

LEAGUE OF WOMEN VOTERS – CORPUS CHRISTI AREA

BYLAWS (Revised 5/13)

ARTICLE I – NAME

Section 1: The name of this organization shall be the League of Women Voters—Corpus Christi Area, hereinafter referred to in these bylaws as LWV-CC or as the local League. This local League is an integral part of the League of Women Voters of Texas and of the League of Women Voters of the United States, hereinafter referred to in these bylaws as LWV-TX and LWVUS.

ARTICLE II – PURPOSE

Section 1: Purposes

The purposes of the LWV-CC are to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Section 2: Political Policy

The LWV-CC 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 shall be eligible for membership.

Section 2: Types of Membership

- a. Voting Members. Citizens at least 18 years of age who join the League shall be voting members of local and state Leagues of their place of joining and of the LWVUS.
 1. Individuals 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 of Officers

The officers of the LWV-CC shall be a president, three vice presidents, a secretary, and a treasurer. There shall be three elected directors. Officers and three directors shall be elected by the general membership at the annual meeting of the general membership and take office June 1st. The president and all other officers and the three elected directors shall be elected for terms of two years as follows:

- a. The president, one vice president, the treasurer, and two directors shall be elected in odd-numbered years.
- b. Two vice presidents, the secretary, and one director 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 and may, in the absence or disability of the treasurer, sign or endorse checks, drafts and notes. The president shall be ex-officio member of all committees except the nominating committee and 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 Vice Presidents

At the Board meeting following the election of officers, the Board of Directors shall designate a vice president who shall, in the absence, death or resignation of the president, possess all the powers to perform all the duties of that office. In the

event this vice president is unable to serve in this capacity, the Board of Directors shall elect one of its elected members to fill this vacancy. The vice presidents shall perform such other duties as the president and the Board shall designate.

The vice presidents shall have responsibilities for the following portfolios:

- a. Vice president for member services
- b. Vice president for community relations
- c. Vice president for study and action (program).

Section 4: The Elected Directors

The elected directors shall be elected by the general membership at each annual general membership meeting and shall serve for a term of two years or until their successors have been elected and qualified.

Section 5: The Secretary

The secretary shall keep minutes of all meetings of the Board of Directors, all meetings wherein a vote or consensus of members is called for on issues, and the annual meetings. The Secretary will 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 incidental to the office.

Section 6: The Treasurer

The treasurer shall collect and receive all monies and shall be the custodian of these funds. The treasurer also will be responsible for posting and providing updates of members' payments to the Membership chair. The treasurer shall deposit all funds in a bank designated by the Board of Directors and shall disburse them only upon order of the Board. The treasurer shall present written statements at the Board of Directors' meetings and present an annual financial report at the Annual Meeting. The treasurer shall be bonded.

The Board will arrange for an annual financial review to be conducted in June following the annual meeting.

ARTICLE V – BOARD OF DIRECTORS

Section 1: Selection, Qualifications and Terms

The Board of Directors shall consist of the officers of the League, three elected directors, and not more than three directors appointed by the elected members of the Board. All terms of office shall run concurrently with the fiscal year. The elected directors shall serve a term of two years or until their successors have been elected and qualified. The appointed directors shall serve until the close of the next annual meeting. Vacancies other than the president may be filled by vote of the remaining members of the Board.

Section 2: Qualifications

No person shall be elected or appointed or shall continue to serve as an officer or director of this organization unless that person is a voting member of the League of Women Voters of Corpus Christi.

Section 3: Vacancies

Any vacancy occurring on the Board of Directors by reason of the resignation, death, or disqualification of an officer or elected member, except the president, may be filled until the next annual meeting through appointment by the president and confirmed by a majority vote of the remaining members of the Board of Directors. In the event of the vacancy of the President, see Article IV, Section 3 regarding action to be taken. Three absences of a Board member from meeting 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

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.

Section 6: Quorum

A majority of the Board of Directors shall constitute a quorum.

ARTICLE VI – FINANCIAL ADMINISTRATION

Section 1: Fiscal Year

The fiscal year of the LWV-CC shall commence on the first day of June.

Section 2: Dues

a. The date for renewal of dues for all members is June 1. New members who join between February 1 through May 31 will be paid up for the upcoming fiscal year. When two members reside at the same address in a common household, the annual dues shall equal one and one-half times the determined per-member assessment. This household membership would apply to no more than two members in a common household. Any member who fails to pay dues within 90 days after the date on which they become payable shall be automatically dropped from the membership roll. Reinstatement of membership with voting privileges will apply upon payment of delinquent dues.

b. The amount of annual dues shall be decided by a majority vote of those members present and voting at the annual meeting. Proposed changes in the amount of the annual dues must be approved by the Board of Directors and submitted to the membership in writing at least one month prior to the annual meeting.

Section 3: Budget

A budget committee shall be appointed by the Board of Directors at least three months prior to the annual meeting to prepare a budget for the ensuing year. The budget chair shall submit the budget for the ensuing year, after approval 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. The proposed budget upon approval of the Board of Directors shall be sent to all members one month before the annual meeting. The treasurer shall not be eligible to serve as chair of the budget committee.

a. Changes in the budget in the case of altered conditions may be made provided:

1. Proposed changes have been sent to all members at least two weeks prior to the general meeting at which the change is to be discussed.
2. Final action by the membership is taken at a succeeding meeting or via e-mail and telephone vote conducted by the Board secretary.

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 Meeting

The annual meeting shall be held in May, 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, directors and members of the nominating committee.
- c. adopt a balanced budget.
- d. transact such other business as may properly come before it.

Section 3: Quorum

One-fifth of the membership shall constitute a quorum at all meetings of the LWV-CC.

ARTICLE VIII – 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. The chairman 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 of Directors immediately following the annual meeting. Any vacancy on the nominating committee shall be filled by the

Board of Directors. Suggestions for nominations for officers and directors may be sent to the committee by any voting member.

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 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 to 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

Elections shall be by ballot. However, if there is only one (1) nominee for each office, the election may be by acclamation. A majority vote 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 LWV-CC shall consist of those local governmental issues chosen for concerted study and action.

Section 3: Program List

The program list shall consist of those local governmental issues the membership shall choose for concerted study and action.

Section 4: Action by the Annual Meeting

The annual meeting shall act upon the program using the following procedure:

- a. The Board of Directors shall consider the recommendations sent in 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 at the annual meeting by the Board of Directors.
- d. Recommendations for 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
 - 2. the annual meeting shall adopt the item by two-thirds vote.
 - 3. the member submitting the program commits to handle it.

Section 5: Program Changes

Program changes may be made providing the following steps are taken:

- a. Information concerning the proposed changes has been sent to all members at least two weeks prior to the general membership meeting at which the change is to be discussed, and
- b. Final action by the membership is taken at a succeeding meeting.

Section 6: Member Action

Members may act in the name of the LWV-CC only when authorized to do so by the proper Board of Directors.

ARTICLE X – NATIONAL CONVENTION AND STATE CONVENTION

Section 1: National Convention

The Board of Directors, at a meeting before the date on which the names of the delegates must be sent to the national office, shall select delegates to that convention in the number allotted the LWV-CC under the provisions of the bylaws of the LWVUS.

Section 2: State Convention

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 LWV-CC under the provisions of the bylaws of the LWV-Texas.

ARTICLE XI – PARLIAMENTARY AUTHORITY

The rules contained in the most current edition of 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 voting members present and voting at the Annual Meeting, provided the amendments were submitted to the membership in writing and delivered personally, electronically or mailed at least one month in advance of the meeting. Amendment effective at Annual Meeting in May.

Amended May 1990; May 1995; May 1997; May 2004; May 2007; May 2013



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