

# LWVWmCoTN By-Laws

## BYLAWS OF THE LEAGUE OF WOMEN VOTERS OF WILLIAMSON COUNTY, TENNESSEE

### ARTICLE I

#### Name

The name of this organization shall be League of Women Voters of Williamson County TN, hereinafter referred to in these bylaws as LWVWmCoTN 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 Tennessee, hereafter referred to as LWVTN.

### ARTICLE II

#### Purposes and Policy

Sec. 1. **Purposes.** The purposes of the LWVWmCoTN are to promote political responsibility through informed and active participation in government and to act on selected governmental issues. Our mission statement and vision are on the LWVWmCoTN website.

#### Sec. 2. Policies

**1. Political Policy.** The League is a political grassroots network and membership organization that believes the freedom to vote is a nonpartisan issue. For more than a century, we have worked to empower voters and defend democracy. We encourage everyone to take part in our democracy. Additionally, the LWVWmCoTN shall not support or oppose any political party or any candidate.

**2. Diversity, Equity & Inclusion Policy.** The LWVWmCoTN is fully committed to ensure compliance with the Diversity, Equity, and Inclusion Policy of LWVUS. The complete League Policy is provided in Appendix A.

### ARTICLE III

#### Membership

Sec. 1. **Eligibility.** Any person 16 years of age and over who subscribes to the purposes and policy of the League of Women Voters shall be eligible for membership.

#### Sec. 2. Types of Membership.

1. **Voting Members.** Persons at least 16 years of age who join the LWVWmCoTN shall be voting members of the local and state Leagues of their place of joining and of the LWVUS. Those who have been members of the League for 50 years or more shall be

# LWVWmCoTN By-Laws

honorary life members, excused from the payment of dues. Student members are defined as individuals enrolled as full or part time students with an accredited institution.

## ARTICLE IV

### Officers

Sec. 1. **Election, Qualifications and Term.** The officers of the LWVWmCoTN shall be a president, a vice-president, a secretary and a treasurer. They shall be voting members of the League and shall serve for a term of two years or until their successors have been elected or appointed and qualified.

Sec. 2. **The 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 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 vice-president shall assume the office. If no vice-president is able to serve as president, the board shall fill the vacancy from among the elected directors.

Sec. 3. **The Vice-President.** The vice-president shall perform such duties as the president and board shall direct. The Vice-President shall be responsible for appointing and overseeing the program committee.

Sec. 4. **The 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 other duties as the president and board shall direct.

Sec. 5. **The Treasurer.** The treasurer shall perform such duties customarily pertaining to the office; arrange for an annual review of the books with at least one member of the Board of Directors. and present a financial report at the annual meeting.

## ARTICLE V

### Board of Directors

Sec. 1. **Selection, Qualifications, and Term.** The board of directors shall consist of the officers of the LWVWmCoTN, and a minimum of four directors, two of whom shall be appointed by the officers and two shall be elected by the membership. If additional directors are needed, they shall be selected from the general membership. All directors shall be voting members of the LWVWmCoTN. They shall serve for a term of two years 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.

## LWVWmCoTN By-Laws

Sec. 2. **Powers.** The board shall manage and supervise the business, affairs, and activities of the LWVWmCoTN, subject to the instructions of the Annual Meeting. It shall select delegates to the state convention, to the council, and to the national convention. It shall accept 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.

Sec. 3. **Meetings.** At least 6 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 a simple majority of the members of the board. Three consecutive absences from regular board meetings without excuse shall constitute a resignation.

Sec. 4. **Quorum.** A majority of the members of the board of the LWVWmCoTN shall constitute a quorum. Any one or more members of the board may participate in a meeting by means of conference calls, ZOOM Meetings or other similar electronic interactions allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

### ARTICLE VI

#### Meetings

Sec. 1. **Meetings.** There shall be at least 6 membership /public meetings each year. The time and place shall be determined by the board.

Sec. 2. **Annual Meeting.** An Annual Meeting shall be held between June 1 and June 30, the exact date to be determined by the board. The Annual Meeting shall include the following: the election of officers and directors, and the adoption of the budget. Transaction of other business may also be conducted as deemed necessary by the board. Absentee or proxy voting shall not be permitted. An announcement of the date of the Annual Meeting, the slate of officers and directors, and the proposed budget shall be sent to the membership 30 days in advance.

Sec. 3. **Quorum.** 10% of the voting members shall constitute a quorum at the Annual Meeting of the LWVWmCoTN.

### ARTICLE VII

#### Nominations and Elections

Sec. 1. **Nominating Committee.** The nominating committee shall consist of three members. The board shall appoint one board member and two non-board members to the nominating committee. The appointed board member shall not be eligible to serve as chair of the nominating committee. The term of the nominating committee shall be one year. Vacancies shall be filled by appointment by the board. The board will name the members of the nominating committee and will notify the membership each year by March 31<sup>st</sup>. The Nominating Committee will solicit

# LWVWmCoTN By-Laws

recommendations from the membership for nominations for offices and members of the Board of Directors.

Sec. 2. **Report of the Nominating Committee.** The nominating committee must meet and submit a slate of officers to the board and the membership no later than 30 days before the Annual Meeting. Nominations may also be made from the floor at the Annual Meeting.

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 vote shall constitute election. Absentee and proxy voting shall not be permitted.

## ARTICLE VIII

### Authorization and Program

Sec. 1. **Authorization.** 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 LWVWmCoTN shall consist of implementing the principles and fulfilling the Mission Statement of the League of Women Voters.

Sec. 3. **Program Action.** Members may act in the name of the LWVWmCoTN 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 LWVWmCoTN, the LWV of Tennessee and the LWVUS.

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## ARTICLE IX

### Financial Administration

Sec. 1. **Fiscal Year.** The fiscal year of the LWVWmCoTN shall commence on the first of July each year.

Sec. 2. **Dues.** Annual dues shall be payable on the last day of June. Any member who fails to pay dues within three months after they become payable shall be dropped from the membership rolls.

Sec. 3. **Budget Committee.** The budget shall be prepared by a committee that shall be appointed for that purpose each year by March 31<sup>st</sup>. The treasurer shall be, ex officio, a member of the budget committee but shall not be eligible to serve as chair. The board shall consider the proposed budget and recommend a budget, which shall be sent to the members at least 30 days before the Annual Meeting.

# LWVWmCoTN By-Laws

Sec. 4. **Distribution of Funds on Dissolution.** In the event of the dissolution of the LWVWmCoTN, all properties, moneys and securities which may at the time be owned by or under the control of the LWVWmCoTN shall be paid to the LWV of Tennessee after the state and national per member payments and other obligations have been met.

## **ARTICLE X**

### **Parliamentary Authority**

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

## **ARTICLE XI**

### **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 30 days in advance of the Annual Meeting.

Adopted: March 23, 2024, Amended (date), Amended (date)

## Appendix A

### Diversity, Equity, and Inclusion

LWV is an organization fully committed to diversity, equity, and inclusion in principle and in practice. Diversity, equity, and inclusion are central to the organization's current and future success in engaging all individuals, households, communities, and policymakers in creating a more perfect democracy.

There shall be no barriers to full participation in this organization on the basis of gender, gender identity, ethnicity, race, native or indigenous origin, age, generation, sexual orientation, culture, religion, belief system, marital status, parental status, socioeconomic status, language, accent, ability status, mental health, educational level or background, geography, nationality, work style, work experience, job role function, thinking style, personality type, physical appearance, political perspective or affiliation and/or any other characteristic that can be identified as recognizing or illustrating diversity.

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LWV es una organización totalmente comprometida con la diversidad, la equidad y la inclusión en principio y en la práctica. La diversidad, la equidad y la inclusión son fundamentales para el presente y futuro éxito de la organización en la participación de todas las personas, hogares, comunidades y políticos en la creación de una democracia más perfecta.

No habrá barreras para la participación plena en esta organización por razón de género, identidad de género, etnia, raza, origen nativo o indígena, edad, generación, orientación sexual, cultura, religión, sistema de creencias, estado civil, estado parental, estatus socioeconómico, idioma, acento, habilidad, salud mental, nivel educativo o antecedentes, geografía, nacionalidad, estilo de trabajo, experiencia laboral, función del rol laboral, estilo de pensamiento, tipo de personalidad, apariencia física, perspectiva política o afiliación y / o cualquier otra característica que identifique, reconozca, o ilustre diversidad.