

BY LAWS

ARTICLE 1 NAME

SECTION 1. NAME. The name of this corporation shall be the Kittitas Valley League of Women Voters, hereinafter referred to as KVLWV in these bylaws. the KVLWV is an integral part of the League of Women Voters of the United States and of the League of Women Voters of Washington.

ARTICLE 11 PURPOSE AND POLICY

SECTION 1. PURPOSE. THE PURPOSES OF THE KVLWV ARE: a. To promote the informed and active participation of citizens in both politics and government; b. To develop positions on selected government issues; and c. To support and explain these positions.

SECTION 11. POLITICAL POLICY. The KVLWV shall not support or oppose any political party or candidate.

ARTICLE 111 MEMBERSHIP

SECTION 1. ELIGIBILITY. Any person who subscribes to the purpose and policies of the League or any other local league;

- a. Individuals who live within an area of local leagues may join that league or any other local league
- b. Those who reside outside the area of any local league may join a local league or shall be state members-at-large;
- c. Those who make a lump-sum life membership payment to the LWVUS shall be paid life members and those who have been members of the League for 50 years or more shall be honorary life members excused from payment of dues.

SECTION 2. TYPES OF MEMBERSHIP. a. Voting members: shall be United States citizens at least 18 years of age who join KVLWV. b. Associate members: shall be all others who join KVLWV, including people under age 18 and/or people who are not United States citizens.

ARTICLE IV OFFICERS

SECTION 1. ELECTION, QUALIFICATIONS AND TERMS. a. Officers shall be voting members; b. Officers shall be: President, Vice-President, Secretary, and Treasurer; c. Officers shall be elected by the general membership at an Annual Meeting and shall take office immediately after the Annual Meeting; d. Officers shall serve two year terms; e. The President and Secretary shall be elected in even numbered years; the Vice-President and Treasurer shall be elected in odd numbered years; f. Officers may serve more than one term; 4

g. The duties of one office may be shared by more than one person; h. One person may hold two offices. **SECTION 2. THE PRESIDENT.** a. Shall preside at all meetings of the KVLWV and the Board of Directors; b. May, in the absence or disability of the Treasurer, sign or endorse checks, drafts and

notes; c. Shall be an ex officio member of all committees except the Nominating Committee; d. Shall have such usual powers of supervision and management as may pertain to the office of the President; and e. Shall perform such other duties as may be designated by the Board.

SECTION 3. THE VICE PRESIDENT. a. Shall assume the presidency in the event of the absence, disability or death of the President; b. If the Vice-President is unable to serve as President, the Board shall appoint one of its members to fill the vacancy and perform all duties of that office.

SECTION 4. THE SECRETARY. a. Shall take and keep minutes of each Board meeting of the KVLWV; b. Shall take and keep minutes of each Annual Meeting of the KVLWV; c. Shall provide minutes of the Annual Meeting to all members before the next Annual Meeting; d. Shall provide copies of the agenda and minutes of the previous meeting of the Board of Directors to each Board Member before the next meeting; e. Shall co-sign, with the President, all documents authorized by the Board.

SECTION 5. THE TREASURER. a. Shall collect and be custodian of all money due; b. Shall deposit such money in a bank designated by the Board; c. Shall pay all money owed by the KVLWV; d. Shall make a financial report to the Board at its regular meetings and shall present the next year_s proposed budget to the membership at the Annual Meeting.

ARTICLE V BOARD OF DIRECTORS

SECTION 1. SELECTION, QUALIFICATION AND TERM. The Board of Directors shall

consist of the officers of the KVLWV, four elected Directors and not more than four appointed Directors. Board members must be voting members of KVLWV. a. Elected directors: 1) shall serve for two year terms, in positions designated as numbers 1 through 4; 2) shall be elected at an Annual Meeting, with positions 1 and 3 elected in odd-numbered years and positions 2 and 4 elected in even-numbered years. b. Appointed directors: 1) shall be appointed by the elected directors; 2) shall serve one year terms expiring at the conclusion of the next Annual Meeting; 3) shall serve in positions designated as numbers 5 through 8.

SECTION 2. VACANCIES. Any vacancy on the Board of Directors may be filled by a majority vote of the remaining members. KVLWV shall assume that a member who is absent from three consecutive Board meetings without a valid reason has resigned from the Board.

SECTION 3. POWERS AND DUTIES. Subject to the instructions of the general membership the Board of Directors shall have full charge of the property and business of KVLWV, with full power and authority to manage and conduct same. It shall plan and direct the work necessary to carry out the program 5

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 and shall perform other duties as specified in these bylaws.

SECTION 4. EXECUTIVE COMMITTEE. The Executive Committee shall be composed

of the President, the immediate past President, the Vice-President, the Secretary and the Treasurer. The President may call a meeting of the Executive Committee to transact necessary business and the Executive Committee may act for the Board in emergencies. Three members of the Executive Committee shall constitute a quorum.

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 written request of five members of the Board.

SECTION 6. QUORUM. A majority of the members of the Board of Directors shall constitute a quorum.

ARTICLE VI FINANCIAL ADMINISTRATION

SECTION 1. FISCAL YEAR. The fiscal year of the KVLWV shall be from July 1 through June 30 of the next year.

SECTION 2. DUES. Annual dues shall be payable in July. At least two weeks before the Annual Meeting, the Board of Directors may recommend a change in the amount of dues. At the Annual Meeting, a two-thirds majority of those present and voting shall be required for approval of the change. When two or more members reside in a common household, one member shall pay the full rate and each additional member shall pay one-half of the full rate. The Board of Directors may vote to provide subsidized memberships as an incentive to encourage membership of young and/or low income people.

SECTION 3. BUDGET. a. At least two months prior to the Annual Meeting, the Board of Directors must appoint a committee to prepare a budget for the following year. b. The Treasurer shall be an ex officio member of this committee but is not eligible to chair it. c. The proposed budget must be approved by the Board of Directors. d. The proposed budget must be approved by the membership at the Annual Meeting.

SECTION 4. DISBURSEMENT OF FUNDS. Distribution of assets if the KVLWV dissolves: The KVLWV is not organized for profit and no part of the net earnings of the corporation shall inure to the benefit of any private shareholder or individual. In the event of liquidation or dissolution of the corporation whether voluntary or involuntary, no member shall be entitled to any distribution or division of its remaining property and/or its proceeds. All money or other assets owned by the KVLWV after payment of all debts and obligations of the corporation, shall be given to the League of Women Voters of Washington or its successor body.

ARTICLE VII MEETINGS

SECTION 1. MEMBERSHIP MEETINGS. There shall be at least four meetings of the membership each year. The time and place to be determined by the Board of Directors.

SECTION 2. ANNUAL MEETING. An Annual Meeting shall be held no later than June 15, the exact date to be determined by the Board of Directors. The Annual Meeting

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

SECTION 3. QUORUM. Twelve members shall constitute a quorum at the Annual Meeting of the KVLWV.

ARTICLE VIII PRINCIPLES AND PROGRAM

SECTION 1. PRINCIPLES. Principles are concepts of government adopted by the national convention and supported by the league as a whole. They are the authorization for the adoption of nation, state, and local program.

SECTION 2. PROGRAM. The program of the KVLWV shall consist of action to implement the principles of LWVUS and such other state and local issues as are chosen for study and action.

SECTION 3. PROGRAM SELECTION. The Annual Meeting shall select issues for study and action using the following procedures: a. The Board of Directors shall consider the program suggestions 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 two weeks before the Annual Meeting. c. A majority vote of voting members shall be required for adoption of the Proposed Program presented to the Annual Meeting by the Board of Directors. d. Recommendations for program submitted by voting members 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 had 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 4. MEMBER ACTION. Members may take action on state and national program items only in accordance with procedures established by the League of Women Voters of Washington and the League of Women Voters of the United States. Such action shall be in conformity with positions taken by the League of Women Voters of Washington and League of Women Voters of the United States. Members may act in the name of the KVLWV only when authorized to do so by the Board of Directors.

ARTICLE X NATIONAL CONVENTION, STATE CONVENTION AND STATE COUNCIL

SECTION 1. NATIONAL CONVENTION. The Board of Directors, with input of the members, shall select delegates to the Convention in the number allotted the KVLWV under the provisions of the bylaws of the League of Women Voters of the United States.

SECTION 2. STATE CONVENTION. The Board of Directors, with input of the members shall select delegates to the Convention in the number allotted the KVLWV under the provisions of the bylaws 7

of the League of Women Voters of Washington.

SECTION 3. STATE COUNCIL. The Board of Directors, with input of the members, shall select delegates that the Council in the number allotted the KVLWV under the provisions of the bylaws of the League of Women Voters of Washington.

ARTICLE XI PARLIAMENTARY AUTHORITY

SECTION 1. PARLIAMENTARY AUTHORITY. The rules contained in Robert_s Rule 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

SECTION 1. AMENDMENTS. These 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 two weeks in advance of the meeting.