

LEAGUE OF WOMEN VOTERS OF TALLAHASSEE BYLAWS

~~Revised March 26, 1994; March 29, 1998; March 27, 1999; June 13, 1999; April 28, 2001; April 28, 2002; April 22, 2006; April 19, 2008; April 16, 2011; April 9, 2016; April 22, 2017.~~

ARTICLE I NAME

Section 1: The name of this organization ~~is the shall be The~~ League of Women Voters of Tallahassee, hereinafter referred to as LWVT Florida. This local league is an integral part of the League of Women Voters of Florida, hereinafter referred to as LWVFL, and the League of Women Voters of the United States, hereinafter referred to as LWVUS.

ARTICLE II PURPOSE and POLICY

Section 1: Purpose. The purposes of the ~~LWVT League of Women Voters of Tallahassee~~ are to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Section 2: Policy. The ~~LWVT League of Women Voters of Tallahassee~~ may take action on local governmental measures and policies in the public interest in conformity with the principles of the LWVFL and the LWVUS.

Section 3: Political Policy. ~~The LWVT may it shall~~ not support or oppose any political party or any candidate.

Section 4: Policy Representation. Only the President of the LWVT may speak in the name of the LWVT, except that a member may speak in the name of the LWVT if expressly authorized to do so by the President.

ARTICLE III MEMBERSHIP

Section 1: Eligibility. Any person who subscribes to the purpose and policy of the League ~~is shall~~ be eligible for membership.

Section 2: Types of Membership.

a) Voting Members. Persons at least 16 years of age who join the League shall be a voting member of a local league, ~~a League~~, state league ~~Leagues~~ and of the LWVUS.;

1) Individuals who live within an area of a local league ~~League~~ may join that local league ~~League~~ or any other local league ~~Leagues~~.

2) Those who reside outside the area of ~~a any local league League~~ may join any a local league League or be state members-at-large.

3) An individual may be a voting member of only one local league and one state league.

~~b) 3) Honorary Life Members.~~ Those who have been members of the League for 50 years or more shall be honorary life members excused from the payment of dues.

~~b) Associate Members. All others who join the League shall be associate members.~~

ARTICLE IV ~~V~~ OFFICERS

Section 1: Officers Enumeration and Election of Officers. The officers of the LWVT consist of a League of Women Voters of Tallahassee shall be President, Vice President, Secretary and Treasurer. Each officer shall be elected for a term of one year. Election of officers shall occur at the Annual Meeting by the general membership. Those elected will take office immediately upon election.

Section 2: The President. The President shall preside at all meetings of the organization and of the Board of Directors and may, in the absence or disability of the Treasurer, sign or endorse checks, drafts and notes. The President shall be, ex-officio, a member of all committees except the Nominating Committee and shall have the usual powers of supervision and management as may pertain to the office of the President and perform such other duties as may be designated by the board Board.

Section 3: The Vice President. ~~The Vice President shall, In~~ in the event of absence, disability, resignation, or death of the President, the Vice President shall assume and possess all the powers and perform all the duties of that office. The Vice President shall perform such other duties as the President and Board of Directors may designate.

Section 4: The Secretary. The Secretary shall keep minutes of all meetings of the Board of Directors, present written copies of the minutes, by electronic or non-electronic means, to the board Board members at their regular meetings and notify all officers and directors Directors of their election. The Secretary shall sign, with the President, all contracts, and other instruments ~~if when so~~ authorized by the board Board and shall perform such other functions as may be incidental to the office.

Section 5: The Treasurer. The Treasurer shall collect, receive, and be the custodian of all moneys due. The Treasurer shall deposit the funds in a bank designated by the Board of Directors, and shall disburse the funds based upon an approved budget or as directed by the board Board of Directors. The Treasurer shall, by electronic or non-electronic means, present

written statements to the ~~board~~ Board at the regular meetings of ~~the board that body~~ and an Annual Financial Report to the general membership at the Annual Meeting of the LWVT.

ARTICLE V ~~IV~~ BOARD OF DIRECTORS

Section 1: Number, Manner of Selection and Term of Office. The members of the Board of Directors shall consist of the officers of the League, six elected directors ~~Directors~~, and not more than six appointed directors ~~Directors~~. Three elected directors ~~Directors~~ shall be elected by the general membership at each Annual Meeting and shall serve for a two-year term, or until their successors have been elected and qualified. The elected members shall appoint such additional Directors, not exceeding six, as they deem necessary to carry on the work of the League. Priority shall be given to standing committee chairs willing to serve on the board. The terms of office of the appointed directors ~~Directors~~ shall be one year and shall expire at the conclusion of the next Annual Meeting.

Section 2: Qualifications. Only voting members of the LVWT are eligible to hold elected or appointed office in the organization.

Section 3: Vacancies: Any vacancy occurring in the Board of Directors by reason of the resignation, death, or disqualification of an officer or elected director ~~member~~ may be filled, until the next Annual Meeting, by a majority vote of the remaining members of the board ~~Board of Directors~~. Priority shall be given to a standing committee chair willing to serve on the board. Three consecutive absences of a board member from a board ~~Board~~ meeting ~~of any member~~ without a valid reason is shall be deemed a resignation by that member.

Section 4: Powers and Duties: The Board of Directors shall:

a) Have ~~have~~ full charge of the property and business of the organization, with full power and authority to manage and conduct same, subject to instruction of the general membership. ~~It shall~~

b) Plan ~~plan~~ and direct the work necessary to carry out the program as adopted by the national convention, the state convention and the annual meeting. ~~The Board shall~~

c) Create ~~create~~, dissolve, appoint, and assign duties to as many committees as it deems necessary to conduct the affairs of the LWVT ~~League~~.

Section 5: Meetings.

a) The ~~There shall be at least nine regular meetings of the Board of Directors~~ shall hold at least nine regular board meetings annually. The President ~~president~~ may call special meetings of the board ~~Board~~ and shall call a special meeting upon the written request of five board members ~~of the Board~~. The President shall formally call a meeting, by electronic or non-electronic means, by

notifying each member of the board, providing the agenda, and the meeting date and start time.

b) Meetings may be held in person or by electronic means including telephonic conferencing and video conferencing. Telephonic and video conferencing meetings shall be called, noticed, and conducted in the same manner as in person meetings.

c) An action of the board taken at a meeting attended by a quorum of the board may not be invalidated because of the failure of a board member to receive a properly sent notice or because of an irregularity in the notice received.

Section 6: Quorum. A majority of ~~the~~ members of the Board of Directors shall constitute a quorum.

Section 7: Voting. The Board of Directors may obtain a vote of its members at a meeting or by agreement obtained by electronic or non-electronic means ~~if, provided~~ all members have access through one or more of the means by which the vote is obtained ~~and a waiver of meeting is filed by two-thirds majority of the Board.~~

ARTICLE VI FINANCIAL ADMINISTRATION:

Section 1: Fiscal Year. The fiscal year of the LWVT commences ~~League of Women Voters of Tallahassee shall commence~~ on the first day of May each year.

Section 2: Dues. Annual dues for members ~~are shall be~~ payable May 1. Dues paid by new members joining between January 2 and April 30 shall be credited to the next fiscal year. The amount of annual dues shall be determined each year at the Annual Meeting. Any member who fails to pay dues within three months after they become payable shall be dropped from the membership rolls. When two or more members reside at the same address in a common household, they ~~may shall~~ pay the full amount for the first member and one-half of the determined dues for each other member. Students enrolled either full or part-time in an accredited institution may join the local league as voting members and ~~may opt to shall~~ pay dues of one-half the individual voting member rate.

Section 3: Budget: A budget for the ensuing year shall be submitted by the Board of Directors to the Annual Meeting for adoption. The budget ~~must shall~~ include support for the work of the League as a whole.

Section 4: Budget Committee: A Budget Committee shall be appointed by the Board of Directors ~~board~~ at least two months before ~~prior to~~ the Annual Meeting to prepare a budget for the ensuing year. The proposed budget shall be published in the LWVT newsletter ~~Voter~~ one

month before the Annual Meeting. The Treasurer shall be, ex-officio, a member of the Budget Committee, but may not ~~shall not be eligible to~~ serve as chair of the committee.

Section 5: Auditing. The financial records of the LWVT must ~~League of Women Voters of Tallahassee shall~~ be audited every year by a committee appointed by the President and approved by the Board of Directors.

ARTICLE VII MEETINGS

Section 1: Membership Meetings. The LWVT shall hold at least 4 meetings ~~There shall be at least four meetings~~ of the membership each year. Time and place shall be determined by the Board of Directors.

Section 2: Annual Meeting: An Annual Meeting of the membership shall be held before April 30, the end of the fiscal year, the exact date to be determined by the Board of Directors ~~board~~. At the Annual Meeting, the membership shall: (a) adopt a local Program and Positions for the ensuing year, (b) elect officers and directors, (c) adopt an adequate budget, and (d) transact such other business as may properly come before it.

Section 3: Quorum. Ten voting members, other than the Board of Directors, shall constitute a quorum at all meetings of the LWVT ~~League of Women Voters of Tallahassee~~.

ARTICLE VIII NOMINATIONS AND ELECTIONS

Section 1: Nominating Committee. ~~A~~ ~~The~~ Nominating Committee shall be appointed by the Board of Directors by November of each year and shall consist of three to five members, at least two of whom shall be board members. The committee ~~Nominating Committee~~ shall receive nominations for officers and directors from any voting member. The period of time for submitting suggested nominees to the committee ~~Nominating Committee~~ shall be announced in the LWVT January newsletter ~~Voter~~. The announcement must ~~shall~~ include the names of the members of the committee ~~Nominating Committee~~ and their contact information. Persons suggesting a nominee must ~~nominees~~ secure the willingness of the suggested nominee ~~their suggested nominees~~ to serve.

Section 2: Report of Nominating Committee and Nominations from the Floor. The Nominating Committee report of its slate of officers and board members must ~~shall~~ be published in the LWVT March newsletter ~~Voter~~. The report of the committee ~~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 if ~~provided~~ the consent of the nominee has been secured.

Section 3: Election. The election shall be by acclamation if there are no contested positions. If there are multiple candidates for a position, the vote shall be conducted by a show of hands. A majority vote of those members in attendance shall constitute an election.

ARTICLE IX ABSENTEE OR PROXY VOTING

~~There shall be no~~ Absentee or proxy voting is not permitted.

ARTICLE X PROGRAM

Section 1: Authorization. The governmental principles adopted by the National Convention, and supported by the League as a whole, constitute ~~the~~ authorization for the adoption of Program.

Section 2: Program. The Program of the LWVT ~~League of Women Voters of Tallahassee~~ shall consist of those local governmental issues chosen for concerted study and action.

~~Section 3: Member Action. Members may act in the name of the League of Women Voters only when authorized to do so by the proper Board of Directors.~~

Section ~~3~~ 4: Proposed Program.

(a) A call for local program proposals shall be published in the LWVT newsletter ~~League of Women Voters of Tallahassee Voter~~ at least three months before ~~prior to~~ the Annual Meeting.

(b) The Board of Directors shall consider the recommendations and ~~shall~~ formulate a proposed program, which shall be submitted to the members in the LWVT newsletter ~~League of Women Voters of Tallahassee Voter~~ at least one month before ~~prior to~~ the Annual Meeting.

(c) A majority vote ~~is shall be~~ required for the adoption of the program proposed by the Board of Directors.

Section 5: Program Amendments. ~~If Changes in the program, in case a need arises for an~~ emergency adoption arises, a change ~~adoptions,~~ may be made ~~if provided that:~~

(a) Two-thirds ~~two-thirds~~ of the Board of Directors votes ~~board has voted~~ in favor of the program change; and

(b) Information (majority and minority opinions of the Board of Directors) concerning proposed changes, has been sent to all members at least two weeks before ~~prior to~~ a general membership meeting at which the changes are to be discussed and brought to a vote.

ARTICLE XI NATIONAL CONVENTION, STATE CONVENTION, AND STATE COUNCIL

Section 1: National Convention. The Board of Directors, meeting before the date on which the names of delegates must be sent to the national office of the LWVUS, shall select delegates to the National ~~that~~ Convention in the number allotted the LWVT, under the provisions of the Bylaws of the LWVUS.

Section 2: State Convention. The Board of Directors, meeting before the date on which the names of delegates must be sent to the state office of the LWVFL, shall select delegates to the State ~~that~~ Convention in the number allotted the LWVT, under the provisions of the Bylaws of the LWVFL ~~League of Women Voters of Florida~~.

Section 3: State Council. The Board of Directors, meeting before the date on which the names of delegates must be sent to the state office of the LWVFL, shall select delegates to the State ~~that~~ Council up to ~~in~~ the number allotted the LWVT, under the provisions of the Bylaws of the LWVFL ~~League of Women Voters of Florida~~.

~~Section 1: Parliamentary Authority.~~ The rules contained in the most recent revision of Robert's Rules of Order ~~Roberts Rules of Order, Revised~~ shall govern the organization in all cases to which they are applicable and not in conflict with these ~~in which they are consistent with the~~ Bylaws.

ARTICLE XIII BYLAWS

~~Section 1: Amendments.~~ These Bylaws may be amended by a two-thirds vote of the members present at the Annual Meeting if, provided the amendments were submitted to the membership in the LWVT newsletter at ~~Vote~~ as least one month before that ~~in advance of the~~ meeting.

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