

# **LEAGUE OF WOMEN VOTERS LAKE MICHIGAN REGION BYLAWS**

## **Formerly Lake Michigan League of Women Voters, Formerly Lake Michigan InterLeague Organization**

*Note: These Bylaws were developed under the guidelines of the League of Women Voters of the U.S.; approved by the state LWV Boards of Illinois, Indiana, Michigan, and Wisconsin; and originally adopted October 16, 2004. Revisions adopted October 6, 2007, October 11, 2008, October 3, 2009, September 29, 2012, October 4, 2014, October 15, 2016. Name changed according to acceptance by LWVUS March, 2009. Name changed once more to conform with national guidelines, accepted April 10, 2015 by LWVUS. Revisions adopted November 9, 2017.*

### **ARTICLE I – NAME**

**Name.** The name of this organization shall be the League of Women Voters Lake Michigan Region, hereinafter referred to as **LWVLMR**. This Lake Michigan InterLeague Organization (ILO) is an integral part of the League of Women Voters of the United States, hereinafter referred to as LWVUS.

### **ARTICLE II – PURPOSES AND POLICY**

Section 1. **Purposes.** The purposes of the **LWVLMR** are to promote political responsibility through informed and active participation of citizens in government and to act on selected governmental issues affecting the Lake Michigan watershed.

Section 2. **Policy.** The **LWVLMR** shall not support or oppose any political party or candidate.

### **ARTICLE III – MEMBERSHIP**

Section 1. The four state Leagues within the Lake Michigan watershed--Illinois, Indiana, Michigan and Wisconsin—shall be members of the **LWVLMR**.

Section 2. Local Leagues within Illinois, Indiana, Michigan and Wisconsin may elect to become dues-paying members of the **LWVLMR**.

Section 3. All members of dues-paying local member leagues are individual members of **LWVLMR**.

### **ARTICLE IV – OFFICERS**

Section 1. **Election, Qualifications and Term.** The officers of the **LWVLMR** shall be president/co-presidents, a vice-president, a secretary, and a treasurer. All officers shall be members of **LWVLMR**. The president and vice-president shall be elected by the annual meeting in even numbered years to hold office for two (2) years or until their successors have been elected and qualified. The treasurer and secretary shall be elected at the annual meeting in odd numbered years to hold office for two (2) years or until their successors

have been elected and qualified. No person shall be elected to more than two successive terms of two years in the same position.

Section 2. **The President.** Hereinafter “president” shall be understood to refer to “president or co-presidents.” The president shall preside at all meetings of the organization and board of directors. The president shall be, ex officio, a member of all committees except the nominating committee. The president shall have such usual powers of supervision and management as may pertain to the office, may sign or endorse checks, drafts, and notes in the absence of the treasurer, and perform such other duties as may be designated by the board. In the case of co-presidents, the division of duties shall be determined by them.

**Section 3. Past-President.** The immediate past president may serve as an officer for a term of 2 years. The purpose of this position is to provide guidance and continuity to the board as called upon by the president.

Section 4. **The Vice President.** The vice president shall preside in the absence of the president. The vice president shall perform such other duties as directed by the board.

Section 5. **The Treasurer.** The treasurer or an alternate, to be appointed by the board of directors, shall collect and receive all monies due. The treasurer shall be the custodian of these monies, shall deposit them in a bank and disburse the same upon order of the board. The treasurer shall present statements to the board at its regular meetings and a report at the annual **LWVLMR** meeting.

Section 6. **The Secretary.** The secretary shall keep minutes of the annual meeting and meetings of the board of directors. The secretary shall perform such other duties as directed by the board.

## **ARTICLE V – BOARD OF DIRECTORS**

Section 1. **Manner of Selection and Term of Office.** The Board of Directors, hereinafter referred to as the board, shall consist of the officers of **LWVLMR**, and four representatives appointed by each of the state boards of Illinois, Indiana, Michigan and Wisconsin. The term of representatives shall be two years without term limits.

Section 2. **Qualification.** Each member of the board must be a voting member of the **LWVLMR**.

Section 3. **Vacancies.** Any vacancy of a state representative position should be filled by the appropriate state League board.

Section 4. **Powers.** The board shall manage and supervise the business, affairs, and activities of the **LWVLMR** subject to the instructions of the annual meeting. It shall select delegates to member state conventions and councils and to national conventions and national councils. It shall accept responsibility for such other matters as the national or state boards may from time to time assign to it. It shall have the power to create such

special committees as it deems necessary and shall perform such other duties as are specified in these bylaws.

Section 5. **Quorum.** A quorum shall consist of a simple majority of members of the board and include at least one representative from each of the four (4) member state Leagues. Any one or more members of the board may participate by means of electronic communications, including conference telephone, allowing all persons participating in the meeting to communicate with each other at the same time. Participation by such means shall constitute presence in person at a meeting.

Section 6. **Meetings.** There shall be at least four (4) regular meetings of the board annually. Members of the board shall be notified of all regular meetings at least one (1) month previous to such meeting. The president may call special meetings and shall call a special meeting upon the written request of four (4) members of the board.

Section 7. **Attendance.** An officer or director who misses two consecutive meetings may be asked to resign.

## **ARTICLE VI - ANNUAL MEETING**

Section 1. **Date.** The date of the annual meeting shall be determined by the **LWVLMR** board.

Section 2. **Place.** The location of each annual meeting shall be determined by the **LWVLMR** board. The place shall rotate around the four states.

Section 3. **Composition.** The annual meeting shall be composed of the following voting delegates:

- a) One delegate from each member League that is current in its dues payment. Any League may designate a member of another League to serve as its proxy.
- b) Members of the board.

Section 4. **Qualification and Voting.** Each delegate shall be a member and shall be entitled to one vote.

Section 5. **Powers.** The annual meeting shall consider and authorize a program for study and action, shall elect officers, shall adopt a budget for the ensuing year, and shall transact such other business as may properly come before it.

Section 6. **Quorum.** At least one League from each member state and at least one- fifth (1/5) of the member local Leagues must be present at the annual meeting. A quorum shall consist of the majority of the voting delegates registered at the annual meeting.

## **ARTICLE VII – NOMINATIONS AND ELECTIONS**

Section 1. **Nominating Committee.** The nominating committee shall consist of at least

five (5) members: one (1) non-board-member chairperson, two (2) appointed by the board, and two (2) elected at the annual meeting. There shall be a member from each of the four (4) states. The chair shall not be a member of the board, and shall be elected at the annual meeting. The nominations of the chair shall be made by the current nominating committee. Vacancies shall be filled by the board.

Section 2. **Suggestions for Nominations.** At least five (5) months prior to the annual meeting, the chair of the nominating committee shall request suggestions for nominations for offices to be filled. The request will be made to the president of each member League. Suggestions shall be sent to the chair of the nominating committee at least three (3) months before the annual meeting.

Section 3. **Report of the Nominating Committee and Nominations from the Floor.** The report of the nominating committee of its nominations for officers and the chair and two (2) members of the succeeding nominating committee, shall be sent to the member Leagues two (2) months before the date of the annual meeting. The report of the nominating committee shall be presented to the annual meeting during the business session. Immediately following the presentation of this report, nominations may be made from the floor, provided that the consent of the nominee shall have been secured. The election shall be conducted at the time specified in the Annual Meeting Agenda.

Section 4. **Election.** The election shall be by ballot except when there is but one (1) nominee for each office. It shall be in order to move that the secretary cast the ballot for each candidate. A majority of the votes cast shall constitute an election. The convention may move to accept the slate by acclamation.

## **ARTICLE VIII – PRINCIPLES AND PROGRAM**

Section 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.

Section 2. **Program.** The program of the **LWVLMR** shall consist of:

- . a) Action to implement the Principles and program of the LWVUS.
- . b) Those governmental issues that affect the Lake Michigan watershed and that are chosen by the annual meeting for concerted study and action. <sup>[L]</sup><sub>[SEP]</sub>

Section 3. **Annual Meeting Action.**

- . a) At least four (4) months in advance of the annual meeting the board shall send to the presidents of local and state Leagues a status report of the current positions with action taken under each position, and a request for program recommendations for the next year. The board shall ask for evaluation of the current positions, may ask for suggestions for study and/or action and may make its own suggestions for study and/or action.

. b) Local and state League boards may make recommendations for a program to the board at least two (2) months prior to the annual meeting.

. c) The board shall consider these recommendations and formulate a proposed program, which shall be sent to the members at least one (1) month before the annual meeting.

. d) The annual meeting shall adopt a program by a majority vote, which must include that of delegates from all four (4) state Leagues. Program recommendations submitted to the board at least two (2) months before the annual meeting 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 two-thirds (2/3rds) vote, which must include that of delegates from all four (4) state Leagues.

#### Section 4. **Action on LWVLMR Program.**

Action may be taken in the name of the **LWVLMR** only when authorized to do so by the appropriate board(s). Such action must be in conformity with, and not contrary to, positions taken by LWVLMR, the LWVs of Illinois, Indiana, Michigan and Wisconsin, and the LWVUS.

### **ARTICLE IX – FINANCIAL ADMINISTRATION**<sup>[1]</sup><sub>[SEP]</sub>

Section 1. **Fiscal Year.** The fiscal year of **LWVLMR** shall conform to that of the League of Women Voters of the United States.

Section 2. **Dues.** Annual dues per member League shall be determined at the annual meeting.

Section 3. **Budget Committee.** The budget shall be prepared by a committee appointed for that purpose at least three (3) months before the annual meeting. Committee members shall represent the geographic diversity of the member state and local Leagues. The treasurer shall be, ex officio, a member of the budget committee but shall not serve as chair. The chair shall be a board member. At least one (1) non-board member shall serve on the committee.

Section 4. **Budget.** The board shall submit to the annual meeting for adoption by a three-fifths (3/5) vote a proposed budget to provide support for **LWVLMR**. A copy of the proposed budget shall be sent to each state League president and to each local League president at least two (2) months before the annual meeting.

Section 5. **Distribution of Funds on Dissolution.** In the event of the dissolution of the **LWVLMR**, all moneys, securities, and all funds shall be distributed equally among the four (4) member state Leagues after all debts and other obligations have been met.

## **ARTICLE X – PARLIAMENTARY AUTHORITY**

**Parliamentary Authority.** The rules in the current edition of Roberts' Rules of Order Newly Revised shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

## **ARTICLE XI – AMENDMENTS**

**Amendments to Bylaws.** These bylaws may be amended at any annual meeting by a two-thirds ( $2/3$ ) vote provided that the proposed amendment was submitted by a member to the board at least two (2) months prior to the annual meeting. The board may appoint a bylaws committee to review and make recommendations for amendments for consideration at the annual meeting. The board shall send any proposed amendments to the presidents of the member Leagues at least two (2) months prior to the annual meeting. Failure of presidents of local Leagues to notify their members, or of state Leagues to notify their boards, of the proposed amendments shall not invalidate the adoption of such amendments by the annual meeting.