator in outreach to new retirees and other former employees of the Laboratory, in responding to general questions from the membership, in soliciting input from the membership at the quarterly luncheons, and in maintaining necessary membership records.

d) The Activities Committee shall assist the Activities Coordinator in soliciting membership input on possible activities, in liaising with UCBRC (University of California Berkeley Retirement Center) and with other UC retiree organizations on possible joint activities, in selecting those activities to pursue, and in making the necessary arrangements for those activities that are selected.

e) As needed, the Board may constitute new ad hoc committees to address issues of importance to the organization. The chair of each ad hoc committee shall be appointed by the Board; committee members may be appointed by the Board or left to the discretion of the committee chair. These ad hoc committees will be reviewed on a yearly basis for relevance to EX-Ls interests and will be continued or disbanded, as appropriate.

## **Terms of Office**

A Term extends for one year starting January 1 and ending December 31.

The President, First Vice President, and Second Vice President serve for one full Term in these offices. For the following Term, the First Vice President normally becomes the nominated candidate for President, and the Second Vice President normally becomes the nominated candidate for First Vice President.

Any officer serving a partial term (due to being appointed to fill a vacancy) is eligible to be nominated to serve in that office the following full term.

The Secretary, Treasurer, Membership Coordinator, and Activities Coordinator serve one term with no limit on the number of terms that can be served.

The Newsletter Editor serves one term with no limit on the number of terms that can be served.

Ad hoc committee chairs and committee members serve at the pleasure of the Board, with no limit on their duration of service as long as their committees remain in existence.

## **Election and Vacancies**

Elected Officers are chosen at the Annual Election Meeting in conjunction with the Fall luncheon as described in Articles VI and VIII.

Appointed Officers and Chairs and members of committees are appointed or reappointed by Board action at the first Board meeting of the year.

If any Board position other than President becomes vacant, the President may make an interim appointment, valid until the next Board meeting, at which time the Board shall confirm the interim appointment or appoint another person to fill out the term. If the position of President becomes vacant, the First Vice President shall fill out the remainder of the term as President, and the Second Vice President shall fill out the remainder of the term as First Vice President.

Vacancies in Board positions not filled by interim appointment are filled by action of the Board at a regularly scheduled or a specially called meeting at which a quorum is present. Persons so elected complete the current term for the position they are filling.

## **ARTICLE V: POWERS AND DUTIES OF OFFICERS**

**President** – is the chief administrative officer, chairperson of the Board, and official liaison between the organization and LBNL management. The President maintains the EX-Ls Bylaws and policies, and ensures that all members of the Board have complete and accurate copies thereof. The President sees that all policies and decisions of the Board are carried out, and oversees the appointment of committee chairpersons. Except as specified below, the President presides at all Board meetings and General Membership meetings. In addition, the President is responsible for writing the annual EX-Ls' report to the LBNL Director and for maintaining copies of other key official correspondence as defined in the EX-Ls' Policy on Essential Documents. The President is responsible for the quarterly "President's Message" for inclusion in the Newsletter and also serves as a member of the UC Berkeley Retirement Center Advisory Board. The latter term starts in September to coincide with the academic year.

**First Vice President** – may, upon request of the President, assist the President with liaison activities between LBNL and the EX-Ls. The First Vice President is responsible for identification and invitation of Speakers for the quarterly luncheons, and also for ensuring that a summary of each luncheon talk is prepared for inclusion in the Newsletter. The First Vice President will assume the powers and duties of the President in case that officer is absent or unable to act. In addition, the First Vice President maintains the Cumulative List of Luncheon Speakers and Topics in accordance with the EX-Ls' Policy on Essential Documents.

**Second Vice President** – serves as Chairperson of the Nominating Committee, and will assume the powers and duties of the President in case both the President and the First Vice President are absent or unable to act. The Second Vice President also serves as Executive Committee liaison to the Newsletter Editor.

**Secretary** – records and distributes the minutes of all meetings of the Board and, if relevant, of business transacted at General Membership meetings. The Secretary maintains the official files, records, and documents of the organization in accordance with the EX-Ls' Policy on Essential Documents.

**Treasurer** – is responsible for all funds of the organization, their collection, and disbursement. The Treasurer manages all of the EX-Ls' financial accounts. The Treasurer will evaluate the financial status of the organization and make recommendations when needed. The Treasurer prepares financial reports for Board meetings, and provides the Board at the first meeting of the year with a summary of the previous year's income and expenditures.

**Membership Coordinator** – chairs the Membership Committee. Is responsible for updates on the retirement population and maintains the membership roster and membership statistics. Management of any lists containing private information on the members is handled in accordance with policies approved by the Board. In addition, in accordance with the EX-Ls' Policy on Essential Documents, the Membership Coordinator maintains copies of the Annual Directory of Members.

**Activities Coordinator** – chairs the Activities Committee, which is responsible for coordinating and organizing activities involving the general membership, in particular the quarterly luncheons. In addition, in accordance with the EX-Ls' Policy on Essential Documents, the Activities Coordinator maintains a cumulative history of luncheon venues and arrangements.

**Newsletter Editor** – prepares four Newsletter editions per year. The Newsletter contains notification to the general membership regarding upcoming events such as luncheons and meetings, and other matters of importance to the general membership. The default distribution mechanism for the Newsletter is e-mail for all members who have an e-mail address on record, and US Mail for those members without e-mail addresses. Members may opt for US Mail delivery by written request to the Newsletter Editor.

## **ARTICLE VI: NOMINATING COMMITTEE AND ELECTION OF OFFICERS**

The Nominating Committee is chaired by the Second Vice President and must include at least two more members. This Committee is reconstituted every year, and must be appointed by the Board.

The Nominating Committee is responsible for identifying candidates to fill vacancies in the list of elected officials for the following year.

The Board will select an official slate of candidates from the Nominating Committee's list. The President will present this slate at the general membership meeting described in Article VIII. The slate will be considered elected if it receives a majority of votes of the members present at this meeting.

Should the Board's slate not receive a majority of votes, a vote will be taken for each position to be filled, with the opportunity being given to receive nominations from the floor to compete with the Board's candidate. Each such nomination must be endorsed by no fewer than 1/5th of the members present. In such a case, the candidate receiving a simple majority of votes will be considered elected to the position.

## **ARTICLE VII: BOARD OF DIRECTORS**

### **Authority**

The EX-Ls Board of Directors represents and acts on behalf of the membership for the operation of the organization.

### **Board: Membership**

The Board consists of four types of Members:

(a) Elected Officers forming the Executive Committee – comprising individuals holding the following offices: President, First and Second Vice Presidents, Secretary, Treasurer, Membership Coordinator, Activities Coordinator, and Immediate past President.

(b) Appointed officers and committee chairs.

(c) Emeriti: Elected or Appointed Board members who have served at least three years on the Board and whose terms of office have expired, but who wish to remain active in the affairs of the EX-Ls. Emeritus status continues until the member voluntarily withdraws, by written notification to the President, or is incapable of serving owing to health issues.

(d) Liaison persons, comprising representatives of/to organizations with whom EX-Ls has interests or close ties, falling into two classes:

i) Non-member liaison representatives from organizations that EX-Ls is particularly close to, including but not limited to LBNL and the UC Berkeley Retirement Center. The Board will invite organizations with which it wishes to share this relationship to provide the name of their liaison person. Terms for non-member liaison representatives are determined by the organizations that provide these representatives.

ii) Member liaison representatives to organizations with whom the EX-Ls wishes to maintain contact. CUCRA (Council of University of California Retiree Associations), and AROHE (Association of Retirement Organizations in Higher Education) are examples of such organizations. Also included would be our representative(s) to the UC Berkeley Retirement Center Advisory Board, in response to this organization's invitation for us to nominate up to two representatives. Member liaison representatives are appointed by the Board for one-year terms, with no limit on the number of terms that can be served.

### **Board: Voting rights and Quorum**

During formal Board meetings, all elected, appointed, emeriti members, and member liaison representatives present are entitled to vote, one vote per person regardless of the number of positions or offices this person may hold. Non-member liaison representatives do not have voting rights.

Proxy votes: No proxy votes will be accepted for Board members who are not present.

Majority: Defined as greater than 50% of the voting Board members present at the meeting in which the vote is taken.

Quorum: To constitute a quorum, at least four persons holding elected office must be present and one of those must be either the President or a Vice President.

In the absence of a quorum, no official business can be completed; however, business requiring a vote may be completed after the meeting by a poll of the entire Board conducted by the President via an e-mail, telephone or postal mail ballot. A majority of votes returned within an appropriate time frame and/or recorded by the President will be sufficient to pass the measure. The President must prepare a summary document detailing the matter and any discussions pertaining to it, and will distribute this via e-mail to all Board members. A hard copy of this summary, and hard copies of any e-mail discussions and of the voting tally will be collected by the Secretary and become part of the official Minutes of the meeting at which the topic was introduced.

### **Board: Meetings**

The Board of Directors meets at least four times per year, dates to be synchronized with the schedule of membership luncheons to allow for adequate preparation for these membership gatherings. Other meetings of the Board can be called by the President to discuss and act on special business matters.



Board meetings are considered “open” meetings. Members of the organization are invited to attend Board meetings as non-voting observers. Non-member guests can also be invited to attend should their participation be relevant to issues being discussed at the meeting.

### **Board: Powers and Duties**

Consistent with the purposes of the organization, the Board:

Establishes policies in areas of importance to the membership;

Establishes its own rules of procedure, using Robert’s Rules of Order as a reference;

Performs reviews of these Bylaws at least triennially and takes action to update them as appropriate through the process described in Article X;

Evaluates internal and external factors of relevance to its membership and conveys relevant information to the membership.

Coordinates and organizes participation, where appropriate, in LBNL sponsored employee activities such as the annual retiree reception.

### **Executive Committee: Interim Actions**

Should an issue arise between Board meetings that in the opinion of the President merits action before the next Board meeting, the President may convene a meeting of the Executive Committee, either in person or electronically, to discuss the issue and possibly take action. For such action to be valid, the Executive Committee meeting must include a quorum, as defined above. Appropriate minutes of the meeting shall be prepared and presented at the next regular Board meeting. All actions taken in such Executive Committee meetings shall be valid unless rejected by the full Board at a subsequent regular or specially-called meeting.

## **ARTICLE VIII: GENERAL MEMBERSHIP MEETINGS**

### **Frequency**

The EX-Ls holds one General Membership meeting a year, normally in conjunction with the fall luncheon, at which the elected officers for the coming year are elected. Special meetings may be called by the Board as required. In such a case, the entire membership shall be notified by e-mail except those who have opted for US Mail delivery of the Newsletter, who shall be notified by US Mail, specifying the purpose and agenda of the special meeting, at least two weeks in advance of the meeting. Thirty non-Board members constitute a quorum at any general membership meeting.

## **Notice**

Notice of the General Membership meetings, whether regular or specially called, must be distributed in writing to the entire membership at least two weeks prior to the scheduled date of the meeting. The EX-Ls' Newsletter is normally the mechanism used to meet this requirement.

## **ARTICLE IX: FINANCES**

There are no annual dues but voluntary contributions are made by members. All funds received from the membership or otherwise must be deposited in a commercial bank. Disbursement is made by the Treasurer. In the absence or incapacity of the Treasurer, disbursement can be made by the President or the First Vice President. If the amount exceeds \$1200 it must be authorized by the President or First Vice President.

## **ARTICLE X: AMENDMENTS**

Amendments to these Bylaws may be proposed by a Board member at a regular Board meeting or by petition signed by 25 members in good standing at any general membership meeting.

When amendment(s) are presented, or, in any case, for the required triennial review of the Bylaws, the Board must appoint an ad hoc Bylaws Committee consisting of not fewer than three (3) members of the Board. This Bylaws Committee will take the proposed amendments under study and submit its report and recommendations to the Board, ideally, at the next meeting. The Board will then vote as to whether to present the proposed amendment(s) to the general membership.

Notice of proposed bylaw changes will be published in the Newsletter edition immediately prior to the General Membership meeting at which the proposed changes will be voted on.

Ratification of any amendment(s) must be by a 2/3 affirmative vote of those members attending the General Membership meeting at which the proposed changes are voted on.