

THE LEAGUE OF WOMEN VOTERS OF MANATEE COUNTY, FLORIDA  
BYLAWS

~~-(Proposed revision April 2023 from~~ last revised April 2011)

Article I

Section ~~1-1~~. The name of this organization shall be ~~the~~ League of Women Voters of Manatee County, Florida, ~~;~~ (hereinafter referred to as LWVMC or as the League). This local League is ~~also~~ an integral part of the League of Women Voters of the United States ~~and~~ (hereinafter referred to as LWWUS) and of the League of Women Voters of Florida ~~;~~ (hereinafter referred to as LWWFL).

Article II

Purposes and ~~Policy~~ Policies

Section ~~1-1~~. Purposes. The ~~League~~ purposes of ~~Women Voters, a nonpartisan~~ the LWVMC are to promote political ~~organization, encourages~~ responsibility through informed and active participation in government, ~~works~~ to increase understanding of major public policy issues, and ~~influence~~ to influence public policy on selected governmental issues through education and advocacy.

Section 2. Policies. The policies of LWVMC are:

1. Political Policy. The ~~League~~ LWVMC shall not support or oppose any political party or any candidate.
2. Diversity, Equity & Inclusion Policy. The LWVMC is fully committed to ensure compliance - in principle and in practice - with LWWUS' Diversity, Equity, and Inclusion Policy.

Article III  
Membership

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

Section 2. Types of Membership.

1. Voting Members. ~~Citizens~~ Persons at least 18 years of age who join the ~~League~~ LWVMC shall be voting members of ~~the~~ local ~~Leagues~~ and state Leagues of their place of joining and of the LWWUS; ~~(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 honorary life members, excused from the payment of dues. Those who are students are defined as individuals enrolled as full or part time with an accredited institution.
2. Associate Members. All others who join the League shall be associate members.

Article IV  
Board of Directors

Section ~~1-1~~. Number, Manner of Selection, and Term of Office. The board of directors shall consist of the officers of the League, 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 selected 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 term of office of the appointed directors shall be one year and shall expire at the conclusion of the next annual meeting.

~~—of the League. 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 who is not a voting member of the ~~League of Women Voters of Manatee County, Florida~~ LWVMC, shall be elected or appointed or shall continue to serve as an officer or director of this organization.

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 directors' meetings of any member, without valid reason, may be deemed a resignation, upon action of the board of directors.

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, state convention, and annual meeting. The board of directors 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 of directors.

Section 6. Quorum. A majority of the members of the board of directors shall constitute a quorum provided notice of the meeting is sent at least one week in advance. Any one or more members of the board of directors may participate in a meeting by means of conference telephone or other similar equipment 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 V Officers

Section ~~1. Enumeration~~ 1. Election, Qualifications and election of officers. Term. The officers of ~~the League of Women Voters of Manatee County, Florida~~ LWVMC, shall be a president, ~~or co-presidents, a first vice president, a second~~ a 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, ~~and the first~~ and the vice president, ~~and the secretary~~ shall be elected in odd numbered years. The secretary and treasurer shall be elected in even number years. Co-officers are permissible and references herein to any officers shall include the possibility of co-officers. In the event of co-officers, the duties will be determined and assigned by the board of directors.

Section 2. The President. The president shall preside at all meetings of the organization and of the board of directors unless the president shall designate another person to preside. The president may, in the absence or disability of the treasurer, sign or endorse checks, drafts and notes. 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. ~~In the event of co-presidents, the duties will be determined and assigned by the board of~~ directors. In the event of the absence, disability, resignation or death of the president, the vice-president shall assume the office. If the vice-president is unable to serve as president, the board of directors shall fill the vacancy from among the elected directors.

Section 3. The Vice President. (a) The vice president ~~or co-vice presidents~~ shall, in the event of the absence, disability, resignation, or death of the president, possess all powers and perform all duties of that office. (b) The ~~co-vice presidents~~ president shall perform such other duties as the president and the board of directors may designate.

Section 4. The Secretary. The secretary shall keep minutes of all meetings of the League at which business is conducted and of all meetings of the board of directors. The secretary shall 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 of directors and shall perform such other functions as may be incident to the office.

Section 5. The Treasurer. The treasurer shall collect and receive all moneys due. The treasurer shall be the custodian of these moneys, shall deposit them in a bank designated by the board of directors, and shall disburse the same only upon order of the board ~~of directors~~. The treasurer shall present statements to the board of directors at their regular meetings and an annual report to the annual meeting. ~~The books of the treasurer shall be audited at the end of the fiscal year. Said audit shall be due May 1st of each year.~~

#### Article VI Financial Administration

Section ~~1-1~~. Fiscal Year. The fiscal year of the ~~League of Women Voters of Manatee County, Florida,~~ LWVVC shall commence on the first day of April each year.

Section 2. Dues. (a) When ~~LWV US~~ LWVUS or ~~LWV Florida~~ LWVFL raises per member payment (PMP), the annual dues of ~~LWV Manatee~~ LWVVC will be automatically raised in like amount at the beginning of the fiscal year. The board of directors at its discretion may vote to waive this increase. (b) Any other change in the amount of annual dues shall be determined by vote of the membership at the annual meeting. (c) The membership year is January 1 through December 31. All members' dues shall be payable on January 1. Any member who fails to pay dues within three months after they become payable shall be dropped from the membership, ~~upon approval of the board.~~ ~~(d)~~ (d) When two members reside at the same address and a common household, they shall be required to pay only one and one-half of the determined dues.

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 proposed budget shall be sent to all members one month before the annual meeting. The treasurer shall not be eligible to serve as chairman of the budget committee.

Section 5. Financial Review Committee. The board of directors shall appoint a financial review committee of not less than three members. After the end of each fiscal year, the financial review committee shall review the books of the LWVVC and shall report to the board of directors at the first board of directors meeting after the annual meeting.

#### Article VII Meetings

Section ~~1-1~~. Membership Meetings. There shall be at least ~~four~~ three meetings of the general membership each year. Time and place shall be determined by the board of directors. Special meetings of the members may be called by the president, the board of directors or upon written request of ten percent of the voting members.

Section 2. Manner of Meetings. Meetings may be held in person or by electronic means including but not limited to telephonic conferencing and video conferencing. Telephonic and video conferencing meetings shall be called, noticed and conducted in the same manner as in person meetings.

Section 3. Annual Meeting. An annual meeting shall be held between April ~~1st~~<sup>1st</sup> and April 30<sup>th</sup>, 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 and members of the nominating committee; (c) adopt an adequate budget; (d) transact such other business as may properly come before it. Absentee or proxy voting shall not be permitted.

Section ~~3.4~~. Quorum. Fifteen members shall constitute a quorum at all general meetings of the League of Women Voters of Manatee County, Florida ~~LWVMC~~ provided notice of the meeting is sent to the membership at least one week in advance.

#### Article VIII Nominations and Elections

Section ~~1.1~~. Nominating Committee. A nominating committee shall consist of ~~five~~at least three members, ~~two~~one of whom shall be ~~members~~a member of the board of directors. The ~~chairman and two members~~member(s), who shall not be ~~members~~member(s) of the board of directors, shall be elected at the annual meeting. Nominations for these offices shall be made by the current nominating committee. The other ~~members~~member(s) of said committee shall be appointed by the board of directors immediately following the annual meeting. The term of office for the members of the nominating committee shall be one year. Any vacancy occurring in the nominating committee shall be filled from the general membership by appointment of the board of directors. It shall be the duty of this committee to nominate a slate consisting of the candidates for each office to be filled at the annual meeting. Suggestions for nominations for officers and directors may be sent to this committee by any voting members.

Section 2. Report of the Nominating Committee and Nominations from the Floor. One month prior to the date of the annual meeting, the nominating committee shall send to all members a report of the slate of candidates nominated. The report of the nominating committee shall be presented to the annual meeting. Immediately following 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 elections~~Election shall be by ballot. ~~When, except that if there is~~ but only one nominee for an office, ~~the secretary may it shall be instructed to cast one ballot, by voice vote.~~ A majority vote ~~of those qualified to vote and voting~~ shall constitute ~~an~~ election. ~~Absentee or proxy voting shall not be permitted at the annual meeting.~~

#### Article IX Principles and Program

Section ~~1. Authorization.~~ 1. Principles. The ~~governmental principles~~Principles are concepts of government adopted by the national convention and supported by the League as a whole ~~constitute.~~ They are the authorization for the adoption of a national, state, and local program.

Section 2. Program. The program of the League of Women Voters of Manatee County, Florida ~~LWVMC~~ shall consist of: ~~(a) action to implement the Principles and (b) such current local those~~ governmental issues as the membership at chosen by the annual meeting ~~shall choose~~ for concerted study and action. as follows:

1. ~~Section 3. The annual meeting shall act upon~~ Voting members resident within the jurisdiction(s) of the program using the following procedures: (a) local government(s) concerned may make recommendations to the board of directors two months before the annual meeting.
2. ~~The board of directors shall consider the these recommendations sent in by voting members two months prior to the annual meeting and shall formulate a proposed program. (b) The proposed program, which shall be sent to all the members at least one month before the annual meeting. (c) A majority vote of voting members at the annual meeting shall be required for adoption of subjects in the proposed~~
3. ~~Issues that relate to specific jurisdiction(s) in the~~ program as presented to the annual meeting by the board of directors. (d) shall require for adoption a majority vote of members resident within the jurisdiction(s) of the local government(s) concerned and followed by a majority vote of concurrence of the members resident outside the jurisdiction(s) of the local government(s) concerned.
4. ~~Recommendations for program submitted by voting members two months prior to resident within the annual meeting jurisdiction(s) of the local government(s) concerned but not included in the program recommended by the board of directors shall may be considered by the annual meeting, provided that: (1 (a) they were submitted two months before the annual meeting, (b) the annual meeting shall order consideration by a majority vote. (2) of members resident within the jurisdiction(s) of the local government(s) concerned, (c) the annual meeting shall adopt the item by a two-thirds vote. (e) majority vote of the members resident within the jurisdiction(s) of the local government(s) concerned, and followed by a majority vote of concurrence of the members resident outside the jurisdiction(s) of the local government(s) concerned.~~

Section 3. Changes in the Program. Changes in program, in the case of altered conditions, may be made, provided that: ~~(1 (a) 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 changes are discussed. (2, (b) final action by the membership resident within the jurisdiction(s) of the local government(s) concerned is taken at a succeeding meeting. , with concurrence by the membership residing outside the jurisdiction(s) of the local government(s).~~

Section 4. Member action. Program Action. Members may act in the name of the League of Women Voters ~~(a) on legislative measures only LWVMC~~ when authorized to do so by the appropriate board ~~(national or state) and (b) on a local level when of directors. They may act only in conformity with, and not contrary to, a position has been established by the local board through consensus of said local League taken by the LWVMC, the LWVFL and the LWVUS.~~



Article X  
National Convention, State Convention, and State Council

Section ~~I-1~~. National Convention. The membership or the board of directors of the ~~League of Women Voters of Manatee County, Florida~~LWVMC, at a meeting before the date on which the names of delegates must be sent to the national office, shall select delegates from the ~~League of Women Voters of Manatee County~~LWVMC who are voting members to that convention in the number allotted.

Section 2. State Convention. The membership or board of directors of the ~~League of Women Voters of Manatee County, Florida~~LWVMC, at a meeting before the date on which the names of delegates who are voting members must be sent to the state office, shall select delegates from the ~~League of Women Voters of Manatee County~~LWVMC who are voting members to that convention in the number allotted.

Section 3. State Council. (Same as for state convention)

Article XI  
Parliamentary Authority

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

Article XII  
Amendments

These *Bylaws* may be amended by a two-thirds vote of the voting members at an annual meeting, providing a quorum is present and said amendments were submitted to the board of directors in writing at least two months prior to the annual meeting and sent to the general membership at least one month in advance of the annual meeting.