

LEAGUE OF WOMEN VOTERS OF LA PORTE COUNTY
BYLAWS

ARTICLE I

NAME AND OFFICE

Sec. 1. Name. The name of this organization shall be League of Women Voters of LaPorte County (LWVLC).

Sec. 2. Principal Office. The principal office of the League of Women Voters of LaPorte County shall be in the city in which the president resides or such other place as the board of directors shall determine.

ARTICLE II

PURPOSE AND POLICY

Sec. 1. Purpose. The purpose of the League of Women Voters of LaPorte County is to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Sec. 2. Political Policy. The League shall not support or oppose any political party or any candidate.

ARTICLE III

MEMBERSHIP

Sec. 1. Eligibility. Any person who subscribes to the purpose of and policy of the League shall be eligible for membership.

Sec. 2. Types of Membership.

- a) ***Voting Members.*** Citizens or non-citizens at least 16 years of age who join the League shall be voting members of local Leagues, state Leagues, and of the LWVUS; (1) individuals who live within an area of a local League may join that League or any other local League; (2) those who reside outside the area of any local League may join a local League or shall be state members-at-large; (3) those who have been members of the League for 50 years or more shall be life members excused from the payment of dues.
- b) ***Associate Members.*** All others who join the League shall be associate members.

ARTICLE IV

OFFICERS

Sec. 1. Election, qualifications and terms. The officers of the LWVLC shall be president, a first vice president, a second vice president, a secretary and a treasurer who shall be elected for terms of two (2) years by the annual meeting. All officers shall take office immediately following the annual meeting. The president, first vice president, secretary and two (2) directors shall be elected in the even numbered years. The second vice president, the treasurer and two (2) directors shall be elected in odd numbered years. Board appointments shall serve one (1) year terms.

Sec. 2. President. The president shall have such powers of supervision and management as customarily pertain to the office; shall preside at all meetings of the organization and the board or designate another person to do so; shall appoint members to the budget committee; shall be, ex officio, a member of all committees except the nominating committee; may sign or endorse checks, drafts and notes in the absence of the treasurer; and shall perform such other duties as the board may direct. In the event of the absence, disability, resignation or death of the president, the first vice president shall assume the office. If the first vice president is not able to serve as president, the second vice president shall assume the office. If the vice presidents are unable to serve as president, the board shall fill the vacancy from among the *elected* directors. The League may, at its option, elect two co-presidents to fill the office of president.

Sec. 3. Vice Presidents. The vice presidents shall perform such duties as the president and board shall direct.

Sec. 4. Secretary. The secretary shall keep minutes of the meetings of the membership and of the board. The secretary shall notify all officers and directors of their election and shall sign with the president all contracts and other instruments when so authorized by the board and shall perform such duties as the president and board shall direct

Sec. 5. Treasurer. The treasurer shall perform such duties as customarily pertain to the office: arrange for an annual audit of the books; and, at the direction of the board, maintain deposits in authorized financial institutions.

ARTICLE V

BOARD OF DIRECTORS

Sec. 1. Selection, qualification and term. The Board of directors shall consist of the officers of the LWVLC, four (4) directors elected by the annual meeting and not more than four (4) directors appointed by the elected members of the board. All directors shall be voting members of the LWVLC. They shall serve until the close of the first annual meeting or until their successors have been elected or appointed and qualified. Vacancies other than the presidency may be filled by vote of the remaining members of the board.

Sec. 2. Powers. The board shall manage and supervise the business, affairs and activities of the LWVLC subject to the instructions of the annual meeting. It shall select observers to the state convention and council and to national convention. It shall have the power to perform such other duties as are specified in these bylaws.

Sec. 3. Executive Committee. The board may appoint an executive committee consisting of the officers of the board. The executive committee shall exercise such power and authority as may be delegated to it by the board and shall report to the board on all actions taken by it between regular meetings of the board.

Sec. 4. Meetings.

- a. At least nine (9) regular meetings of the board shall be held annually. The president may call special meetings and shall call a special meeting upon the

written request of three (3) members of the board. More than three (3) unexcused consecutive absences from regular board meetings shall constitute a resignation.

- b. Although most board meetings will take place in person, regular and special meetings may be held by electronic means (such as telephone conferencing, video conferencing and email). All board members shall have access to the electronic media used.

Procedural requirements for an email meeting:

- 1) the president shall formally call a meeting, giving the agenda and stating a beginning and ending time long enough to allow all members to participate;
- 2) board members' responses to this call would establish a quorum;
- 3) all motions, debate and votes are sent only to the president, who forwards them to all members in the order received;
- 4) seconds are not required for motions;
- 5) the time allowed for discussion and voting on a motion shall be specified by the president, who shall send out reminder alerts as the vote closing time nears; and
- 6) the meeting shall end at the specified time unless formally extended.

Because board members must be permitted sufficient discussion time, email meetings can potentially last much longer than usual, perhaps a week or more.

Sec. 5. Parliamentary Authority. The rules contained in the current edition of the Robert's Rules of Order Newly Revised shall govern the organization in all cases to which they are applicable and not inconsistent with these bylaws.

Sec. 6. Quorum. A majority of the members of the board of the LWVLC shall constitute a quorum.

ARTICLE VI MEETINGS

Sec. 1. General Membership Meetings. There shall be a minimum of five (5) meetings of the membership each year. The time and place shall be determined by the board. The board may call a special general membership meeting and shall call such a meeting upon the written request of 25 percent of the voting members.

Sec. 2. Annual Meeting. An annual meeting shall be held between May 1 and June 7, the exact date to be determined by the board. The annual meeting shall adopt a program for the ensuing year; elect officers and directors, the chair and two (2) members of the nominating committee; adopt a budget; and transact such other business as may properly come before it. Absentee or proxy voting shall not be permitted.

Sec. 3. Quorum. Twenty (20) percent of the voting members shall constitute a quorum at all meetings of the LWVLC.

Sec. 4. Parliamentary Authority. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the organization in all cases to which they are applicable and not inconsistent with these bylaws.

ARTICLE VII

NOMINATIONS AND ELECTIONS

Sec. 1. Nominating Committee. The nominating committee shall consist of five (5) members. The chair and two (2) members, who shall not be members of the board, shall be elected by the annual meeting. Immediately after the annual meeting, the board shall appoint two (2) of its members to the committee. Vacancies shall be filled by appointment of the board.

Sec. 2. Report of Nominating Committee. The report of the nominating committee containing its nominations for officers and directors and the chair and two (2) members of the next nominating committee, shall be sent to the members one month before the annual meeting. The report of the nominating committee shall be presented to the annual meeting. Nominations may be made from the floor immediately thereafter provided the consent of the nominee has been obtained.

Sec. 3. Election. Election shall be by ballot except that if there is only one nominee for an office it shall be by voice vote. A majority shall constitute an election.

ARTICLE VIII

PRINCIPLES AND PROGRAMS

Sec. 1. Principles. The principles are concepts of government adopted by the national convention and supported by the League as a whole. They are the authorization for the adoption of national, state and local program.

Sec. 2. Program. The program of the LWVLC shall consist of action to implement the Principles and those local governmental issues chosen by the annual meeting for concerted study and action as follows:

- a. Voting members may make recommendations to the board at least two months before the annual meeting.
- b. The board shall consider these recommendations and formulate a proposed program which shall be sent to the members at least one month before the annual meeting.
- c. The annual meeting shall adopt a program by a majority vote. Program recommendations submitted to the board at least two months before the convention but not proposed by the board may be considered by the annual meeting provided that the annual meeting shall order consideration by a majority vote and the annual meeting shall adopt the item by a majority vote.

Sec. 3. Changes in Program. Changes in the program, in the case of altered conditions, may be made provided that information concerning the proposed change has been sent to all members at least two weeks before a general membership meeting at which the changes are to be discussed and that final action by the membership is taken at a

succeeding meeting.

Sec. 4. Program Action. Members may act in the name of the LWVLC only when authorized to do so by the appropriate board. They may act only in conformity with, and not contrary to, a position taken by the LWVLC and the LWVIN and LWVUS.

ARTICLE IX

FINANCIAL ADMINISTRATION

Sec. 1. Fiscal Year. The fiscal year of the LWVLC shall be from July 1 to June 30 of each year.

Sec. 2. Dues. Annual dues shall be payable June 1. Any member who fails to pay dues within three months after they become payable shall be dropped from the membership rolls. New members will be prorated monthly.

Sec. 3. Budget Committee. The budget shall be prepared by a committee which shall be appointed for that purpose at least 3 months before the annual meeting. The treasurer shall be, ex officio, a member of the budget committee but shall not be eligible to serve as chair. The proposed budget for the next fiscal year shall be sent to all members one month before the annual meeting.

Sec. 4. Distribution of funds on dissolution. In the event of the dissolution of the LWVLC, all money and securities which may at the time be owned by or under the control of the LWVLC shall be paid to the LWVIN after the state and national per member payments and other obligations have been met. All other property of whatsoever nature whether real, personal, or mixed which may at the time be owned or under the control of the LWVLC shall be disposed of to such persons, organizations, or corporation for such public, charitable or educational use and purpose as the board in its discretion may designate.

ARTICLE X

AMENDMENTS

These bylaws may be amended by a two-thirds vote of the voting members at the annual meeting provided that the proposed amendments were submitted to the membership in writing at least one month in advance of the meeting.

Revised 6/1/95

Revised 5/17/07

Tentative Revisions for 2016 approved by board, presented to membership 9/21/2016

Accepted at Annual Meeting 6/3/2017

Tentative Revision for 2017 approved by board, presented to membership

Amendments from 5/17/07 to the Bylaws that were approved on 6/1/1995

Article III Membership Sec 2 a. Voting Members. Amend as follows:

Citizens at least 18 years of age ~~residing within the United States, a territory or an associated commonwealth,~~ who join the League shall be voting members of local Leagues, ~~and state Leagues of their place of residence and of the League of Women Voters of the United States;~~ (1) those who reside outside the area of any local League shall be state members-at-large; (2) those who have been members of the League for 50 years or more shall be life members excused from the payment of dues.

Article V Board of Directors Sec 4 Meetings. Amend by adding after the first paragraph:

Although most board meetings will take place in person, regular and special meetings may be held by electronic means (such as telephone conferencing, video conferencing and email). All board members shall have access to the electronic media used.

Procedural requirements for an email meeting:

(1) the president shall formally call a meeting, giving the agenda and stating a beginning and ending time long enough to allow all members to participate.

(2) board members' responses to this call would establish a quorum.

(3) all motions, debate and votes are sent only to the president, who forwards them to all members in the order received.

(4) seconds are not be required for motions.

(5) the time allowed for discussion and voting on a motion shall be specified by the president, who shall send out reminder alerts as the vote closing time nears

(6) the meeting shall end at the specified time unless formally extended.

Because board members must be permitted sufficient discussion time, email meetings can potentially last much longer than usual, perhaps a week or more.

Amendments accepted 5/17/2007

Amendments to previous minutes that were approved 5/17/2007

Tentative Revisions for 2016 approved by board, presented to membership 9/21/2016

Accepted at annual meeting 6/3/2017

Article III Membership, Sec 2a. Voting Members

~~Citizens at least 18 years of age~~ Citizens or non-citizens at least 16 years of age who join the League shall be voting members of local Leagues, state Leagues, and of the LWVUS;

Article IX Financial Administration Sec 2 Dues

New members will be prorated monthly~~after 6 months~~.

Amendments accepted 6/3/2017

Amend bylaws for LWVLC to operate as a 501(c) (3)

Suspend; Article VIII, Sec.2 B

Resolution: LWVLC Board approved May 7, 2018 for the membership to vote on

The membership of the League of Women Voters of LaPorte County, approves the conversion of the LWVLC to a 501(c)(3) non-profit organization. LWVLC bylaws will be amended to facilitate conversion. The surviving single-entity 501(c)(3) organization will be known as the League of Women Voters of LaPorte County.

Bylaws Amendments: LWVLC Board approved May 7, 2018 for membership to vote on

Add:

ARTICLE XI

PURPOSES AND POLICY

The purposes of the LWV of LaPorte County are to promote political responsibility through informed and active participation in government and to act on selected governmental issues. This organization is organized and operated exclusively for charitable purposes under Section 501(c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. Notwithstanding any other provision of these Bylaws, the organization shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal Income Tax under such provisions of the Internal Revenue Code. No substantial part of the activities of the corporation shall be attempting to influence legislation.

Amend deletion of Article IX Sec. 4 and replace with the following:

ARTICLE IX

FINANCIAL ADMINISTRATION

Sec. 4. Distribution of funds on dissolution. In the event of the merger or dissolution of this organization for any reason, all money and securities or other property of whatsoever nature which at the time be owned or under the absolute control of the organization shall be distributed at the discretion of the board, or such other persons as shall be charged by law with the liquidation or winding up of the organization and its affairs, to any member organization of the League of Women Voters national organization which is exempt under Section 501(c) (3) of the Internal Revenue Code or the corresponding section of any future federal tax code; or if none of these organizations are then in existence or exempt under those tax provisions, then, at the discretion of the board, to another organization which is organized and operated exclusively for charitable and educational purposes and which has established its tax-exempt status under such designated tax provisions.

Accepted at Annual Meeting May 19, 2018