

BYLAWS OF  
LEAGUE OF WOMEN VOTERS OF SALINA, KANSAS, INC.

Adopted at July 24, 1954 Organizational Meeting,  
and as amended by 1958, 1961, 1965, 1967, 1970, 1971,  
1972, 1973, 1975, 1976, 1977, 1979, 1980, 1980, 1983,  
1986, 1992, 2001 and 2007 Annual Meetings.

ARTICLE 1

Sec. 1. Name. The name of this corporation shall be the League of Women Voters of Salina, Kansas, Inc. 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 Kansas.

ARTICLE 11

Purpose and Policy

Sec. 1. Purpose. The purpose of the League of Women Voters of Salina, Kansas, Inc., is to promote political responsibility through informed and active participation of citizens and government and to act on selected governmental issues.

Sec. 2. Political Policy. The League shall not support or oppose any political party or candidate.

ARTICLE III

Membership

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

Sec. 2. Types of Membership. The membership of the League of Women Voters of Salina, Kansas, Inc., shall be composed of voting members and associate members.

a. Voting Members. Citizens at least 18 years of age residing within the state of Kansas, shall be voting members of local Leagues, of the LWVKS, and of the LWVUS: (1) those who reside outside the area of any local League may join a local League or shall be state member-at-large; (2) those who make a lump sum life membership payment to the LWVUS shall be paid members and those who have been members of the League for 50 years or more shall be honorary 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

Sec. 1. Number, Manner of Selection and Term of Office. The Board of Directors 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 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.

Sec. 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an officer or director of this organization unless a voting member of the League of Women Voters of Salina, Kansas, Inc.

Sec. 3. Vacancies. Any vacancy occurring in the Board of Directors by reason of 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 a board meeting of any member without a valid reason shall be deemed a resignation.

Sec. 4. Powers and Duties. The Board of Directors shall have full charge of the property and business of the organization with the instructions of the general membership. It shall plan a 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.

Sec. 5. Meetings. There shall be at least eight 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.

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

## ARTICLE V Officers

Sec. 1. Enumeration and Election of Officers. The officers of the League of Women Voters of Salina, Kansas, Inc., shall be a president, vice president, secretary, and treasurer, all elected for two year terms. All are to be elected by the general membership at the Annual Meeting and take office immediately. The president, vice president, and secretary shall be elected in odd numbered years and the treasurer shall be elected in even numbered years.

Sec. 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 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 power 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.

Sec. 3. The Vice President. The vice president shall, in the absence, disability, or death of the president, possess all the powers and perform all the duties of that office, until such time as the Board of Directors shall select one of it members to fill the vacancy. The vice president shall perform such other duties as the President and Board may designate.

Sec. 4. The Secretary. The secretary shall keep minutes of all meetings of the League and all 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 of secretary.

Sec. 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 the order of the Board. The treasurer shall present statements to the Board at its regular meetings and an annual report to the Annual Meeting.

## ARTICLE VI Financial Administration

Sec. 1. Fiscal Year. The fiscal year of the League of Women Voters of Salina, Kansas, Inc., shall commence on the first day of April of each year.

Sec. 2. Dues. Annual dues shall be set by the membership at the Annual Meeting and shall be payable the first day of the anniversary month of the member's joining the League. Any member who fails to pay dues within two months after they become payable shall be dropped from the membership rolls.

Sec. 3. Household Dues. When two or more members reside at the same address in a common household and are willing to share a single set of mailings, dues shall be the amount determined by the Annual Meeting for one member and one-half the determined amount for each additional member in the household.

Sec. 4. 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.

Sec. 5. Budget Committee. A budget committee shall be appointed by the Board of Directors immediately following Annual Meeting. The proposed budget shall be sent to all members one month before the Annual Meeting. The treasurer shall not be eligible to serve as chairman of the budget committee.

Sec. 6. Distribution of Funds on Dissolution. In the event of a dissolution for any cause of the League of Women Voters of Salina, Kansas, Inc., all monies and securities which may at the time be owned by or under the control of the League of Women Voters of Salina, Kansas, Inc., shall be paid to the League of Women Voters of Kansas after the Board of Directors has paid or made provision for the payment of all the liabilities of the League of Women Voters of Salina, Kansas, Inc.. All other property of whatsoever nature, whether real, personal, or mixed which at the time be owned or under the control of the League of Women Voters of Salina, Kansas, Inc., shall be disposed of by an officer or employee of the organization having possession of same to such person, organization, or corporation, for such public, charitable, or educational uses and purposes as may be designated by the then League of Women Voters of Salina, Kansas, Inc..

## ARTICLE VII Meetings

Sec. 1. Membership Meetings. There shall be at least four meetings of the membership each year. Time and place shall be determined by the Board of Directors.

Sec. 2. Annual Meeting. An annual meeting shall be held between March 1<sup>st</sup> and April 30<sup>th</sup>, 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, and
- d. Transact such other business as may properly come before it.

Sec. 3. Quorum. Twelve members shall constitute a quorum at all business meetings of the League of Women Voters of Salina, Kansas, Inc...

Sec. 4. Electronic Or Asynchronous Meetings – Procedures.

- a. No asynchronous meeting shall be held unless each member of the group holding the meeting has access to the technology required for attendance at or participation in the meeting.
- b. The president shall formally call a meeting, giving the agenda and stating a beginning and ending time, long enough to allow all members to participate.
- c. Board members' responses to this call must establish a quorum.
- d. The president shall have the authority to require that all motions, debate and votes be sent only to the president, who would forward them to all members in the order received.
- e. Seconds shall not be required for motions.
- f. The time allowed for discussion and voting on a motion shall be specified by the president, who shall send out reminder alerts as the vote closing time nears.
- g. The meeting shall end at the specified time unless formally extended.

## ARTICLE VIII Nominations and Elections

Sec.1. Nominating Committee. The nominating committee shall consist of five members. The chair and two members, who shall not be members of the Board of Directors, shall be elected by the general membership at the Annual Meeting. Immediately after the Annual Meeting, the Board of Directors shall appoint two of its members to the committee. Vacancies shall be filled by appointment by the Board of Directors.

Sec. 2. Report of Nominating Committee. The report of the nomination 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 one month before the Annual Meeting. The report of the nominating committee shall be presented to the Annual Meeting. Nominations may be made from the floor immediately thereafter provided the consent of the nominee has been obtained.

Sec. 3. Elections. The election shall be by ballot, except when there is but one nominee for each office, in which case the election may be by voice (Viva Voce). A majority vote of those qualified to vote and voting shall constitute an election. Absentee or proxy voting shall not be permitted.

## ARTICLE IX Principles and Program

Sec. 1. Authorization. The governmental principles adopted by the National Convention and support by the League as a whole constitute the authorization for the adoption of the program.

Sec. 2. Program. The program of the League of Women Voters of Salina, Kansas, Inc., shall consist of:

- a. Action to implement the principles, and
- b. Those local government issues chosen for concerted study and action.

Sec. 3. Annual Meeting. The Annual Meeting shall act upon the program using the following procedures:

- a. Recommended Program:
  - i. The Board of Directors shall consider recommendations sent in by the voting members two months prior to the Annual Meeting and shall formulate a proposed program.
  - ii. The proposed program shall be sent to all members one month before the Annual Meeting.
  - iii. A majority 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.
- b. Non-Recommended Programs:
  - i. Recommendations for program submitted by voting members two month prior to the Annual Meeting but not recommended by the Board of Directors may be considered by the Annual Meeting provided that:
    - (a) the Annual Meeting shall order consideration by a majority vote of voting Members present and voting and
    - (b) the Annual Meeting shall adopt the item by a two-thirds vote of voting members present and voting.
- c. Program Changes:
  - i. 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 changes are to be discussed, and

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

Sec. 4. Program Action. Members may act in the name of the League of Women Voters of Salina, Kansas, Inc., only when authorized to do so by the appropriate board. They may act only in conformity with, and not contrary to, a position taken by the League of Women Voters of Salina, Kansas, Inc., the League of Women Voters, Kansas, and the League of Women Voters, United States.

## ARTICLE X

### National Convention, State Convention, and Council

Sec. 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 the convention in the number allotted to the League of Women Voters of Salina, Kansas, Inc., under the provisions of the by-laws of the League of Women Voters of United States.

Sec. 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 of allotted the League of Women Voters of Salina, Kansas, Inc., under the provisions of the by-laws of the League of Women Voters of Kansas.

Sec. 3 State Council. The Board of Directors at a meeting before the date on which the names of the delegates must be sent to the state office shall select delegates to that council in the number allotted to the League of Women Voters of Salina, Kansas, Inc., under the provisions of the by-laws of the League of Women Voters of Kansas.

## ARTICLE XI

### Parliamentary Authority

Sec. 1. Parliamentary Authority. The rules contained in Roberts 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 the by-laws.

## ARTICLE XII

### Amendments

Sec. 1. Amendments. These by-laws 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 one month in advance of the meeting.