



LWV of the Jackson Area

Bylaws

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BYLAWS OF THE LEAGUE OF WOMEN VOTERS OF The JACKSON AREA

ARTICLE I

Name

The name of this organization shall be League of Women Voters of the Jackson Area, Inc., hereinafter referred to in these bylaws as Jackson Area League 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 Mississippi (LWVMS).

ARTICLE II

Purposes and Policy

Sec. 1. Purpose. The purpose of the Jackson Area League is to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Sec. 2. Policies. The policies of the Jackson Area League are

1. **Political Policy.** The League shall not support or oppose any political party or any candidate.
2. **Diversity, Equity & Inclusion Policy.** The League is fully committed to ensure 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 purposes and policy of the League of Women Voters shall be eligible for membership.

Sec. 2. Types of Membership.

1. **Voting Members.** Persons at least 16 years of age who join the Jackson Area League shall be voting members of the local and state Leagues of their place of joining and of the LWVUS. Those who have been members of the League for 50 years or more shall be honorary life members, excused from the payment of dues.

ARTICLE IV

Officers

Sec. 1. Election, Qualifications and Term. The officers of the Jackson Area League shall be a president, an administrative/program first vice-president, voter service second vice-president, a secretary and a treasurer. They shall be voting members of the League and shall serve for a term of two years or until their successors have been elected or appointed and qualified. The term of an officer may be extended by 1 year for a total of 3 years by the board with a unanimous vote if necessary for continuity and additional expertise is required.

Sec. 2. The President. The President shall have such powers of supervision and management as customarily pertain to the office; shall preside at all meetings of the organization and the board or designate another person to do so; shall be, ex officio, a member of all committees except the nominating committee; may sign or endorse checks, drafts and notes in the absence of the treasurer; and shall perform such other duties as the board may direct. In the event of the absence, disability, resignation or death of the president, the vice-president, in order of their rank, shall assume the office. If no vice-president is able to serve as president, the board shall fill the vacancy from among the elected directors.

Sec. 3. The Vice-Presidents. *The* vice-presidents, in the order of their rank, shall perform such duties as the president and board shall direct.

Sec. 4. The Secretary. The secretary shall keep minutes of the meetings of the membership and of the board. The secretary shall notify all officers and directors of their election and shall sign with the president all contracts and other instruments when so authorized by the board and shall perform such other duties as the president and board shall direct.

Sec. 5. The Treasurer. The treasurer shall perform such duties as customarily pertaining 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

Sec. 1. Selection, Qualifications and Term.

The board of directors shall consist of the five (5) officers of the Jackson Area League: the president, 1st vice president, 2nd vice president, treasurer and secretary. Approximately half of the officers shall be elected in even-numbered years, and half of the officers shall be elected in odd-numbered years. They shall serve for a term of two years or until their successors have been elected or appointed and qualified. Vacancies other than the presidency may be filled by vote of the remaining members of the board. The term of an officer may be extended by 1 year for a total of 3 years by the board with a unanimous vote if necessary for continuity and additional expertise is required. Refer to the Handbook for officer elected year rotation.

[Nominating Committee will provide listing of officers and directors elected in even and odd years]

The board of directors shall consist of the four (4) elected directors and three (3) appointed directors of the Jackson Area League. All directors shall be voting members of the League. The elected director shall serve for a term of two years or until their successors have been elected or appointed and qualified. Two (2) directors shall be elected in the even-numbered years, and two (2) directors shall be elected in the odd-numbered years. Vacancies other than the presidency may be filled by vote of the remaining members of the board. The terms of office of the appointed directors shall be one (1) year and shall expire at the conclusion of the next annual meeting.

Sec. 2. Powers. The board shall manage and supervise the business, affairs, and activities of the Jackson Area League, subject to the instructions of the annual meeting. It shall select delegates to state convention and council and to national convention. It shall accept responsibility for such other matters as the national or state board may from time-to-time delegate to it. It shall have the power to create such special committees as it deems necessary and shall perform such other duties as are specified in these bylaws.

Sec. 3. Special Committee. The board may appoint a Special committee to carry out specific tasks. The Special Committee will operate within the powers and responsibilities assigned to it by the board. The committee will provide regular updates to the board on all actions it undertakes between the board's meetings. The Special Committee will be dissolved once its assigned work is completed.

Sec. 4. Meetings. At least six (6) regular meetings of the board shall be held annually. The president may call special meetings and shall call a special meeting upon the written request of five (5) members of the board. Meetings may be conducted in person or by electronic means. To enable e-mail meetings, appropriate procedures which allow discussion and debate must be adopted. (2022 amendment). Three consecutive absences from regular board meetings without excuse shall constitute a resignation.

Sec. 5. Quorum. A majority (30%) of the members of the board of the Jackson Area League shall constitute a quorum. Anyone or more members of the board may participate in a meeting by means of conference telephone or other similar equipment allowing all people participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

ARTICLE VI

Meetings

Sec. 1. Membership Meetings. There shall be at least four (4) meetings of the membership each year. The time and place shall be determined by the board. Special meetings of the members may be called by the president, the board of directors or upon written request of ten percent of the voting members.

Sec. 2. Annual Meeting. An annual meeting shall be held as near the beginning of the fiscal year as possible, the exact date to be determined by the board. The annual meeting shall

1. Adopt a local program for the ensuing year.
2. Elect officers and directors, the chair and two members of the nominating committee.
3. Adopt a budget for the ensuing fiscal year
4. Transact such other business as may properly come before it.

Absentee or proxy voting shall not be permitted.

Sec. 3. Quorum. Voting members in attendance shall constitute a quorum at all business meetings of the Jackson Area League, provided written notice of the meeting is sent to the membership at least one week in advance.

ARTICLE VII

Nominations and Elections

Sec. 1. Nominating Committee. The nominating committee shall consist of three (3) members. The chair and two members, who shall not be members of the board, shall be elected by the annual meeting. The term of office for the chair and members of the nominating committee shall be one year. Vacancies shall be filled by appointment by the board.

Sec. 2. Report of the 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 two (2) weeks before the annual meeting. The report of the nominating committee shall be presented at the annual meeting. Nominations may be made from the floor immediately, thereafter, provided the consent of the nominee has been obtained.

Sec. 3. Election. Election shall be by ballot, except that if there is only one nominee for an office, it shall be by voice vote. A majority vote shall constitute election.

ARTICLE VIII

Principles and Program

Sec. 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.

Sec. 2. Program. The program of the Jackson Area League shall consist of action(s) to implement the Principles and those governmental issues chosen by the annual meeting for concerted study and action as follows:

1. Voting members resident within the jurisdiction(s) of the local government(s) concerned may make recommendations to the board two months before the annual meeting.
2. The board shall consider these recommendations and formulate a proposed program, which shall be sent to the members at least one month before the annual meeting.
3. Issues that relate to specific jurisdiction(s) in the program as presented to the annual meeting by the board shall require adoption of a majority vote of members resident within the jurisdiction(s) of the local government(s)

concerned and followed by a majority vote of concurrence of the members resident outside the jurisdiction(s) of the local government(s) concerned.

4. Recommendations for program submitted by members resident within the jurisdiction(s) of the local government(s) concerned but not included in the program recommended by the board may be considered by the annual meeting, provided that (1) they were submitted two months before the annual meeting, (2) the annual meeting shall order consideration by a majority vote of members resident within the jurisdiction(s) of the local government(s) concerned, (3) the annual meeting shall adopt the item by a majority vote of the members resident within the jurisdiction(s) of the local government(s) concerned, and followed by a majority vote of concurrence of the members resident outside the jurisdiction(s) of the local government(s) concerned.

Sec. 3. Changes in Program. Changes in 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 discussed, (2) final action by the membership resident within the jurisdiction(s) of the local government(s) concerned is taken at a succeeding meeting, with concurrence by the membership residing outside the jurisdiction(s) of the local government(s).

Sec. 4. Program Action. Members may act in the name of the Jackson Area League 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 Jackson Area League, the LWV of Mississippi and the LWVUS.

ARTICLE IX

Financial Administration

Sec. 1. Fiscal Year. The fiscal year of the Jackson Area League shall commence on the first of July each year.

Sec. 2. Financial Support. All members shall pay membership dues except those exempted from paying dues in Article III. Net revenue collected through membership dues will be shared by LWVUS, the member's state League and, if applicable, the member's local League or member-at-large unit. Allocation to LWVUS shall not exceed one-third.

Sec. 3. Budget Committee. The budget shall be prepared by a committee that shall be appointed by the board for that purpose at least two (2) months before the annual meeting. The treasurer shall be, ex officio, a member of the budget committee but shall not be eligible to serve as chair. The board shall consider the proposed budget and recommend a budget, which shall be sent to the members at least two (2) weeks before the annual meeting.

Sec. 4. Distribution of Funds on Dissolution. In the event of the dissolution of the Jackson Area League, all money and securities which may at the time be owned by or under the control of the Jackson Area League shall be paid to the LWV Mississippi after any outstanding obligations have been met. All other property of whatsoever nature, whether real, personal, or mixed that may at the time be owned or under the control of the Jackson Area League shall be disposed of to such person, organization, or corporation for such public, charitable or educational use and purposes as the board in its absolute discretion may designate.

ARTICLE X

Parliamentary Authority

The rules contained in the current edition of Roberts Rules of Order Newly Revised shall govern the organization in all cases to which they are applicable and not inconsistent with these bylaws.

ARTICLE XI

Amendments

These bylaws may be amended by a two-third vote of the voting members at the annual meeting, provided that the proposed amendments were submitted to the membership in writing at least one month in advance of the meeting.