

**BYLAWS**  
LEAGUE OF WOMEN VOTERS OF GREATER TUCSON  
TUCSON, ARIZONA

**ARTICLE I – NAME**

Section 1. Name. The name of this organization shall be the League of Women Voters of Greater Tucson, hereinafter referred to in these bylaws as LWVGT, or as the League. 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 Arizona.

**ARTICLE II - PURPOSES AND POLICY**

Section 1. Purposes. The purposes of the LWVGT are to promote political responsibility through informed and active participation in government and to study and to act on selected local, state and national governmental issues.

Section 2. Political Policy. The LWVGT 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. The membership of the LWVGT shall be composed of voting members and associate members.

a. Voting Members. Citizens of the United States at least 18 years of age who join the League shall be voting members of local and state Leagues of their place of joining, and of the LWVUS;

1. Individuals who live within an area of a local League may join that 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- OFFICERS**

Section 1. Election, Qualifications and Term of Officers. The officers of the LWVGT shall be voting members and shall be President, First Vice-President, Second Vice-President, Third Vice-President, Fourth Vice-President, Secretary and Treasurer. They shall be elected for terms of two years by the general membership at the annual meeting and take office at the close of the annual meeting. The President, Second Vice-President, Fourth Vice-President and the Secretary shall be elected in even-numbered years. The First Vice-President, Third Vice-President, and Treasurer shall be elected in odd-numbered years. In special circumstances, with Board approval, an officer who has already served at least one full term can be elected for a term of one year.

Section 2. Co-officers. The Nominating Committee may nominate co-officers for an office. Each office that is co-shared shall have one vote. In the event the nominating committee is unable to fill a position for two years, an officer may be elected for one year.

Section 3. The President. The President shall preside at all meetings of the organization and of the Board of Directors. The President may, in the absence 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, shall have such

usual powers of supervision and management as may pertain to the office of president, and shall perform such other duties as may be designated by the Board.

Section 3. The Vice-Presidents. In the event of absence, disability, or death of the President and there is no Co-President, the Vice-Presidents, in order of their rank, shall assume the office. If none of the Vice-Presidents is able to serve as President, the Board of Directors shall fill the vacancy from among the elected directors. The Vice-Presidents shall perform such other duties as the President and Board may designate.

Section 4. The Secretary. The Secretary shall keep minutes of the annual meeting, all meetings of the Board of Directors, and other meetings as directed by the Board. The Secretary shall notify all officers and directors of their election, 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 of the Secretary.

Section 5. The Treasurer. The Treasurer shall perform such duties as customarily pertain to the office; arrange for an annual audit of the books, and at the direction of the Board, maintain deposits in authorized financial institutions.

#### ARTICLE V - BOARD OF DIRECTORS

Section 1. Election, Qualifications and Term of Directors. The Board of Directors of the LWVGT shall be voting members and shall consist of the officers of the League, six elected directors, and not more than six appointed directors. Three 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 elected and qualified. The elected members of the Board shall appoint such additional directors, not exceeding six as they deem necessary to carry on the work of the League. The terms of office of the appointed directors shall be one year and shall expire at the conclusion of the next annual meeting. In special circumstances, with Board approval, a director who has already served at least one full term can be elected for a term of one year.

Section 2. Co-Directors. The Nominating Committee may nominate co-directors for any directorship. Each directorship that is shared shall have one vote.

Section 3. Vacancies. Any vacancy occurring in the Board of Directors, other than the President, may be filled, until term completion, by a majority vote of the remaining members of the Board of Directors. Three consecutive absences from a board meeting of any member without a valid reason shall be deemed a resignation.

Section 4. Powers and Duties. The Board of Directors shall have full charge of the property and business of the corporation, 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, the state convention, and annual meeting. The Board shall form 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. The President may use telephone calls or electronic means to contact board members between meetings for any necessary business. A written record will be maintained on any telephone call.

Section 6. Quorum. A majority of the members of the Board of Directors shall constitute a quorum. In the absence of a quorum, a vote may be taken electronically. The Secretary will send to each member of the Board an e-mail stating the motion along with a request for approval or disapproval. An affirmative response from the majority of the Board shall constitute approval of the motion.

Section 7. The Board shall have the authority to appoint an auditor or an auditing committee to review the Financial Books and Records of the LWVGT. This procedure would be done annually.

#### ARTICLE VI – EXECUTIVE COMMITTEE

Section 1. Number and Manner of Selection. The executive committee shall be composed of four (4) elected officers and two (2) elected directors as determined by the Board at the first Board meeting with the new officers for the year.

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Section 2. Powers. The executive committee shall exercise such power and authority as may be delegated to it by the Board and shall report to the Board on all actions taken by it between regular meetings of the Board. The executive committee shall make no policy decisions. Meetings shall be held at the call of the President or any three (3) members of the executive committee. In lieu of a meeting, the president may communicate by telephone or any electronic means.

#### ARTICLE VII - FINANCIAL ADMINISTRATION

Section 1. Fiscal Year. The Fiscal year of the League of Women Voters of Greater Tucson shall be July 1 through June 30<sup>th</sup> of each year.

Section 2. Dues.

- a. Annual dues shall be payable on the first day of April. Any member who fails to pay dues within three months after they become payable shall be dropped from the membership rolls.
- b. Any change in dues will be recommended to the membership in the Call thirty (30) days prior to the annual meeting. A two-thirds (2/3) vote will be required for ratification.

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. The Budget shall concur with the fiscal year.

Section 4. Budget Committee. A Budget committee including at least two non-board members shall be appointed by the Board of Directors. The Treasurer shall be, ex-officio, a member but shall not be eligible to serve as chair of the budget committee. This committee shall prepare and submit to the Board a recommended budget for the ensuing year at least two months prior to the annual meeting, and this proposed budget shall be sent to all members one month before the annual meeting.

Section 5. Distribution of Funds on Dissolution. In the event of the dissolution of the LWVGT, all moneys and securities which may at the time be owned by or under the control of the LWVGT shall be paid to the League of Women Voters of Arizona after the state and national per member payments and other obligations have been met. All other property of whatsoever nature, whether real, personal, or mixed which may at the time be owned or under the control of the LWVGT shall be disposed of to such person, organization, or corporation for such public, charitable or educational uses and purposes as the Board in its absolute discretion may designate.

#### ARTICLE VIII – MEETINGS

Section 1. Membership Meetings. There shall be at least four meetings of the membership each year. The Board of directors shall determine the time and place. The Board may call a special membership meeting at the request of five percent of the membership.

Section 2. Annual Meetings. An annual meeting shall be held at a time and place to be determined by the Board of Directors. The President shall send a "Call" no later than thirty (30) days prior to the annual meeting. The annual meeting shall:

- a. Adopt a local program for the ensuing year;
- b. Elect officers, directors and chair and two non-board members of the nominating committee;
- c. Adopt an adequate budget; and
- d. Transact such other business as may properly come before it.

Section 3. Quorum. Ten percent (10%) of the voting members shall constitute a quorum at all business meetings of the League of Women Voters of Greater Tucson.

#### ARTICLE IX - NOMINATIONS AND ELECTIONS

Section 1. Nominating Committee. The nominating committee shall consist of five members, two of who shall be members of the Board of Directors. The chair and two members, who shall not be members of the Board, shall be elected at the annual meeting. Nominations for these offices shall be made by the current nominating committee. The other members shall be appointed by the Board of Directors. Any vacancy on the nominating committee shall be filled by the Board of Directors. Suggestions for nominations for officers and directors may be sent to this committee by any voting member.

Section 2. Report of Nominating Committee. The report of the nominating committee, containing its nominations for officers and directors and the chair and two members of the next nominating committee, shall be sent to the members thirty (30) days before the annual meeting. Nominations may be made from the floor immediately thereafter provided the consent of the nominee has been obtained.

Section 3. Elections. The election 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 an election. Absentee or proxy voting shall not be permitted.

#### ARTICLE X – PRINCIPLES AND PROGRAM

Section 1. Principles. The 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 national, state and local program.

Section 2. Program. The program of the League of Women Voters of Greater Tucson shall consist of:

- a. Action to support the positions of the LWVUS, LWVAZ and the LWVGT.
- b. Those local governmental issues chosen for concerted study.

Section 3. Program Selection. In selecting local governmental issues for concerted study, the annual meeting shall use the following procedures:

- a. Members may make recommendations to the Board of Directors at least two months prior to the annual meeting.
- b. The Board of Directors shall consider the recommendations and formulate a proposed program which shall be sent to all members one month before the annual meeting.
- c. Any recommendations for the program submitted to the Board at least two months prior to the annual meeting but not proposed by the Board may be adopted by the annual meeting provided that consideration is ordered by a majority vote, and the meeting adopts the item by a majority vote.
- d. Changes in the program, in the case of altered conditions, may be made provided that: (1) information concerning the proposed changes has been sent to all members at least one weeks prior to a general membership meeting at which the change is to be discussed, and (2) final action by the membership at that meeting shall be approved by the LWVGT Board of Directors.

Section 4. Member Action. Members may act in the name of the LWVGT only when authorized to do so by the appropriate board. They may act only in conformity with a position taken by the LWVGT, the LWVAZ and the LWVUS.

#### ARTICLE XI - NATIONAL CONVENTION, STATE CONVENTION AND COUNCIL

Section 1. National Convention. The Board of Directors shall select delegates to the national convention in the number allotted the League of Women Voters of Greater Tucson under the provisions of the Bylaws of the League of Women Voters of the United States.

Section 2. State Convention. The Board of Directors shall select delegates to the state convention in the number allotted the League of Women Voters of Greater Tucson under the provisions of the Bylaws of the League of Women Voters of Arizona.

Section 3. State Council. The Board of Directors shall select delegates to the state council in the number allotted the League of Women Voters of Greater Tucson under the provisions of the Bylaws of the League of Women Voters of Arizona.

ARTICLE XII - PARLIAMENTARY AUTHORITY

Section 1. 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 XIII – AMENDMENTS

Section 1. Amendments. These bylaws may be amended by a two-thirds (2/3) vote of the voting members present and voting at the annual meeting provided the amendments were submitted to the membership in writing at least one month in advance of the meeting.

Section 2. Bylaws Committee. A Bylaws committee shall be appointed by the Board of Directors at least two months prior to the annual meeting to review the Bylaws and recommend any amendments or other needed corrections.

ADOPTED: April 14, 1948

AMENDED:	April 13, 1949	April 11, 1951	April 15, 1953	April 21, 1954	April 15, 1955
	April 16, 1957	March 18, 1958	March 17, 1959	March 21, 1960	April 18, 1961
	April 12, 1969	April 20, 1971	April 19, 1972	April 12, 1972	April 10, 1976
	April 28, 1979	April 19, 1980	April 11, 1981	April 16, 1983	April 14, 1984
	April 27, 1985	April 26, 1986	April 24, 1993	April 22, 1995	April 27, 1996
	April 28, 2001	April 20, 2002	April 24, 2003	April 29, 2004	April 20, 2007
	April 8, 2011				