

BYLAWS OF

The League of Women Voters of the Hamptons, Shelter Island and the North Fork

ARTICLE I: NAME

The name of this organization shall be the League of Women Voters of the Hamptons, Shelter Island and the North Fork, hereinafter referred to in these Bylaws as LWVH/SI/NF. This local League is an integral part of the League of Women Voters of the United States (LWVUS), the League of Women Voters of New York State (LWVNYS), and of the League of Women Voters of Suffolk County (LWVSC).

ARTICLE II: PURPOSE AND POLICY

Section 1. Purposes. The purposes of the LWVH/SI/NF shall be to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Section 2. Policies. The policies of the LWVH/SI/NF are:

- 1) Political Policy. LWVH/SI/NF shall not support or oppose any political party or any candidate.
- 2) Diversity, Equity and Inclusion Policy. The League is fully committed to ensure compliance – in principle and in practice – with LWVUS’ Diversity, Equity and Inclusion Policy.

ARTICLE III: MEMBERSHIP

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

Section 2. Types of 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; 4) those who are students are defined as individuals enrolled either as full or part time with an accredited institution.

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

ARTICLE IV: BOARD OF DIRECTORS

Section 1. Selection of term. The Board of Directors shall consist of:

a. The officers (see ARTICLE V: OFFICERS).

b. Elected Directors. Four directors, elected by the general membership at the Annual Meeting, who each serve a two-year term. Two of the four shall be elected each year and shall serve until their successors have been elected.

c. Appointed Directors. Not more than ten directors appointed by the members of the Board. They shall serve a term of one year.

Section 2. Qualifications. All directors shall be voting members of the LWVH/SI/NF.

Section 3. Vacancies. Any vacancy occurring in the Board of Directors by reason of absence, disability, disqualification, resignation or death may be filled, until the next Annual Meeting by a majority vote of the remaining members of the Board of Directors. In the event that a Board Member is absent from three consecutive Board meetings, without an excuse deemed satisfactory by the majority of the Board, that position may be declared vacant by a majority vote of the remaining Board members.

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 instructions from the National Convention, the State Convention and the LWVH/SI/NF Annual Meeting. The Board shall create and designate such special committees as it may deem necessary.

Section 5. Meetings. The Board of Directors shall meet at least nine times annually. The President(s) may call special meetings of the Board to act on specific matters provided the Board is given notice of the matter to be discussed or acted upon. The President, or the Secretary at the President's direction, shall call a special meeting upon the written request of five members of the Board. The President, or the Secretary at the direction of the President, shall provide the Board with written notice of such meetings at least 48 hours in advance of the date set for the meeting unless this notice period is waived by the majority of the Board. Board meetings may be conducted virtually, and decisions made at electronically-conducted meetings shall carry the same weight as face-to-face meetings.

Section 6. Quorum. A majority of the members of the Board of Directors shall constitute a quorum.

ARTICLE V: OFFICERS

Section 1. Enumeration and Election of Officers. The officers of the LWVH/SI/NF shall be a President or Co-Presidents; up to four Vice Presidents; a Secretary; and a Treasurer. If the position of President cannot be filled, an Executive Committee will be formed. It shall consist of members of the Board of Directors. The Nominating Committee shall recommend the number of Vice Presidents. At the Annual Meeting, the general membership shall elect the officers for two-year terms. They will take office immediately. The President, or if there are co-presidents, one of the co-presidents, no more than two Vice Presidents, and the Secretary shall be elected in odd-numbered years. One co-president, no more than two Vice Presidents and the Treasurer shall be elected in even-numbered years.

Section 2. The President. The President(s) shall preside at all meetings of the organization and of the Board of Directors. In the absence, resignation or disability of the Treasurer, the President(s) may sign or endorse checks, drafts and notes. The President(s) shall be, ex-officio, a member of all committees except the Nominating Committee. The President(s) shall have such usual powers of supervision and management as may pertain to that office and perform such other duties as may be designated by the Board.

Section 3. The Vice Presidents. In the event of the absence, resignation, disability or death of the President(s), the Vice Presidents, in order of years of service on the LWVH/SI/NF Board, shall assume

the office until such time as the Board of Directors shall select a voting member of LWVH/SI/NF to fill the vacancy. The Vice Presidents shall perform such duties as the President(s) and the Board shall designate.

Section 4. The Secretary. The Secretary shall keep the minutes of the Annual Meeting; all meetings of the Board of Directors; and shall sign, with the President, all contracts and other instruments when so authorized by the Board; as well as performing other functions as may be incident to the office.

Section 5. The Treasurer. The Treasurer shall collect, receive and disburse all monies; be the custodian of these monies, deposit them in banks and other financial institutions designated by the Board, and give an annual report at the Annual Meeting and regular reports to the Board.

ARTICLE VI: FINANCIAL ADMINISTRATION

Section 1. Fiscal Year. The fiscal year of LWVH/SI/NF shall be from June 1 to May 31 of each year.

Section 2. Dues. Annual dues shall be payable by June 1, in an amount determined by the Board prior to the Annual Meeting. Any member who fails to pay dues by December 31 will be notified and dropped from the membership rolls. Dues paid by new members between February 1 and May 31 will apply through May 31 of the following year. When two or more members reside at the same address in a common household, a payment equal to approximately one and one-half (1-1/2) times the annual dues shall be paid. In accordance with LWVUS policy, there are no dues for student members.

Section 3. Budget. A budget for the coming year shall be submitted by the Board of Directors at 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 Treasurer shall not be eligible to serve as Chairman of the Budget Committee. The proposed budget shall be sent, electronically whenever an e-mail address is available, to all members one month before the Annual Meeting.

ARTICLE VII: MEETINGS

Section 1. Meetings. There shall be at least four Public Information Meetings (PIM) sponsored by the LWVH/SI/NF each year; an Annual Meeting (see below); and a Program Planning Meeting (see Article IX). Meetings may be conducted virtually, and decisions made at electronically-conducted meetings shall carry the same weight as face-to-face meetings.

Section 2. Annual Meeting. An Annual Meeting shall be held in May, the exact date is 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 budget

d. Transact such other business as may properly come before it.

Section 3. Quorum. The quorum for the Annual Meeting shall be 15% of the voting members.

ARTICLE VIII: NOMINATIONS AND ELECTIONS

Section 1. Nominating Committee. The Nominating Committee shall consist of five members: a chair and two voting members who are not on the Board of Directors, and two voting members from the Board of Directors. Nominations for the chair and two non-Board members shall be made by the active Nominating Committee and presented for election at the Annual Meeting. The other two members shall be appointed by the Board of Directors immediately following the Annual Meeting. Nominations for officers and directors may be sent to this committee by any voting member. The Board of Directors shall appoint a replacement for any vacancy on the Nominating 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. 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. The election of officers and directors shall be by ballot. When there is only one nominee for an office, the Secretary may be instructed to cast the ballot for that office. Election is by majority vote of those members present. Absentee or proxy voting shall not be permitted.

ARTICLE IX: PROGRAM

Section 1. Authorization. The governmental issues adopted by the National Convention, and supported by the League as a whole, constitute the authorization for the adoption of the program.

Section 2. Program. The program of LWVH/SI/NF shall consist of those issues chosen for study and action.

a. The Board of Directors shall consider recommendations made by the voting members who attend the Program Planning Meeting and shall formulate a proposed program.

b. The proposed program shall be sent to all members one month before the Annual Meeting. This information shall be sent electronically whenever an e-mail address is available.

Section 3. Action by the Annual Meeting. The Annual Meeting shall act upon the program using the following procedures: A majority vote of those present and voting at the Annual Meeting shall be required for adoption of the proposed program presented by the Board of Directors. Program recommendations submitted by voting members, but not recommended by the Board of Directors, may be considered at the Annual Meeting provided:

a. Consideration is ordered by a majority vote of the members present at the Annual Meeting.

b. The Annual Meeting adopts the recommendation by a two-thirds vote of the members present. In the case of altered conditions, changes in the program can be made during the year provided:

1) 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 discussed. This information may be sent, electronically whenever an e-mail address is available.

2) Final action by the membership is taken at a succeeding meeting.

Section 4. Member Action. Members may act in the name of LWVH/SI/NF only when authorized to do so by the Board of Directors.

Section 5. Local League Action. LWVH/SI/NF may not take actions that contradict positions taken by LWVNYS and LWVUS.

ARTICLE X: NATIONAL CONVENTION, STATE CONVENTION AND COUNCIL

Section 1. National Convention. The Board of Directors selects delegates to that Convention in the number allotted LWVH/SI/NF under the provisions of Bylaws of LWVUS. Suggestions for names of delegates may be submitted to the Board by any voting member. Board approval of the delegates is final.

Section 2. State Convention. The Board of Directors selects delegates to the Convention in the number allotted the LWVH/SI/NF under the provisions of the bylaws of the LWVNYS. Suggestions for names of delegates may be submitted to the Board by any voting member. Board approval of the delegates is final.

Section 3. State Council. The Board of Directors selects delegates to that Council in the number allotted the LWVH/SI/NF under the provisions of the bylaws of LWVNYS. Suggestions for names of delegates may be submitted to the Board by any voting member. Board approval of the delegates is final.

ARTICLE XI: PARLIAMENTARY AUTHORITY

Parliamentary Authority. The rules contained in Robert’s Rules of Order, Newly 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

Amendments. These bylaws may be amended by a two-thirds vote of the voting members at the Annual Meeting provided the amendments were submitted to the membership in writing at least one month in advance of the meeting.

Revised 5/97, 5/98, 5/99, 5/01, 5/03, 5/04, 5/09, 5/10, 4/11, 4/12, 4/13, 4/14, 5/15, 5/16, 5/17, 5/18, 5/19, 5/20, 5/21.
