

BYLAWS LEAGUE OF WOMEN VOTERS OF NEVADA

ADOPTED APRIL 1958,
AMENDED IN 1979, 1988, 1995, 1997, 2003, 2004, 2005, 2007, 2011, 2013, 2015

ARTICLE I

Name

The name of this organization shall be League of Women Voters of Nevada, hereinafter referred to as LWVNV. This State League is an integral part of the League of Women Voters of the United States, hereinafter referred to as LWVUS.

ARTICLE II

Purposes and Policy

Sec. 1. Purposes. The purposes of the LWVNV are to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Sec. 2. Political Policy. The League shall not support or oppose any political party or any candidate.

ARTICLE III

Membership

Sec. 1. Eligibility. Any person who subscribes to the purposes and policy of the LWVNV shall be eligible for membership.

Sec. 2. Types of Membership.

a. Voting Members. Citizens at least 18 years of age who join the League shall be voting members of local Leagues, state Leagues 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

Local Leagues, Inter-League Organizations and Member-at-Large Units.

Sec. 1. Local Leagues.

- a. Local Leagues are those Leagues within the State of Nevada that have been so recognized by the LWVUS.
- b. The state board has responsibility for the establishment of new Leagues and shall recommend to the national board that it grant recognition as a local League to any group of members of the League in any community within the state in which no local League exists, provided the group fulfills state and national requirements.
- c. In the event of recurrent failure of a local League to fulfill these requirements, the state board shall recommend to the national board that it withdraw recognition from the local League. All funds held by a local League from which recognition has been withdrawn shall be paid to the LWVNV after the national per member payment and other obligations have been met.

Sec. 2. Inter-League Organizations.

- a. Members enrolled in local Leagues may organize inter-League organizations, hereinafter referred to as ILOs, in order to promote the purposes of the League and to take action on county, metropolitan or regional governmental matters.
- b. The state board shall recommend to the national board that such an ILO be recognized, provided requirements adopted by the national convention have been fulfilled. In the event of recurrent failure of an ILO to fulfill these requirements, the state board after investigation shall recommend to the national board that it withdraw recognition from the ILO. All funds held by an ILO from which recognition has been withdrawn shall be prorated among the member Leagues.

Sec. 3. Member-at-Large Units.

- a. The state board may authorize the establishment of member-at-large units in communities where circumstances dictate such organization. Member-at-large units shall fulfill state League requirements.
- b. In the event of recurrent failure of a member-at-large unit to fulfill these requirements, the state board may withdraw recognition from the unit. All funds held by a member-at-large unit from which recognition has been withdrawn shall be paid to the state League after other obligations have been met.

ARTICLE V

Officers

Sec. 1. Election, Qualifications and Term. The officers of the LWVNV shall be a president, a first vice-president, a second vice-president, a secretary and a treasurer. They shall be voting members of the LWVNV and shall be elected at the biennial state convention to hold office until the close of the next convention or until their successors have been elected and qualified. An officer may run or hold the office for more than one term.

Sec. 2. The President. The president shall provide state-wide leadership, working to ensure League success. The president needs to lead by consensus of the state board, and cannot operate autonomously. He/she shall be a spokesperson for the League when required, representing the local leagues to LWVUS and to the elected officials and media. The president shall ensure that communications from LWVUS are passed on to the state board members and local league Presidents. When there is dysfunction on the state board or at the local league level, the president shall provide leadership in resolving problems.

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 shall fill the vacancy.

Sec. 3. The First Vice-President. The first vice-president shall perform such duties as the president and the board shall direct. The first vice-president shall provide administrative support to the President and shall support the Financial Committee and the Audit Committee.

Sec. 4. The Second Vice-President. The second vice-president shall manage programs for the LWVNV. The second vice-president shall manage Council and Convention. The second vice-president shall chair the Legislative Committee. The second vice-president shall support the Nominating Committee.

Sec. 5. The Secretary. The secretary shall maintain current lists of board members, nominating and other committee members including name and contact information (address, phone, email) and shares those lists as needed in timely fashion. The secretary shall keep minutes of all conventions and councils of the LWVNV and of all meetings of the state board. The secretary takes minutes at board meetings consisting of all actions taken by the board including a list of action items for board/other members. The secretary prepares the minutes of the board meeting immediately following the board meeting and emails the document to all board members within two (2) weeks of the board meeting for initial review. The secretary handles correspondence for the board. Prior to quarterly board meetings, the secretary sends the agenda, minutes and Treasurer's Report to all board members. 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. 6. The Treasurer. The treasurer shall perform such duties as customarily pertain to the office and, at the direction of the board, collect and receive all monies due and maintain deposits in authorized financial institutions. The treasurer shall present periodic statements to the board at its regular meeting and an annual report to the council or convention. The treasurer shall maintain accounts as prescribed in the Policy for the Endowment and Lobbying Fund and as directed by the state board. The Treasurer works with the budget committee to develop the budget annually and presents the budget at Council and Convention. The Treasurer shall support the Finance Committee. The Treasurer shall support fund raising efforts of the state and local Leagues.

ARTICLE VI

Board of Directors

Sec. 1. Selection, Qualifications and Term. The board of directors shall consist of the officers, three (3) directors elected by the convention and not more than three (3) appointed directors and the presidents of the local Leagues. (Local League co-presidents are considered one person for voting purposes.) All directors shall be voting members of the local Leagues or members-at-large. The composition of the Board should be representative of the local League memberships. They shall serve until the close of the next convention or until their successors have been elected and qualified. Each director will have a specific responsibility on the board to be decided among them from the following: Legislation, Fundraising/fund development, Media and publicity (including management of a Speakers Bureau), and Mentor for local Leagues. Vacancies other than the presidency and local presidents may be filled by vote of the remaining members of the board.

Sec. 2. Powers. The board shall manage and supervise the business, affairs and activities of the league, subject to the instructions of the convention. It shall provide instructions and guidance to the President. It shall select delegates to national convention. It shall accept responsibility for such other matters as the national board may from time to time delegate. It shall have the power to appoint an executive committee and create special committees as it deems necessary and shall perform such other duties as are specified in these bylaws.

In case of proven insubordination, malfeasance, major failure to carry out the duties articulated in the bylaws, or willful misconduct, per Robert's Rules of Order, the Board shall have the power to remove an officer or director. The officer or director, being removed after being notified by certified mail, shall have the right to appeal to LWVUS.

Sec. 3. Executive Committee. The board may appoint an executive committee consisting of no fewer than three (3) members of the board. The executive committee shall exercise such power and authority as may be delegated to it and shall report on all actions taken between regular meetings of the board. This committee may act as trustees for a Nevada Education Fund.

Sec. 4. Meetings. At least four regular meetings shall be held annually at such time and place as the board may determine. The president may call a special meeting, and upon request of five members of the board, shall call a special meeting. Any of these meetings may be held by videoconference or teleconference (including over the Internet) so long as all persons participating can hear each other at the same time (and, if by videoconference, can see each other as well. Notice of all regular meetings shall be given by USPS, electronically, phone or fax at least seven days prior to the meeting.

Sec. 5. Absences. In the event a member of the board is absent without excuse or notification from three consecutive meetings of the board, that office shall be declared vacant.

Sec. 6. Quorum. A majority of the members of the board shall constitute a quorum. Any one or more members of the board may participate in a meeting by means of conference call.

ARTICLE VII

Financial Administration

Sec. 1. Fiscal Year. The fiscal year of the League shall be from July 1 through June 30 of each year.

Sec. 2. Financial Support.

- a. Each local League shall make an annual per member payment to the state League in an amount to be determined by a quorum of those voting at each council/convention. (Each local League's annual per member payment to the state shall be due by October 1st.)
- b. When two or more members reside at the same address in a common household, the payment determined by the convention shall be made for the first member; a payment equal to one-half the per member payment shall be paid for each other member.
- c. A local League shall be excused from making a per member payment for paid life or honorary life members.
- d. Each local League shall make the annual per member payment to the LWVUS on a schedule determined by the LWVUS.
- e. No student per member payment shall be paid to the state League.

Sec. 3. Budget. A budget for the next fiscal year shall be submitted by the board to the convention or council and shall be adopted by a majority vote.

Sec. 4. Financial Committee. The financial committee, which shall be appointed by the board, shall be a standing committee and shall serve the term of the board. The treasurer shall be an ex officio member of the financial committee. The committee shall consist of no fewer than three (3) members. The committee shall prepare the budget six (6) weeks in advance of the convention or council, and make it available to the Board at that time. The committee shall examine the financial records of the LWVNV at least once in a biennium, or upon the election of a new treasurer. The committee shall perform other duties as assigned by the board.

Sec. 5. Distribution of Funds on Dissolution. Also see Article IV. All other property of whatsoever nature, whether real, personal or mixed which may at the time be owned or under the control of the local League shall be distributed among any local League, or if no local League exists, disposed of to such person, organization, or corporation for such public, charitable or educational use and purposes as the state League in its absolute discretion may designate.

ARTICLE VIII

Convention

Sec. 1. Place, Date and Call. A convention of the LWVNV shall be held biennially at a time and place determined by the state board. The president shall send a first call for convention to the presidents of local Leagues not less than three (3) months prior to the opening date of the convention fixed in said call. Thereafter the state board may advance or postpone the opening date of the convention not more than two weeks from the date fixed in the first call. A final call for the conventions shall be sent by the president to the presidents of local Leagues at least thirty (30) days before convention.

Sec. 2. Composition. The convention shall consist of:

a. Delegates chosen by the members of local Leagues and Member-at Large (MAL) Units); each local League and MAL shall be entitled to at least one delegate for the first fifteen (15) voting members and one additional delegate for each fifteen (15) additional voting members; the official membership count shall be determined by records of voting members as of January 31 of the year in which the convention is held;

b. The members of the LWVNV Board of Directors which includes presidents of local Leagues.

Sec. 3. Delegates' Qualifications and Voting. All delegates and shall be voting members of a local League or MAL Unit of the State of Nevada. Each delegate representing a local or state League or MAL Unit shall be entitled to vote, only if that League has met its per member payment responsibilities. No delegate shall be entitled to more than one vote, and must be physically present to vote. Final determination of a delegate's qualifications or credentials shall be made by the convention.

Sec. 4. Powers. The convention shall adopt a program, elect officers and directors, adopt a budget and transact such other business as may properly come before it. The nominating slate and budget must have been pre-approved by the Board and distributed to the local League Presidents 30 days prior to the convention.

Sec. 5. Quorum. A quorum shall consist of a majority of the authorized delegates at the convention, provided that a majority of local Leagues are represented. If a majority of local Leagues are not represented, there is no quorum.

ARTICLE IX

Council

Sec. 1. Place, Date and Call. A meeting of the council shall be held biennially approximately twelve months after each convention, at a time and place determined by the state board. The state board may choose to conduct the council by means of conference telephone or similar communications equipment allowing all persons participating in the council to hear each other at the same time. In the event of an emergency, the national board may also call a special council meeting. A formal call shall be issued to local League presidents at least thirty (30) days before a council meeting.

Sec. 2. Composition. The council shall consist of:

a. Two (2) delegates chosen by each local League or MAL ; and

b. The members of the LWVNV Board of Directors which includes presidents of local Leagues and MALs .

Sec. 3. Delegates' Qualifications and Voting. All delegates shall be voting members of the League or MAL. Each delegate representing a local League or MAL shall be entitled to vote only if that League or MAL has met its per member payment responsibilities. No delegate or MAL shall be entitled to more than one vote and absentee or proxy voting shall not be permitted. Final determination of a delegate's qualifications or credentials shall be made by the council.

Sec. 4. Powers. The council shall give guidance to the state board on program and methods of work.

a. In the event of an emergency, the council may change the program upon recommendation of the state board or a local League or MAL, provided the notice of proposed modifications of the program shall have been sent to the presidents of the local Leagues and MALs at least fourteen (14) days prior to the council meeting. A two-thirds (2/3) vote shall be required to adopt any change.

b. The council shall adopt a budget, which must have been distributed to the participants 30 days prior to the Council, and shall transact such other business as shall be presented by the state board.

Sec. 5. Quorum. A majority of the State Board members and three (3) members, other than members of the State Board, shall constitute a quorum. If a majority of local Leagues and MALs are not represented by State Board or local League members or MAL members, there is no quorum. If there are only two local Leagues, there must be representatives of both Leagues for a quorum.

ARTICLE X

Nominations and Elections

Sec. 1. Nominating Committee. The nominating committee shall consist of five (5) members, two (2) of whom shall be members of the state board., The chairman and two (2) members, who shall not be members of the state board shall be elected by the convention. Nominations shall be made by the current nominating committee. The other members of the nominating committee shall be appointed by the state board immediately after the convention.

Sec. 2. Suggestions for Nominations. The nominating committee shall request suggestions for nominations through the president of each local League. Any LWVNV member may submit suggestions for nominations.

Sec. 3. Report of the Nominating Committee. The report of the nominating committee containing its nominations for officers, directors and three (3) members of the next nominating committee, including a chair or co-chairs, shall be sent to the presidents of the local Leagues at least one (1) month prior to the convention. The report of the nominating committee shall be presented to the convention at its first session. Nominations may be made from the floor immediately thereafter, provided the consent of the nominee has been obtained.

Sec. 4. Election. Election shall be by ballot. If there is only one nominee for an office, it shall be by voice vote. A majority of those present and voting shall constitute an election.

ARTICLE XI

Principles and Program

Sec. 1. Principles. The Principles are concepts of government adopted by the national convention and supported by the League as a whole and are the authorization for adoption of national, state and local programs.

Sec. 2. Program. The program of the LWVNV shall consist of action to implement the Principles and those state governmental issues chosen by the convention for study, concurrence, or lobbying.

a. Local League boards may make program recommendations to the state board at least two (2) months prior to the convention.

b. The convention shall adopt a program by a majority vote on each subject presented, including any proposed by Local League boards prior to the Convention.

c. The adopted program should be published to all local Leagues and to the attendees of the Convention within 30 days. Those priorities should drive lobbying and allocation of resources.

Sec. 3. Program Action. Members and local Leagues may act in the name of the LWVNV only when authorized to do so by the LWVNV board. They may act only in conformity with, and not contrary to, a position taken by the LWVNV and the LWVUS.

ARTICLE XII

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 not inconsistent with these bylaws.

ARTICLE XIII

Amendments

These bylaws may be amended at any council/convention by a two-thirds vote, provided that the proposed amendment was submitted to the state board at least two (2) months prior to the council/convention. The board shall send all such proposed amendments to the presidents of local Leagues at least four (4) weeks prior to council/convention. Local League presidents shall notify members of their respective Leagues of the proposed amendments, but failure to give such notice shall not invalidate the subsequent adoption of the amendment by the council/convention.