

BYLAWS

LEAGUE OF WOMEN VOTERS OF WHITE PLAINS

Article I

Name

The name of this organization shall be the League of Women Voters of White Plains, hereinafter referred to in these bylaws as “LWVWP.” This local League is an integral part of the League of Women Voters of the United States, hereinafter referred to as “LWVUS,” of the League of Women Voters of New York State, hereinafter referred to as “LWVNYS”, and the League of Women Voters of Westchester, hereinafter referred to as “LWVW.”

Article II

Purposes and Policies

Section 1. Purposes. The purposes of LWVWP shall be to promote political responsibility through informed and active participation of citizens in government and to act on selected governmental issues.

Section 2. Political Policy. LWVWP shall not support or oppose any political party or any candidate.

Article III

Membership

A. *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.

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

Article IV

Officers

Section 1. **Election, Qualifications and Term.** The officers of LWVWP shall be a president, a first vice-president, a second vice-president, a recording secretary, and a treasurer. They shall be voting members of LWVWP. They shall be elected for a term of two years by the general membership at the annual meeting, except if specifically nominated for one year by the nominating committee and elected for such term at the annual meeting. Except in the case of one-year nominations, the election of the president and first vice-president shall be held in years alternating with the election of the second vice-president, recording secretary and treasurer.

Section 2. President. The president shall be chair of the board of directors hereinafter referred to as “the board”, and shall preside at all meetings of the organization and the board, unless the president shall designate another officer to preside at a meeting. The president shall

sign or endorse checks, drafts, and notes in the absence or disability of the treasurer. The president must execute along with one other officer all contracts authorized by the board. The president shall, with the approval of the board, engage and/or dismiss employees. The president shall serve as ex-officio member(s) of all committees except the nominating committee, shall have such usual powers of supervision and management as customarily pertain to the office of president and shall perform such other duties as may be designated by the board. In the event of the absence, disability, resignation or death of the president, the first vice-president shall assume the office. If the first vice-president is unable to serve as president, the second vice-president may serve; if the second vice-president is unable to serve the board shall fill the vacancy from among the elected officers or directors.

Section 1. Vice-Presidents. The vice-presidents shall perform such duties as the president and the board shall direct.

Section 2. Recording Secretary. The recording secretary shall keep or cause to be kept minutes of all meetings of the board and the annual meeting.

Section 3. Treasurer. The treasurer shall collect and receive all monies due, shall be the custodian of these monies, shall on behalf of LWVWP maintain accounts in board-authorized financial institutions, and shall disburse the same upon authorization of the board. The treasurer shall present financial statements to the board at their regular meetings and the annual report to the annual meeting and shall arrange for a biannual audit and shall submit all required governmental filings.

Article V Board of Directors

Section 1. Number, Manner of Selection and Term of Office. The board shall consist of the officers, seven elected directors and not more than seven appointed directors. Of the directors (not the officers) elected by the general membership at each annual meeting, four shall serve for a term of two years and three for a term of one year, or until their successors have been elected and qualified. The elected officers and directors shall appoint such additional directors as they deem necessary to carry on the work of the LWVWP. The term 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 on the board unless that person is a voting member of LWVWP.

Section 3. Vacancies. Any vacancy in the board by reason of the resignation, death or disqualification of an officer (other than president) or member may be filled, until the next annual meeting, by the majority vote of the remaining members of the board. Absences of any member from three consecutive board meetings, without excuse accepted as satisfactory by the board, shall be deemed a resignation.

Section 4. Powers and Duties. The board shall have full charge of the property and business of the LWVWP, with full power and authority to manage and conduct same, subject to the instructions of the general membership at the annual meeting. It shall plan and direct the work necessary to implement the program as adopted by the LWVUS convention, the LWVNYS

convention, the LWW convention and the LWWWP annual meeting. The board shall create and designate such special committees as it may deem necessary to implement its program.

Section 5. Board Meetings. There shall be at least nine regular meetings of the board annually. The president or co-presidents may call special meetings of the board, and shall call a special meeting upon the written request of five members of the board.

Section 6. Quorum. A majority of the members of the board shall constitute a quorum, and a majority of the members in attendance at any board meeting shall, in the presence of a quorum, decide board action. Any members of the board may participate in a meeting by means of conference telephone or similar communications equipment that allows 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 Membership Meetings

Section 1. Membership Meetings. There shall be at least four meetings of the general membership each year. Time and place shall be determined by the board. Written notice of the meetings shall be sent to the membership at least one week in advance.

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. Absentee or proxy voting shall not be permitted. The annual meeting shall:

- (a) adopt a local program for the ensuing year;
- (b) elect officers and directors, a chair and two other members of the nominating committee;
- (c) adopt an annual budget; and
- (d) transact such other business as may properly come before it.

Section 3. Quorum. Twenty members shall constitute a quorum at the annual meeting.

Section 4. Special Membership Meetings. The president must call a special meeting within 10 days upon the written request of 15 members.

Article VII Nominations and Elections

Section 1. Nominating Committee. The nominating committee shall consist of five members, two of whom shall be members of the board. The chair and two 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 at the first meeting following the annual meeting. Any vacancy on the nominating committee shall be filled by the board. Suggestions for nominations for officers and

directors may be sent to this committee by any member. Decisions of the nominating committee shall be by the concurrence of the majority of the full committee.

Section 2. Report of Nominating Committee and Nominations From the Floor. The report of the nominating committee of its nominations for officers, directors and the members of the succeeding nominating committee shall be sent to all members 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 from the floor may be made by any voting member provided the consent of the nominee has been secured.

Section 3. Elections. The election shall be by ballot at the annual meeting, except that, when there is but one nominee for each office, it shall be by voice vote. In the case of vote by ballot, the affirmative vote of a majority of those qualified to vote and voting at the meeting shall be required to elect officers, directors, and the members of the succeeding nominating committee.

Article VIII Local Program

Section 1. Principles. The Principles are concepts of government adopted by the LWVUS convention and supported by the League as a whole. They are the authorization for the adoption of LWVUS, LWVNYS, LWVW and LWVWP programs.

Section 2. Program. The program of LWVWP shall consist of: a) action to implement the Principles of LWVUS and LWVNYS, and b) those local government issues adopted at the annual meeting for study and action.

Section 3. Adoption of Local Program.

- (a) The board shall consider recommendations by voting members at least two months prior to the annual meeting and shall formulate a proposed program to be sent to the membership at least one month in advance of the annual meeting
- (b) The proposed program shall be presented and voted on for adoption at the annual meeting by a majority vote.
- (c) Recommendations for program items submitted by voting members one month prior to the annual meeting but not recommended by the board may be considered at the annual meeting provided that the annual meeting shall order consideration by a majority vote.
- (d) A three-fifths vote of those present at the annual meeting is necessary to adopt a non-recommended program item.
- (e) Changes in the adopted local program may be made provided that: (1) information concerning the proposed change(s) has been sent to all members at least two weeks prior to a general membership meeting at which the change(s) is

to be discussed and (2) final action by the membership is taken at a succeeding meeting.

Section 4. Member Action. Members may act in the name of LWVWP only when authorized to do so by the board. When acting in the name of LWVWP, members, including board members, may act only in conformity with, and not contrary to, a position taken by LWVWP, LWVW, LWNYS and LWVUS.

Article IX Financial Administration

Section 1. Fiscal Year. The fiscal year of LWVWP shall be from July 1 through June 30 of each year.

Section 2. Dues. Annual dues shall cover the July 1-June 30 year. The amount of dues will be determined at our annual meeting.

Section 3. Budget. A budget, including the dues schedule, for the ensuing year shall be submitted by the budget committee for adoption to the general membership at the annual meeting. The budget shall be adopted by a majority vote of those qualified to vote and voting at the meeting. The budget shall include support for the work of the League of Women Voters as a whole.

Section 4. Budget Committee. The budget shall be prepared by the treasurer and a budget committee which shall be appointed by the board at least two months prior to the annual meeting.

Section 5. Distribution of Funds on Dissolution. In the event of the dissolution of LWVWP, all moneys and securities which may at the time be owned by or under the control of LWVWP shall be paid to LWNYS after the LWVW, LWNYS and LWVUS per member payments and its other financial obligations have been met. All other property of whatever nature, whether real, personal, or mixed, which may at the time be owned or under the control of LWVWP, shall be disposed of to such person, organization, or corporation for such public, charitable or educational use and purposes as the board in its absolute discretion may designate.

Article X National Convention, State Convention, State Council and County Convention

Section 1. National Convention. The board, at the 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 LWVWP under provision of the bylaws of the LWVUS.

Section 2. State Convention. The board, at a meeting before the date on which the names of delegates must be sent to the state office, shall select delegates to that council in the number allotted LWVWP under provisions of the bylaws of LWNYS.

Section 3. State Council. The board, at a meeting before the date on which the names of delegates must be sent to the state office, may select delegates to that convention in the number allotted LWVWP under provision of the bylaws of LWNYS.

Section 4. County Convention. The board, at a meeting before the date on which the names of delegates must be sent to the county office, shall select delegates to that convention in the number allotted LWVWP under provision of the bylaws of LWVW.

Article XI
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
Amendments

These bylaws may be amended by a two-thirds vote of the voting members present at the annual meeting or at a special business meeting called for the purpose of amending the bylaws provided that the proposed amendments were submitted to the membership in writing at least ten days in advance of the meeting.

Amended May 30, 2012

Revised May 5, 2017