

**BYLAWS**  
**LEAGUE OF WOMEN VOTERS OF THE REDDING AREA, INC.**

(for the regulation, except as otherwise provided by statute or its Articles of Incorporation, of the League of Women Voters of the Redding Area, a California Non-Profit Public Benefit Corporation, P O Box 991463, Redding, CA 96099-1463.)

**ARTICLE I**  
**NAME AND OFFICE**

Section 1 Name The name of the organization shall be the League of Women Voters of the Redding Area (hereinafter referred to in these bylaws as "LWV Redding", or as "the League") This local League is an integral part of the League of Women Voters of the United States (hereinafter referred to in these bylaws as "LWVUS"), and of the League of Women Voters of California (hereinafter referred to as the "State League" or as "LWVC").

Section 2 Form The League shall be a nonprofit public benefit corporation incorporated under the laws of the State of California.

**ARTICLE II**  
**PURPOSE AND POLICY**

Section 1 Purpose The purposes of the LWV Redding are to promote political responsibility through informed and active participation of persons in government and to act on selected governmental issues. LWV Redding is organized and operated exclusively for charitable and educational 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 Articles, LWV Redding shall not carry on any other activities not permitted to be carried on by a corporation exempt from Federal Income Tax under such provisions of the Internal Revenue Code. No substantial part of the activities of LWV Redding shall be the carrying on of propaganda, or otherwise attempting to influence legislation.

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

**ARTICLE III**  
**MEMBERSHIP**

Section 1. Eligibility. Any person who subscribes to the purpose and policy of the League and who pays dues as provided for in Article IX, Section 2, shall be eligible for membership in the League.

Section 2. Types of Membership. The membership of LWV Redding shall be composed of Voting, Supporting, and Student Members.

- (a) Voting members. Persons at least 16 years of age who join the LWV Redding and pay full dues shall be voting members of the local and state Leagues of their place of joining and of the LWVUS;
- (1) those who reside outside the area of any local League may join a local League or shall be state or national members-at-large;
  - (2) 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.

- (b) Supporting members shall:
  - (1) pay reduced annual dues, which shall be retained entirely by the local League;
  - (2) receive the local VOTER newsletter and be eligible to participate in all local League activities;
  - (3) be a non-voting member; and
  - (4) not be an officer or an elected board member.
- (c) Student members shall:
  - (1) be a full time (or equivalent) student;
  - (2) be a non-voting member;
  - (3) receive The VOTER (electronic copy) Newsletter and be able to participate in all local league activities, including all meetings;
  - (4) pay a minimal contribution to the Redding Area LWV.

#### **ARTICLE IV OFFICERS**

Section 1. Election, Qualification and Term. The officers of the LWV Redding shall be a President, a President Elect, Past President, Secretary and Treasurer. The Presidency will be a three-year total commitment, with the individual serving one year as President Elect, President, Past President. The President Elect, Secretary and Treasurer shall be elected annually for terms of one year. The officers will be elected by the general membership at the Annual Meeting and take office July 1 of the same year.

Section 2. 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. The President shall be an ex officio 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 of the President and perform such other duties as may be designated by the Board.

Section 3. The President Elect shall perform such other duties as the President and the Board may designate. The President Elect in the event of absence, disability or death of the President and Past President shall possess all the powers and perform all the duties of that office as needed.

Section 4. The Past President shall perform such other duties as the President and the Board may designate. The Past President in the event of absence, disability or death of the President shall possess all the powers and perform all the duties of that office as needed.

Section 5. 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 keep minutes of the Annual Meeting and shall have such other powers and perform such other duties as may be prescribed by the Board.

Section 6. Treasurer. The Treasurer shall deposit all monies and other valuables in the name of the organization, shall disburse the funds as ordered by the Board, shall present a monthly financial statement to the Board and shall have such other powers and perform such other duties as may be prescribed by the Board. Treasurer shall be a member, but shall not chair, the Budget Committee.

**ARTICLE V**  
**BOARD OF DIRECTORS**

Section 1. Selection, Qualifications and Term. The Board of Directors shall consist of the officers of the LWV Redding and six (6) directors elected by the Annual Meeting and taking office on July 1 of that year and shall serve a term of one year or until their successors have been elected and qualified. The elected members may appoint such additional Directors, not exceeding six (6) as they deem necessary to carry on the work of the League. The terms of office of the appointed Directors shall expire June 30 following the Annual Meeting. Vacancies other than the President may be filled by vote of the remaining members of the Board.

Section 2. Powers. The Board shall manage and supervise the business, affairs and activities of LWV Redding subject to the instructions of the Annual Meeting. It shall select delegates to State Convention and Council and to National Convention. It shall accept the responsibility for such other matters as the National or State Board may from time to time delegate 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 3. Executive Committee. The Board may appoint an Executive Committee consisting of no fewer than five (5) members 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.

Section 4. Meetings. 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.

Section 5. Quorum. A majority of the members of the Board of LWV Redding shall constitute a quorum.

**ARTICLE VI**  
**MEETINGS**

Section 1. General Membership Meetings. There shall be at least four (4) meetings of the membership each year; time and place shall be determined by the Board of Directors. Meetings may be held by teleconference or videoconference as needed and the notice of the meeting shall specify the method communication.

Section 2. Annual Meeting. An Annual Meeting shall be held between April 1 and May 31, the exact date to be determined by the Board. The Annual Meeting shall adopt a local program for the ensuing year; elect officers and directors, chair and two members of the Nominating Committee; adopt a budget; and transact such other business as may properly come before it.

Section 3. Voting. Each voting member shall be entitled to one (1) vote only at any meeting of members. Absentee or proxy voting shall not be permitted. All elections for Directors must be by ballot upon the written demand made by a member at the Annual Meeting before the voting begins. In the election of Officers and Directors, the candidates receiving the highest number of votes of those persons voting are elected.

Section 4. Quorum. Twenty percent (20%) of the voting members shall constitute a quorum at all business meetings of the LWV Redding, provided written notice of the meeting is sent to the membership at least one week in advance.

Section 5. Notice of Annual Meeting. Written notice of each Annual Meeting shall be given not less than ten (10) days nor more than ninety (90) days before the date of the Annual Meeting to each member; provided, however, that if notice is given by mail, and the notice is not mailed by first class, registered, or certified mail, the notice shall be given not less than twenty (20) days before the Annual Meeting. Such notice shall state the place, date and hour of the Annual Meeting and those matters which the Board, at the time of the mailing of the notice, intends to present for action, but subject to provisions of applicable law, any proper matter may be presented at the Annual Meeting for such action. The notice shall also include the names of all those who are nominees for officers or directors at the time the notice is sent.

## **ARTICLE VII**

### **NOMINATIONS AND ELECTIONS**

Section 1. The Nominating Committee.

- (a) The Nominating Committee shall consist of five (5) members, two of whom shall be Directors. The Chair and two members, who shall not be Directors, shall be elected by the Annual Meeting. Nominations for these offices shall be made by the current Nominating Committee. Further nominations may be made from the floor of the Annual Meeting. Nominating Committee members shall hold office for a term of one year or until their successors are elected and qualified. The other members of the Committee shall be appointed by the Board at its first regular meeting following the Annual Meeting, and their term of office shall expire concurrently with the term of office of the elected members.
- (b) Any vacancy occurring in the Nominating Committee shall be filled by the Board.
- (c) The President of the League shall send the name and address of the Nominating Committee Chair to members. It shall be the duty of the Nominating Committee Chair to solicit from members, suggestions for nominations for offices to be filled. Any member may send suggestions to the Nominating Committee.

Section 2. Report of the Nominating Committee. The report of the Nominating Committee of its nominations for officers, Directors and the chair and two members of the succeeding Nominating Committee shall be sent to the members one month before the date of the Annual Meeting. The report of the 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 member, provided the consent of the nominee shall have been secured.

Section 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 PROGRAM**

Section 1. Principles. The governmental principles as 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 LWV Redding shall consist of action to implement the principles and those local governmental issues chosen for concerted study, action and ongoing voter education.

Section 3. Action by the Annual Meeting. The Annual Meeting shall act upon the Program using the following procedures:

- (a) Members may make recommendations for Program to the Board no later than two (2) months prior to the Annual Meeting.
- (b) The Board shall consider the recommendations and shall formulate a proposed Program which shall be submitted to the members at least one (1) month prior to the Annual Meeting, together with a list of not-recommended items.
- (c) A majority of those present and voting shall be required for the adoption of the Program proposed by the Board.
- (d) Any recommendation for the Program submitted to the Board at least two months before the Annual Meeting, but not proposed by the Board, may be adopted by the Annual Meeting, provided consideration is ordered by a majority vote and the proposal for adoption receives a three-fifths (3/5) vote.
- (e) Changes in the Program, in case of altered conditions, may be made provided that information concerning the proposed changes have been sent to all members at least two (2) weeks prior to a general membership meeting at which the change is to be discussed, and final action by the membership is taken at a succeeding meeting.

Section 4. Member Action. Members may act in the name of LWV Redding only when authorized to do so by the proper Board of Directors. They may act only in conformity with, and not contrary to, a position taken by LWV Redding, LWVC and the LWVUS.

## **ARTICLE IX** **FINANCIAL ADMINISTRATION**

Section 1. Fiscal Year. The fiscal year of LWV Redding shall be from *July 1* to *June 30* of each year.

Section 2. Dues.

- (a) Annual dues shall be payable by local League members on the first day of October. Any member who fails to pay dues within three (3) months after they become payable shall be dropped from the membership rolls. Members joining after February 1 will have their dues prorated.
- (b) The amount of annual dues shall be recommended by the Board of Directors and ratified by the membership at the Annual Meeting *when a change in dues is recommended*. The Board may establish a reduction in dues for additional members residing at the same address. Any suggested change in dues shall be sent to the membership one month before the Annual Meeting.

Section 3. Budget. The Budget Committee shall be composed of the Treasurer and two (2) members who shall have been nominated for appointment by the President and elected by the Board. The Treasurer shall not be eligible to serve as chairperson of the Budget Committee. The Budget Committee shall prepare an annual budget for the LWV Redding and submit it to the Board at least one (1) month prior to the Annual Meeting. A copy of the proposed budget shall be sent to each member at least one (1) month in advance of the Annual Meeting.

Section 4. Financial Administration. Section 4. Distribution of Funds on Dissolution. In the event of the merger or dissolution of the corporation 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 corporation 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 corporation 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.

**ARTICLE X**  
NATIONAL CONVENTION, STATE CONVENTION AND COUNCIL

Section 1. National Convention. The Board or the members, at a meeting before the date on which the names of the delegates must be sent to the national office, may select delegates to that convention in the number allotted LWV Redding under the provisions of the bylaws of LWVUS.

Section 2. State Convention. The Board or the members, at a meeting before the date on which the names of delegates must be sent to the state office, shall select delegates to that convention in the number allotted LWV Redding under the provisions of the bylaws of LWVC.

Section 3. President's Council. The Board or the members, at a meeting before the date on which the name of the President must be sent to the state office, shall name the President or the alternate to that Council, under the provisions of the bylaws of LWVC.

**ARTICLE XI**  
PARLIAMENTARY AUTHORITY

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

**ARTICLE XII**  
AMENDMENTS

Section 1. These Bylaws may be amended at any Annual Meeting by two-thirds (2/3) vote of present and eligible voting members using the following procedure:

- (a) Proposal for Bylaws amendments may be submitted by any member to the Board no later than two (2) months prior to the Annual Meeting;

All such proposed amendments together with the recommendations of the Board shall be sent by mail to the members not less than twenty (20) days prior to the Annual Meeting. The failure of any local League member to receive such notice shall not invalidate the amendments to the Bylaws.

Revised 4/13/2020