
LEAGUE OF WOMEN VOTERS OF WHEATON, ILLINOIS - BYLAWS

Article I

As amended May 2014

Name

Section 1. Name. The name of this organization shall be the League of Women Voters of Wheaton. This local league is an integral part of the League of Women Voters of the United States and the League of Women Voters of Illinois. The League of Women Voters of Wheaton serves the residents of Carol Stream, Warrenville, West Chicago, Wheaton, and Winfield.

ARTICLE II

As amended June 2020

Purpose and Policies

Section 1. Purposes. The purposes of the League of Women Voters of Wheaton are

1. To promote political responsibility through informed and active participation in government
2. To act on selected governmental issues.

Section 2. Policies. The policies of The League of Women Voters of Wheaton are

1. Political Policy. The League shall not support or oppose any political party or any candidate.
2. Diversity, Equity & Inclusion Policy. The League is fully committed to ensure compliance--in principle and in practice--with LWVUS' Diversity, Equity, and Inclusion Policy.

ARTICLE III

As amended June 2020

Membership

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

Section 2. Types of Membership.

1. Voting Members. Persons at least 16 years of age who join the League shall be voting members of local Leagues, state Leagues and of the LWVUS; (1) those 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; (4) those who are students are defined as individuals enrolled either as full or part time with an accredited institution.
2. When two members reside at the same address in a common household, they shall be considered household members.

Section 3. How Composed. The membership of the League of Women Voters shall be composed of Voting members and Associate members. Any person who subscribes to the purposes and policy of the League may become a member upon payment of dues.

ARTICLE IV

As amended May 2021

Board of Directors

Section 1. Number, Manner of Selection and Term of Office

- (a) The Board of Directors shall consist of the Officers of the League, six (6) elected Directors, and not more than eight (8) appointed directors. Three (3) directors shall be elected in even-numbered years and three (3) directors shall be elected in odd-numbered years, 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 members shall appoint such additional Directors, not exceeding eight (8), as they deem necessary to carry on the work of the League. The terms of office of the appointed Directors shall be one year and shall expire at the conclusion of the next Annual Meeting.

- (b) If the immediate past president is neither elected or appointed to the next Board of Directors, such immediate past president shall be considered an ex officio member of the Board to serve without portfolio and without attendance requirement, for a term of one year after retirement from office as President.

Section 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an officer or director of this organization unless she or he is a voting member of the League of Women Voters of Wheaton.

Section 3. Vacancies. Any vacancy occurring in the Board of Directors by reason of the resignation, death, or disqualification of an officer or elected member may be filled, until the next Annual Meeting, by a majority vote of the remaining members of the Board of Directors. Three consecutive absences from the Board meeting of any member without a valid reason shall be deemed a resignation.

Section 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 the same, subject to the instruction of the general membership. It shall plan and direct the work necessary to carry out the program as adopted by the national convention and the state convention and the annual meeting. The Board shall create and designate such special committees as it may deem necessary.

Section 5. Meetings.

- (a) 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 a special meeting upon the written request of five members of the Board.
- (b) Remote Meetings: If circumstances make it inconvenient or impossible for the Board to meet, they may conduct business by holding a meeting through electronic communications, (e.g., e-mail or conference call by telephone, or video conferencing such as Zoom). Such meetings shall be referred to as remote meetings. All materials for consideration at a remote meeting must be distributed to all members of the Board.

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

ARTICLE V

As amended May 2016

Officers

Section 1. Enumeration and Election of Officers. The Officers of the League of Women Voters of Wheaton shall be the President, 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 an Annual Meeting. The President, the First Vice President, and the Secretary shall be elected in odd-numbered years. The Second Vice President and the Treasurer shall be elected in even-numbered years. Officers shall take office at the conclusion of the Annual Meeting in May. No officer shall be elected to more than two (2) consecutive terms in the same office.

Section 2. President. The President shall preside at all meetings of the organization and of the Board of Directors. The President may, in the absence or disability of the Treasurer, sign or endorse checks, drafts, and notes. With the exception of the Nominating Committee, the President shall, with the approval of the Board of Directors, appoint committees, task forces and work groups

and will serve as ex officio member of same or designate an appointee to do so. The President 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.

Section 3. Vice Presidents. The two Vice Presidents shall perform such duties as the President and the Board of Directors may designate. The First Vice President shall serve in the absence of the President. If not available, the Second Vice President shall serve. In the event of the resignation, disability, or death of the President, the Board of Directors shall elect one of the Vice Presidents to fill the vacancy; if neither Vice President is able or willing to serve, the Board of Directors shall elect another of its members to serve as President until the next Annual Meeting when a new President shall be recommended by the Nominating Committee and elected by the general membership.

Section 4. Secretary. The Secretary shall keep minutes of all meetings of the League and of all meetings of the Board of Directors. The Secretary shall notify all Officers and Directors of their election. The Secretary shall sign, with the President, all contracts and other instruments when so authorized by the Board and shall perform such other functions as may be incident to the office.

Section 5. Treasurer. The Treasurer shall collect and receive all monies due. The Treasurer shall be the custodian of these monies, shall deposit them in a bank designated by the Board of Directors, and shall disburse the same only upon order of the Board. The Treasurer shall present statements to the Board at its regular meetings and an annual report to the Annual Meeting.

ARTICLE VI

As amended May 2015

Financial Administration

Section 1. Fiscal Year. The fiscal year of the League of Women Voters of Wheaton shall commence on the first day of July each year.

Section 2. Dues. Dues shall be paid once per calendar year; new members upon initial joining of the League and renewing members on July 1. Any member who fails to pay the dues within two months after they become payable (by September 1), shall be dropped from the membership rolls. Any proposed change in the amount of dues shall be submitted in writing to the membership at least one month before the Annual Meeting. Approval of a change shall be by a 2/3 vote of members present and voting at the Annual Meeting. When two members reside at the same address in a common household, their combined dues shall be equal to one and a half times the amount of dues for an individual.

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 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 at least two months prior to the Annual Meeting to prepare a budget for the ensuing year. The proposed budget shall be sent to all members at least one month before the Annual Meeting. The Treasurer shall not be eligible to serve as chairman of the Budget Committee.

Section 5. Distribution of Funds on Dissolution. In the event of dissolution for any cause of the League of Women Voters of Wheaton, all moneys and securities owned by the League of Women Voters of Wheaton shall be paid to the League of Women Voters of Illinois.

Section 6. An audit committee shall be appointed by the Board of Directors following the annual meeting to review the records of the treasurer. The report shall be presented at the first board meeting in the fall.

ARTICLE VII

As amended May 2016

Meetings

Section 1. Meetings. There shall be at least three (3) program meetings each year. Time and place shall be determined by the Board of Directors.

Section 2. Annual Meeting. The regular meeting in May shall be the Annual Meeting, unless prior notification is given to the membership. In no event shall the Annual Meeting be later than June 1st. The Annual Meeting shall:

- (a) adopt a Local Program for the ensuing year,
- (b) elect officers and directors and members of the Nominating Committee,
- (c) adopt an adequate budget, and
- (d) transact such other business as may properly come before it.

Section 3. Quorum. Fifteen (15) members shall constitute a quorum at the Annual Meeting of the League of Women Voters of Wheaton.

Section 4. Committee Meetings. Meetings of committees may be held at any time and place designated by the Chairs of such committees.

- (a) Each committee shall adhere to League policies and issues.
- (b) Minutes shall be taken at committee meetings and forwarded to the Secretary of the Board of Directors five days in advance of regularly scheduled Board meetings. These will serve as the monthly report of the committee.
- (c) An annual committee report shall be prepared for the annual meeting.

ARTICLE VIII

As amended May 2017

Nominations and Elections

Section 1. Nominating Committee. The Nominating Committee shall consist of five members, two of whom shall be members of the Board of Directors. Three members, who shall not be members of the Board, shall be elected at the Annual Meeting. Nominations for these offices shall be made by the current Nominating Committee. The other members shall be appointed by the Board of Directors immediately following the Annual Meeting.

The Nominating Committee members will meet in October to elect a Chair from among themselves.

The Nominating Committee Chair shall request suggestions from the entire membership at least four months before the selection of nominees. Suggestions for nominations for Directors may be sent to this committee by any voting member.

Section 2. Report of Nominating Committee and Nominations from the Floor. The report of the Nominating Committee of its nominations for Officers, Directors, and non-board members of the succeeding Nominating Committee shall be sent to all members at least one month before the date of the Annual Meeting. The report of the Nominating Committee shall be presented at the Annual Meeting. Immediately following the presentation of this report, nominations may be made from the floor by any voting member provided the consent of the nominee shall have been secured.

Section 3. Elections. The election shall be by ballot, provided that when there is but one nominee

for each office, the Secretary may be instructed to cast the ballot for every nominee. A majority vote of those qualified to vote and voting shall constitute an election. Absentee or proxy voting shall not be permitted.

ARTICLE IX **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 League of Women Voters of Wheaton shall consist of:

- (a) Action to implement the principles, and
- (b) Those governmental issues chosen for concerted study and action.

Section 3. Program Selection.

- (a) The Board of Directors shall request recommendations from the voting members at least two (2) months prior to the Annual Meeting.
- (b) The Board of Directors shall consider the recommendations proposed by the voting members and shall formulate a Proposed Program which shall be sent to all members at least one month before the Annual Meeting.
- (c) A majority of voting members present and voting at the Annual Meeting shall be required for adoption of subjects in the Proposed Program as presented to the Annual Meeting by the Board of Directors.
- (d) Recommendations for Program submitted by voting members at least one (1) month prior to the Annual Meeting but not recommended by the Board of Directors may be considered by the Annual Meeting provided that:
 - 1. The Annual Meeting shall order consideration by a majority vote, and
 - 2. The Annual Meeting shall adopt by a two-thirds vote.
- (e) Changes in the Program, in case of altered conditions, may be made provided that:
 - 1. Information concerning the proposed changes has been sent to all members at least two weeks prior to a membership meeting at which the change is discussed, and
 - 2. Final action by the membership is taken at the succeeding meeting.

Section 4. 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 5. Local League Action. The League of Women Voters of Wheaton may act only in conformity with, not contrary to, the position taken by the League of Women Voters of the United States as stated in the Principles.

ARTICLE X As amended May 2013 **National Convention, State Convention and State Council**

Section 1. National Convention. The Board of Directors at a meeting before the date on which the

names of delegates must be sent to the National office shall select delegates to that Convention in the number allotted to the League of Women Voters of Wheaton under the provisions of the Bylaws of the League of Women Voters of the United States.

Section 2. State Convention. The Board of Directors at a meeting before the date on which the names of the delegates must be sent to the state office shall select delegates to that Convention in the number allotted to the League of Women Voters of Wheaton under the provisions of the Bylaws of the League of Women Voters of Illinois.

Section 3. State Council. The President or his or her proxy shall be the delegate to the State Council under the provisions of the Bylaws of the League of Women Voters of Illinois.

ARTICLE XI

Parliamentary Authority

Section 1. Parliamentary Authority. The rules contained in Robert's Rules of Order Revised shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XII

As amended May 2012

Amendments

Section 1. Amendments. These Bylaws may be amended by a two-thirds vote of the voting members present and voting at the Annual Meeting, provided the amendments were submitted to the membership in writing at least one month in advance of the meeting.

