BYLAWS

LEAGUE OF WOMEN VOTERS OF CHAMPAIGN COUNTY

Article I

Name

Section 1. Name. The name of this organization shall be the League of Women Voters of Champaign County. This local League is an integral part of the League of Women Voters of the United States and of the League of Women Voters of Illinois.

Article II

Purpose and Policy

Section 1. Purposes. The purposes of the League of Women Voters of Champaign County shall be to promote political responsibility through informed and active participation of citizens in government and to act on selected governmental issues.

Section 2. Policy. The League of Women Voters of Champaign County may take action on local governmental measures and policies in the public interest in conformity with the principles of the League of Women Voters of the United States. The League 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*. 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

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

Article IV

Board of Directors

Section 1. Enumeration of Officers and Directors; Number, Manner of Selection, and Terms of Officers. Voting members of the Board of Directors shall consist of the President, Vice-President, Treasurer, Secretary, three elected Directors and four Directors appointed by the Board. The President, Vice-President and three directors shall be elected by the general membership at the Annual Meeting in even-numbered years and serve two year terms. The Treasurer and Secretary shall be elected by the general membership in odd numbered years and serve two year terms. The four Appointed Directors shall serve 1 year terms. All members of the Board of Directors serve until their successor is elected and qualified, unless they have submitted a written resignation to the President. Terms of office shall commence at the conclusion of the Annual Meeting, except for the Treasurer whose term shall commence July 1. This schedule may be altered as necessary to fulfill the needs of the organization and the availability of candidates for office. Vacancies in office may be filled until the next Annual Meeting by majority vote of those members of the Board in office.

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 Champaign County. Every member of the Board of Directors shall comply with the Political Activity Policy as adopted by the Board of this League.

Section 3. Vacancies. Any vacancy occurring in the Board of Directors may be filled, until the next election, by a majority vote of the remaining members of the Board of Directors. Three consecutive absences from a board meeting of any member shall be deemed a resignation upon vote by a majority of the Board. A supermajority vote of 3/4 may remove a member of the Board for malfeasance or nonfeasance.

Section 4. Meetings. As soon as reasonably possible after the Annual Meeting, the Board shall meet to set a schedule of meetings for the next year. The Board can enact rules of decision-making and means of attendance. The President may call special meetings of the board of Directors, and shall call a special meeting upon the written request of three members of the Board.

Section 5. Quorum. A majority of the serving members of the Board shall constitute a quorum.

Article V

Powers and Duties of the Board and Officers

Section 1. 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 the same, subject to the instruction 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.

Section 2. The President. The President shall preside at all meetings of the organization and of the Board of Directors. The President may, in the absence of or disability of the Treasurer, sign or endorse checks, drafts, and notes. The President shall be, ex officio, a member of all committees except the Nominating Committee. The President shall appoint the chairs of all Committees and any other position created by the Board of Directors. 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. The President shall be the official spokesperson of the League.

Section 3. The Vice-President. The Vice-President shall, in the event of the absence, disability, or death of the President, possess all the powers and perform all the duties of the President. If there is no Vice-President or the Vice-President is unavailable, the Board shall elect a President Pro Tem who may be an officer or director of the Board or a past President. Except in emergencies, the majority of the Board shall declare the period of disability, etc. of the President.

Section 4. The Secretary. The Secretary shall keep minutes of all general meetings of the League, and of meetings of the Board of Directors. The Secretary shall notify all Officers and Directors of their elections. 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 incident to the office.

Section 5. The Treasurer. The Treasurer shall collect and receive all monies due. The Treasurer shall be the custodian of these monies, shall deposit them in a bank designated by the Board of Directors, and shall disburse the same only upon order of the Board. The Treasurer shall be bonded in the amount to be determined by the Board. The Treasurer shall present quarterly reports to the Board and an annual report to the annual Meeting.

Section 6. Responsibilities of the Board of Directors. In order to operate effectively, certain functions must be performed by the officers and Board

members or League members under the supervision of an officer or Board member. A list of those functions is in attached Appendix A. This list is not intended to be comprehensive or limiting. The first Board meeting after the Annual Meeting shall be an organizational meeting and these functions, plus any others deemed necessary, shall be assigned as responsibilities of specific officers and Board members.

Article VI

Financial Administration

Section 1. Fiscal Year. The fiscal year of the League of Women Voters of Champaign County shall commence the first day of July in each year.

Section 2. Dues. Members shall pay dues in accordance with LWVUS policy. Members who fail to renew within the period specified by the LWVUS will be removed from the roster.

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. A copy of the proposed budget shall be sent to each member at least ten days before the annual meeting.

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, based on its responsibilities to the needs of the various committees.

Section 5. Auditing Committee. An Auditing Committee shall be appointed by the Board of Directors at least one month before the close of the fiscal year. This committee shall audit the books of the Treasurer and report to the Board of Directors.

Article VII

Meetings

Section 1. Remote Meetings. If circumstances make it difficult or impossible to hold Board or Annual Meetings in person, the League may conduct business through electronic communications, defined as use of a medium by which all persons in attendance may communicate with each other. Such meetings shall be referred to as remote meetings. Participation in a remote meeting shall be considered as equivalent to participation in person. All materials being

considered at a remote meeting shall be distributed to all participants. The materials may be distributed electronically.

Section 2. Annual Meeting. An Annual Meeting, which may be adjourned, shall be held between May 1 and June 30, 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.

Section 3. Quorum. Any notice required by these bylaws may be given by US mail or electronically. Twenty voting members shall constitute a quorum at all general meetings of the League of Women Voters of Champaign County.

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 Chair and two non-Board members shall be elected at the Annual Meeting, and shall serve for one year. The other two members of the Nominating Committee, who shall be members of the Board of Directors at the time of their appointments, shall serve until they make their report at the Annual Meeting. Any vacancy on the Nominating Committee shall be filled by the Board of Directors' suggestions for nominations for Officers, Directors, and members of the Nominating Committee may be made by any member.

Section 2. Report of the Nominating Committee and Nominations from the Floor. The report of the Nominating Committee and its nominations for Officers, Directors, and the members of the succeeding Nominating Committee shall be sent to all members at least ten days preceding 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 elections shall be by ballot, provided that when there is but one nominee for each office, the Secretary may be instructed to cast the ballot for every nominee. A majority vote of those qualified to vote and voting shall constitute the election. Absentee or proxy voting shall not be permitted.

Article IX

Programs

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 the program.

Section 2. Program. The program of the League of Women Voters of Champaign County shall consist of:

a) Those governmental issues chosen for concerted study and action, and

b) Those positions on local governmental issues to which the League of Women Voters of Champaign County has given sustained attention and on which it may continue to act.

Section 3. Adoption (Annual Meeting). The Program shall be limited to such local governmental issues as the membership shall choose for concerted study and action in the following manner:

a) The Board of Directors shall consider the recommendations of members one month prior to the Annual Meeting and shall formulate the Proposed Program.

b) The Proposed Program shall be sent to all members ten days 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 to the Annual Meeting by the Board of Directors.

d) Recommendations for Program submitted by members one month prior to the Annual Meeting but not recommended by the Board of Directors may be considered at the Annual Meetings provided that:

i. The Annual Meeting shall order consideration by a majority vote.

ii. The Annual Meeting shall adopt the item by a 3/5 vote.

e) Changes in the Program, in the case of altered conditions, may be made at a general membership meeting provided that:

i. Information about each proposed change has been sent to all members at least ten days prior to the general membership meeting at which the change is to be discussed.

ii. The change is approved at a succeeding meeting by a 2/3 vote of the members voting on the item. At the discretion of the Board, signed, mailed ballots may be counted with those cast at the meeting.

Section 4. Member Action. Members may act in the name of the League of Women Voters only when authorized to do so by the Board of Directors.

Article X

National Convention and State Convention

Section 1. National Convention. The Board of Directors, at least one month before the Convention of the League of Women Voters of the United States, shall elect delegates to that Convention in the number allotted to the League of Women Voters of Champaign County under the provisions of the Bylaws of the League of Women Voters of the United States.

Section 2. State Convention. The board of Directors, at least one month before the Convention of the League of Women Voters of Illinois, shall elect delegates to that Convention in the number allotted to the League of Women Voters of Champaign County under the provisions of the Bylaws of the League of Women Voters of Illinois.

Article XI

Parliamentary Authority

Section 1. Parliamentary Authority. The rules contained in 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

Section 1. Amendments. These Bylaws may be amended by a 2/3 vote of the members at the Annual Meeting, provided the amendments were submitted to the membership at least ten days in advance of the meeting.

Article XIII

Student Outreach

Section 1. Ullman Bequest. As a result of a generous bequest in the will of League member Rina Ullman, the League has received funds to be dedicated as follows: " The gift to the League of Women Voters shall be administered by the board of directors of the organization. The board shall invest said gift and use the income there from to underwrite student memberships or to support a drive for student memberships." The purpose of this Article is to designate some of the activities to which the bequest is intended to be dedicated.

Section 2. Student Unit. The League may maintain a Student Unit. The purpose of this Unit is to establish a League presence fulfilling the wishes and terms of the Ullman gift. Student members who fulfill the membership requirements under Article III shall be voting members of the League even if their dues are reduced pursuant to League policy.

Section 3. Other Student Oriented Activities. From time to time, the Board may expend Ullman Fund monies on activities it deems appropriate pursuant to the terms of the bequest.

Appendix A

Responsibilities and Functions:

Budget Chair

Public Relations/ Communications

Newsletter Editor

Membership Chair

Student Liaison

Webmaster

Voter Services

League Historian/Archivist

Parliamentarian

Observer Chair

Coordinator of member meetings and General events

Local, State and National Position Expert

Fundraising

List Master

Revisions

6/2025, 6/2020, 5/2017, 5/2014, 5/2013, 5/2008, 5/2002