

# LEAGUE OF WOMEN VOTERS OF WYOMING

## BYLAWS Revised May 2024

Adopted by the First Convention, June 18-19, 1957, and as amended by the:

Second Convention	May 7-8, 1958	
Seventh Convention	April 8-9, 1963	
Ninth Convention	April 21-22, 1965	
Eleventh Convention	April 17-18, 1967	
Fifteenth Convention	April 22-23, 1971	
Seventeenth Convention	April 25-26, 1973	
Nineteenth Convention	April 25-27, 1975	
Twentieth Convention	April 23-24, 1976	
Twenty-first Convention	April 15-16, 1977	
Twenty-second Convention	April 22-23, 1978	
Twenty-seventh Convention	April 30-May 1, 1983	
Thirty-first Convention	June 10, 1988	
Thirty-eighth Convention	April 29-30, 1995	
Fortieth Convention	April 25-27, 1997	Gillette
Forty-first Convention	May 16-17, 1998	Jackson
Forty-second Convention	May 14-16, 1999	Rawlins
Forty-third Convention		
<b>Forty-fifth Convention</b>	<b>, 2002</b>	Laramie
Forty-seventh Convention	April 24-25, 2004	Gillette
Fiftieth Convention	May 19-20, 2007	Laramie
Fifty-third Convention	May 1-2, 2010	Casper
Fifty-fifth Convention	April 28-29, 2012	Saratoga
Fifty-seventh Convention	April 26-27, 2014	Casper
Fifty-ninth Convention	April 30-May 1, 2016	Gillette
Fifty-second National Convention	June 16-19, 2016	Washington, D.C.
Sixtieth Convention	April 28-29, 2017	Laramie
Sixty-first Convention	May 6-7, 2018	Cheyenne
Sixty-third Convention	June 6, 2020	Virtual
Amended at LWVUS Direction	February 25, 2021	Virtual
Sixty-fourth Convention	June 12, 2021	Virtual
Sixty-six Convention	May 4-5, 2024	Cheyenne

## ARTICLE I

### Name

Sec. 1. The name of this Corporation is the League of Women Voters of Wyoming (LWVWY). This state League is an integral part of the League of Women Voters of the United States (LWVUS).

## ARTICLE II

### Purpose and Policy

Sec. 1. **Purpose** The LWVWY promotes political responsibility through informed and active participation of citizens in government and acts on selected governmental issues.

Sec. 2. **Nonpartisan Political Policy** The League does not support or oppose any political party or candidate.

Sec. 3. **Diversity, Equity, and Inclusion Policy** The League is fully committed to ensuring compliance in principle and in practice with LWVUS' Diversity, Equity, and Inclusion Policy.

## ARTICLE III

### Membership

Sec. 1. **Eligibility** Any person who subscribes to the purpose and policy of the League is eligible for membership. Those who live within an area of a Local League may join that League or any other Local League; those who reside outside the area of any Local League may join a Local League or be a state Member-at-Large.

Sec. 2. **Types of Memberships**

- a. **Individual Member** Persons at least 16 years of age whose dues are current.
- b. **Life Member** Those who have been members of the League for 50 years or more are voting members excused from the payment of dues.
- c. **Household Member**

## ARTICLE IV

### Officers

Sec. 1. **Enumeration and Election of Officers** The officers of the LWVWY are the President, Vice President, Secretary, and Treasurer. The President and Secretary are elected by the Convention delegates in odd-numbered years, and the Vice President and Treasurer are elected by the Convention delegates in even-numbered years. Each holds office for two years or until a successor has been elected and qualified.

Sec.2. **President** The President or designee presides at all meetings of the Corporation and the Board unless the President designates someone to preside. The President may, in the

absence or disability of the Treasurer, sign or endorse checks, drafts, and notes. The President is an *ex officio* member of all committees. The President has such usual powers of supervision and management as may pertain to the office of the President and performs such other duties as may be designated by the Board.

Sec. 3. **Vice President** The Vice President, in the event of the absence of the President, possesses all the powers and performs all the duties of that office. In the event of the resignation, disability, or death of the President, the Vice President assumes all of the duties of that office until the term expires. In the event the Vice President is unable to serve in this capacity, the Board elects one of its members to fill the vacancy. The Vice President performs other duties as the President and Board may designate.

Sec. 4. **Secretary** The Secretary keeps the minutes of the Convention and other membership meetings and all meetings of the Board and the Executive Committee. The Secretary performs other duties that may be incidental to the office.

Sec. 5. **Treasurer** The Treasurer collects and receives all monies due except funds requiring special accounting. (See Article VII, Sec. 4.) The Treasurer is the custodian of these monies, deposits them in a bank or banks designated by the Board, and disburses the same as required. The Treasurer presents periodic statements to the Board at regular meetings and an annual report to the Convention. The Treasurer may be designated to sign contracts by the President or the Board. The Treasurer performs other functions that may be incidental to the office.

Sec. 6. **Removal from Office** Any officer may be removed from office for dereliction of duty by a majority vote of those present and voting at a regular or called meeting of the Board. The Executive Committee appoints a replacement who serves the remaining portion of that term of office.

## ARTICLE V

### The Board

Sec. 1. **Number, Manner of Selection, and Term of Office** The Board consists of the elected officers (See Article IV), up to four Elected Directors, up to four Appointed Directors, and Local League Presidents or their representatives. One-half of the elected directors are elected by the delegates at each convention and serve for a term of two years. The board selects the Appointed Directors at the first board meeting after the Convention or subsequent meetings. Appointed Directors serve until the next Convention.

Sec. 2. **Qualifications** Members of the Board must be members of the LWVWY.

Sec. 3. **Vacancies** Except for the provision for Removal from Office, any vacancy, other than in the office of the President, may be filled for the duration of the term by a majority vote of the remaining members of the Board. In the case of a vacancy in the office of President, the remaining members of the Executive Committee appoint a replacement who serves the remaining portion of that term of office.

Sec. 4. **Powers and Duties** The Board has full charge of the property and business of the Corporation, with full power and authority to manage and conduct the same, subject to the

instructions of the Convention. The Board accepts responsibility delegated to it by the Board of Directors of the LWVUS for the organization and development of Local Leagues, for the carrying out of the Program positions, and for the promotion of the League as a whole, including the transmission of funds toward the support of an adequate state and national budget. The Board creates and designates such special committees as it may deem necessary.

Sec. 5. **Regular Meetings** There are at least four regular meetings of the Board annually. The President notifies each member of the Board of all regular meetings at least one week before meetings, providing the time and the place of the meeting, including electronic meetings. Votes may be taken by teleconference, telephone, or any other appropriate method, excluding proxy. The voting procedure is specified at all meetings and is uniform at a given meeting. If an anonymous vote is taken, a vote conducted through a designated electronic meeting service is valid.

Sec. 6. **Special Meetings** The President may call special meetings of the Board and will call a special meeting upon the written request of three members of the Board. Members of the Board are notified of the time of the electronic meeting or time and location of special meetings at least three days before such meetings. During the Convention, the President may *of their own accord*, or upon the request of three members of the Board, call a special meeting of the Board.

Sec. 7. **Quorum** A majority of the members of the Board present and voting constitutes a quorum.

Sec. 8. **Executive Committee** The Executive Committee comprises the Officers and one Elected Director, designated by the Board, whose Executive Committee appointment lasts for the duration of the term as Director. The Executive Committee acts for the Board between regularly scheduled meetings as needed to make timely decisions. The President reports to the Board on Executive Committee actions at the next regularly scheduled Board meeting. Such actions are recorded in the meeting minutes.

Sec. 9. **Removal from Office** In executing the duties of their office, Board members are expected to carry out applicable laws and regulations as well as League Bylaws, mission, policies, principles, positions, standards, and procedures. Board members who do not follow these expectations are notified by the President. For persistent violations, any member of the Board may be removed from office for dereliction of duty by a majority vote of those present and voting at a regular or called meeting of the Board.

## ARTICLE VI

### Recognition of Local and Provisional Leagues

#### Sec. 1. **Local Leagues**

- a. Local Leagues are those Leagues that the LWVUS has recognized.
- b. In the event of recurring failure of a Local League to meet recognition standards, the Wyoming Board will recommend that the LWVUS withdraw recognition from the Local League. All funds held by a Local League from which recognition has been withdrawn will be passed to the LWVWY.

#### Sec. 2. **Provisional Leagues**

- a. Provisional Leagues are those Leagues that the LWVWY has recognized.
- b. The Board is responsible for the establishment of new Leagues. For this purpose, the Board may organize a group in a community in which no Local League exists and recognize the group as a Provisional League when it meets the recognition standards for Provisional Leagues adopted by the National Convention.
- c. The Board will withdraw recognition from a Provisional League for recurring failure to meet the standards for recognizing a Provisional League or for failure to progress toward recognition as a Local League. All funds held by a Provisional League from which recognition has been withdrawn will be passed to the LWVWY.

**Sec. 3. Units-at-Large**

- a. Units-at-Large are those units with a president and recognition by the Board.
- b. The Board may organize a Unit-at-Large in a community in which no Local or Provisional League exists when the recognition standards for a Unit-at-Large adopted by the Board have been met.
- c. The Board will withdraw recognition from a Unit-at-Large for failing to meet the standards or failing to progress toward recognition as a Provisional League.

**ARTICLE VII**

Financial Administration

**Sec. 1. Fiscal Year** The fiscal year of the LWVWY is from April 1 through March 31.

**Sec. 2. Budget** The Treasurer drafts a proposed annual budget for support of the LWVWY for approval by the Executive Committee. The budget is presented at the Convention and may be amended by a majority vote at the Convention.

**Sec. 3. Funds Requiring Special Accounting** Those funds that are paid to the LWVWY for the performance of specific services may be deposited in special accounts and administered by a person or persons designated for the function by the Board.

**Sec. 4. Annual Audit** A review of the financial records of the LWVWY is conducted prior to the Convention by two members, not on the Board, appointed by the Executive Committee.

**ARTICLE VIII**

Convention

**Sec. 1. Place, Date, Call, and Notification** A state Convention is held annually. The time and place of the Convention, which may be an in-person, electronic, or a hybrid meeting, is determined by the Board. A virtual Convention conducted through electronic meeting tools constitutes a valid alternative to an in-person Convention, and votes are considered valid. The President sends the First Call to Convention. In the Call, the President solicits Program recommendations from the Local Leagues, Provisional Leagues, and Units-at-Large not less than two months prior to the opening date of the Convention. Thereafter, the Board may advance or postpone the opening date of the Convention not more than two weeks from the

date fixed in the First Call, except in the case of a civil or League emergency, in which case the Board may alter the time, place, mode of meeting, communication, and interchange, or other Convention arrangements, as long as most members can accommodate the changes, up to a month in advance. A Final Call for Convention is sent by the President to Local Leagues, Provisional Leagues, and Units-at-Large at least two weeks before the Convention.

- Sec. 2. **Composition** The Convention consists of the delegates chosen by members through the Local Leagues, Provisional Leagues, and Units-at-Large in the number provided in Article VIII, Sec.4; the presidents of the Local Leagues, Provisional Leagues, and Units-at-Large or an alternate in the event the president is unable to attend; and the members of the Board of the LWVWY.
- Sec. 3. **Qualifications of Delegates and Voting** Each delegate must be a member of the LWVWY and is entitled to one vote, even though the delegate may attend in two or more capacities. Absentee or proxy voting is not permitted. The Convention is the sole judge of whether a delegate is qualified to vote. Visitors and guests are not allowed to vote.
- Sec.4. **Representation** The members of the LWVWY who are organized into recognized Local Leagues, Provisional Leagues, and Units-at-Large in Wyoming are entitled to one delegate for the first 10 members and one delegate for every five additional members or major fraction thereof on January 31 of the Convention year. The record of paid members determines the official membership count for this purpose.
- Sec. 5. **Authorization for Action** In odd-numbered years, the Convention considers and authorizes for action the State Program; elects a President, Secretary, and two Directors; adopts a budget for the ensuing fiscal year; and transacts such other business as may be presented. In even-numbered years, the Convention elects a Vice President, Treasurer, and two Directors; adopts a budget for the ensuing fiscal year; considers Program and implementation; and transacts any other business as may be presented.
- Sec. 6. **Quorum** A quorum consists of a majority of the delegates present at the Convention.

## ARTICLE IX

### Nominations and Elections

- Sec. 1. **Nominations** A slate of nominees will be presented at the Convention. Nominations may be made from the floor by any member of the Convention, provided that the nominee's consent has been secured.
- Sec. 2. **Elections** The President appoints an Election Committee at the first Plenary session of the Convention. The election is by ballot or affirmation at the second Plenary session.

## ARTICLE X

### Program

- Sec. 1. **Principles** The governmental principles adopted by the National Convention and supported by the LWVUS as a whole constitute the authorization for the adoption of the

State Program.

Sec. 2. **Program** The Program of the LWVWY consists of the following: action to implement the principles and those state governmental issues chosen for concerted study and action.

Sec. 3. **Convention Action** The Convention acts upon the Program using the following procedures:

- a. Local League, Provisional League, and Units-at-Large may make recommendations for a Program to the Board at least one month prior to the Convention.
- b. The Board considers the recommendations and formulates a proposed Program to be submitted to the membership at the first Plenary session of the Convention.
- c. A majority vote of the delegates, taken at the second Plenary session of the Convention, is required to adopt the State Program.
- d. Any recommendation for the Program submitted to the Board one month before the Convention, but not proposed by the Board, may be adopted by the Convention provided consideration is ordered by a majority vote at the first Plenary session and the proposal for adoption receives a two-thirds vote at the second Plenary session.

Sec. 4 **Member Action** Members may act in the name of the LWVWY only when authorized to do so by the Board.

Sec. 5. **Local League Action** Local Leagues may take action on state governmental matters only when authorized to do so by the Board. Local Leagues may act only in conformity with, and not contrary to, a position taken by the LWVWY and the LWVUS.

## ARTICLE XI

### National Convention and Council

**National Convention or Council** The Board elects delegates to the Convention or Council in the number allowed to the LWVWY under the provisions of the bylaws of the LWVUS.

## ARTICLE XII

### Parliamentary Authority

Sec. 1. **Parliamentary Authority** The rules contained in *Robert's Rules of Order Newly Revised* or an alternative parliamentary format approved by the *Board* guide the Corporation in official meetings where applicable and consistent with these bylaws.

## ARTICLE XIII

### Amendments

Sec. 1. **Amendments** These bylaws may be amended by a two-thirds vote at any Convention using the following procedure:

- a. Proposals for changes are submitted by an ad hoc Bylaws Committee appointed by the Board. Local Leagues may request the formation of a Bylaws Committee to consider proposed changes at the Convention.
- b. The proposed changes are included in the Convention book.

## **ARTICLE XIV**

### **Dissolution**

- Sec. 1. **Transfer of Memberships** If the LWVWY decides to disband, or if the LWVWY is decertified as a State League by the LWVUS, notice will be given to all active members. Upon withdrawal of recognition, any remaining funds will be distributed to the LWVUS.
- Sec. 2. **Distribution of Funds on Dissolution** In the event of dissolution for any cause of the LWVWY, all monies and securities which may, at the time, be owned by, or under the absolute control of, the LWVWY will be paid to the LWVUS after the Board has paid or made provision for the payment of all the liabilities of the LWVWY. All other property of whatsoever nature, whether real, personal, or mixed, which may at the time be owned by or under the control of the LWVWY, will be disposed of by any officer or employee of the Corporation having possession of such property to such person, organization, or corporation, for such public, charitable, or educational uses and purposes as may be designated by the Board.