BYLAWS OF
THE LEAGUE OF WOMEN VOTERS OF BROWARD COUNTY

ARTICLE I – NAME

Section 1: Name
The name of this organization shall be League of Women Voters of Broward County, Inc., hereinafter referred to in these bylaws as LWVBC, or as the League. This local League is an integral part of the League of Women Voters of the United States, hereinafter referred to in these bylaws as LWVUS, and of the League of Women Voters of Florida, hereinafter referred to as LWVFL.

ARTICLE II – PURPOSES AND POLICY

Section 1: Purposes
The purposes of LWVBC are to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Section 2: Political Policy
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 purposes and policy of League shall be eligible for membership.

Section 2: Types of Membership
A. Voting members. Persons at least 16 years of age who join the LWVBC shall be voting members of the local League, the state League and 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 LWVBC shall be associate members.

ARTICLE IV – BOARD OF DIRECTORS

Section 1: Number, Manner of Selection, and Terms of Office
The Board of Directors shall consist of the officers of League, between five and eight elected directors and not more appointed directors than the number of elected directors. One-half of the elected 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 of Directors shall appoint such additional directors—not exceeding eight, 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.
Section 2: Qualifications
No person shall be elected or appointed or shall continue to serve as an officer or director of this organization unless he or she is a voting member of LWVBC.

Section 3: Vacancies
Any vacancy occurring in the Board of Directors by reason of the resignation, death, or disqualification of an officer or elected member may be filled, until the next annual meeting, by a majority vote of the remaining members of the Board of Directors. Three consecutive absences from board meetings of any member shall constitute a loss of voting privileges for three (3) months.

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 the instructions of the general membership. The board 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. The board shall create and designate such special 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.

Section 6: Quorum
A majority of the members of the Board of Directors shall constitute a quorum. Any one or more members of the board may participate in a meeting by means of conference telephone, skype or similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting. If action by the Board of Directors is required to be voted on, and it is not possible to obtain a quorum in person or via conference telephone, skype or similar communications, voting may occur via digital technology. A simple majority of the board members must respond with their vote via digital technology for the voting to be valid.

Section 7: Executive Committee
The executive committee shall be a standing committee of LWVBC and shall consist of the president, the vice president, the secretary, and the treasurer. The president shall chair the executive committee or, in the president’s absence, the chair shall pass to the vice president. This committee shall exercise such power and authority as may be delegated to it and shall report on all actions taken by it between regular meetings of the board.

ARTICLE V – OFFICERS

Section 1: Enumeration and Election of Officers
The officers of LWVBC shall be a president, a vice president, a secretary, and a treasurer who shall be elected for terms of two years by the general membership at an annual meeting and take office immediately. The president and the treasurer shall be elected in odd-numbered years. The vice president and the secretary shall be elected in even-numbered years. The election of co-presidents and co-vice presidents shall be permitted.

Section 2: 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. 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.
Section 3: Vice President
In the event of absence, disability, resignation, or death of the president, the vice president shall temporarily possess all the powers and perform all the duties of that office. Within three months of the absence, disability, resignation or death of the president, the Board of Directors shall select one of its members to fill the vacancy. The vice president shall perform such other duties as the president and board may designate.

Section 4: Secretary
The secretary shall keep minutes of all business meetings of the League and of all the meetings of the Board of Directors. The secretary shall notify all officers and directors of their election. 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: Treasurer
The treasurer shall collect and receive all monies due. The treasurer shall be custodian of these monies, shall deposit them in banks designated by the Board of Directors, and/or in other interest-bearing accounts, and shall transfer and disburse them only upon order of the board or the executive committee. The books of the treasurer shall be filed annually for reconciliation. The treasurer shall present statements to the board at their regular meetings and an annual report at the annual meeting. The position of Assistant Treasurer will be created and filled by a member of the board to assist the treasurer in financial duties as assigned by the treasurer.

ARTICLE VI – FINANCIAL ADMINISTRATION

Section 1: Fiscal Year
The fiscal year of LWVBC shall commence on the first day of April each year.

Section 2: Dues
Membership dues will be paid annually. Any member who fails to pay his or her dues within two months after they become due will be deemed inactive. Voting privileges shall be accorded only to those whose dues are paid. When two members reside at the same address in a common household, they shall make a payment equal to one and one-half times the annual dues. Students may join the local league and shall pay dues according to the LWVUS policy.

Section 3: Budget
A budget for the ensuing year shall be submitted by the Board of Directors for adoption at the annual meeting. The budget shall include support for the work of League as a whole, and therefore shall be deemed to include a dues surcharge to cover any increase in PMP assessed by the state or national LWV and adopted by a convention thereof held subsequent to the adoption of the local LWV budget but effective for the same fiscal year.

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 proposed budget shall be sent to all members one month before the annual meeting. The Treasurer shall be an ex-officio member of the budget committee, but shall not be eligible to serve as Chair.

Section 5: Financial Review
The financial records of the League of Women Voters of Broward County shall be reviewed annually by a committee appointed by the President and approved by the Board of Directors.

ARTICLE VII – MEETINGS
Section 1: General Membership Meeting
There shall be at least five meetings of the membership each year. The Board of Directors shall determine time and place.

Section 2: Annual Meeting
An annual meeting shall be held during the month of April, 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, 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
At any general membership meeting, twenty voting members shall constitute a quorum in order to conduct the business of LWVBC.

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 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 immediately following the annual meeting. 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 the 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. The report of the nominating committee shall be presented at the annual meeting. Immediately following the presentation of this report, any voting member may make nominations from the floor provided the consent of the nominee shall have been secured.

Section 3: Elections
The election shall be by acclamation if there are no contested positions. If there are multiple candidates for a position, the vote shall be conducted by ballot. A majority vote of those qualified to vote and voting shall constitute an election. Absentee or proxy voting shall not be permitted.

ARTICLE IX – PROGRAM

Section 1: Authorization
The governmental principles adopted by the national convention, and supported by League as a whole, constitute the authorization for the adoption of program.

Section 2: Program
The program for LWVBC shall consist of:
A. Action to implement the principles of LWVUS; and
B. Those local governmental issues chosen for concerted study and action.

Section 3: Action by the Annual Meeting
The annual meeting shall act upon the program using the following procedures:
A. The Board of Directors shall consider the recommendations 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 one month before the annual meeting.
C. A majority of the 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 voting members two months prior to the annual meeting but not included in the proposed program 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 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 has 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 act in the name of League only when authorized to do so by the proper Board of Directors. They may act only in conformity with, and not contrary to, a position taken by LWVBC, LWVF, and LWVUS.

**ARTICLE X – NATIONAL CONVENTION, STATE CONVENTION, AND COUNCIL**

**Section 1: National Convention**
The Board of Directors, at a meeting before the date on which the names of delegates must be sent to the national office, shall select delegates to that convention in the number allotted LWVBC under the provisions of the bylaws of LWVUS.

**Section 2: State Convention**
The Board of Directors, at a meeting before the date on which the names of delegates must be sent to the state office, shall select delegates to that convention in the number allotted LWVBC, under the provisions of the bylaws of LWVF.

**Section 3: State Council**
The Board of Directors, at a meeting before the date on which the names of delegates must be sent to the state office, shall select delegates to that council in the number allotted LWVBC, under the provisions of the bylaws of LWVF.

**ARTICLE XI – 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 XII – AMENDMENTS**

**Section 1: Amendments**
These bylaws may be amended by a two-thirds vote of the members in good standing present and voting at the annual meeting provided that amendments were submitted to the membership in writing at least one month in advance of the meeting.

Revised: Annual Meeting April 25, 2020