

LEAGUE OF WOMEN VOTERS OF THE MORRISTOWN AREA

BYLAWS

Revised May 1996, June 2013, June 2014, June 2015 and September 2016

ARTICLE I: Name

1.1 Name: The name of this organization shall be the League of Women Voters of the Morristown Area (LWVMA). This local League is an integral part of the League of Women Voters of the United States (LWVUS) and the League of Women Voters of New Jersey (LWVNJ).

ARTICLE II: Purpose and Policy

2.1 Purpose: The purpose of the LWVMA shall be to promote political responsibility through informed and active participation of citizens in government and to act on selected government issues.

2.2 Policy: The LWVMA may take action on local governmental measures and policies in the public interest and in conformity with the Principles of the LWVUS and of the LWVNJ. It shall not support or oppose any political party or any candidate.

ARTICLE III: Membership

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

3.2 Composition: The LWVMA shall be composed of members living in the Morristown Area.

3.3 Types of Membership:

A. Persons at least 16 years of age who join the League shall be voting members of the 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 make a lump-sum life membership payment to the LWVUS shall be paid life members and those who have been members of the League for 50 years or more shall be honorary life members excused from the payment of dues to all levels of League.

B. All others who join the League shall be associate members. Associate members are not voting members.

ARTICLE IV: Board of Directors

4.1 *Number, Manner of Selection and Term of Office:* The Board of Directors shall consist of the officers of the League, not more than six elected directors, and not more than six appointed directors. One half the total serving elected directors shall be elected by the general membership at each Annual Meeting and shall serve for a term of two years or until their successors have been elected and qualified. The elected Board members shall appoint such additional directors, not exceeding six, as they deem necessary to carry on the work of the League. The term of office of the appointed directors shall be one year and shall expire at the conclusion of the next Annual Meeting.

4.2 *Qualifications:* Only voting members of the LWVMA shall be elected or appointed or shall continue to serve as an officer or director of the organization.

4.3 *Vacancies:* Any vacancy occurring on the Board of Directors by reason of resignation, death, or disqualification of any officer or Board member may be filled, until the next Annual Meeting, by a majority vote of the remaining members of the Board of Directors. If such an appointment is made in the first year of a two-year term, the Nominating Committee shall, at the next Annual Meeting, include on the slate of officers and directors the name of a candidate to fill out the one-year unexpired portion of the term. Three consecutive absences from a Board meeting of any member without a valid reason shall be deemed a resignation.

4.4 *Powers and Duties:* The Board of Directors shall have full charge of the property and business of the organization, with full power and authority to manage and conduct same, subject to the instructions of the general membership and the direction of the LWVUS and the LWVNJ. It shall plan, direct, and finance the work necessary to carry out the program as adopted by the National Convention, the State Convention, and the Annual Meeting. The Board shall create and designate such special committees as it may deem necessary.

4.5 *Meetings:* There shall be at least nine regular meetings of the Board of Directors annually. The President may call special meetings of the Board of Directors and shall call special meetings upon the written request of five Board members.

4.6 *Quorum:* Six members of the Board of Directors or one half on the total number plus one shall constitute a quorum.

ARTICLE V: Officers

5.1 *Enumeration and Election of Officers:* The officers of the LWVMA shall be a President or Co-Presidents, a First Vice President, a Second Vice President, a Secretary, and a Treasurer who shall be elected for terms of two years by the general membership at the Annual Meeting and take office immediately. The President, or Co-Presidents, Second Vice President and Treasurer shall be elected in odd-numbered years. The First Vice President and Secretary shall be elected in even-numbered years.

5.2 *The President:* The President or Co-Presidents shall preside at all meetings of the organization and of the Board of Directors. The President or Co-Presidents may, in the absence

or disability of the Treasurer, sign or endorse checks, drafts, and notes. The President or Co-Presidents shall be ex officio members of all committees except the Nominating Committee. The President or Co-Presidents shall have such 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. The President or Co-Presidents shall review official correspondence.

5.3 The Vice President(s): In the event of the resignation, absence, disability, or death of the President, the two Vice Presidents shall, in order of their rank, possess all the powers and perform all the duties of the office of the President until such time as the Board of Directors shall elect one of its members to fill the vacancy. The Vice President shall perform other duties as directed by the President and the Board of Directors.

5.4 The Secretary: The Secretary shall keep minutes of all meetings of the Board of Directors, give notice of the time and place of Board meetings, and perform such other duties as may be designated by the Board.

5.5 The Treasurer: The Treasurer shall collect and receive all monies due. The Treasurer shall be the custodian of these monies, and shall deposit them in a bank designated by the Board of Directors, shall disburse the same only upon the order of the Board, shall present monthly statements to the Board at their regular meetings, and an annual report at the Annual Meeting.

ARTICLE VI: Financial Administration

6.1 Fiscal Year: The fiscal year of the LWVMA shall commence on the first day of July of each year.

6.2 Dues: Annual dues shall be payable July 1. Any member who fails to pay dues within three months after they become payable shall be dropped from the membership rolls. The amount of annual dues must be approved by the membership at the Annual Meeting. The membership year and fiscal year for this League shall be the same. Members who join this League after January 1st shall be considered members through June 30th of the current year.

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

6.4 Budget Committee: The Board of Directors shall appoint a Budget Committee at least two months before the Annual Meeting. The Treasurer shall not be eligible to serve as chair of the Budget Committee, but the Treasurer and the Chair of the Finance Committee shall assist in the preparation of the budget.

6.5 Use of Monies: All League monies shall be devoted exclusively to League activities, organization and education.

6.6 National and State Per Member Payment: The LWVMA shall make a national Per Member Payment (PMP) in the amount to be determined by the LWVUS and a (PMP) to the state League to be determined by the LWVNJ.

6.7 Distribution of Funds on Dissolution: In the event of the dissolution of the LWVMA for any cause, all monies and securities which at the time are owned by or under the absolute control of the LWVMA shall be paid to the LWVNJ. All other property of whatsoever nature whether real, personal or mixed which may at the time be owned by or under the control of the LWVMA, shall be disposed of to such person, organization, or corporation for such public, charitable or educational uses and purposes as maybe designated by the then Board of Directors of the LWVMA.

ARTICLE VII: Meetings

7.1 Membership Meetings: There shall be at least three meetings of the membership each year. Time and place shall be determined by the Board of Directors.

7.2 Annual Meeting: The Annual Meeting of the League of Women Voters of the Morristown Area shall be held between April 15 and June 15, the exact date to be determined by the Board of Directors. The Annual Meeting shall:

- A. approve minutes of the previous Annual Meeting.
- B. adopt a local program for the coming year.
- C. elect officers, directors, and members of the Nominating Committee.
- D. adopt a budget that will support the program of the LVWMA.
- E. transact such other business as may properly come before it.

Written notice of the Annual Meeting shall be mailed or distributed by the Board of Directors to all members at least two weeks before the date of the meeting and shall include the following:

- A. minutes of the previous Annual Meeting.
- B. proposed local programs.
- C. proposed bylaws changes, if any.
- D. annual reports as directed by the Board.
- E. Nominating Committee report.

Twenty percent (20%) of the then-current membership shall constitute a quorum at all Annual Meetings.

ARTICLE VIII: Nominations and Elections

8.1 Nominating Committee: The Nominating Committee shall consist of three members who shall be elected at the Annual Meeting; one shall be a board member, preferably the Membership Director and two additional persons not Board members. The term of office shall be one year. Vacancies shall be filled by appointment by the Board. This change shall take place with the 2016 Annual Meeting election.

8.2 *Report of Nominating Committee and Nominations from the floor:* The report of the Nominating Committee of its nominations for officers, directors, and members of the succeeding Nominating Committee shall be presented to the Board and sent to all members at least two weeks before the Annual Meeting. When this report is presented at the Annual Meeting, nominations may be made from the floor by any voting member, provided that the consent of the nominee shall have been secured.

8.3 *Elections:* Election shall be by ballot. When there is a single slate and no nominations from the floor, the Secretary may be instructed to cast a single ballot for the slate. A majority vote of those qualified to vote and voting shall constitute an election. Absentee proxy voting shall not be permitted.

ARTICLE IX: Program

9.1 *Authorization:* The Principles adopted by the National Convention of the LWVUS and supported by the League as a whole shall constitute the authorization for adoption of the Local Program of the LWVMA.

9.2 *Program:* The program of the LWVMA shall consist of:

- A. action to implement the principles of the LWVUS.
- B. action to implement the principles of the LWNJ.
- C. those local governmental issues chosen for concerted study and action.

9.3 *Local Program Selection:* The membership, at its Annual Meeting, shall select the program for the following year using the following procedures:

- A. the Board of Directors shall consider any recommendations for local programs submitted by the membership at least two months before the Annual Meeting.
- B. the proposed program shall be sent to all members at least two weeks before the Annual Meeting.
- C. a majority vote of the voting members present and voting shall be required for adoption of the proposed program as presented to the Annual Meeting by the Board of Directors.
- D. recommendations for program items submitted by voting members at least two months prior to the Annual Meeting, but not recommended by the Board of Directors may be considered at the Annual Meeting provided that: (1) the membership at the Annual Meeting, by a majority vote of those voting members present and voting, shall approve consideration of the item, and (2) by a majority vote of those voting members present and voting, the proposed program item shall be adopted.
- E. changes in the program necessitated by altered condition may be considered provided that: (1) approval is received from the Board of Directors, (2) information concerning proposed changes has been sent to all members at least two weeks prior to a general meeting at which the proposed change is to be considered, and (3) the proposed program change is approved by a majority vote of those voting members present and voting.

9.4 Program Action: Members may act in the name of the LWMVA only when authorized to do so by the Board of Directors of the LWMVA. They may act only in conformity with, and not contrary to, a position taken by the LWMVA, the LWMNJ and the LWMUS.

ARTICLE X: National, State and County Conventions

10.1 National Conventions: The Board of Directors shall select delegates to the Convention of the LWMUS as provided by the LWMUS.

10.2 State Convention and/or Council: The Board of Directors shall select delegates to the Convention and/or Council of the LWMNJ as provided by the LWMNJ.

ARTICLE XI: Parliamentary Authority

11.1 Parliamentary Authority: the rules contained in the most recent edition of *Roberts' Rules of Order* shall govern the organization in all cases to which they are applicable and when they are not inconsistent with these bylaws.

ARTICLE XII: Amendments

12.1 Amendments: These bylaws may be amended by a two-thirds vote of the members present and voting at the Annual Meeting, provided the amendments were submitted to the membership in writing at least two weeks in advance of the meeting.

Bylaws Amendments per LWVUS Sept. 2016

Current wording:

3.3 *Types of Membership:*

A. Citizens of the United States at least 18 years of age who join the League shall be voting members of the 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 make a lump-sum life membership payment to the LWVUS shall be paid life members and those who have been members of the League for 50 years or more shall be honorary life members excused from the payment of dues to all levels of League.

B. All others who join the League shall be associate members. Associate members are not voting members.

Revised wording:

3.3 *Types of Membership:*

A. Persons at least 16 years of age who join the League shall be voting members of the 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 make a lump-sum life membership payment to the LWVUS shall be paid life members and those who have been members of the League for 50 years or more shall be honorary life members excused from the payment of dues to all levels of League.

B. All others who join the League shall be associate members. Associate members are not voting members.