

## BYLAWS OF THE LEAGUE OF WOMEN VOTERS OF THE BOZEMAN AREA

MARCH 1983, REVISED 1992 AMENDED 1999, AMENDED 2010, AMENDED 2015, AMENDED 2021, Amended 2025

### ARTICLE I - NAME

Section 1 - Name. The name of this organization shall be The League of Women Voters of the Bozeman Area. This local league is an integral part of the League of Women Voters of the United States of America (LWVUS) and the League of Women Voters of Montana (LWVMT).

### ARTICLE II - PURPOSES & POLICIES

Section 1 - Purposes. The League of Women Voters of the Bozeman Area, a non-partisan political organization, encourages informed and active participation in government, works to increase understanding of major public policy issues, and influences public policy through education and advocacy.

#### Section 2 - Policies.

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

### ARTICLE III - MEMBERSHIP

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

Section 2 - Types of Membership. a. Voting Members. Citizens at least 16 years of age residing within the United States, a territory or an associated commonwealth, who join the League shall be voting members of the local League of their place of residence, of the League of Women Voters of Montana and of the League of Women Voters of the United States those who have been members of the League for 50 years or more shall be life members excused from the payment of dues.

b. Associate Members. All others who join the League shall be associate members.

### ARTICLE IV - BOARD OF DIRECTORS

Section 1 - Numbers, Manner of Selection and Term of Office. The Board of directors shall consist of not fewer than four nor more than six elected Directors and not more than six appointed Directors. One-half of the 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 members shall appoint such additional Directors, not exceeding six, 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.

Section 2 - Qualifications. No person shall be elected or appointed or shall continue to serve as an officer or director of this organization who is not a voting member of the League of Women Voters of the Bozeman Area.

Section 3 - Vacancies. Any vacancy occurring in the Board of Directors by reason of 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 a 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 same, subject to the instructions of the general membership. It shall plan and direct 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.

Section 5 - Meetings. a. There shall be at least eight 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. Electronically-conferenced meetings. When beneficial or desired, board meetings may be held by conference, telephone, video conferencing, or other communication technology.

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

#### ARTICLE V - OFFICERS

Section 1 - Enumeration and Election of Officers. The officers of the League of Women Voters of the Bozeman Area shall be a 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 and take office immediately. 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.

Section 2 - The President. The President shall preside at all meetings of the organization and of the Board of Directors; in the absence of the Treasurer, sign or endorse checks, drafts and notes; be ex-officio, a member of all committees except the Nominating Committee; 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 Vice-President. The two Vice-Presidents, in order of their rank, shall, in the event of the absence for any reason of the President, possess all the powers and perform all the duties of that office until such time as the Board of Directors shall Select one of its members to fill the vacancy. The Vice-Presidents shall perform such other duties as the President and Board may designate.

Section 4 - The Secretary. The Secretary shall: keep minutes of all meetings of the League and of all meetings of the Board of Directors; notify all Officers and Directors of their election; 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 this office.

Section 5 - The Treasurer. The treasurer shall: collect and receive all monies; deposit them in a bank designated by the Board of Directors; disburse the same only upon order of the Board; present statements to the Board at their regular meetings and an annual report to the Annual Meeting.

#### ARTICLE VI - FINANCIAL ADMINISTRATION

Section 1 - Fiscal Year. The fiscal year of the League of Women Voters of the Bozeman Area shall commence on the first day of April each year.

Section 2 - Dues. All members shall pay dues except those exempted from paying dues in Article III. Membership dues will be in accordance with the League of Women Voters of the United States policy. Members who fail to renew within the period specified by the LWVUS will be removed from the roster.

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 Treasurer shall not be eligible to serve as chairman of the Budget Committee.

Section 5 - Audit. At the expiration of the Treasurer's term of office, the books shall be audited by a committee appointed by the Board of Directors.

## ARTICLE VII - MEETINGS

Section 1 - Membership Meetings. There shall be at least four meetings of the membership each year. Time and place shall be determined by the Board of Directors.

Section 2 - Annual Meetings. An Annual Meeting shall be held between March 1 and April 30, the exact date to be determined by the Board of Directors. The Annual Meeting shall:

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

Section 3 - Quorum. Ten members shall constitute a quorum at all meetings of the League of Women Voters of the Bozeman Area.

## ARTICLE VIII - NOMINATIONS AND ELECTIONS

Section 1 - Nominating Committee. The Nominating Committee shall consist of the chairman and two members - only one of whom must be a member of the Board - and all of whom shall be elected at the annual meeting. When the membership of the League exceeds one hundred (100), the Nominating Committee shall consist of five members (a chairman and four members), three or more of whom shall be elected at the Annual Meeting.

Section 2 - Report of the 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 sent to all members one month before the date of 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 Leagues as a whole constitute the authorization for the adoption of Program.

Section 2 - Program. The Program of the League of Women Voters of the Bozeman Area shall consist of those local governmental issues chosen for concerted study and action.

Section 3 - Current Agenda and Continuing Responsibilities. These categories of Program are defined as follows: a. The Current Agenda shall consist of those local governmental issues as the membership shall choose for sustained attention and concerted action. b. The Continuing Responsibilities shall consist of positions on local governmental issues to which the League of Women Voters of the Bozeman Area has given sustained attention and on which it may continue to act.

Section 4 - Adoption by the Annual Meeting. The Annual Meeting shall act upon the Program, using the following procedures:

- a. The Board of Directors shall consider the recommendations proposed by the voting members two months prior to the Annual Meeting and shall formulate a Proposed Program.
- b. The Proposed Program shall be sent to all members one month before the Annual Meeting.
- c. A majority vote 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 the Program submitted by voting members two months 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 the item by a two-thirds vote.

e. Changes in the Program, in the 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 general membership meeting at which the change is to be discussed; and
2. Final action by the membership is taken at a succeeding meeting.

Section 5 - Member Action. Members may act in the name of the League of Women Voters only when authorized to do so by the Board of Directors. When acting in the name of the League, they may act only in conformity with, and not contrary to, a position taken by the League of Women Voters of the Bozeman Area, the League of Women Voters of Montana, and the League of Women Voters of the United States.

#### ARTICLE X - NATIONAL CONVENTION, STATE CONVENTION AND COUNCIL

Section 1 - National Convention. The membership or 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 the League of Women Voters of the Bozeman Area under the provisions of the Bylaws of the League of Women Voters of the United States.

Section 2 - State Convention. The membership or the Board of Directors 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 the League of Women Voters of the Bozeman Area under the provisions of the Bylaws of the League of Women Voters of Montana.

#### ARTICLE XI - PARLIAMENTARY AUTHORITY

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

#### ARTICLE XII - AMENDMENTS

Section 1 - Amendments. The 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.

Adopted at the  
Annual Meeting  
April 26, 2025