



League of Women Voters of Minnesota Records

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BY-LAW CHANGES

The following revisions in the By-Laws of the League of Women Voters of Minnesota are proposed in order to bring them more closely into conformity with the Standard By-Laws for a State League as revised August, 1956.

Proposed new material is underlined; old material to be deleted is in parenthesis.

Article III Membership

Section 1. How Composed. The League of Women Voters of Minnesota shall be composed of the Local Leagues (and the college Leagues),.....

Article V Officers

Section 4. The Secretary. The secretary shall keep minutes of all Conventions and Councils of the League, and of all meetings of the Board of Directors.

Article VI Board of Directors

Section 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an officer or director of this corporation unless she is a voting member of a League of Women Voters in the State of Minnesota.

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 shall be filled, until the next convention, by a majority vote of the remaining members of the Board of Directors.

Section 5. Regular Meetings (The President shall call a meeting of the Board of Directors upon the written request of five members of the board.)

Section 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting, provided, however, that during a convention the President may, or upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Section 7. Quorum. No change in content.

Section 8 Executive Committee. No change in content.

Article IX 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 chairman and two members, who shall not be (a) members of the Board of Directors, shall be elected by the convention. (A) Nominations for (this) these offices shall be made by the current Nominating Committee.

Section 3. Report of Nominating Committee and Nominations from the Floor. The report of the Nominating Committee of its nominations for Officers, Directors and the Chairman and two members of the succeeding Nominating Committee shall be sent to the local Leagues one month before date of the Convention.

Article X Program Section 3 Current Agenda.

e) Further changes in the proposed Current Agenda submitted for consideration to but not recommended by the Board of Directors may be made by the Convention provided that 1) the Convention shall order consideration by a (two-thirds) majority;

Section 4 Continuing Responsibilities.

c) Further changes in the Continuing Responsibilities submitted for consideration to but not recommended by the Board of Directors may be made by the Convention provided that: 1. the Convention shall order consideration by a (two-thirds) majority vote.

TREASURER'S REPORT
and
BUDGET ANALYSIS

	Budget 1956-57	*Budget 1956-57	Actual 1956-57	Proposed 1957-58
<u>EXPENDITURES</u>				200.00/#
Board of Directors	\$ 685.00	\$ 525.00	\$ 631.73	\$ 700.00
President	120.00	100.00	120.00	125.00
Delegates	400.00	378.98	378.98	400.00
Committee Meetings	50.00	25.00	6.00	50.00
Insurance	17.00	12.14	24.84	15.00
Personal Property Tax	30.00	30.00	32.37	35.00
Bank Charges	22.00	17.00	19.36	20.00
Salaries & Salary Taxes	3,190.00	3,190.00	3,417.35	4,420.00
Office Operation	4,280.00	5,353.28	5,452.31	3,500.00
New Equipment	50.00	61.39	40.39	84.00
National Publications	155.00	275.00	271.91	250.00
Bulletin-Minnesota Voter	1,205.00	1,150.00	1,040.66	1,380.00
Field Services	2,100.00	1,550.00	1,303.52	2,454.00
National Services	6,800.00	6,800.00	6,800.00	7,500.00
National Municipal League	5.00	5.00	5.00	5.00
Public Relations	350.00	300.00	473.35	550.00
TOTAL EXPENDITURES	\$19,399.00	\$19,772.79	\$20,017.77	\$21,688.00
<u>INCOME</u>				
Local League Support	\$17,820.00	\$17,820.00	\$17,992.56	\$19,650.00
New League Support	200.00	200.00	200.00	200.00
State Members-at-large	24.00	24.00	3.00	24.00
State Publications	750.00	1,000.00	1,187.48	1,000.00
State Meetings		65.29	98.79	300.00
Direct Contributions	525.00	525.00	644.66	350.00
J.G. Swisshelm Fund	80.00	80.00	---	80.00
Special Gifts		58.50	68.50	
Equipment Income				84.00
TOTAL INCOME	\$19,399.00	\$19,772.79	\$20,194.99	\$21,688.00

Balance on hand, April 1, 1956	\$ 2,242.78
Total Income	20,194.99
Gross Income	\$22,437.77
Total expenditures	20,017.77
Balance on hand, March 31, 1957	\$ 2,420.00

REPORT OF FUNDS

JANE GREY SWISSHELM FUND

Principal	\$2,935.76
Interest to date	209.88
Balance on hand 3/31/57	\$3,145.64

CONSTITUTION REVISION SPECIAL FUND

Income	\$5,940.86
Expenditures	4,280.96
Balance on hand 3/31/57	\$1,659.90

* The Board revised the budget, January, 1957.

Legislative Accrual

JAN 23 1959

file copy



LEAGUE OF WOMEN VOTERS
OF THE UNITED STATES

1026 SEVENTEENTH STREET, N.W., WASHINGTON 6, D.C. NA 8-3684

Mrs. Robert J. Phillips, President

January 20, 1959

Miss Eleanor M. Salisbury, Treasurer
League of Women Voters of Minnesota
15th & Washington Avenue S.E.
Minneapolis 14, Minnesota

Dear Miss Salisbury:

Chris has passed along your by-laws to me with some muttering under the breath about enforcing (?) "untouchable articles." It gives me an opportunity to show off some spandy new knowledge. No kidding, as of last week I find that members of provisional Leagues are members-at-large. So you see you really have no problem at all, they are there under Section 2! There has been some discussion by the By-laws Committee here about rewording all of Section III of the national By-laws, but no agreement as to improved wording has been arrived at. So with this word of explanation we hope your League will be satisfied with things as they are at least for the time being.

It seems to me that the proposed changes tighten up and clarify the language all along the line but I have two questions.

What are you trying to accomplish by changing the words "expire concurrently" to "be concurrent"? Do you mean that appointed directors must be appointed at once so that their terms will be of the same duration as those of elected directors? This would seem to nullify one of the purposes of having appointed directors who may be added as needed rather than on a definite basis. For example, you appoint in February or May of the year following Convention. If this is not what you mean by "be concurrent" then what does the change really accomplish?

The next question is about the representation formula. This is to me a fascinating subject and one which I have heard debated many times in Massachusetts particularly in regard to the over representation of the small Leagues. It seems to me your new formula tends to correct this inequity but it does write in a new one which you may have done deliberately. I notice that you had last spring at the time of your Annual Report 8 Leagues which were under 25 in size.

OFFICERS

First Vice President
Mrs. John F. Latimer
Washington, D.C.

Second Vice President
Mrs. Alf Gundersen
La Crosse, Wis.

Secretary
Mrs. Leon K. Richards
Waco, Texas

Treasurer
Mrs. Donald F. Bishop
Philadelphia, Penna.

DIRECTORS

Mrs. John Briscoe
Lakeville, Conn.

Mrs. George A. Dreyfous
New Orleans, La.

Mrs. Paul Holmer
Kentfield, Calif.

Mrs. Tor Hylbom
Colorado Springs, Colo.

Mrs. Walter H. C. Laves
Bloomington, Ind.

Mrs. Luigi Petrullo
Arlington, Va.

Miss Barbara Stuhler
Minneapolis, Minn.

Mrs. Alexander A. Treuhart
Shaker Heights, Ohio

Mrs. Arthur E. Whittemore
Hingham, Mass.

January 20, 1959

Under the proposed formula their only representative would be the local president. At 25 members the League would have three, the president and two delegates. Now this seems on first glance an unfair jump, unless you are doing it deliberately in order to stimulate these very small Leagues to get to work and enroll that 25th member. It is quite probable that Minnesota is no longer organizing new Leagues under 25 members but the existence of a group of old Leagues under that figure may call for a change in the formula as proposed unless you have the purpose explained above in mind. You could give one delegate for the first 15, one for the next 10, and then continue with the 25 or major fraction figure. This, as I hardly need explain, would insure a delegate as well as the president from each of these very small Leagues (unless you have one under 15 in which case the president alone is certainly adequate representation). I would be very interested to have your thinking on all this if you have an extra minute. You may certainly write the formula as proposed if you wish to do so. No objections here and in fact as you see the whole proposal is raising practically no argument.

The definite figure for a quorum is preferred to the percentage figure since under very unusual circumstances this might hold up doing essential business. I like making the figure one exclusive of the Board, as is proposed. It puts the emphasis in the right place.

The earlier planning for budget is of course a big help to the local Leagues in making their budgets and not so long in advance that it is too difficult to estimate on the basis of expenditures during the current year.

All in all it sounds as if things were going well in Minnesota, as usual.

Sincerely,

Mrs. Mabelle M. Long
Organization Secretary

MML:hsh
cc: LWV of Minnesota

M
E
M
O

TO: State Office

FROM: Virginia Neumaier

SUBJECT Group Gropings

LEAGUE OF WOMEN VOTERS OF MINNESOTA

15th and WASHINGTON AVES. S.E.
MINNEAPOLIS 14, MINNESOTA

DATE October 20, 1959

OCT 22 1959

I pass along this "problem" which might go into group gropings if there is an issue before the next board meeting.

I wish the board members would consider the Article on Membership in the National By-Laws (which is also reflected in the state by-laws) with a view of recommending the addition of a section recognizing the existence of provisional Leagues. As it stands now league members in provisional leagues--which are enjoying the closest supervision they ever will in their league lives--have the status of "members at large." I think that since a provisional league is a required and regulated form of organization for local leagues-to-be, and since this status requires so much of individual members, the member at large section is inadequate. I think, too, that if provisional league members weren't so "green" during this period, they would be disappointed to realize that so far as our organization scheme is concerned, they don't exist.

M TO: DA

E FROM: Grace

M SUBJECT By-law Changes

O

LEAGUE OF WOMEN VOTERS OF MINNESOTA

15th and WASHINGTON AVES. S.E.

MINNEAPOLIS 14, MINNESOTA

DATE 12/19/60

Note letter fr national (12/14/60 - Mabelle Long)
re change in St. Bylaws - February would be
time enough I consider these -

Return to file -

DEC 16 1960



LEAGUE OF WOMEN VOTERS

O F T H E U N I T E D S T A T E S

1026 SEVENTEENTH STREET, N.W., WASHINGTON 6, D. C. NA 8-3684

Mrs. Robert J. Phillips, President

December 14, 1960

Miss Grace Wilson
League of Women Voters of Minnesota
15th and Washington Avenues, S. E.
Minneapolis 14, Minnesota

Dear Miss Wilson:

No state Bylaw changes are made necessary by the changes in the national Bylaws last spring but many state Leagues will be interested in changing their Program articles to parallel the new national one, i.e. making CAs and CRs part of one program all adopted biennially by the same procedures. The revised state Standard will be in your hands about the first of the year but if it is necessary to start work earlier, I do not think you will find it difficult to translate the procedures in the national Bylaws into words suitable for state.

OFFICERS

First Vice President
Mrs. John D. Briscoe
Lakeville, Conn.

Second Vice President
Mrs. John A. Campbell
Indianapolis, Ind.

Secretary
Mrs. William H. Wood
Bladensburg, Md.

Treasurer
Mrs. LeMon Clark
Fayetteville, Ark.

DIRECTORS

Mrs. Paul Holmer
Kentfield, Calif.

Mrs. Luigi Petrullo
Arlington, Va.

Mrs. Vernon C. Stoneman
Belmont, Mass.

Mrs. Robert J. Stuart
Spokane, Wash.

Miss Barbara Stuhler
Minneapolis, Minn.

Mrs. C. Smith Toms
Charleston, S. C.

Mrs. Alexander A. Treuhart
Shaker Heights, Ohio

Mrs. Arthur E. Whittemore
Hingham, Mass.

The small corrections in Article XI (Elections) which were made might also be changes you want to make in state Article IX, Section 4. These were the addition of "the" before change and deleting "and qualified to vote."

In the revision of Article IX, Section 3, we suggest the addition of the phrase "provided that the consent of the nominee shall have been secured".

Changes have also been made in the timing of the various deadlines for state convention but since Minnesota has adopted the timing to its own state situation (as many states do), very likely these changes in the Standard will be of only academic interest to your state.

Sincerely yours,

Mabelle M. Long

(Mrs.) Mabelle M. Long
Organization Secretary

MML:hjh

May 1959

LEAGUE OF WOMEN VOTERS OF MINNESOTA

052659M-10¢

BY-LAWS

As adopted by the 1947 Convention
and
As amended by the 1951, 1953, 1955, 1957, 1959 Conventions

* * * * *

ARTICLE I.

Section 1. The name of this corporation shall be the League of Women Voters of Minnesota. This state League is an integral part of the League of Women Voters of the United States.

ARTICLE II.
Purpose and Policy

Section 1. Purpose. The purpose of the League of Women Voters of Minnesota shall be to promote political responsibility through informed and active participation of citizens in government.

Section 2. Policy. The League may take action on state governmental measures and policies in the public interest in conformity with the principles of the League of Women Voters of the United States. It shall not support or oppose any political party or candidate.

ARTICLE III.
Membership

Section 1. How Composed. The League of Women Voters of Minnesota shall be composed of the local Leagues, which have been recognized by the League of Women Voters of the United States, and members-at-large of the League of Women Voters of the United States residing within Minnesota.

Section 2. Members-at-large. Members-at-large shall be members who reside outside the area of a local League. They shall pay annual dues of Five Dollars (\$5.00).

ARTICLE IV.
Local Leagues

Section 1. Local Leagues. Local Leagues are those Leagues which have been so recognized by the League of Women Voters of the United States.

Section 2. Recognition of Local Leagues. When there is, in any community in the state, a group which meets the recognition standards for local Leagues as adopted at the national convention, the Board of Directors of the League of Women Voters of Minnesota shall recommend to the National Board that recognition be granted. When such recognition is granted, the local League shall become an integral part of the League of Women Voters of the United States and the League of Women Voters of Minnesota.

Section 3. Withdrawal of Recognition. When a local League recurrently fails to live up to the recognition standards, the Board of Directors of the League of Women Voters of Minnesota shall recommend to the National Board that recognition be withdrawn. Final action rests with the Board of Directors of the League of Women Voters of the United States.

Section 4. Provisional Leagues. When a group of women in a community in which no local League exists wish to form a League of Women Voters, they may be organized into a provisional League until such time as they meet the recognition standards for local Leagues.

ARTICLE V. Officers

Section 1. Enumeration and Election of Officers. The Officers of the League of Women Voters of Minnesota shall be a President, a first Vice-President, a second Vice-President, a Secretary, and a Treasurer. They shall hold office until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified.

Section 2. The President. The President shall preside at all meetings of the corporation and of the Board of Directors unless she shall designate someone to preside in her stead. She may sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the Nominating Committee. She 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. The Vice Presidents. The two Vice Presidents, in the order of their rank, shall, in the event of absence, disability, resignation or death of the President, possess all the powers and perform all the duties of that office. In the event that neither Vice President is able to serve in this capacity the Board of Directors shall elect one of its members to fill the vacancy. 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 all Conventions and Councils of the League, and of all meetings of the Board of Directors. She shall notify all Officers and Directors of their election. She 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 her office.

Section 5. The Treasurer. The Treasurer, or her duly appointed assistant shall bill and receive all moneys due. She shall be the custodian of these moneys, shall deposit them in a bank designated by the Board of Directors, and shall disburse the same only upon order of the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report, including a report of the Jane Grey Swisshelm Fund, to the Convention or Council. The books of the Treasurer shall be audited annually prior to the Convention in Convention years or to the meeting of the Council in non-Convention years.

ARTICLE VI. Board of Directors

Section 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. The elected Directors shall be elected by the Convention and shall serve until the conclusion of the next regular biennial Convention 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 term of office of the appointed Directors shall expire concurrently with the term of office of the elected Directors.

Section 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an Officer or Director of this corporation unless she is a voting member of a League of Women Voters in the State of Minnesota. The absence of a member of the Board from three consecutive meetings without notice may be regarded as a resignation from the Board.

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 shall be filled by a majority vote of the remaining members of the Board of Directors.

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 the same, subject to the instructions of the Convention. The Board shall plan and direct the work necessary to carry out the program on state governmental matters as adopted by the Convention. It shall accept responsibility delegated to it by the Board of Directors of the League of Women Voters of the United States for the organization and development of local Leagues, for the carrying out of program and for promotion in the local Leagues of finance programs requisite to further the work of the League as a whole, including transmission of funds adequate to support the national budget. The Board shall create and designate such special committees as it may deem necessary.

Section 5. Regular Meetings. There shall be at least eight regular meetings of the Board of Directors annually. The President shall notify each of the Directors of all meetings at least one week before any such meeting. No action taken at any regular board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of any irregularity in any notice actually received.

Section 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting. At the time of a convention the President may, and upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Section 7. Quorum. Nine members of the Board of Directors shall constitute a quorum.

Section 8. Executive Committee. The Board of Directors shall designate six of its members to constitute an Executive Committee to transact business in the interim between Board meetings, provided that nothing shall be done contrary to the policy adopted at the Convention or to any action of the Board. The action of the Executive Committee must be reported to the Board of Directors at its next regular meeting.

ARTICLE VII. Finance

Section 1. Fiscal Year. The fiscal year of the League of Women Voters of Minnesota shall commence on the first of April of each year.

Section 2. Budget. The Board shall submit to the Convention or Council for adoption a budget for the current year. This budget shall provide for the support of the League of Women Voters of the United States as well as for the state League. A copy of the budget shall be sent to each local League president at least three months in advance of the Convention or Council.

Section 3. Budget Committee. The budget shall be prepared by a committee which shall be appointed for that purpose at least six months in advance of the Convention or Council. The Budget Committee shall present its proposed budget and explanation to the state Board four months in advance of Convention or Council. The Treasurer shall be ex-officio a member of the Budget Committee but shall not be eligible to serve as chairman.

Section 4. The Jane Grey Swisshelm Fund. All moneys, securities, and property of whatever nature, which the League of Women Voters of Minnesota may receive by gift, bequest or otherwise, the principal of which is not to be expended (except as may be specified by the terms of such gift) but is to be invested and the income from the same to be used for any of the League's purposes, shall form part of a fund to be known as "The Jane Grey Swisshelm Fund". This fund shall be invested or deposited in a bank as designated by the Board of Directors.

ARTICLE VIII. CONVENTION

Section 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of Minnesota shall be held biennially in the odd-numbered years not later than the thirty-first of May. The exact time and place of the Convention shall be determined by the Board of Directors. The President shall send a first call for the Convention to the presidents of local Leagues not less than three months prior to the date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local Leagues at least thirty days before the Convention.

Section 2. Composition. The Convention shall consist of the delegates chosen by the members of the local Leagues, as provided in Section 4 of this Article, the presidents of local Leagues and the members of the Board of Directors of the League of Women Voters of Minnesota. Observers will be permitted but may not vote.

Section 3. Qualifications of Delegates and Voting. Each delegate shall be a voting member of a recognized local League in the state of Minnesota. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Section 4. Representation. The members of the League of Women Voters of the United States who are organized into recognized local Leagues in the State of Minnesota shall be entitled to two delegates for up through the first twenty-five voting members and one delegate for every twenty-five (25) additional voting members or major fraction thereof belonging to said local League on January 1st of said year. The record in the state office of paid-up voting members shall determine the official membership count for this purpose.

Section 5. Authorization for Action. The Convention shall consider and authorize for action a program, elect officers and directors, shall adopt a budget for the current year, and shall transact such other business as may be presented. A majority vote of the convention shall be required for any such action except as provided in Article X, Sections 3 and 4.

Section 6. Quorum. A quorum shall consist of not less than thirty delegates plus a majority of the Board of Directors.

ARTICLE IX. 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 Chairman and two members, who shall not be members of the Board of Directors, shall be elected by the Convention. Nominations for these offices shall be made by the current Nominating Committee. Further nominations may be made from the floor of the Convention. The other members of the Committee shall be appointed by the Board of Directors immediately after the Convention. Vacancies occurring in the nominating committee shall be filled by the Board of Directors. The President of the League of Women Voters of Minnesota shall send the name and address of the chairman of the Nominating Committee to the president of each recognized local League. It shall be the duty of the chairman of the Nominating Committee to request through the president of each local League suggestions for nominations for the offices to be filled.

Section 2. Suggestions for Nominations. Suggestions for nominations may be sent by the President, Secretary or any member of a local League to the chairman of the Nominating Committee at least three months before Convention.

Section 3. Report of Nominating Committee and Nominations from Floor. The report of the Nominating Committee of its nominations for Officers, Directors and the chairman and two members of the succeeding Nominating Committee shall be sent to local Leagues one month before date of the Convention. The report of the Nominating Committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention.

Section 4. Election. The election shall be in charge of an Election Committee appointed by the President on the first day of the convention. The election shall be by ballot, except:

- (a) When there is but one nominee for each office, it shall be in order to move that the Secretary cast a ballot for the entire slate;
- (b) When there is more than one nominee for some but not all of the offices, the following motions shall be in order:
 - (1) For each office for which there is more than one nominee, the election shall be by ballot;
 - (2) For the remainder of the slate, i.e., for all offices for which there is but one nominee, the Secretary may cast a ballot for such offices.

A majority of those present and qualified to vote and voting shall constitute an election.

ARTICLE X.

Program

Section 1. Authorization. The governmental principles adopted by the National Convention, and supported by the League as a whole, constitute the authorization for the adoption of Program.

Section 2. Program. The Program consists of the state governmental measures and policies on which the League of Women Voters of Minnesota may take action. The Current Agenda and Continuing Responsibilities as hereinafter defined constitute the Program.

Section 3. Current Agenda. Current Agenda shall be limited to such current state governmental issues as the Convention shall choose for concerted action.

- (a) The Board of Directors shall consider the recommendations which have been sent in by the local Leagues three months prior to the Convention and shall formulate a proposed Current Agenda. Such proposed Current Agenda shall be submitted by the Board to the local League boards at least two months prior to the Convention.
- (b) Recommendations for changes submitted in writing by local League boards and received by the Board of Directors at least one month before the opening of the Convention shall be considered by the Board. The Board shall present the final proposed Current Agenda to the Convention.
- (c) The Current Agenda may not be voted on by the Convention on the same day on which it is proposed.
- (d) A majority vote of those present and voting shall be required for adoption of subjects in the proposed Current Agenda as presented to the Convention by the Board of Directors.
- (e) Further changes in the proposed Current Agenda submitted for consideration to but not recommended by the Board of Directors may be made by the Convention provided that (1) the Convention shall order consideration by a majority vote; (2) the vote on the proposed change shall not be taken on the same day as the order for consideration; and (3) the Convention shall adopt the change by a two-thirds vote.

Section 4. Continuing Responsibilities. Continuing Responsibilities shall be those positions on state governmental issues to which the League of Women Voters of Minnesota has given sustained attention, and on which it may continue to act, as determined by the State Convention.

- (a) The Board of Directors shall consider recommendations for changes in the Continuing Responsibilities which have been sent in by the local Leagues three months prior to any Convention. Such proposed changes as the Board of Directors shall approve shall be submitted by the Board to the local League Boards at least two months prior to the Convention.
- (b) A two-thirds vote of those present and voting shall be required for adoption of proposed changes in the Continuing Responsibilities as presented to the Convention by the Board of Directors.

- (c) Further changes in the Continuing Responsibilities submitted for consideration to but not recommended by the Board of Directors may be made by the Convention provided that (1) the Convention shall order consideration by a majority vote; (2) the vote on the proposed change shall not be taken on the same day as the order for consideration; and (3) the Convention shall adopt the change by a two-thirds vote.
- (d) Every six years the Board shall review the Continuing Responsibilities and submit to the local and provisional Leagues its recommendations for keeping the Continuing Responsibilities current, using the regular procedure for amendment herein outlined in Section 4, (a), (b) and (c).

Section 5. Member Action. Members may act in the name of the League of Women Voters of Minnesota only when authorized to do so by the Board of Directors.

Section 6. Local League Action. Local Leagues may take action on state governmental matters only when authorized by the Board of Directors of the League of Women Voters of Minnesota.

ARTICLE XI. Council

Section 1. Composition. The Council shall be composed of the Board of Directors of the League of Women Voters of Minnesota, the Presidents of local Leagues and one delegate chosen by each local League.

Section 2. Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the President to the presidents of the local Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Section 3. Authorization for Action. The Council shall give guidance to Board on Program and methods of work as submitted by the Board of Directors. The Council is authorized to change the Current Agenda only in the event of an emergency; provided that notice of proposed modification of the Program shall have been sent to the presidents of the local Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds majority of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the current year and shall transact such other business as shall be presented by the Board.

Section 4. Quorum. A quorum shall consist of not less than twenty members other than the Board of Directors for the transaction of business at a Council Meeting.

ARTICLE XII. National 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 elect delegates to that Convention in the number allotted the League of Women Voters of Minnesota under the provisions of the by-laws of the League of Women Voters of the United States.

Section 2. National Council. The Board of Directors shall elect two delegates to the meeting of the Council of the League of Women Voters of the United States at its meeting immediately preceding such Council Meeting.

ARTICLE XIII.
Parliamentary Authority

Section 1. Parliamentary Authority. The rules contained in Roberts Rules of Order Revised shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these By-laws.

ARTICLE XIV.
Amendments

Section 1. Amendments. Amendments to these By-laws may be proposed by any League board, provided such proposed changes shall be submitted to the Board of Directors at least three months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all local Leagues at least two months prior to a Convention together with the recommendations of the Board of Directors. The presidents of all local Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a local League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the By-laws. Amendments shall be adopted by a two-thirds vote at any Convention and shall become effective immediately upon adoption unless otherwise provided.

ARTICLE XV
Parliamentary Authority

Sec. 1. Parliamentary Authority. The rules contained in *Roberts Rules of Order* (revised) shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XVI
Amendments

Sec. 1. Amendments. Amendments to these Bylaws may be proposed by any League board, provided such proposed changes shall be submitted to the Board of Directors at least five months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all Leagues at least two and a half months prior to a Convention together with the recommendation of the Board. The presidents of all Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the Bylaws which may be adopted by a two-thirds vote at any Convention.

LEAGUE OF WOMEN VOTERS
OF THE UNITED STATES
1026 17th Street, N. W.
Washington 6, D. C.

BYLAWS
OF THE
LEAGUE OF WOMEN VOTERS OF THE UNITED STATES

Certificate of Incorporation

As Amended May 3, 1946

We, the undersigned, all citizens of the United States and a majority of whom are residents of the District of Columbia, desiring to form a body politic and corporate for the purposes herein set forth, under the provisions of Sub Chapter Three of Chapter Eighteen of the Code of Laws for the District of Columbia, do hereby certify as follows:

1. The name of this corporation shall be League of Women Voters of the United States.
2. The term of existence of this corporation shall be perpetual.
3. The business and objects of the corporation shall be to promote political responsibility through informed and active participation of citizens in government; to render such other services in the interest of education in citizenship as may be possible; and to do every act appropriate or necessary to carry out any of the foregoing objects. The corporation shall not support or oppose any political party or candidate.
4. The number of its managers who shall direct its affairs for the first year of its existence shall be thirteen.

IN WITNESS WHEREOF, we have hereunto set our hands, this 15th day of September, A. D. 1923, in the city of Washington, D. C.

Filed: September 24, 1923
Recorded: Liber 39, folio 146
District of Columbia

MAUD WOOD PARK,
ELIZABETH EASTMAN,
LAURA C. WILLIAMS.

BYLAWS

As Adopted by the Seventeenth Convention, May 1, 1946

and as amended by the

Eighteenth Convention, April 30, 1948
Nineteenth Convention, April 24, 1950
Twentieth Convention, April 28, 1952

Twenty-first Convention, April 26, 1954
Twenty-second Convention, April 30, 1956
Twenty-fourth Convention, April 29, 1960

ARTICLE I
Name and Office

Sec. 1. Name. The name of this corporation shall be League of Women Voters of the United States.

Sec. 2. Principal Office. The principal office of the League shall be in the City of Washington, D. C., or at such other place either within or without the District of Columbia as the Board of Directors shall fix.

ARTICLE II
Purpose and Policy

Sec. 1. Purpose. The purpose of the League of Women Voters of the United States shall be to promote political responsibility through informed and active participation of citizens in government.

Sec. 2. Policy. The League may take action on governmental measures and policies in the public interest. It shall not support or oppose any political party or candidate.

ARTICLE III
Membership

Sec. 1. How Composed. Any person who subscribes to the purpose and policy of the League shall be eligible for membership. The membership of the League shall be composed of voting members, associate members and members-at-large.

Sec. 2. Types of Membership.

- (a) Voting members shall be women citizens of voting age who are members of recognized local Leagues.
- (b) Associate members shall be all other members of recognized local Leagues.
- (c) Members-at-large shall be members who reside outside the area of a local League.
- (d) Members-at-large shall pay annual dues to the state League of the state in which they reside if one has been recognized. Otherwise such members shall pay annual dues of \$5.00 to the national Treasurer.

ARTICLE IV
Local Leagues

Sec. 1. Purpose. Members shall be organized into local Leagues in order to promote the purpose of the League of Women Voters of the United States.

Sec. 2. Recognition. Local Leagues shall be organized in conformity with recognition standards formulated by the Board of Directors and adopted by the Convention. Only one local League in each community as defined by the Board of Directors shall be recognized by the Board.

ARTICLE V
State and Territorial Leagues

Sec. 1. Purpose. Local Leagues shall be organized into state and territorial Leagues in order to take action on state and territorial governmental matters and in order to promote the work of the League of Women Voters as a whole.

Sec. 2. How Composed. A state or territorial League shall be composed of all local Leagues within that state or territory.

Sec. 3. Recognition. State and territorial Leagues shall be organized in conformity with recognition standards formulated by the Board of Directors and adopted by the Convention.

Sec. 4. Responsibility. A state or territorial League shall accept the responsibility delegated to it by the Board of Directors for: (a) the organization and development of local Leagues; (b) the promotion in the local Leagues of finance programs requisite to further the work of the League as a whole; and (c) the transmission of funds toward the support of an adequate national budget.

ARTICLE VI
Withdrawal of Recognition

Sec. 1. Procedure. The Board of Directors may withdraw recognition from any state, territorial or local League for recurrent failure to conform to the recognition standards applicable to the League concerned. Recognition shall be withdrawn only after investigation of the situation by the Board and such action

shall require a three-fourths vote of the Board. Withdrawal of recognition shall become effective immediately upon decision by the Board. The League from which recognition has been withdrawn shall have an opportunity to be heard by a committee of the Board of Directors.

Sec. 2. Disposition of Funds. All funds held by state or territorial Leagues from which recognition has been withdrawn shall be paid to the League of Women Voters of the United States. All funds held by a local League from which recognition has been withdrawn shall be paid to the League of Women Voters of the state or territory in which the local League was organized. If there is no state or territorial League, the funds shall be paid to the League of Women Voters of the United States.

Sec. 3. Appeal. The state, territorial, or local League from which the Board has voted to withdraw recognition may, by written request signed by a majority of the members of its board, appeal from the Board's decision to the next Convention. The Convention may by a majority vote decide to hear the appeal. If it decides to hear the appeal, the Convention shall establish its own procedure for such a hearing. Convention decision on the appeal shall be by majority vote.

ARTICLE VII

Officers

Sec. 1. Enumeration and Election of Officers. The officers of the League of Women Voters of the United States shall be a President, a first Vice-President, a second Vice-President, a Secretary, and a Treasurer. These officers shall be elected by the Convention and shall hold office until the close of the next regular biennial Convention or until their successors have been elected and qualified.

Sec. 2. The President. The President shall preside at all meetings of the organization and of the Board of Directors unless she shall designate some one to preside in her stead. She may, in the absence or disability of the Treasurer, sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the nominating committee. She 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.

Sec. 3. The Vice-Presidents. The two Vice-Presidents, in the order of their rank, shall, in the event of absence, disability, resignation, or death of the President, possess all the powers and perform all the duties of that office. In the event that neither Vice-President is able to serve in this capacity the Board of Directors shall elect one of its elected members to fill the vacancy. The Vice-Presidents shall perform such other duties as the President and Board may designate.

Sec. 4. The Secretary. The Secretary shall keep minutes of the Conventions and Councils of the League and of the meetings of the Board of Directors. She shall notify all officers and directors of their election. She shall sign, with the President, all contracts and other instruments when so authorized by the Board, and shall perform such other duties as may be incident to her office.

Sec. 5. The Treasurer. The Treasurer, or her duly appointed assistant, shall collect and receive all moneys due. She shall be the custodian of these moneys, shall deposit them in a bank or banks, designated by the Board of Directors, and shall disburse the same only upon order of the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report to the Convention or Council. The books of the Treasurer shall be audited annually by a certified public accountant.

Sec. 6. Transfers of Property. Any two of the following officers, the President, the Vice-Presidents, and the Treasurer, shall have authority to assign, endorse, transfer and deliver, in the name and in behalf of the League of Women Voters of the United States, any certificate of stock, bond, note, or other security or property belonging to the League. The Secretary and the Treasurer shall each have authority to affix and attest the seal of the League to any agreement, assignment, or other document executed by any officer of the League pursuant to authority granted by these Bylaws or by action of the Board of Directors.

ARTICLE VIII

Board of Directors

Sec. 1. Number, 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. The elected directors shall be elected by the Convention and shall

serve until the close of the next regular biennial Convention 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 expire concurrently with the terms of office of the elected directors.

Sec. 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an officer or director of this corporation unless she is a voting member of the League of Women Voters of the United States.

Sec. 3. Vacancies. Any vacancy occurring in the Board of Directors by reason of the resignation, death or disqualification of an officer, or elected director other than the president, may be filled until the next Convention by a majority vote of the remaining members of the Board of Directors.

Sec. 4. Powers. 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 the same, subject to the instructions of the Convention. Upon recognition of a state or territorial League, the Board of Directors is authorized to delegate and shall delegate to such state or territorial League the power to promote the work of the League of Women Voters within that state or territory. The Board shall create and designate such special committees as it may deem necessary.

Sec. 5. Regular Meetings. There shall be at least three regular meetings of the Board of Directors annually which may be held at any time at the call of the President. The President shall notify each member of the Board of Directors of all regular meetings by mailing notice thereof to each member's last known post office address, at least one month before any such meeting, giving the time and the place of the meeting. No action taken at any regular Board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of any irregularity in any notice actually received.

Sec. 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting, provided, however, that during a Convention the President may, or upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Sec. 7. Quorum. A majority of the members of the Board of Directors shall constitute a quorum.

ARTICLE IX

Convention

Sec. 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of the United States shall be held biennially. The time and place of the Convention shall be determined by the Board of Directors. The President shall send a first call for the Convention to the presidents of local, state and territorial Leagues not less than eight months prior to the opening date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local, state and territorial Leagues.

Sec. 2. Composition. The Convention shall consist of: (a) the delegates chosen by the members through the local Leagues, as provided in Section 4 of this Article; (b) three delegates chosen by the board of each state League and of each territorial League; and (c) the members of the Board of Directors of the League of Women Voters of the United States.

Sec. 3. Qualifications of Delegates; Voting Procedures. Each delegate shall be a voting member of the League of Women Voters of the United States. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Sec. 4. Representation. The members of the League of Women Voters of the United States who are organized into local Leagues shall be entitled to voting representation in the Convention as follows: The members of each local League shall be entitled to one delegate who shall be chosen by the members through the local League; the members of each local League

having more than 100 members shall be entitled to one additional delegate for each additional 100 members or major fraction (50 or more) thereof. The records in the national office of paid voting members on January 1 of the year in which the Convention is held shall determine the official membership count for this purpose.

Sec. 5. Authorization for Action. The Convention shall consider and authorize for action a program, shall elect officers and directors, shall adopt a budget for the ensuing year, and shall transact such other business as may be presented.

Sec. 6. Quorum. Twenty-five voting delegates, other than the Board of Directors, shall constitute a quorum for the transaction of business at the Convention.

ARTICLE X

Council

Sec. 1. Composition. The Council shall be composed of: (a) two delegates chosen by the board of each state and territorial League; (b) two delegates chosen by the League of Women Voters of the District of Columbia; (c) one delegate chosen by the local Leagues in each state or territory where there is no recognized state or territorial League; and (d) the members of the Board of Directors.

Sec. 2. Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the President to the presidents of the local Leagues and to state and territorial Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Sec. 3. Authorization for Action. The Council shall give guidance to the Board on program, methods of work, and budget as submitted by the Board of Directors. The Council is authorized to change the Current Agenda only in the event of an emergency; provided that notice of proposed modifications of the program shall have been sent to the presidents of the local Leagues, state and territorial Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds vote of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the ensuing year and shall transact such other business as shall be presented by the Board.

Sec. 4. Quorum. A quorum shall consist of not less than ten members, other than the Board of Directors, for the transaction of business at a Council meeting.

ARTICLE XI

Nominations and Elections

Sec. 1. Nominating Committee. The nominating committee shall consist of five members, two of whom shall be members of the national Board. The chairman and two members, who shall not be national Board members, shall be elected by the Convention. Nominations for these offices shall be made by the current nominating committee. Further nominations may be made from the floor of the Convention. The other members of the committee shall be appointed by the Board of Directors immediately after the Convention. Any vacancy on the nominating committee shall be filled by appointment by the Board of Directors. The President of the League shall send the name and address of the chairman of the nominating committee to the president of each state, territorial and local League.

Sec. 2. Suggestions for Nominations. The chairman of the nominating committee shall request, through the president of each state, territorial and local League, suggestions for nominations for offices to be filled. Any member may send suggestions to the chairman of the nominating committee.

Sec. 3. Report of Nominating Committee and Nominations from Floor. The report of the nominating committee of its nominations for officers, directors and the chairman and two members of the succeeding nominating committee shall be sent to local, state and territorial Leagues two months before date of the Convention. The report of the nominating committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention provided that the consent of the nominee shall have been secured.

Sec. 4. Election. The election shall be in the charge of an election committee appointed by the President on the first day of the Convention. The election shall be by ballot. A majority vote of those present and voting shall constitute an election.

ARTICLE XII

Principles

Sec. 1. The Principles shall consist of governmental measures and policies, supported by the League as a whole. The Principles shall constitute the authorization for adoption of national, state, territorial and local Current Agendas.

Sec. 2. The Principles may be amended by the Convention by the same procedures as those hereinafter provided in the Program Article. (Subsections a, b, c, d, e, f of Sec. 2, Article XIII.)

ARTICLE XIII

Program

Sec. 1. The Program of the League of Women Voters shall consist of Current Agenda and Continuing Responsibilities as hereinafter defined.

- (a) The Current Agenda shall consist of such current governmental issues as the Convention shall choose for concerted action.
- (b) The Continuing Responsibilities shall consist of positions on national issues to which the League has given sustained attention and on which it may continue to act.

Sec. 2. The Convention shall act upon the Program, using the following procedures:

- (a) The local, state or territorial League boards may make recommendations for a Program, provided such Program recommendations shall have been sent to the Board of Directors at least five months prior to the Convention.
- (b) The Board of Directors shall consider the recommendations and submit its proposals for the Program to the local, state and territorial League boards at least two and a half months prior to the Convention.
- (c) The local, state or territorial League boards may then submit recommendations for changes, provided they are received by the Board of Directors at least three weeks before the opening of the Convention.
- (d) The recommendations shall be considered by the Board prior to the Convention at which time the Board may change its previous proposals.
- (e) A majority vote of the Convention shall be required for adoption of the Program proposed by the Board of Directors.
- (f) Any recommendations for the Program submitted to the Board of Directors at least five months before Convention, but not proposed by the Board, may be considered by the Convention, provided that a majority vote shall be required for consideration, and on a following day a two-thirds vote shall be required for adoption.

Sec. 3. Member Action. Members may act in the name of the League of Women Voters of the United States only when authorized to do so by the proper board.

Sec. 4. State, Territorial, and Local League Action. State Leagues, territorial Leagues and local Leagues may act only in conformity with, or not contrary to, the position taken by the League of Women Voters of the United States.

ARTICLE XIV

Financial Administration

Sec. 1. Fiscal Year. The fiscal year of the League of Women Voters of the United States shall commence on the first day of April of each year.

Sec. 2. Financial Support. Financial responsibility for the work of the League of Women Voters as a whole shall be assumed annually by the local Leagues.

Sec. 3. Distribution of Funds on Dissolution. In the event of a dissolution, for any cause, of the League of Women Voters of the United States, all moneys, securities, and property, of whatsoever nature, whether real, personal, or mixed, which the League of Women Voters of the United States has received or acquired by gift, bequest, devise, or otherwise, as well as all unexpended income from said moneys or property, and any other funds, moneys, securities, and property of whatsoever nature whether real, personal, or mixed, which may at the time be owned by or under the absolute control of the League of Women Voters of the United States shall be disposed of by any officer or employee of the corporation 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 Board of Directors of the League of Women Voters of the United States; the designation of person, organization, or corporation and of use and purpose to be in the absolute discretion of said Board.

League of Women Voters
of the United States

Memorandum

1026 17th Street, N. W. - Washington 6, D. C.

December 19, 1960

TO: Local and State League Presidents
FROM: National Office
RE: Standard Bylaws

The Program Article of the Standard Bylaws for a Local League has been revised so that Current Agenda and Continuing Responsibilities are adopted by the same procedures. This conforms to the method of adopting Program which the Convention in 1960 chose for the Bylaws of the League of Women Voters of the United States. It is not mandatory that local Leagues make this change. Local Leagues will wish to consider whether the change to adopt Continuing Responsibilities annually best serves the purpose of the League in their community.

The Program Article of Standard Bylaws for State Leagues has been similarly revised.

Additional changes in the State Standard come in Article IX, Sections 3 and 4.

The timing for the deadline for state conventions has been changed in an effort to simplify. State Leagues need not follow the Standard pattern but those which have been doing so might wish to consider the changes made in the revision. The simplest way to show the changes is to list the deadlines as they appear in this revision -

At 4 months: Call to Convention

At 3 months: local League deadline for sending Program suggestions, proposals for Bylaw change; and suggestions for Nominating Committee.

At 2 months: state Board sends to local Leagues proposed Program, proposals for Bylaw change and recommendation, proposed budget, slate, and final call to convention.

At 3 weeks: local League deadline for suggested changes in proposed Program.

May we remind local Leagues to send to state Leagues proposals for change prior to local League action so that the state Board may give guidance. State Leagues are similarly requested to inform the national Board of proposed amendments to state Agenda.

State Board members who have copies of Organizing Leagues should replace pages 37 to 44 with the revised Local League Bylaws. These eight pages are available from the national office for 10¢.

League of Women Voters of the U.S.
1026 - 17th Street, N. W.
Washington 6, D. C.

Revised December 1960

Price: 10¢

STANDARD BYLAWS FOR A LOCAL LEAGUE

Bylaws

League of Women Voters of _____

ARTICLE I

Sec. 1. The name of this organization shall be the League of Women Voters of _____. 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 _____.

ARTICLE II

Purpose and Policy

Sec. 1. Purpose. The Purpose of the League of Women Voters of _____ shall be to promote political responsibility through informed and active participation of citizens in government.

Sec. 2. Policy. The League of Women Voters of _____ may take action on local governmental measures and policies in the public interest in conformity with the Principles of the League of Women Voters of the United States. It shall not support or oppose any political party or candidates.

ARTICLE III

Membership

Sec. 1. How Composed. The Membership of the League of Women Voters of _____ shall be composed of voting members and associate members. Any person who subscribes to the purpose and policy of the League shall be eligible for membership.

Sec. 2. Types of Membership

- a) Voting members shall be women citizens of voting age.
- b) Associate members shall be all other members.

(Over)

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, _____ elected Directors and not more than (the same) appointed Directors. (One-half of 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 shall appoint such additional Directors, not exceeding _____, 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 she is a voting member of the League of Women Voters of _____.

Sec. 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 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 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 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 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.

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 _____ shall be a President, a first Vice President, a second 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, the first Vice President and the Secretary shall be elected in odd-numbered years. The second Vice President 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. She may, in the absence or disability of the Treasurer, sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the Nominating Committee. She 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.

Sec. 3. The Vice Presidents. The two Vice Presidents, in the order of their rank, shall, in the event of 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 elect one of its members to fill the vacancy. The Vice Presidents 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 of all meetings of the Board of Directors. She shall notify all

Officers and Directors of their election. She 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 her office.

Sec. 5. The Treasurer. The Treasurer shall collect and receive all moneys due. She shall be the custodian of these moneys, shall deposit them in a bank designated by the Board of Directors, and shall disburse the same only upon order of the Board. She shall present statements to the Board at their 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 _____ shall commence on the first day of April each year.

Sec. 2. Dues. Annual dues of \$_____ shall be payable April first. Any member who fails to pay her dues within six months after they become payable shall be dropped from the membership rolls.

Sec. 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.

Sec. 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 not be eligible to serve as chairman of the Budget Committee.

ARTICLE VII

Meetings

Sec. 1. Membership Meetings. There shall be at least _____ 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 _____ and _____, 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, 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. _____ members shall constitute a quorum at all meetings of the League of Women Voters of _____.

ARTICLE VIII

Nominations and Elections

Sec. 1. Nominating Committee. The Nominating Committee shall consist of five members, two of whom shall be members of the Board of Directors. The Chairman 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.

Sec. 2. Report of 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 to the Annual Meeting. Immediately following the presentation of this report, nominations may be made from the floor by any voting member provided the consent of the nominee shall have been secured.

Sec. 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 IX

Sec. 1. Authorization. The governmental principles adopted by the national Convention, and supported by the League as a whole, constitute the authorization for the adoption of Program.

Sec. 2. Program. The Program of the League of Women Voters of _____ shall consist of Current Agenda and Continuing Responsibilities as hereinafter defined.

- a) The Current Agenda shall consist of such current local governmental issues as the membership shall choose for concerted action.
- b) The Continuing Responsibilities shall consist of those positions on local governmental issues to which the League of Women Voters of _____ has given sustained attention and on which it may continue to act.

Sec. 3. 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 vote 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.

- d) Recommendations for Program submitted by voting members two months prior to the Annual Meeting but not 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 a 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.

Sec. 4. Member Action. Members may act in the name of the League of Women Voters only when authorized to do so by the proper Board of Directors.

ARTICLE X

National Convention, State Convention and Council

Sec. 1. National Convention. The (membership or 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 the League of Women Voters of _____ under the provisions of the Bylaws of the League of Women Voters of the United States.

Sec. 2. State Convention. The (membership or 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 the League of Women Voters of _____ under the provisions of the Bylaws of the League of Women Voters of _____.

(State)

Sec. 3. State Council. The (membership or 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 the League of Women Voters of _____ under the provisions of the Bylaws of the League of Women Voters of _____.
(State)

ARTICLE XI

Parliamentary Authority

Sec. 1. Parliamentary Authority. The rules contained in Roberts Rules of Order 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

Sec. 1. Amendments. These Bylaws 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.

FEB 20 1961

LEAGUE OF WOMEN VOTERS
OF THE UNITED STATES

1026 17TH STREET, N. W., WASHINGTON 6, D. C.

Bylaw File

February 16, 1961

Mrs. Harold Wilson
Organization Secretary
League of Women Voters of Minnesota
15th and Washington Avenues S.E.
Minneapolis 14, Minnesota

Dear Mrs. Wilson:

The proposals for changes in the Minnesota Bylaws are very much in order. Do be sure to send us notice of the changes which your convention adopts or the reprinted Bylaws when they are ready.

Sincerely yours,

(Mrs.) Mabelle M. Long
Organization Secretary

MML:etw

CC: Minnesota State LWV

February 13, 1961

Mrs. Robert J. Phillips, President
League of Women Voters of U.S.
1026 17 St, N.W.
Washington 6 D.C.

Dear Mrs. Phillips,

The state Board are proposing the following changes in our Minnesota By-laws, and would be glad of an evaluation of these changes.

Article VIII, Section 1. Change the date of the first call to four months.
Change the date of the final call to two months.

Article IX, Section 3. Change the date the report is sent to local leagues to two months before date of convention.

Article X. Substitute for present article the Article X in Standard Bylaws for a State League, dated Dec., 1960, with following exceptions:

Insert Minnesota in blanks, indicating the "state we are in"

In Section 3, b): substitute one month, for the date on which Board receives recommendations for changes .

In Section 3, e): the last phrase shall read: "and 3) the Convention shall adopt..."etc."

Since these changes are in most cases the same as suggested in Standard Bylaws, they are probably well thought and very workable. But incase we've overlooked anything important, we would be glad to have it called to our attention.

Sincerely,

Groce Wilson

Mrs. Harold Wilson

Organization, Chairman

Secretary

League of Women Voters
of the United States

Circ Mail
Memorandum

1026 17th Street, N. W. - Washington 6, D. C.

DEC 29 1960

December 19, 1960

TO: Local and State League Presidents
FROM: National Office
RE: Standard Bylaws

The Program Article of the Standard Bylaws for a Local League has been revised so that Current Agenda and Continuing Responsibilities are adopted by the same procedures. This conforms to the method of adopting Program which the Convention in 1960 chose for the Bylaws of the League of Women Voters of the United States. It is not mandatory that local Leagues make this change. Local Leagues will wish to consider whether the change to adopt Continuing Responsibilities annually best serves the purpose of the League in their community.

The Program Article of Standard Bylaws for State Leagues has been similarly revised.

Additional changes in the State Standard come in Article IX, Sections 3 and 4.

The timing for the deadline for state conventions has been changed in an effort to simplify. State Leagues need not follow the Standard pattern but those which have been doing so might wish to consider the changes made in the revision. The simplest way to show the changes is to list the deadlines as they appear in this revision -

- At 4 months: Call to Convention
- At 3 months: local League deadline for sending Program suggestions, proposals for Bylaw change; and suggestions for Nominating Committee.
- At 2 months: state Board sends to local Leagues proposed Program, proposals for Bylaw change and recommendation, proposed budget, slate, and final call to convention.
- At 3 weeks: local League deadline for suggested changes in proposed Program.

May we remind local Leagues to send to state Leagues proposals for change prior to local League action so that the state Board may give guidance. State Leagues are similarly requested to inform the national Board of proposed amendments to state Agenda.

State Board members who have copies of Organizing Leagues should replace pages 37 to 44 with the revised Local League Bylaws. These eight pages are available from the national office for 10¢.

May 1959

Article IX + X

052659M-10¢

LEAGUE OF WOMEN VOTERS OF MINNESOTA

BY-LAWS

As adopted by the 1947 Convention
and
As amended by the 1951, 1953, 1955, 1957, 1959 Conventions

* * * * *

ARTICLE I.

Section 1. The name of this corporation shall be the League of Women Voters of Minnesota. This state League is an integral part of the League of Women Voters of the United States.

ARTICLE II.

Purpose and Policy

Section 1. Purpose. The purpose of the League of Women Voters of Minnesota shall be to promote political responsibility through informed and active participation of citizens in government.

Section 2. Policy. The League may take action on state governmental measures and policies in the public interest in conformity with the principles of the League of Women Voters of the United States. It shall not support or oppose any political party or candidate.

ARTICLE III.

Membership

Section 1. How Composed. The League of Women Voters of Minnesota shall be composed of the local Leagues, which have been recognized by the League of Women Voters of the United States, and members-at-large of the League of Women Voters of the United States residing within Minnesota.

Section 2. Members-at-large. Members-at-large shall be members who reside outside the area of a local League. They shall pay annual dues of Five Dollars (\$5.00).

ARTICLE IV.

Local Leagues

Section 1. Local Leagues. Local Leagues are those Leagues which have been so recognized by the League of Women Voters of the United States.

Section 2. Recognition of Local Leagues. When there is, in any community in the state, a group which meets the recognition standards for local Leagues as adopted at the national convention, the Board of Directors of the League of Women Voters of Minnesota shall recommend to the National Board that recognition be granted. When such recognition is granted, the local League shall become an integral part of the League of Women Voters of the United States and the League of Women Voters of Minnesota.

Section 3. Withdrawal of Recognition. When a local League recurrently fails to live up to the recognition standards, the Board of Directors of the League of Women Voters of Minnesota shall recommend to the National Board that recognition be withdrawn. Final action rests with the Board of Directors of the League of Women Voters of the United States.

Section 4. Provisional Leagues. When a group of women in a community in which no local League exists wish to form a League of Women Voters, they may be organized into a provisional League until such time as they meet the recognition standards for local Leagues.

ARTICLE V. Officers

Section 1. Enumeration and Election of Officers. The Officers of the League of Women Voters of Minnesota shall be a President, a first Vice-President, a second Vice-President, a Secretary, and a Treasurer. They shall hold office until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified.

Section 2. The President. The President shall preside at all meetings of the corporation and of the Board of Directors unless she shall designate someone to preside in her stead. She may sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the Nominating Committee. She 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. The Vice Presidents. The two Vice Presidents, in the order of their rank, shall, in the event of absence, disability, resignation or death of the President, possess all the powers and perform all the duties of that office. In the event that neither Vice President is able to serve in this capacity the Board of Directors shall elect one of its members to fill the vacancy. 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 all Conventions and Councils of the League, and of all meetings of the Board of Directors. She shall notify all Officers and Directors of their election. She 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 her office.

Section 5. The Treasurer. The Treasurer, or her duly appointed assistant shall bill and receive all moneys due. She shall be the custodian of these moneys, shall deposit them in a bank designated by the Board of Directors, and shall disburse the same only upon order of the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report, including a report of the Jane Grey Swisshelm Fund, to the Convention or Council. The books of the Treasurer shall be audited annually prior to the Convention in Convention years or to the meeting of the Council in non-Convention years.

ARTICLE VI. Board of Directors

Section 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. The elected Directors shall be elected by the Convention and shall serve until the conclusion of the next regular biennial Convention 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 term of office of the appointed Directors shall expire concurrently with the term of office of the elected Directors.

Section 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an Officer or Director of this corporation unless she is a voting member of a League of Women Voters in the State of Minnesota. The absence of a member of the Board from three consecutive meetings without notice may be regarded as a resignation from the Board.

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 shall be filled by a majority vote of the remaining members of the Board of Directors.

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 the same, subject to the instructions of the Convention. The Board shall plan and direct the work necessary to carry out the program on state governmental matters as adopted by the Convention. It shall accept responsibility delegated to it by the Board of Directors of the League of Women Voters of the United States for the organization and development of local Leagues, for the carrying out of program and for promotion in the local Leagues of finance programs requisite to further the work of the League as a whole, including transmission of funds adequate to support the national budget. The Board shall create and designate such special committees as it may deem necessary.

Section 5. Regular Meetings. There shall be at least eight regular meetings of the Board of Directors annually. The President shall notify each of the Directors of all meetings at least one week before any such meeting. No action taken at any regular board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of any irregularity in any notice actually received.

Section 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting. At the time of a convention the President may, and upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Section 7. Quorum. Nine members of the Board of Directors shall constitute a quorum.

Section 8. Executive Committee. The Board of Directors shall designate six of its members to constitute an Executive Committee to transact business in the interim between Board meetings, provided that nothing shall be done contrary to the policy adopted at the Convention or to any action of the Board. The action of the Executive Committee must be reported to the Board of Directors at its next regular meeting.

ARTICLE VII.

Finance

Section 1. Fiscal Year. The fiscal year of the League of Women Voters of Minnesota shall commence on the first of April of each year.

Section 2. Budget. The Board shall submit to the Convention or Council for adoption a budget for the current year. This budget shall provide for the support of the League of Women Voters of the United States as well as for the state League. A copy of the budget shall be sent to each local League president at least three months in advance of the Convention or Council.

Section 3. Budget Committee. The budget shall be prepared by a committee which shall be appointed for that purpose at least six months in advance of the Convention or Council. The Budget Committee shall present its proposed budget and explanation to the state Board four months in advance of Convention or Council. The Treasurer shall be ex-officio a member of the Budget Committee but shall not be eligible to serve as chairman.

Section 4. The Jane Grey Swisshelm Fund. All moneys, securities, and property of whatever nature, which the League of Women Voters of Minnesota may receive by gift, bequest or otherwise, the principal of which is not to be expended (except as may be specified by the terms of such gift) but is to be invested and the income from the same to be used for any of the League's purposes, shall form part of a fund to be known as "The Jane Grey Swisshelm Fund". This fund shall be invested or deposited in a bank as designated by the Board of Directors.

ARTICLE VIII. CONVENTION

4
2mo
Section 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of Minnesota shall be held biennially in the odd-numbered years not later than the thirty-first of May. The exact time and place of the Convention shall be determined by the Board of Directors. The President shall send a first call for the Convention to the presidents of local Leagues not less than three months prior to the date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local Leagues at least thirty days before the Convention.

Section 2. Composition. The Convention shall consist of the delegates chosen by the members of the local Leagues, as provided in Section 4 of this Article, the presidents of local Leagues and the members of the Board of Directors of the League of Women Voters of Minnesota. Observers will be permitted but may not vote.

Section 3. Qualifications of Delegates and Voting. Each delegate shall be a voting member of a recognized local League in the state of Minnesota. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Section 4. Representation. The members of the League of Women Voters of the United States who are organized into recognized local Leagues in the State of Minnesota shall be entitled to two delegates for up through the first twenty-five voting members and one delegate for every twenty-five (25) additional voting members or major fraction thereof belonging to said local League on January 1st of said year. The record in the state office of paid-up voting members shall determine the official membership count for this purpose.

Section 5. Authorization for Action. The Convention shall consider and authorize for action a program, elect officers and directors, shall adopt a budget for the current year, and shall transact such other business as may be presented. A majority vote of the convention shall be required for any such action except as provided in Article X, Sections 3 and 4.

Section 6. Quorum. A quorum shall consist of not less than thirty delegates plus a majority of the Board of Directors.

ARTICLE IX. 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 Chairman and two members, who shall not be members of the Board of Directors, shall be elected by the Convention. Nominations for these offices shall be made by the current Nominating Committee. Further nominations may be made from the floor of the Convention. The other members of the Committee shall be appointed by the Board of Directors immediately after the Convention. Vacancies occurring in the nominating committee shall be filled by the Board of Directors. The President of the League of Women Voters of Minnesota shall send the name and address of the chairman of the Nominating Committee to the president of each recognized local League. It shall be the duty of the chairman of the Nominating Committee to request through the president of each local League suggestions for nominations for the offices to be filled.

Section 2. Suggestions for Nominations. Suggestions for nominations may be sent by the President, Secretary or any member of a local League to the chairman of the Nominating Committee at least three months before Convention.

Section 3. Report of Nominating Committee and Nominations from Floor. The report of the Nominating Committee of its nominations for Officers, Directors and the chairman and two members of the succeeding Nominating Committee shall be sent to local Leagues one month before date of the Convention. The report of the Nominating Committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention. *provided consent*

Section 4. Election. The election shall be in charge of an Election Committee appointed by the President on the first day of the convention. The election shall be by ballot, except:

- (a) When there is but one nominee for each office, it shall be in order to move that the Secretary cast a ballot for the entire slate;
- (b) When there is more than one nominee for some but not all of the offices, the following motions shall be in order:
 - (1) For each office for which there is more than one nominee, the election shall be by ballot;
 - (2) For the remainder of the slate, i.e., for all offices for which there is but one nominee, the Secretary may cast a ballot for such offices.

A majority of those present and qualified to vote and voting shall constitute an election.

ARTICLE X.
Program

Section 1. Authorization. The governmental principles adopted by the National Convention, and supported by the League as a whole, constitute the authorization for the adoption of Program.

Section 2. Program. The Program consists of the state governmental measures and policies on which the League of Women Voters of Minnesota may take action. The Current Agenda and Continuing Responsibilities as hereinafter defined constitute the Program.

Section 3. Current Agenda. Current Agenda shall be limited to such current state governmental issues as the Convention shall choose for concerted action.

- 3 sub
- (a) The Board of Directors shall consider the recommendations which have been sent in by the local Leagues three months prior to the Convention and shall formulate a proposed Current Agenda. Such proposed Current Agenda shall be submitted by the Board to the local League boards at least two months prior to the Convention.
 - (b) Recommendations for changes submitted in writing by local League boards and received by the Board of Directors at least one month before the opening of the Convention shall be considered by the Board. The Board shall present the final proposed Current Agenda to the Convention.
 - (c) The Current Agenda may not be voted on by the Convention on the same day on which it is proposed.
 - (d) A majority vote of those present and voting shall be required for adoption of subjects in the proposed Current Agenda as presented to the Convention by the Board of Directors.
 - (e) Further changes in the proposed Current Agenda submitted for consideration to but not recommended by the Board of Directors may be made by the Convention provided that (1) the Convention shall order consideration by a majority vote; (2) the vote on the proposed change shall not be taken on the same day as the order for consideration; and (3) the Convention shall adopt the change by a two-thirds vote.

Section 4. Continuing Responsibilities. Continuing Responsibilities shall be those positions on state governmental issues to which the League of Women Voters of Minnesota has given sustained attention, and on which it may continue to act, as determined by the State Convention.

- (a) The Board of Directors shall consider recommendations for changes in the Continuing Responsibilities which have been sent in by the local Leagues three months prior to any Convention. Such proposed changes as the Board of Directors shall approve shall be submitted by the Board to the local League Boards at least two months prior to the Convention.
- (b) A two-thirds vote of those present and voting shall be required for adoption of proposed changes in the Continuing Responsibilities as presented to the Convention by the Board of Directors.

- (c) Further changes in the Continuing Responsibilities submitted for consideration to but not recommended by the Board of Directors may be made by the Convention provided that (1) the Convention shall order consideration by a majority vote; (2) the vote on the proposed change shall not be taken on the same day as the order for consideration; and (3) the Convention shall adopt the change by a two-thirds vote.
- (d) Every six years the Board shall review the Continuing Responsibilities and submit to the local and provisional Leagues its recommendations for keeping the Continuing Responsibilities current, using the regular procedure for amendment herein outlined in Section 4, (a), (b) and (c).

Section 5. Member Action. Members may act in the name of the League of Women Voters of Minnesota only when authorized to do so by the Board of Directors.

Section 6. Local League Action. Local Leagues may take action on state governmental matters only when authorized by the Board of Directors of the League of Women Voters of Minnesota.

ARTICLE XI. Council

Section 1. Composition. The Council shall be composed of the Board of Directors of the League of Women Voters of Minnesota, the Presidents of local Leagues and one delegate chosen by each local League.

Section 2. Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the President to the presidents of the local Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Section 3. Authorization for Action. The Council shall give guidance to Board on Program and methods of work as submitted by the Board of Directors. The Council is authorized to change the Current Agenda only in the event of an emergency; provided that notice of proposed modification of the Program shall have been sent to the presidents of the local Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds majority of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the current year and shall transact such other business as shall be presented by the Board.

Section 4. Quorum. A quorum shall consist of not less than twenty members other than the Board of Directors for the transaction of business at a Council Meeting.

ARTICLE XII. National 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 elect delegates to that Convention in the number allotted the League of Women Voters of Minnesota under the provisions of the by-laws of the League of Women Voters of the United States.

Section 2. National Council. The Board of Directors shall elect two delegates to the meeting of the Council of the League of Women Voters of the United States at its meeting immediately preceding such Council Meeting.

ARTICLE XIII.
Parliamentary Authority

Section 1. Parliamentary Authority. The rules contained in Roberts Rules of Order Revised shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these By-laws.

ARTICLE XIV.
Amendments

Section 1. Amendments. Amendments to these By-laws may be proposed by any League board, provided such proposed changes shall be submitted to the Board of Directors at least three months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all local Leagues at least two months prior to a Convention together with the recommendations of the Board of Directors. The presidents of all local Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a local League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the By-laws. Amendments shall be adopted by a two-thirds vote at any Convention and shall become effective immediately upon adoption unless otherwise provided.

Art ~~IX~~ - ~~namun~~ -
~~I~~ ~~Program~~
DEC 29 1960

Circ Mail

League of Women Voters of the U. S.
1026 - 17th Street, N. W.
Washington 6, D. C.

Revised December, 1960

Price: 15¢

STANDARD BYLAWS FOR A STATE LEAGUE

ARTICLE I

Sec. 1. The name of this organization (or corporation) shall be the League of Women Voters of _____. This state League is an integral part of the League of Women Voters of the United States.
(state)

ARTICLE II

Purpose and Policy

Sec. 1. Purpose. The purpose of the League of Women Voters of _____ shall be to promote political responsibility through informed and active participation of citizens in government.

Sec. 2. Policy. The League may take action on state governmental measures and policies in the public interest in conformity with the Principles of the League of Women Voters of the United States. It shall not support or oppose any political party or candidate.

ARTICLE III

How Composed

Sec. 1. The League of Women Voters of _____ shall be composed of the local Leagues, which have been recognized by the League of Women Voters of the United States and members-at-large of the League of Women Voters of the United States residing within _____.
(state)

Sec. 2. Members-at-large. Members-at-large shall be women who reside outside the area of a local League. They shall pay annual dues of _____.

(N.B. Dues for members-at-large should depend upon the service a state League is able to give. \$5.00 dues are the minimum recommended, a higher figure if the member-at-large receives materials in addition to the State Voter.)

ARTICLE IV
Local Leagues

Sec. 1. Local Leagues. Local Leagues are those Leagues which have been so recognized by the League of Women Voters of the United States.

Sec. 2. Recognition of Local Leagues. When there is, in any community in the state, a group of members of the League of Women Voters of the United States which meets the recognition standards for local Leagues as adopted at the national Convention, the Board of Directors of the League of Women Voters of _____ shall recommend to the national Board that recognition be granted. When such recognition is granted, the local League shall become an integral part of the League of Women Voters of the United States and the League of Women Voters of _____.

Sec. 3. Withdrawal of Recognition. When a local League recurrently fails to live up to the recognition standards, the Board of Directors of the League of Women Voters of _____ shall recommend to the national Board that recognition be withdrawn. Final action rests with the Board of Directors of the League of Women Voters of the United States.

Sec. 4. Provisional Leagues. When a group of women in a community in which no local League exists wish to form a League of Women Voters, they may be organized by the League of Women Voters of _____ into a provisional League until such time as they meet the recognition standards for local Leagues.

ARTICLE V
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, _____ elected Directors and not more than _____ appointed Directors. (The appointed Directors shall not exceed the elected Directors in number.) The elected Directors shall be elected by the Convention and shall serve until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified. The elected members shall appoint such additional Directors, not exceeding _____,

as they deem necessary to carry on the work of the League. The term of office of the appointed Directors shall expire concurrently with the term of office of the elected Directors.

(N.B. State Leagues may wish to vary the numbers of Directors according to their individual needs. Seventeen members is the recommended maximum for a Board of Directors. Experience has proved that a small board is more closely knit and functions better as a unit than does a large board. Another factor to be considered is the cost of attendance at Board Meeting which is a rightful charge against the state League budget and should be provided in it. Small state Leagues may have as few as 3 elected and 3 appointed directors.)

Sec. 2 Qualifications. No person shall be elected or appointed or shall continue to serve as an Officer or Director of this organization (or Corporation) unless she is a voting member of a local League of Women Voters in the state of _____.

Sec. 3. Vacancies. Any vacancy occurring in the Board of Directors by reason of the resignation, death, or disqualification of an officer or elected member shall be filled, until the next Convention, by a majority vote of the remaining members of the Board of Directors.

Sec. 4. Powers and Duties. The Board of Directors shall have full charge of the property and business of the organization (or corporation) with full power and authority to manage and conduct the same, subject to the instructions of the Convention. The Board shall plan and direct the work necessary to carry out the program on state governmental matters as adopted by the Convention. It shall accept responsibility delegated to it by the Board of Directors of the League of Women Voters of the United States for the organization and development of local Leagues for the carrying out of program and for promotion in the local Leagues of finance programs requisite to further the work of the League as a whole, including transmission of funds toward the support of an adequate national budget. The Board shall create and designate such special committees as it may deem necessary.

Sec. 5. Regular Meetings. There shall be at least _____ regular meetings of the Board of Directors annually. The President shall notify each member of the Board of Directors of all regular meetings by mailing to each member's last

known post office address, at least two weeks before any such meeting, notice thereof, giving the time and the place of the meeting. No action taken at any regular board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of any irregularity in any notice actually received.

Sec. 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting, provided, however, that during a Convention the President may, or upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Sec. 7. Quorum. A majority of the members of the Board of Directors shall constitute a quorum and a majority of the members in attendance at any Board meeting shall, in the presence of a quorum, decide its action.

(N.B. Executive Committee. These Bylaws purposely do not provide for an executive committee. Board planning should be of sufficiently long range quality to take care of most matters which might arise. Should an executive committee be desired, it might be well to write in that section a provision that the interim action of the executive committee be presented to the Board for approval at its next regular meeting.)

ARTICLE VI

Officers

Sec. 1. Enumeration and Election of Officers. The Officers of the League of Women Voters of _____ shall be a President, a first Vice-President, a second Vice-President, a Secretary, and a Treasurer. They shall hold office until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified.

Sec. 2. The President. The President shall preside at all meetings of the organization and of the Board of Directors unless she shall designate someone to

preside in her stead. She may, in the absence or disability of the Treasurer, sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the Nominating Committee. She 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.

Sec. 3. The Vice-Presidents. The two Vice-Presidents, in the order of their rank, shall, in the event of absence, resignation, disability, or death of the President, possess all the powers and perform all the duties of that office. In the event that neither Vice-President is able to serve in this capacity the Board of Directors shall elect one of their members to fill the vacancy. The Vice-Presidents shall perform such other duties as the President and Board may designate.

Sec. 4. The Secretary. The Secretary shall keep minutes of all Conventions and Councils of the League, and of all meetings of the Board of Directors. She shall notify all Officers and Directors of their election. She 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 her office.

Sec. 5. The Treasurer. The Treasurer, or her duly appointed assistant shall collect and receive all moneys due. She shall be the custodian of these moneys, shall deposit them in a bank or banks designated by the Board of Directors, and shall disburse the same only upon order of the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report to the Convention or Council. The books of the Treasurer shall be audited annually (optional: by a certified public accountant,) prior to the Convention in Convention years or to the meeting of the Council in non-Convention years.

ARTICLE VII

Financial Administration

Sec. 1. Fiscal Year. The fiscal year of the League of Women Voters of _____ shall commence on the first of April of each year.

Sec. 2. Budget. The Board shall submit to the Convention or Council for adoption a budget for the ensuing year. This budget shall provide for the support of the League of Women Voters of the United States as well as for the state League. A copy of the budget shall be sent to each local League president at least two months in advance of the Convention or Council.

Sec. 3. Budget Committee. The budget shall be prepared by a committee which shall be appointed for that purpose at least four months in advance of the Convention or Council. The Treasurer shall be ex-officio a member of the Budget Committee but shall not be eligible to serve as chairman.

ARTICLE VIII

Convention

Sec. 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of _____ shall be held biennially. The time and place of the Convention shall be determined by the Board of Directors. The President shall send a first call for the Convention to the presidents of local Leagues not less than four months prior to the opening date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local Leagues at least two months before Convention.

Sec. 2. Composition. The Convention shall consist of the delegates chosen by the members of the local Leagues, as provided in Sec. 4 of this Article, the presidents of local Leagues and the members of the Board of Directors of the League of Women Voters of _____.

Sec. 3. Qualifications of Delegates and Voting. Each delegate shall be a voting member of a recognized local League in the state of _____. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Sec. 4. Representation. The members of the League of Women Voters of the United States who are organized into recognized local Leagues in the state of _____ shall be entitled to one delegate for the first 15 voting members and one delegate for every _____ additional voting members or major fraction thereof belonging to said local League on January 1st of said year. The record in the state office of paid up voting members shall determine the official membership count for this purpose.

(N.B. Number and size of Leagues in a state as well as the limit on the number in the delegate body will determine the basis of representation for a state Convention. Each state League must decide what constitutes equitable representation for the local Leagues within its own state.)

Sec. 5. Authorization for Action. The Convention shall consider and authorize for action a program, shall elect officers and directors, shall adopt a budget for the ensuing year, and shall transact such other business as may be presented.

Sec. 6. Quorum. A quorum shall consist of a majority of the delegates registered at the Convention provided that not less than _____ local Leagues are represented.

(N.B. Biennial Conventions with state Council meetings in the intervening years is suggested as the best practice for most state Leagues. It is suggested that states which consider an annual Convention better than one meeting every two years, make provision that elections take place every two years specifying that it be the even-or-odd-numbered years or that half the Board members be elected in even-numbered years and half in odd-numbered years in order that all Board members have two-year terms.)

ARTICLE IX

Nominations and Elections

Sec. 1. Nominating Committee. The Nominating Committee shall consist of five members, two of whom shall be members of the Board of Directors. The chairman and two members, who shall not be members of the Board of Directors, shall be elected by the Convention. Nominations for these offices shall be made by the current Nominating Committee. Further nominations may be made from the floor of the Convention. The other members of the Committee shall be appointed by the Board of Directors immediately after the Convention. Vacancies occurring in the nominating committee by reason of death, resignation or disqualification shall be filled by the Board

of Directors. The President of the League of Women Voters of _____ shall send the name and address of the chairman of the Nominating Committee to the president of each recognized local League. It shall be the duty of the chairman of the Nominating Committee to request through the president of each local League suggestions for nominations for the offices to be filled.

(N.B. If a Nominating Committee is appointed soon after the Convention it gives the members two years to observe the abilities of members whom they meet. It is particularly helpful for the members of the Nominating Committee to be delegates to the Council the following year.)

Sec. 2. Suggestions by Local Leagues. Suggestions for nominations by local Leagues shall be sent by the president or secretary of such local League to the chairman of the Nominating Committee at least three months before the Convention. Any member may send suggestions to the chairman of the Nominating Committee.

Sec. 3. Report of Nominating Committee and Nominations from Floor. The report of the Nominating Committee of its nominations for Officers, Directors and the chairman and two members of the succeeding Nominating Committee shall be sent to local Leagues (two months) before date of the Convention. The report of the Nominating Committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention (provided that the consent) of the nominee shall have been secured.

Sec. 4. The election shall be in the charge of an Election Committee appointed by the President on the first day of the Convention. The election shall be by ballot, except that when there is but one nominee for each office it shall be in order to move that the Secretary cast the ballot for every candidate. A majority vote of those present and voting shall constitute an election.

ARTICLE X

Program

Sec. 1. The governmental principles adopted by the national Convention, and supported by League as a whole, constitute the authorization for the adoption of Program.

Sec. 2. The Program of the League of Women Voters of _____ shall consist of Current Agenda and Continuing Responsibilities as hereinafter defined:

- a) The Current Agenda shall consist of such current state governmental issues as the Convention shall choose for concerted action.
- b) Continuing Responsibilities shall be those positions on state governmental issues to which the League of Women Voters of _____ has given sustained attention, and on which it may continue to act.

Sec. 3. The Convention shall act upon the Program, using the following procedures:

- a) The Board of Directors shall consider the recommendations which have been sent in by the local Leagues Boards three months prior to the Convention and shall formulate a proposed Program. Such proposed Program shall be submitted by the Board to the local League Boards at least two months prior to the Convention.
- b) Recommendations for changes submitted in writing by local League Boards and received by the Board of Directors at least three weeks before the opening of the Convention shall be considered by the Board prior to the Convention at which time the Board may modify the proposed Program.
- c) Changes made under "b" may not be voted on by the Convention on the same day on which they are proposed.
- d) A majority vote of those present and voting shall be required for adoption of subjects in the proposed Program as presented to the Convention by the Board of Directors.
- e) Further changes in the proposed Program submitted for consideration to but not recommended by the Board of Directors may be made by the Convention, provided that (1) the Convention shall order consideration by a majority vote; (2) the vote on the proposed change shall not be taken on the same days as the order for consideration; and (3) the Convention adopts the change by a two-thirds vote.

(N.B. Those states having one day Conventions should substitute "at the same session" for "on the same day" in Section 3e (2).)

Sec. 4. Member Action. Members may act in the name of the League of Women Voters of _____ only when authorized to do so by the proper Board of Directors.

Sec. 5. Local League Action. Local Leagues may take action on state governmental matters when authorized by the Board of Directors of the League of Women Voters of _____.

ARTICLE XI

Council

Sec. 1. Composition. The Council shall be composed of the Presidents of local Leagues and one delegate chosen by each local League, and the Board of Directors of the League of Women Voters of _____.

Sec. 2 Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the President to the presidents of the local Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Sec. 3. Authorization for Action. The Council shall consider program, methods of work, and budget as submitted by the Board of Directors. The Council is authorized to change the Current Agenda only in the event of an emergency, provided that notice of proposed modifications of the program shall have been sent to the presidents of the local Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds majority of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the ensuing year and shall transact such other business as shall be presented by the Board.

Sec. 4. Quorum. A quorum shall consist of not less than ten members other than the Board of Directors for the transaction of business at a Council meeting.

ARTICLE XII

National Convention and Council

Sec. 1. National Convention. The Board of Directors, at a meeting before the date on which names of delegates must be sent to the national office shall elect delegates to that Convention in the number allowed the League of Women Voters of _____ under the provisions of the Bylaws of the League of Women Voters of the United States.

Sec. 2. National Council. The Board of Directors shall elect delegates to the meeting of the Council of the League of Women Voters of the United States at its meeting immediately preceding such Council Meeting in the number allowed the League of Women Voters of _____ under the provisions of the Bylaws of the League of Women Voters of the United States.

(N.B. It would be assumed the President of the state League would be one of the delegates to both the Convention and Council, and the Bylaws might so state. The machinery, however devised, for having the local Leagues in any state elect the other delegate is cumbersome so the practical and representative way, as well, is to have the election by the Board of Directors. If the state Convention were held before the National Convention, the delegates could be nominated by the state Board and elected by Convention.)

ARTICLE XIII

Parliamentary Authority

Sec. 1. Parliamentary Authority. The rules contained in Roberts Rules of Order Revised shall govern the organization (or corporation) in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XIV

Amendments

Sec. 1. Amendments. Amendments to these Bylaws may be proposed by any League board, provided such proposed changes shall be submitted to the Board of

Directors at least three months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all local Leagues at least two months prior to a Convention together with the recommendations of the Board of Directors. The presidents of all local Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a local League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the Bylaws which may be adopted by a two-thirds vote at any Convention.

BYLAW CHANGES

The following revisions in the Bylaws of the League of Women Voters of Minnesota are proposed by the state Board.

Proposed new material is underlined; old material to be deleted is in parenthesis.

Article VIII Convention

Section 1. Place, date, call and notification. A convention of the League of Women Voters of Minnesota shall be held biennially in the odd-numbered years not later than the thirty-first of May. The exact time and place of the Convention shall be determined by the Board of Directors. The President shall send a first call for the Convention to the presidents of local Leagues not less than four (three) months prior to the date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local Leagues at least two months (thirty days) before the Convention.

Article IX Nominations and Elections

Section 3. Report of Nominating Committee and Nominations from Floor. The report of the Nominating Committee of its nominations for Officers, Directors and the chairman and two members of the succeeding Nominating Committee shall be sent to local Leagues two months (one month) before date of the Convention. The report of the Nominating Committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention, provided that the consent of the nominee shall have been secured.

Article X, as proposed, appears in full. It differs only slightly from the old article. The major change is in the new Section 3, which combines Sections 3 and 4 of our present bylaws.

Article X Program

Section 1. The governmental principles adopted by the National Convention, and supported by the League as a whole, constitute the authorization for the adoption of Program.

Section 2. The Program of the League of Women Voters of Minnesota shall consist of Current Agenda and Continuing Responsibilities as hereinafter defined:

- a) The Current Agenda shall consist of such current state governmental issues as the Convention shall choose for concerted action.
- b) Continuing Responsibilities shall be those positions on state governmental issues to which the League of Women Voters of Minnesota has given sustained attention, and on which it may continue to act.

Section 3. The Convention shall act upon the Program, using the following procedures:

- a) The Board of Directors shall consider the recommendations which have been sent in by the local League Boards three months prior to the Convention and shall formulate a proposed Program. Such proposed Program shall be submitted by the Board to the local League Boards at least two months prior to the Convention.
- b) Recommendations for changes submitted in writing by local League boards and received by the Board of Directors at least one month before the opening of the Convention shall be considered by the Board. The Board Shall present the final proposed Program to the Convention.
- c) Changes made under "b" may not be voted on by the Convention on the same day on which they are proposed.
- d) A majority vote of those present and voting shall be required for adoption of subjects in the proposed Program as presented to the Convention by the Board of Directors.
- e) Further changes in the proposed Program submitted for consideration to but not recommended by the Board of Directors may be made by the Convention, provided that 1) the Convention shall order consideration by a majority vote; 2) the vote on the proposed change shall not be taken on the same day as the order for consideration; and 3) the Convention shall adopt the change by a two-thirds vote.

Section 4. Member Action. Members may act in the name of the League of Women Voters of Minnesota only when authorized to do so by the Board of Directors.

Section 5. Local League Action. Local Leagues may take action on state governmental matters only when authorized by the Board of Directors of the League of Women Voters of Minnesota.

June 1961

LEAGUE OF WOMEN VOTERS OF MINNESOTA

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office File - F2D12
ST Beyer

BYLAWS

As adopted by the 1947 Convention
and

As amended by the 1951, 1953, 1955, 1957, 1959, 1961 Conventions

* * * * *

ARTICLE I.

Section I. The name of this corporation shall be the League of Women Voters of Minnesota. This state League is an integral part of the League of Women Voters of the United States.

ARTICLE II.

Purpose and Policy

Section 1. Purpose. The purpose of the League of Women Voters of Minnesota shall be to promote political responsibility through informed and active participation of citizens in government.

Section 2. Policy. The League may take action on state governmental measures and policies in the public interest in conformity with the principles of the League of Women Voters of the United States. It shall not support or oppose any political party or candidate.

ARTICLE III.

Membership

Section 1. How Composed. The League of Women Voters of Minnesota shall be composed of the local Leagues, which have been recognized by the League of Women Voters of the United States, and members-at-large of the League of Women Voters of the United States residing within Minnesota.

Section 2. Members-at-large. Members-at-large shall be members who reside outside the area of a local League. They shall pay annual dues of Five Dollars (\$5.00).

ARTICLE IV.

Local Leagues

Section 1. Local Leagues. Local Leagues are those Leagues which have been so recognized by the League of Women Voters of the United States.

Section 2. Recognition of Local Leagues. When there is, in any community in the state, a group which meets the recognition standards for local Leagues as adopted at the national convention, the Board of Directors of the League of Women Voters of Minnesota shall recommend to the National Board that recognition be granted. When such recognition is granted, the local League shall become an integral part of the League of Women Voters of the United States and the League of Women Voters of Minnesota.

Section 3. Withdrawal of Recognition. When a local League recurrently fails to live up to the recognition standards, the Board of Directors of the League of Women Voters of Minnesota shall recommend to the National Board that recognition be withdrawn. Final action rests with the Board of Directors of the League of Women Voters of the United States.

Section 4. Provisional Leagues. When a group of women in a community in which no local League exists wish to form a League of Women Voters, they may be organized into a provisional League until such time as they meet the recognition standards for local Leagues.

ARTICLE V. Officers

Section 1. Enumeration and Election of Officers. The Officers of the League of Women Voters of Minnesota shall be a President, a first Vice-President, a second Vice-President, a Secretary, and a Treasurer. They shall hold office until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified.

Section 2. The President. The President shall preside at all meetings of the corporation and of the Board of Directors unless she shall designate someone to preside in her stead. She may sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the Nominating Committee. She 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. The Vice Presidents. The two Vice Presidents, in the order of their rank, shall, in the event of absence, disability, resignation or death of the President, possess all the powers and perform all the duties of that office. In the event that neither Vice President is able to serve in this capacity the Board of Directors shall elect one of its members to fill the vacancy. 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 all Conventions and Councils of the League, and of all meetings of the Board of Directors. She shall notify all Officers and Directors of their election. She 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 her office.

Section 5. The Treasurer. The Treasurer, or her duly appointed assistant shall bill and receive all moneys due. She shall be the custodian of these moneys, shall deposit them in a bank designated by the Board of Directors, and shall disburse the same only upon order of the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report, including a report of the Jane Grey Swisshelm Fund, to the Convention or Council. The books of the Treasurer shall be audited annually prior to the Convention in Convention years or to the meeting of the Council in non-Convention years.

ARTICLE VI. Board of Directors

Section 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. The elected Directors shall be elected by the Convention and shall serve until the conclusion of the next regular biennial Convention 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 term of office of the appointed Directors shall expire concurrently with the term of office of the elected Directors.

Section 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an Officer or Director of this corporation unless she is a voting member of a League of Women Voters in the State of Minnesota. The absence of a member of the Board from three consecutive meetings without notice may be regarded as a resignation from the Board.

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 shall be filled by a majority vote of the remaining members of the Board of Directors.

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 the same, subject to the instructions of the Convention. The Board shall plan and direct the work necessary to carry out the program on state governmental matters as adopted by the Convention. It shall accept responsibility delegated to it by the Board of Directors of the League of Women Voters of the United States for the organization and development of local Leagues, for the carrying out of program and for promotion in the local Leagues of finance programs requisite to further the work of the League as a whole, including transmission of funds adequate to support the national budget. The Board shall create and designate such special committees as it may deem necessary.

Section 5. Regular Meetings. There shall be at least eight regular meetings of the Board of Directors annually. The President shall notify each of the Directors of all meetings at least one week before any such meeting. No action taken at any regular board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of any irregularity in any notice actually received.

Section 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting. At the time of a Convention the President may, and upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Section 7. Quorum. Nine members of the Board of Directors shall constitute a quorum.

Section 8. Executive Committee. The Board of Directors shall designate six of its members to constitute an Executive Committee to transact business in the interim between Board meetings, provided that nothing shall be done contrary to the policy adopted at the Convention or to any action of the Board. The action of the Executive Committee must be reported to the Board of Directors at its next regular meeting.

ARTICLE VII.

Finance

Section 1. Fiscal Year. The fiscal year of the League of Women Voters of Minnesota shall commence on the first of April of each year.

Section 2. Budget. The Board shall submit to the Convention or Council for adoption a budget for the current year. This budget shall provide for the support of the League of Women Voters of the United States as well as for the state League. A copy of the budget shall be sent to each local League president at least three months in advance of the Convention or Council.

Section 3. Budget Committee. The budget shall be prepared by a committee which shall be appointed for that purpose at least six months in advance of the Convention or Council. The Budget Committee shall present its proposed budget and explanation to the state Board four months in advance of Convention or Council. The Treasurer shall be ex-officio a member of the Budget Committee but shall not be eligible to serve as chairman.

Section 4. The Jane Grey Swisshelm Fund. All moneys, securities, and property of whatever nature, which the League of Women Voters of Minnesota may receive by gift, bequest or otherwise, the principal of which is not to be expended (except as may be specified by the terms of such gift) but is to be invested and the income from the same to be used for any of the League's purposes, shall form part of a fund to be known as "The Jane Grey Swisshelm Fund." This fund shall be invested or deposited in a bank as designated by the Board of Directors.

ARTICLE VIII. CONVENTION

Section 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of Minnesota shall be held biennially in the odd-numbered years not later than the thirty-first of May. The exact time and place of the Convention shall be determined by the Board of Directors. The President shall send a first call for the Convention to the presidents of local Leagues not less than four months prior to the date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local Leagues at least two months before the Convention.

Section 2. Composition. The Convention shall consist of the delegates chosen by the members of the local Leagues, as provided in Section 4 of this Article, the presidents of local Leagues and the members of the Board of Directors of the League of Women Voters of Minnesota. Observers will be permitted but may not vote.

Section 3. Qualifications of Delegates and Voting. Each delegate shall be a voting member of a recognized local League in the state of Minnesota. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Section 4. Representation. The members of the League of Women Voters of the United States who are organized into recognized local Leagues in the State of Minnesota shall be entitled to two delegates for up through the first twenty-five voting members and one delegate for every twenty-five (25) additional voting members or major fraction thereof belonging to said local League on January 1st of said year. The record in the state office of paid-up voting members shall determine the official membership count for this purpose.

Section 5. Authorization for Action. The Convention shall consider and authorize for action a program, elect officers and directors, shall adopt a budget for the current year, and shall transact such other business as may be presented. A majority vote of the convention shall be required for any such action except as provided in Article X, Section 3.

Section 6. Quorum. A quorum shall consist of not less than thirty delegates plus a majority of the Board of Directors.

ARTICLE IX. 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 Chairman and two members, who shall not be members of the Board of Directors, shall be elected by the Convention. Nominations for these offices shall be made by the current Nominating Committee. Further nominations may be made from the floor of the Convention. The other members of the Committee shall be appointed by the Board of Directors immediately after the Convention. Vacancies occurring in the nominating committee shall be filled by the Board of Directors. The President of the League of Women Voters of Minnesota shall send the name and address of the chairman of the Nominating Committee to the president of each recognized local League. It shall be the duty of the chairman of the Nominating Committee to request through the president of each local League suggestions for nominations for the offices to be filled.

Section 2. Suggestions for Nominations. Suggestions for nominations may be sent by the President, Secretary or any member of a local League to the chairman of the Nominating Committee at least three months before Convention.

Section 3. Report of Nominating Committee and Nominations from Floor. The report of the Nominating Committee of its nominations for Officers, Directors and the chairman and two members of the succeeding Nominating Committee shall be sent to local Leagues two months before date of the Convention. The report of the Nominating Committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention, provided that the consent of the nominee shall have been secured.

Section 4. Election. The election shall be in charge of an Election Committee appointed by the President on the first day of the convention. The election shall be by ballot, except:

- (a) When there is but one nominee for each office, it shall be in order to move that the Secretary cast a ballot for the entire slate;
- (b) When there is more than one nominee for some but not all of the offices, the following motions shall be in order:
 - (1) For each office for which there is more than one nominee, the election shall be by ballot;
 - (2) For the remainder of the slate, i.e., for all offices for which there is but one nominee, the Secretary may cast a ballot for such offices.

A majority of those present and qualified to vote and voting shall constitute an election.

ARTICLE X.
Program

Section 1. Authorization. The governmental principles adopted by the National Convention, and supported by the League as a whole, constitute the authorization for the adoption of Program.

Section 2. Definition. The Program of the League of Women Voters of Minnesota shall consist of Current Agenda and Continuing Responsibilities as hereinafter defined:

- (a) The Current Agenda shall consist of such current state governmental issues as the Convention shall choose for concerted action.
- (b) Continuing Responsibilities shall be those positions on state governmental issues to which the League of Women Voters of Minnesota has given sustained attention, and on which it may continue to act.

Section 3. Procedure. The Convention shall act upon the Program, using the following procedures:

- (a) The Board of Directors shall consider the recommendations which have been sent in from the local Leagues three months prior to the Convention and shall formulate a proposed Program. Such proposed Program shall be submitted by the Board to the local League Boards at least two months prior to the Convention.
- (b) Recommendations for changes submitted in writing from local Leagues and received by the Board of Directors at least one month before the opening of the Convention shall be considered by the Board. The Board shall present the final proposed Program to the Convention.
- (c) Such final proposed Program may not be voted on by the Convention on the same day on which it is presented.
- (d) A majority vote of those present and voting shall be required for adoption of each item in the final proposed Program as presented to the Convention by the Board of Directors.
- (e) Such changes in the proposed Program as were submitted for consideration to but not recommended by the Board of Directors may be made by the Convention, provided that 1) the Convention shall order consideration by a majority vote; 2) the vote on the proposed change shall not be taken on the same day as the order for consideration; and 3) the Convention shall adopt the change by a two-thirds vote.

Section 4. Member Action. Members may act in the name of the League of Women Voters of Minnesota only when authorized to do so by the Board of Directors.

Section 5. Local League Action. Local Leagues may take action on state governmental matters only when authorized by the Board of Directors of the League of Women Voters of Minnesota.

ARTICLE XI. Council

Section 1. Composition. The Council shall be composed of the Board of Directors of the League of Women Voters of Minnesota, the Presidents of local Leagues and one delegate chosen by each local League.

Section 2. Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the President to the presidents of the local Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Section 3. Authorization for Action. The Council shall give guidance to Board on Program and methods of work as submitted by the Board of Directors.

The Council is authorized to change the Current Agenda only in the event of an emergency; provided that notice of proposed modification of the Program shall have been sent to the presidents of the local Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds majority of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the current year and shall transact such other business as shall be presented by the Board.

Section 4. Quorum. A quorum shall consist of not less than twenty members other than the Board of Directors for the transaction of business at a Council Meeting.

ARTICLE XII. National 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 elect delegates to that Convention in the number allotted the League of Women Voters of Minnesota under the provisions of the bylaws of the League of Women Voters of the United States.

Section 2. National Council. The Board of Directors shall elect two delegates to the meeting of the Council of the League of Women Voters of the United States at its meeting immediately preceding such Council Meeting.

ARTICLE XIII. Parliamentary Authority

Section 1. Parliamentary Authority. The rules contained in Roberts Rules of Order Revised shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XIV. Amendments

Section 1. Amendments. Amendments to these Bylaws may be proposed by any League board, provided such proposed changes shall be submitted to the Board of Directors at least three months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all local Leagues at least two months prior to a Convention together with the recommendations of the Board of Directors. The presidents of all local Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a local League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the Bylaws. Amendments shall be adopted by a two-thirds vote at any Convention and shall become effective immediately upon adoption unless otherwise provided.

M
E
M
O

TO: DA

FROM: Grace

SUBJECT

State By-laws

Grace wrote msg for Feb Board Mtg

LEAGUE OF WOMEN VOTERS OF MINNESOTA

15th and WASHINGTON AVES. S.E.

MINNEAPOLIS 14, MINNESOTA

DATE 1/3/60

I noted changes on state by-laws suggested by national standard, rcd. 12/19/60.

Shall we have a committee? It could report and be recommended by St.Board at Feb. mtg., and be within the deadline of 3 months before convention.

ARTICLE XV

Parliamentary Authority

Sec. 1. Parliamentary Authority. The rules contained in *Roberts Rules of Order* (revised) shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XVI

Amendments

Sec. 1. Amendments. Amendments to these Bylaws may be proposed by any League board, provided such proposed changes shall be submitted to the Board of Directors at least five months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all Leagues at least two and a half months prior to a Convention together with the recommendation of the Board. The presidents of all Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the Bylaws which may be adopted by a two-thirds vote at any Convention.

BYLAWS

OF THE

LEAGUE OF WOMEN VOTERS OF THE UNITED STATES

Certificate of Incorporation

As Amended May 3, 1946

We, the undersigned, all citizens of the United States and a majority of whom are residents of the District of Columbia, desiring to form a body politic and corporate for the purposes herein set forth, under the provisions of Sub Chapter Three of Chapter Eighteen of the Code of Laws for the District of Columbia, do hereby certify as follows:

1. The name of this corporation shall be League of Women Voters of the United States.
2. The term of existence of this corporation shall be perpetual.
3. The business and objects of the corporation shall be to promote political responsibility through informed and active participation of citizens in government; to render such other services in the interest of education in citizenship as may be possible; and to do every act appropriate or necessary to carry out any of the foregoing objects. The corporation shall not support or oppose any political party or candidate.
4. The number of its managers who shall direct its affairs for the first year of its existence shall be thirteen.

IN WITNESS WHEREOF, we have hereunto set our hands, this 15th day of September, A. D. 1923, in the city of Washington, D. C.

Filed: September 24, 1923
Recorded: Liber 39, folio 146
District of Columbia

MAUD WOOD PARK,
ELIZABETH EASTMAN,
LAURA C. WILLIAMS.

BYLAWS

As Adopted by the Seventeenth Convention, May 1, 1946

and as amended by the

Eighteenth Convention, April 30, 1948	Twenty-first Convention, April 26, 1954
Nineteenth Convention, April 24, 1950	Twenty-second Convention, April 30, 1956
Twentieth Convention, April 28, 1952	Twenty-fourth Convention, April 29, 1960

ARTICLE I

Name and Office

Sec. 1. Name. The name of this corporation shall be League of Women Voters of the United States.

Sec. 2. Principal Office. The principal office of the League shall be in the City of Washington, D. C., or at such other place either within or without the District of Columbia as the Board of Directors shall fix.

ARTICLE II

Purpose and Policy

Sec. 1. Purpose. The purpose of the League of Women Voters of the United States shall be to promote political responsibility through informed and active participation of citizens in government.

Sec. 2. Policy. The League may take action on governmental measures and policies in the public interest. It shall not support or oppose any political party or candidate.

ARTICLE III

Membership

Sec. 1. How Composed. Any person who subscribes to the purpose and policy of the League shall be eligible for membership. The membership of the League shall be composed of voting members, associate members and members-at-large.

Sec. 2. Types of Membership.

- (a) Voting members shall be women citizens of voting age who are members of recognized local Leagues.
- (b) Associate members shall be all other members of recognized local Leagues.
- (c) Members-at-large shall be members who reside outside the area of a local League.
- (d) Members-at-large shall pay annual dues to the state League of the state in which they reside if one has been recognized. Otherwise such members shall pay annual dues of \$5.00 to the national Treasurer.

ARTICLE IV

Local Leagues

Sec. 1. Purpose. Members shall be organized into local Leagues in order to promote the purpose of the League of Women Voters of the United States.

Sec. 2. Recognition. Local Leagues shall be organized in conformity with recognition standards formulated by the Board of Directors and adopted by the Convention. Only one local League in each community as defined by the Board of Directors shall be recognized by the Board.

ARTICLE V

State and Territorial Leagues

Sec. 1. Purpose. Local Leagues shall be organized into state and territorial Leagues in order to take action on state and territorial governmental matters and in order to promote the work of the League of Women Voters as a whole.

Sec. 2. How Composed. A state or territorial League shall be composed of all local Leagues within that state or territory.

Sec. 3. Recognition. State and territorial Leagues shall be organized in conformity with recognition standards formulated by the Board of Directors and adopted by the Convention.

Sec. 4. Responsibility. A state or territorial League shall accept the responsibility delegated to it by the Board of Directors for: (a) the organization and development of local Leagues; (b) the promotion in the local Leagues of finance programs requisite to further the work of the League as a whole; and (c) the transmission of funds toward the support of an adequate national budget.

ARTICLE VI

Withdrawal of Recognition

Sec. 1. Procedure. The Board of Directors may withdraw recognition from any state, territorial or local League for recurrent failure to conform to the recognition standards applicable to the League concerned. Recognition shall be withdrawn only after investigation of the situation by the Board and such action

LEAGUE OF WOMEN VOTERS
OF THE UNITED STATES
1026 17th Street, N. W.
Washington 6, D. C.

shall require a three-fourths vote of the Board. Withdrawal of recognition shall become effective immediately upon decision by the Board. The League from which recognition has been withdrawn shall have an opportunity to be heard by a committee of the Board of Directors.

Sec. 2. Disposition of Funds. All funds held by state or territorial Leagues from which recognition has been withdrawn shall be paid to the League of Women Voters of the United States. All funds held by a local League from which recognition has been withdrawn shall be paid to the League of Women Voters of the state or territory in which the local League was organized. If there is no state or territorial League, the funds shall be paid to the League of Women Voters of the United States.

Sec. 3. Appeal. The state, territorial, or local League from which the Board has voted to withdraw recognition may, by written request signed by a majority of the members of its board, appeal from the Board's decision to the next Convention. The Convention may by a majority vote decide to hear the appeal. If it decides to hear the appeal, the Convention shall establish its own procedure for such a hearing. Convention decision on the appeal shall be by majority vote.

ARTICLE VII

Officers

Sec. 1. Enumeration and Election of Officers. The officers of the League of Women Voters of the United States shall be a President, a first Vice-President, a second Vice-President, a Secretary, and a Treasurer. These officers shall be elected by the Convention and shall hold office until the close of the next regular biennial Convention or until their successors have been elected and qualified.

Sec. 2. The President. The President shall preside at all meetings of the organization and of the Board of Directors unless she shall designate some one to preside in her stead. She may, in the absence or disability of the Treasurer, sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the nominating committee. She 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.

Sec. 3. The Vice-Presidents. The two Vice-Presidents, in the order of their rank, shall, in the event of absence, disability, resignation, or death of the President, possess all the powers and perform all the duties of that office. In the event that neither Vice-President is able to serve in this capacity the Board of Directors shall elect one of its elected members to fill the vacancy. The Vice-Presidents shall perform such other duties as the President and Board may designate.

Sec. 4. The Secretary. The Secretary shall keep minutes of the Conventions and Councils of the League and of the meetings of the Board of Directors. She shall notify all officers and directors of their election. She shall sign, with the President, all contracts and other instruments when so authorized by the Board, and shall perform such other duties as may be incident to her office.

Sec. 5. The Treasurer. The Treasurer, or her duly appointed assistant, shall collect and receive all moneys due. She shall be the custodian of these moneys, shall deposit them in a bank or banks, designated by the Board of Directors, and shall disburse the same only upon order of the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report to the Convention or Council. The books of the Treasurer shall be audited annually by a certified public accountant.

Sec. 6. Transfers of Property. Any two of the following officers, the President, the Vice-Presidents, and the Treasurer, shall have authority to assign, endorse, transfer and deliver, in the name and in behalf of the League of Women Voters of the United States, any certificate of stock, bond, note, or other security or property belonging to the League. The Secretary and the Treasurer shall each have authority to affix and attest the seal of the League to any agreement, assignment, or other document executed by any officer of the League pursuant to authority granted by these Bylaws or by action of the Board of Directors.

ARTICLE VIII

Board of Directors

Sec. 1. Number, 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. The elected directors shall be elected by the Convention and shall

serve until the close of the next regular biennial Convention 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 expire concurrently with the terms of office of the elected directors.

Sec. 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an officer or director of this corporation unless she is a voting member of the League of Women Voters of the United States.

Sec. 3. Vacancies. Any vacancy occurring in the Board of Directors by reason of the resignation, death or disqualification of an officer, or elected director other than the president, may be filled until the next Convention by a majority vote of the remaining members of the Board of Directors.

Sec. 4. Powers. 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 the same, subject to the instructions of the Convention. Upon recognition of a state or territorial League, the Board of Directors is authorized to delegate and shall delegate to such state or territorial League the power to promote the work of the League of Women Voters within that state or territory. The Board shall create and designate such special committees as it may deem necessary.

Sec. 5. Regular Meetings. There shall be at least three regular meetings of the Board of Directors annually which may be held at any time at the call of the President. The President shall notify each member of the Board of Directors of all regular meetings by mailing notice thereof to each member's last known post office address, at least one month before any such meeting, giving the time and the place of the meeting. No action taken at any regular Board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of any irregularity in any notice actually received.

Sec. 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting, provided, however, that during a Convention the President may, or upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Sec. 7. Quorum. A majority of the members of the Board of Directors shall constitute a quorum.

ARTICLE IX

Convention

Sec. 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of the United States shall be held biennially. The time and place of the Convention shall be determined by the Board of Directors. The President shall send a first call for the Convention to the presidents of local, state and territorial Leagues not less than eight months prior to the opening date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local, state and territorial Leagues.

Sec. 2. Composition. The Convention shall consist of: (a) the delegates chosen by the members through the local Leagues, as provided in Section 4 of this Article; (b) three delegates chosen by the board of each state League and of each territorial League; and (c) the members of the Board of Directors of the League of Women Voters of the United States.

Sec. 3. Qualifications of Delegates; Voting Procedures. Each delegate shall be a voting member of the League of Women Voters of the United States. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Sec. 4. Representation. The members of the League of Women Voters of the United States who are organized into local Leagues shall be entitled to voting representation in the Convention as follows: The members of each local League shall be entitled to one delegate who shall be chosen by the members through the local League; the members of each local League

having more than 100 members shall be entitled to one additional delegate for each additional 100 members or major fraction (50 or more) thereof. The records in the national office of paid voting members on January 1 of the year in which the Convention is held shall determine the official membership count for this purpose.

Sec. 5. Authorization for Action. The Convention shall consider and authorize for action a program, shall elect officers and directors, shall adopt a budget for the ensuing year, and shall transact such other business as may be presented.

Sec. 6. Quorum. Twenty-five voting delegates, other than the Board of Directors, shall constitute a quorum for the transaction of business at the Convention.

ARTICLE X

Council

Sec. 1. Composition. The Council shall be composed of: (a) two delegates chosen by the board of each state and territorial League; (b) two delegates chosen by the League of Women Voters of the District of Columbia; (c) one delegate chosen by the local Leagues in each state or territory where there is no recognized state or territorial League; and (d) the members of the Board of Directors.

Sec. 2. Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the President to the presidents of the local Leagues and to state and territorial Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Sec. 3. Authorization for Action. The Council shall give guidance to the Board on program, methods of work, and budget as submitted by the Board of Directors. The Council is authorized to change the Current Agenda only in the event of an emergency; provided that notice of proposed modifications of the program shall have been sent to the presidents of the local Leagues, state and territorial Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds vote of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the ensuing year and shall transact such other business as shall be presented by the Board.

Sec. 4. Quorum. A quorum shall consist of not less than ten members, other than the Board of Directors, for the transaction of business at a Council meeting.

ARTICLE XI

Nominations and Elections

Sec. 1. Nominating Committee. The nominating committee shall consist of five members, two of whom shall be members of the national Board. The chairman and two members, who shall not be national Board members, shall be elected by the Convention. Nominations for these offices shall be made by the current nominating committee. Further nominations may be made from the floor of the Convention. The other members of the committee shall be appointed by the Board of Directors immediately after the Convention. Any vacancy on the nominating committee shall be filled by appointment by the Board of Directors. The President of the League shall send the name and address of the chairman of the nominating committee to the president of each state, territorial and local League.

Sec. 2. Suggestions for Nominations. The chairman of the nominating committee shall request, through the president of each state, territorial and local League, suggestions for nominations for offices to be filled. Any member may send suggestions to the chairman of the nominating committee.

Sec. 3. Report of Nominating Committee and Nominations from Floor. The report of the nominating committee of its nominations for officers, directors and the chairman and two members of the succeeding nominating committee shall be sent to local, state and territorial Leagues two months before date of the Convention. The report of the nominating committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention provided that the consent of the nominee shall have been secured.

Sec. 4. Election. The election shall be in the charge of an election committee appointed by the President on the first day of the Convention. The election shall be by ballot. A majority vote of those present and voting shall constitute an election.

ARTICLE XII

Principles

Sec. 1. The Principles shall consist of governmental measures and policies, supported by the League as a whole. The Principles shall constitute the authorization for adoption of national, state, territorial and local Current Agendas.

Sec. 2. The Principles may be amended by the Convention by the same procedures as those hereinafter provided in the Program Article. (Subsections a, b, c, d, e, f of Sec. 2, Article XIII.)

ARTICLE XIII

Program

Sec. 1. The Program of the League of Women Voters shall consist of Current Agenda and Continuing Responsibilities as hereinafter defined.

- The Current Agenda shall consist of such current governmental issues as the Convention shall choose for concerted action.
- The Continuing Responsibilities shall consist of positions on national issues to which the League has given sustained attention and on which it may continue to act.

Sec. 2. The Convention shall act upon the Program, using the following procedures:

- The local, state or territorial League boards may make recommendations for a Program, provided such Program recommendations shall have been sent to the Board of Directors at least five months prior to the Convention.
- The Board of Directors shall consider the recommendations and submit its proposals for the Program to the local, state and territorial League boards at least two and a half months prior to the Convention.
- The local, state or territorial League boards may then submit recommendations for changes, provided they are received by the Board of Directors at least three weeks before the opening of the Convention.
- The recommendations shall be considered by the Board prior to the Convention at which time the Board may change its previous proposals.
- A majority vote of the Convention shall be required for adoption of the Program proposed by the Board of Directors.
- Any recommendations for the Program submitted to the Board of Directors at least five months before Convention, but not proposed by the Board, may be considered by the Convention, provided that a majority vote shall be required for consideration, and on a following day a two-thirds vote shall be required for adoption.

Sec. 3. Member Action. Members may act in the name of the League of Women Voters of the United States only when authorized to do so by the proper board.

Sec. 4. State, Territorial, and Local League Action. State Leagues, territorial Leagues and local Leagues may act only in conformity with, or not contrary to, the position taken by the League of Women Voters of the United States.

ARTICLE XIV

Financial Administration

Sec. 1. Fiscal Year. The fiscal year of the League of Women Voters of the United States shall commence on the first day of April of each year.

Sec. 2. Financial Support. Financial responsibility for the work of the League of Women Voters as a whole shall be assumed annually by the local Leagues.

Sec. 3. Distribution of Funds on Dissolution. In the event of a dissolution, for any cause, of the League of Women Voters of the United States, all moneys, securities, and property, of whatsoever nature, whether real, personal, or mixed, which the League of Women Voters of the United States has received or acquired by gift, bequest, devise, or otherwise, as well as all unexpended income from said moneys or property, and any other funds, moneys, securities, and property of whatsoever nature whether real, personal, or mixed, which may at the time be owned by or under the absolute control of the League of Women Voters of the United States shall be disposed of by any officer or employee of the corporation 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 Board of Directors of the League of Women Voters of the United States; the designation of person, organization, or corporation and of use and purpose to be in the absolute discretion of said Board.

League of Women Voters of the U.S.
1026 - 17th Street, N.W.
Washington 6, D.C.

office
Revised December, 1962

Price: 15¢

STANDARD BYLAWS FOR A STATE LEAGUE

ARTICLE I

Sec. 1. The name of this organization (or corporation) shall be the League of Women Voters of _____. This state League is an integral part of the League of Women Voters of the United States.
(state)

ARTICLE II

Purpose and Policy

Sec. 1. Purpose. The purpose of the League of Women Voters of _____ shall be to promote political responsibility through informed and active participation of citizens in government.

Sec. 2. Policy. The League may take action on state governmental measures and policies in the public interest in conformity with the Principles of the League of Women Voters of the United States. It shall not support or oppose any political party or candidate.

ARTICLE III

Membership

Sec. 1. How Composed. The League of Women Voters of _____ shall be composed of members of the League of Women Voters of the United States who are enrolled in recognized local Leagues within the state, and of members-at-large of the League of Women Voters of the United States residing within _____.
(State)

Sec. 2. Types of Membership.

- a) Voting members shall be women citizens of voting age who are enrolled in recognized local Leagues.
- b) Associate members shall be all other members who are enrolled in recognized local Leagues.
- c) Members-at-large shall be members who reside outside the area of _____ and are not enrolled in a recognized local League. They shall pay annual dues of _____.

(N.B. Dues for members-at-large should depend upon the service a state League is able to give. \$5.00 dues are the minimum recommended, a higher figure if the member-at-large receives materials in addition to the State Voter.)

ARTICLE IV

Local Leagues

Sec. 1. Local Leagues. Local Leagues are those Leagues which have been so recognized by the League of Women Voters of the United States.

Sec. 2. Recognition of Local Leagues. When there is, in any community in the state, a group of members of the League of Women Voters of the United States which meets the recognition standards for local Leagues as adopted at the national Convention, the Board of Directors of the League of Women Voters of _____ shall recommend to the national Board that recognition be granted. When such recognition is granted, the local League shall become an integral part of the League of Women Voters of the United States and the League of Women Voters of _____.

Sec. 3. Withdrawal of Recognition. When a local League recurrently fails to live up to the recognition standards, the Board of Directors of the League of Women Voters of _____ shall recommend to the national Board that recognition be withdrawn. Final action rests with the Board of Directors of the League of Women Voters of the United States.

Sec. 4. Provisional Leagues. When a group of women in a community in which no local League exists wish to form a League of Women Voters, they may be organized by the League of Women Voters of _____ into a provisional League until such time as they meet the recognition standards for local Leagues.

ARTICLE V

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, ____ elected Directors and not more than ____ appointed Directors. (The appointed Directors shall not exceed the elected Directors in number.) The elected Directors shall be elected by the

Convention and shall serve until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified. The elected members shall appoint such additional Directors, not exceeding _____, as they deem necessary to carry on the work of the League. The term of office of the appointed Directors shall expire concurrently with the term of office of the elected Directors.

(N.B. State Leagues may wish to vary the numbers of Directors according to their individual needs. Seventeen members is the recommended maximum for a Board of Directors. Experience has proved that a small Board is more closely knit and functions better as a unit than does a large Board. Another factor to be considered is the cost of attendance at Board meeting which is a rightful charge against the state League budget and should be provided in it. Small state Leagues may have as few as 3 elected and 3 appointed Directors.)

Sec. 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an Officer or Director of this organization (or corporation) unless she is a voting member enrolled in a local League of Women Voters in the state of _____.

Sec. 3. Vacancies. Any vacancy other than the Presidency occurring in the Board of Directors by reason of the resignation, death, or disqualification of an Officer or elected member shall be filled, until the next Convention, by a majority vote of the remaining members of the Board of Directors.

Sec. 4. Powers and Duties. The Board of Directors shall have full charge of the property and business of the organization (or corporation) with full power and authority to manage and conduct the same, subject to the instructions of the Convention. The Board shall plan and direct the work necessary to carry out the Program on state governmental matters as adopted by the Convention. It shall accept responsibility delegated to it by the Board of Directors of the League of Women Voters of the United States for the organization and development of local Leagues for the carrying out of Program and for promotion in the local Leagues of finance programs requisite to further the work of the League as a whole, including transmission of funds toward the support of an adequate national budget. The Board shall create and designate such special committees as it may deem necessary.

Sec. 5. Regular Meetings. There shall be at least _____ regular meetings of the Board of Directors annually. The President shall notify each member of the Board of Directors of all regular meetings by mailing to each member's last known post office address, at least two weeks before any such meeting, notice thereof, giving the time and the place of the meeting. No action taken at any regular Board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of any irregularity in any notice actually received.

Sec. 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting, provided, however, that during a Convention the President may, or upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Sec. 7. Quorum. A majority of the members of the Board of Directors shall constitute a quorum and a majority of the members in attendance at any Board meeting shall, in the presence of a quorum, decide its action.

(N.B. Executive Committee. These Bylaws purposely do not provide for an executive committee. Board planning should be of sufficiently long range quality to take care of most matters which might arise. Should an executive committee be desired, it might be well to write in that section a provision that the interim action of the executive committee be presented to the Board for approval at its next regular meeting.)

ARTICLE VI

Officers

Sec. 1. Enumeration and Election of Officers. The Officers of the League of Women Voters of _____ shall be a President, a first Vice President,

a second Vice-President, a Secretary, and a Treasurer. They shall hold office until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified.

Sec. 2. The President. The President shall preside at all meetings of the organization and of the Board of Directors unless she shall designate someone to preside in her stead. She may, in the absence or disability of the Treasurer, sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the Nominating Committee. She 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.

Sec. 3. The Vice-President. The two Vice-Presidents, in the order of their rank, shall, in the event of absence, resignation, disability, or death of the President, possess all the powers and perform all the duties of that office. In the event that neither Vice-President is able to serve in this capacity the Board of Directors shall elect one of their members to fill the vacancy. The Vice-Presidents shall perform such other duties as the President and Board may designate.

Sec. 4. The Secretary. The Secretary shall keep minutes of all Conventions and Councils of the League, and of all meetings of the Board of Directors. She shall notify all Officers and Directors of their election. She 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 her office.

Sec. 5. The Treasurer. The Treasurer, or her duly appointed assistant shall collect and receive all moneys due. She shall be the custodian of these moneys, shall deposit them in a bank or banks designated by the Board of Directors, and shall disburse the same only upon order of the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report to the Convention or Council. The books of the Treasurer shall be audited annually (optional: by a certified public accountant,) prior to the Convention in Convention years or to the meeting of the Council in non-Convention years.

ARTICLE VII

Financial Administration

Sec. 1. Fiscal Year. The fiscal year of the League of Women Voters of _____ shall commence on the first of April of each year.

Sec. 2. Budget. The Board shall submit to the Convention or Council for adoption a budget for the ensuing year. This budget shall provide for the support of the League of Women Voters of the United States as well as for the state League. A copy of the budget shall be sent to each local League president at least two months in advance of the Convention or Council.

Sec. 3. Budget Committee. The budget shall be prepared by a committee which shall be appointed for that purpose at least four months in advance of the Convention or Council. The Treasurer shall be ex-officio a member of the Budget Committee but shall not be eligible to serve as chairman.

ARTICLE VIII

Convention

Sec. 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of _____ shall be held biennially. The time and place of the Convention shall be determined by the Board of Directors. The President shall send a first call for the Convention to the presidents of local Leagues not less than four months prior to the opening date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local Leagues at least two months before Convention.

Sec. 2. Composition. The Convention shall consist of the delegates chosen by the members enrolled in the local Leagues, as provided in Sec. 4 of this Article, the presidents of local Leagues and the members of the Board of Directors of the League of Women Voters of _____.

Sec. 3. Qualifications of Delegates and Voting. Each delegate shall be a voting member enrolled in a recognized local League in the state of _____. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Sec. 4. Representation. The members of the League of Women Voters of the United States who are organized into recognized local Leagues in the state of _____ shall be entitled to one delegate for the first 15 voting members and one delegate for every _____ additional voting members or major fraction thereof belonging to said local League on January 1st of said year. The record in the state office of paid voting members shall determine the official membership count for this purpose.

(N.B. Number and size of Leagues in a state as well as the limit on the number in the delegate body will determine the basis of representation for a state Convention. Each state League must decide what constitutes equitable representation for the local Leagues within its own state.)

Sec. 5. Authorization for Action. The Convention shall consider and authorize for action a Program, shall elect officers and directors, shall adopt a budget for the ensuing year, and shall transact such other business as may be presented.

Sec. 6. Quorum. A quorum shall consist of a majority of the delegates registered at the Convention provided that not less than _____ local Leagues are represented.

(N.B. Biennial Conventions with state Council meetings in the intervening years is suggested as the best practice for most state Leagues. It is suggested that states which consider an annual Convention better than one meeting every two years, make provision that elections take place every two years specifying that it be the even-or-odd-numbered years or that half the Board members be elected in even-numbered years and half in odd-numbered years in order that all Board members have two-year terms.)

ARTICLE IX

Nominations and Elections

Sec. 1. Nominating Committee. The Nominating Committee shall consist of five members, two of whom shall be members of the Board of Directors. The chairman and two members, who shall not be members of the Board of Directors, shall be elected by the Convention. Nominations for these offices shall be made by the current Nominating Committee. Further nominations may be made from the floor of the Convention. The other members of the Committee shall be appointed by the Board of Directors immediately after the Convention. Vacancies occurring in the Nominating Committee by reason of death, resignation or disqualification shall be filled by the Board of Directors. The President of the League of Women Voters of _____ shall send the name and address of the chairman of the Nominating Committee to the president of each recognized local League. It shall be the duty of the chairman of the Nominating Committee to request through the president of each local League suggestions for nominations for the offices to be filled.

(N.B. If a Nominating Committee is appointed soon after the Convention it gives the members two years to observe the abilities of members whom they meet. It is particularly helpful for the members of the Nominating Committee to be delegates to the Council the following year.)

Sec. 2. Suggestions by Local Leagues. Suggestions for nominations by local Leagues shall be sent by the president or secretary of such local League to the chairman of the Nominating Committee at least three months before the Convention. Any member may send suggestions to the chairman of the Nominating Committee.

Sec. 3. Report of Nominating Committee and Nominations from Floor. The report of the Nominating Committee of its nominations for Officers, Directors and the chairman and two members of the succeeding Nominating Committee shall be sent to local Leagues two months before date of the Convention. The report of the Nominating Committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report,

nominations may be made from the floor by any member of the Convention provided that the consent of the nominee shall have been secured.

Sec. 4. The election shall be in the charge of an Election Committee appointed by the President on the first day of the Convention. The election shall be by ballot, except that when there is but one nominee for each office it shall be in order to move that the Secretary cast the ballot for every candidate. A majority vote of those present and voting shall constitute an election.

ARTICLE X

Program

Sec. 1. The governmental principles adopted by the national Convention, and supported by the League as a whole, constitute the authorization for the adoption of Program.

Sec. 2. The Program of the League of Women Voters of _____ shall consist of Current Agenda and Continuing Responsibilities as hereinafter defined:

- a) The Current Agenda shall consist of such current state governmental issues as the Convention shall choose for concerted action.
- b) Continuing Responsibilities shall be those positions on state governmental issues to which the League of Women Voters of _____ has given sustained attention, and on which it may continue to act.

Sec. 3. The Convention shall act upon the Program, using the following procedures:

- a) The Board of Directors shall consider the recommendations which have been sent in by the local League Boards three months prior to the Convention and shall formulate a proposed Program. Such proposed Program shall be submitted by the Board to the local League Boards at least two months prior to the Convention.
- b) Recommendations for changes submitted in writing by local League Boards and received by the Board of Directors at least three weeks before the opening of the Convention shall be considered by the Board prior to the Convention at which time the Board may modify the proposed Program.

- c) Changes made under "b" may not be voted on by the Convention on the same day on which they are proposed.
- d) A majority vote of those present and voting shall be required for adoption of subjects in the proposed Program as presented to the Convention by the Board of Directors.
- e) Further changes in the proposed Program submitted for consideration to but not recommended by the Board of Directors may be made by the Convention, provided that (1) the Convention shall order consideration by a majority vote; (2) the vote on the proposed change shall not be taken on the same day as the order for consideration; and (3) the Convention adopts the change by a _____ vote.

(N.B. State Leagues may adopt a three-fifths vote for not recommended items in conformity with national Bylaws or choose another figure better adapted to their state situation. Those states having one day Conventions should substitute "at the same session" for "on the same day" in Section 3e (2).)

Sec. 4. Member Action. Members may act in the name of the League of Women Voters of _____ only when authorized to do so by the proper Board of Directors.

Sec. 5. Local League Action. Local Leagues may take action on state governmental matters only when authorized by the Board of Directors of the League of Women Voters of _____.

ARTICLE XI

Council

Sec. 1. Composition. The Council shall be composed of the Presidents of local Leagues and one delegate chosen by each local League, and the Board of Directors of the League of Women Voters of _____.

Sec. 2. Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the President to the presidents of the local Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Sec. 3. Authorization for Action. The Council shall consider program, methods of work, and budget as submitted by the Board of Directors. The Council is authorized to change the Current Agenda only in the event of an emergency, provided that notice of proposed modifications of the Program shall have been sent to the presidents of the local Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds majority of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the ensuing year and shall transact such other business as shall be presented by the Board.

Sec. 4. Quorum. A quorum shall consist of not less than ten members other than the Board of Directors for the transaction of business at a Council meeting.

ARTICLE XII

National Convention and Council

Sec. 1. National Convention. The Board of Directors, at a meeting before the date on which names of delegates must be sent to the national office shall elect delegates to that Convention in the number allowed the League of Women Voters of _____ under the provisions of the Bylaws of the League of Women Voters of the United States.

Sec. 2. National Council. The Board of Directors shall elect delegates to the meeting of the Council of the League of Women Voters of the United States at its meeting immediately preceding such Council Meeting in the number allowed the League of Women Voters of _____ under the provisions of the Bylaws of the League of Women Voters of the United States.

(N.B. It would be assumed the President of the state League would be one of the delegates to both the Convention and Council, and the Bylaws might so state. The machinery, however devised, for having the local Leagues in any state elect the other delegate is cumbersome so the practical and representative way, as well, is to have the election by the Board of Directors. If the state Convention were held before the National Convention, the delegates could be nominated by the state Board and elected by Convention.)

ARTICLE XIII

Parliamentary Authority

Sec. 1. Parliamentary Authority. The rules contained in Roberts Rules of Order Revised shall govern the organization (or corporation) in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XIV

Amendments

Sec. 1. Amendments. Amendments to these Bylaws may be proposed by any League board, provided such proposed changes shall be submitted to the Board of Directors at least three months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all local Leagues at least two months prior to a Convention together with the recommendations of the Board of Directors. The presidents of all local Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a local League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the Bylaws which may be adopted by a two-thirds vote at any Convention.

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TO: Mrs. K. E. Montgomery
Chairman, Bylaws Committee

FROM: League of Women Voters of U. S.
Mrs. Wm. W. Whiting
President

SUBJECT

Office

LEAGUE OF WOMEN VOTERS OF MINNESOTA

STATE ORGANIZATION SERVICE
UNIVERSITY OF MINNESOTA
MINNEAPOLIS, MINNESOTA 55455
PHONE: 373-2959

DATE 9/4/64

We have nothing further to report to your committee after our August state Board meeting. Our decision as a result of our discussion was to appoint a special committee to consider National and State Standard Bylaws.

We have not given this committee any deadline at this time unless you have specific recommendations on timing.

August 3, 1964

Mrs. K. E. Montgomery, Chairman
Bylaws Committee
League of Women Voters of the U. S.
1026 17th Street NW
Washington, D. C. 20036

Dear Mrs. Montgomery:

The Minneapolis League came prepared to speak on Bylaws and as you know did propose a change in Program structure. We shall remind them that your committee would appreciate any additional suggestions relating to Baylaw revision.

Our state Board does not meet until August 20. At that time we will discuss state and national Bylaws and send our suggestions at that time.

After participating in the last three national Conventions, I feel we need to do something about our procedures for adopting Program. It is unfortunate to have more time spent on parliamentary maneuvering than an actual discussion and consideration of Program content, focus, action, etc. Would it be possible to revise Sec. 2 of Article XIII in such a way that the procedures and Convention rules proposed to carry out these procedures could implement adoption of Program instead of being used to impede the adoption of various items.

This parliamentary nonsense has been resorted to in our state Conventions. We hope to be able to make proposals next spring to simplify our procedures and put the emphasis in the proper place as we work together to adopt a new state Program. Any suggestions you might have to assist us would be appreciated.

Sincerely,

Mrs. William W. Whiting
President

ATW/mc

Office

October 26, 1964

Mrs. K. E. Montgomery
League of Women Voters of U.S.
129 Elkay Drive
Eugene, Oregon

Dear Mrs. Montgomery:

C
O
P
Y

"The only quarrel I have with a League Convention is its irresistible impulse to argue more about words than about action. I understand, of course, that a certain amount of this is inevitable in order to arrive at areas of agreement, but I sometimes feel despaired that it takes so long that there is little time left for a thorough examination of what is to be done. After all, four days were spent re-wording the Foreign Policy item and in the end the intent of the final and the original proposition were identical, as far as I could see. The world does not come to a full stop while we do this and a better understanding of what we actually intend to accomplish would benefit all."

This is a quotation from a speech made by Mrs. John G. Lee at the State Council of the League of Women Voters of Minnesota in May 1958. What would she have said in May, 1964 for then we were concerned with order of consideration, etc. as well as connotation of words!

Poor Article XIII of our Bylaws has really been worked over in recent years. I am glad to see a little change of emphasis, however, in your concern for Section 2 of this article.

One of the first things that comes to our attention is the matter of timing--first suggestions to the Board five months prior to Convention. We forget about these suggestions for two and one half months when we receive Board recommendations and then we "react" but do not know the response to our reaction until Convention.

Is this second round procedure necessary? I suggest we submit recommendations in January and by the end of March the Board submit its proposals and then the delegates prepare for Convention knowing definitely what is to be the proposed Program--thus the excitement of knowing the Board's proposals is not lost in what I fear has become a more or less routine rubber stamp by local Boards (i.e. approval of proposed Program or reiteration of their original recommendations). Because so many new delegates participate in National Conventions the Program development procedures should be simplified with only one round and more time for delegate preparation for consideration and discussion of the proposed Program or concentration on development of non-recommended items if we must have them.

It would not expedite the procedure to remove the national Board entirely for their function of evaluating the recommendations, consolidating, defining, rewording is needed. I would like the results of this in the hands of the members at least a month before Convention with full explanation of the Board's ideas of intent, focus and possible action. It would be helpful to have sufficient time for questions to be answered and further discussion at the local level.

K. E. Montgomery
age 20
October 26, 1964

Perhaps we should take a good look at "recommendation" and consider changes here. This word is used throughout the section. There is a difference between suggest and recommend--our local Leagues refer to their part as "suggestions". The Board attempts to determine workload by the number of items it recommends. Perhaps we could achieve our purpose--Program selection--more expeditiously if the local Leagues submitted recommendations and the Board in turn submitted to the local Leagues a number of suggested items rather than a recommended Program. This list of suggestions should be broad enough to include all items that had broad support. Then we would not consider non-recommended items but perhaps would want to go through the process of voting consideration on all these items the first day of Convention. All items would be given equal weight (none would have to rise above the disadvantages of being non-recommended and needing a vote for consideration and a 3/5 majority for adoption; when a majority wants an item previous Board action would not prevent their having that Program item).


The Bylaws committee becomes involved in Order of Business and Convention Rules because these are more or less defined by the Bylaws or are set up to carry out the intent of the Bylaws. If the Board were to suggest a number of items and no others would then be considered, I would think the consideration on the floor could be handled by lottery. If this does not appeal to you then I suggest that the order of consideration be determined in some way ahead of time (anything to prevent Convention body haggling over this). For example a non-recommended item with the strongest local League support would be considered first and subsequent items lined up according to their support in the original recommendations (this would get "promoters" started early and perhaps solidify support sooner).

I must admit to former criticism of Program Sections for discussion but when we did not have them I missed them--for this is where we used to have some discussion of the items and thus opportunity to understand their implications without concern for parliamentary maneuvers.

Perhaps these comments are too cursory to be of real value to you and your committee--this seemed like a good day to stop in the midst of all the campaigning and take a look at how we got here! As you see I am a reactor but I am not sure I am a multiplier although I am sending a copy of this letter to our Bylaws committee (Barb Stuhler is now a member of this committee).

It is time for a change for we tend to defeat our purpose as we continue the procedures we presently follow under Section 2, Article XIII. Good luck.

Sincerely,


Mrs. William W. Whiting
President

Wab-8542

September 23, 1963

Mrs. Henry Morris
4021 W. 39th Street
St. Louis Park, Minnesota

Dear Mrs. Morris,

It is time once again for the appointment of a state By-laws Committee. I am writing to ask if you would be willing to serve as chairman of that committee.

Mrs. Nicholas Duff of the state Board has agreed to serve as a member of the committee. I am asking Mrs. Richard Jones of Arden Hills and Mrs. Everett Schroeder of Mound to serve.

I think that two meetings of the committee will be all that is necessary - one meeting with Mrs. Gordon Rhein who served as state Convention parliamentarian, and perhaps a second meeting to finalize any revisions that should be considered. I would also like recommendations from this committee for changes in the national by-laws.

Would you please let Mrs. Thompson in the state office know as soon as you can if you will be able to undertake this assignment. I do hope you can.

Sincerely,

Mrs. William Whiting
President

September 23, 1963

Mrs. Everett Schroeder
Carmens Bay
Mound, Minnesota

Dear Mrs. Schroeder,

It is time once again for the appointment of a state By-laws Committee. I am writing to ask if you would be willing to serve as a member of that committee.

Mrs. Nicholas Duff of the state Board has agreed to serve as a member of the committee. I am asking Mrs. Richard Jones of Arden Hills to serve and Mrs. Henry Morris of St. Louis Park to act as chairman.

I think that two meetings of the committee will be all that is necessary - one meeting with Mrs. Gordon Dhein who served as state Convention parliamentarian, and perhaps a second meeting to finalize any revisions that should be considered. I would also like recommendations from this committee for changes in the national by-laws.

Would you please let Mrs. Thompson in the state office know as soon as you can if you will be able to undertake this assignment. I do hope you can.

Sincerely,

Mrs. William Whiting
President

September 23, 1963

Mrs. Richard Jones
1863 Glen Paul Road
St. Paul, Minnesota

Dear Mrs. Jones,

It is time once again for the appointment of a state By-laws Committee. I am writing to ask if you would be willing to serve as a member of that committee.

Mrs. Nicholas Duff of the state Board has agreed to serve as a member of the committee. I am asking Mrs. Everett Schroeder of Mound to serve and Mrs. Henry Morris of St. Louis Park to act as chairman.

I think that two meetings of the committee will be all that is necessary - one meeting with Mrs. Gordon Dhein who served as state Convention parliamentarian, and perhaps a second meeting to finalize any revisions that should be considered. I would also like recommendations from this committee for changes in the national by-laws.

Would you please let Mrs. Thompson in the state office know as soon as you can if you will be able to undertake this assignment. I do hope you can.

Sincerely,

Mrs. William Whiting
President

SEP 17 1963

M TO: Peggy Thompson

E FROM: A. Whiting

M SUBJECT This and that

O DATE 9-14-63

LEAGUE OF WOMEN VOTERS OF MINNESOTA

STATE ORGANIZATION SERVICE

UNIVERSITY OF MINNESOTA

MINNEAPOLIS 4, MINNESOTA

PHONE: 373-2959

I too had hoped to speak with you at the CMAL meeting....but let's not mention how stupid some women can be at drawing maps! It is probably just as well I did not get there any earlier for I heard enough of lthat biased presentation or didn't it effect you the way it did Ann, Irene, and me?

How about Mrs. Everett Schroeder (Doris) of the Mound League to replace Swan? (Glad to know what happened to Swan.) or ask Irene for a suggestion from Richfieldl or Bloomington.

I think the questions on St. Louis Park and West St. Paul minutes should be brought to the attention ofl their consultants and then they handle them but it may be that they have to know what to do...this Lorrie and you should follow through on. When you catch this sort of lthing in minutes I wish you and Lorrie would discuss it, decide what to do (it usually should be handled through the consultant....or the state Board person directly involved though in case of LCA for the time being it may be better for it to be handled thru consultant) and follow thru with it making a notation that you have done this on minutes so when Irene and I read them we will know lthat you have picked this up and are doing something about and then keep us informed....it all must be done tactfully....often it is too late but we can prevent similar situations in the future....all a part of good organization patterns.

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Swan - 12th
M TO: Peggy Thompson

E FROM: A. Whiting

M SUBJECT: Bylaws

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SEP 10 1963

LEAGUE OF WOMEN VOTERS OF MINNESOTA

STATE ORGANIZATION SECRETARY
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 4, MINNESOTA
PHONE: 373-29

DATE 9-8-63

Don't have volunteers from state Board for Bylaws committee but Ann Duff agreed to work on the committee with off-Board chairman and members. I am asking you to work with this committee -- first write to the following asking them to serve (write them for me): Chairman, Mrs. Henry Morris, 4021 W. 39th St., St. Louis Park, Mrs. Robert J. Swan, 1161 Oakcrest, St. Paul 13 (Roseville), Mrs. Gerald Buetow, 1433 Forest Lane, St. Paul 12 (Arden Hills). You might as well have them call the office if they will serve and then make arrangements with Mrs. Morris for a meeting time. I am enclosing a letter from Mrs. Dhein. Whether or not she can meet with the entire committee I do not know though I think it would be advantageous for her to meet with all of you the first time. I would think it would take only ~~one~~ one meeting after that to finalize any revisions that should be considered. While you are considering state bylaws I would like you also to consider national bylaws with the thought that we could recommend changes before the deadline.

June 1963

061663D--10¢

LEAGUE OF WOMEN VOTERS OF MINNESOTA

BYLAWS

As adopted by the 1947 Convention
and

As amended by the 1951, 1953, 1955, 1957, 1959, 1961, 1963 Conventions

* * * * *

ARTICLE I

NAME

Section 1. The name of this corporation shall be the League of Women Voters of Minnesota. This state League is an integral part of the League of Women Voters of the United States.

Official Statement

ARTICLE II

Purpose and Policy

Section 1. Purpose. The purpose of the League of Women Voters of Minnesota shall be to promote political responsibility through informed and active participation of citizens in government.

Section 2. Policy. The League may take action on state governmental measures and policies in the public interest in conformity with the principles of the League of Women Voters of the United States. It shall not support or oppose any political party or candidate.

ARTICLE III

Membership

Section 1. How Composed. The League of Women Voters of Minnesota shall be composed of members of the League of Women Voters of the United States who are enrolled in recognized local Leagues within the state, and of members-at-large of the League of Women Voters of the United States residing within Minnesota.

Section 2. Types of Membership.

*No prov.
for prior
League*

- a) Voting members shall be women citizens of voting age who are enrolled in recognized local Leagues.
- b) Associate members shall be all other members who are enrolled in recognized local Leagues.
- c) Members-at-large shall be members who reside outside the area of and are not enrolled in a recognized local League.

ARTICLE IV

Local Leagues

Section 1. Local Leagues. Local Leagues are those Leagues which have been so recognized by the League of Women Voters of the United States.

Section 2. Recognition of Local Leagues. When there is, in any community in the state, a group of members of the League of Women Voters of the United States which meets the recognition standards for local Leagues as adopted at the national convention and by the Board of Directors of the League of Women Voters of Minnesota, the Board of Directors of the League of Women Voters of Minnesota shall recommend to the national Board that recognition be granted. When such recognition is granted, the local League shall become an integral part of the League of Women Voters of the United States and the League of Women Voters of Minnesota.

Section 3. Withdrawal of Recognition. When a local League recurrently fails to live up to the recognition standards, the Board of Directors of the League of Women Voters of Minnesota may recommend to the national Board that recognition be withdrawn. Final action rests with the Board of Directors of the League of Women Voters of the United States. All funds held by a local League from which recognition has been withdrawn shall be paid to the League of Women Voters of Minnesota.

Section 4. Provisional Leagues. When a group of women in a community in which no local League exists wish to form a League of Women Voters, they may be organized by the League of Women Voters of Minnesota into a provisional League until such time as they meet the recognition standards for local Leagues.

ARTICLE V Officers

Section 1. Enumeration and Election of Officers. The Officers of the League of Women Voters of Minnesota shall be a President, a first Vice-President, a second Vice-President, a Secretary, and a Treasurer. They shall hold office until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified.

Section 2. The President. The President shall preside at all meetings of the corporation and of the Board of Directors unless she shall designate someone to preside in her stead. She may sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the Nominating Committee. She 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. The Vice Presidents. The two Vice Presidents, in the order of their rank, shall, in the event of absence, disability, resignation or death of the President, possess all the powers and perform all the duties of that office. In the event that neither Vice President is able to serve in this capacity the Board of Directors shall elect one of its members to fill the vacancy. 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 all Conventions and Councils of the League, and of all meetings of the Board of Directors. She shall notify all Officers and Directors of their election. She 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 her office.

Section 5. The Treasurer. The Treasurer, or her duly appointed assistant shall bill and receive all moneys due. She shall be the custodian of these moneys, shall deposit them in a bank designated by the Board of Directors, and shall disburse the same only upon order of the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report, including a report of the Jane Grey Swisshelm Fund, to the Convention or Council. The books of the Treasurer shall be audited annually prior to the Convention in Convention years or to the meeting of the Council in non-Convention years.

ARTICLE VI Board of Directors

Section 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. The elected Directors shall be elected by the Convention and shall serve until the conclusion of the next regular biennial Convention 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 term of office of the appointed Directors shall expire concurrently with the term of office of the elected Directors.

Section 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an Officer or Director of this corporation unless she is a voting member enrolled in a local League of Women Voters in the state of Minnesota.

Section 3. Vacancies. Any vacancy other than the Presidency by reason of the resignation, death, or disqualification of an officer or elected member shall be filled, until the next Convention, by a majority vote of the remaining members of the Board of Directors.

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 the same, subject to the instructions of the Convention. The Board shall plan and direct the work necessary to carry out the Program on state governmental matters as adopted by the Convention. It shall accept responsibility delegated to it by the Board of Directors of the League of Women Voters of the United States for the organization and development of local Leagues, for the carrying out of Program and for promotion in the local Leagues of finance programs requisite to further the work of the League as a whole, including transmission of funds toward the support of an adequate national budget. The Board shall create and designate such special committees as it may deem necessary.

Section 5. Regular Meetings. There shall be at least eight regular meetings of the Board of Directors annually. The President shall notify each of the Directors of all meetings at least one week before any such meeting. No action taken at any regular Board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of any irregularity in any notice actually received.

Section 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting. At the time of a Convention the President may, and upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Section 7. Quorum. A majority of the members of the Board of Directors shall constitute a quorum and a majority of the members in attendance at any Board meeting shall, in the presence of a quorum, decide its action.

ARTICLE VII Finance

Section 1. Fiscal Year. The fiscal year of the League of Women Voters of Minnesota shall commence on the first of April of each year.

Section 2. Budget. The Board shall submit to the Convention or Council for adoption a budget for the ensuing year. This budget shall provide for the support of the League of Women Voters of the United States as well as for the state League. A copy of the budget shall be sent to each local League president at least three months in advance of the Convention or Council. *7 and/or*

Section 3. Budget Committee. The budget shall be prepared by a committee which shall be appointed for that purpose at least six months in advance of the Convention or Council. The Treasurer shall be ex officio a member of the Budget Committee but shall not be eligible to serve as chairman.

Section 4. The Jane Grey Swisshelm Fund. All moneys, securities, and property of whatever nature, which the League of Women Voters of Minnesota may receive by gift, bequest or otherwise, the principal of which is not to be expended (except as may be specified by the terms of such gift) but is to be invested and the income from the same to be used for any of the League's purposes, shall form part of a fund to be known as "The Jane Grey Swisshelm Fund." This fund shall be invested or deposited as designated by the Board of Directors.

ARTICLE VIII Convention

Section 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of Minnesota shall be held biennially. The time and place of the Convention shall be determined by the Board of Directors. The President shall send a first call for the Convention to the presidents of local Leagues not less than four months prior to the date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local Leagues at least two months before the Convention.

Section 2. Composition. The Convention shall consist of the delegates chosen by the members enrolled in the local Leagues, as provided in Section 4 of this Article, the presidents of local Leagues and the members of the Board of Directors of the League of Women Voters of Minnesota.

Section 3. Qualifications of Delegates and Voting. *The delegates who are members of the local Leagues* Each delegate shall be a voting member enrolled in a recognized local League in the state of Minnesota. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

in addition to Rules

Section 4. Representation. The members of the League of Women Voters of the United States who are organized into recognized local Leagues in the state of Minnesota shall be entitled to two delegates for up through the first twenty-five voting members and one delegate for every twenty-five additional voting members or major fraction thereof belonging to said local League on January 1st of said year. The record in the state office of paid-up voting members shall determine the official membership count for this purpose.

Section 5. Authorization for Action. The Convention shall consider and authorize for action a Program, elect officers and directors, shall adopt a budget for the ensuing year, and shall transact such other business as may be presented.

Section 6. Quorum. A quorum shall consist of a majority of the delegates registered at the Convention provided that not less than ten local Leagues are represented.

ARTICLE IX 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 Chairman and two members, who shall not be members of the Board of Directors, shall be elected by the Convention. Nominations for these offices shall be made by the current Nominating Committee. Further nominations may be made from the floor of the Convention. The other members of the Committee shall be appointed by the Board of Directors immediately after the Convention. Vacancies occurring in the Nominating Committee shall be filled by the Board of Directors. The President of the League of Women Voters of Minnesota shall send the name and address of the chairman of the Nominating Committee to the president of each recognized local League. It shall be the duty of the chairman of the Nominating Committee to request through the president of each local League suggestions for nominations for the offices to be filled.

Section 2. Suggestions for Nominations. Suggestions for nominations may be sent by the President, Secretary or any member of a local League to the chairman of the Nominating Committee at least three months before Convention.

Section 3. Report of Nominating Committee and Nominations from Floor. The report of the Nominating Committee of its nominations for Officers, Directors and the chairman and two members of the succeeding Nominating Committee shall be sent to local Leagues two months before date of the Convention. The report of the Nominating Committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention, provided that the consent of the nominee shall have been secured.

Section 4. Election. The election shall be in the charge of an Election Committee appointed by the President on the first day of the Convention. The election shall be by ballot, except that when there is but one nominee for each office it shall be in order to move that the Secretary cast the ballot for every candidate. A majority vote of those present and voting shall constitute an election.

ARTICLE X
Program

Section 1. Authorization. The governmental principles adopted by the National Convention, and supported by the League as a whole, constitute the authorization for the adoption of Program.

Section 2. Definition. The Program of the League of Women Voters of Minnesota shall consist of Current Agenda and Continuing Responsibilities as hereinafter defined:

- a) The Current Agenda shall consist of such current state governmental issues as the Convention shall choose for concerted action.
- b) Continuing Responsibilities shall be those positions on state governmental issues to which the League of Women Voters of Minnesota has given sustained attention, and on which it may continue to act.

Section 3. Procedure. The Convention shall act upon the Program, using the following procedures:

- a) The Board of Directors shall consider the recommendations which have been sent in by the local League Boards three months prior to the Convention and shall formulate a proposed Program. Such proposed Program shall be submitted by the Board to the local League Boards at least two months prior to the Convention.
- b) Recommendations for changes submitted in writing from local Leagues and received by the Board of Directors at least one month before the opening of the Convention shall be considered by the Board. The Board shall present the final proposed Program to the Convention.
- c) Such final proposed Program may not be voted on by the Convention on the same day on which it is presented.
- d) A majority vote of ^{only accredited} those present and voting shall be required for adoption of each item in the final proposed Program as presented to the Convention by the Board of Directors.
- e) Such changes in the proposed Program as were submitted for consideration to but not recommended by the Board of Directors may be made by the Convention, provided that 1) the Convention shall order consideration by a majority vote; 2) the vote on the proposed change ~~shall~~ not be taken on the same day as the order for consideration; and 3) the Convention shall adopt the change by a three-fifths vote.

Section 4. Member Action. Members may act in the name of the League of Women Voters of Minnesota only when authorized by the Board of Directors of the League of Women Voters of Minnesota.

Section 5. Local League Action. Local Leagues may take action on state governmental matters only when authorized to do so by the Board of Directors of the League of Women Voters of Minnesota.

ARTICLE XI
Council

Section 1. Composition. The Council shall be composed of the Board of Directors of the League of Women Voters of Minnesota, the Presidents of local Leagues and one delegate chosen by each local League.

Section 2. Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the President to the presidents of the local Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Section 3. Authorization for Action. The Council shall consider Program, methods of work, and budget as submitted by the Board of Directors. The Council is authorized to change the Current Agenda only in the event of an emergency; provided that notice of proposed modification of the Program shall have been sent to the presidents of the local Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds majority of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the ensuing year and shall transact such other business as shall be presented by the Board.

Section 4. Quorum. A quorum shall consist of not less than twenty members other than the Board of Directors for the transaction of business at a Council meeting.

ARTICLE XII
National Convention and Council

Section 1. National Convention. The Board of Directors of the League of Women Voters of Minnesota, at a meeting before the date on which the names of delegates must be sent to the national office, shall elect delegates to that Convention in the number ⁽³⁾allotted the League of Women Voters of Minnesota under the provisions of the Bylaws of the League of Women Voters of the United States.

Section 2. National Council. The Board of Directors of the League of Women Voters of Minnesota shall elect delegates to the meeting of the Council of the League of Women Voters of the United States at its meeting immediately preceding such Council Meeting in the number ⁽²⁾allowed the League of Women Voters of Minnesota under the provisions of the Bylaws of the League of Women Voters of the United States.

ARTICLE XIII
Parliamentary Authority

Section 1. Parliamentary Authority. The rules contained in Roberts Rules of Order Revised shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XIV
Amendments

Section 1. Amendments. Amendments to these Bylaws may be proposed by any League board, provided such proposed changes shall be submitted to the Board of Directors at least three months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all local Leagues at least two months prior to a Convention together with the recommendations of the Board of Directors. The presidents of all local Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a local League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the Bylaws. Amendments shall be adopted by a two-thirds vote at any Convention.

BYLAWS

OF THE

LEAGUE OF WOMEN VOTERS OF THE UNITED STATES

Certificate of Incorporation

As Amended May 3, 1946

We, the undersigned, all citizens of the United States and a majority of whom are residents of the District of Columbia, desiring to form a body politic and corporate for the purposes herein set forth, under the provisions of Sub Chapter Three of Chapter Eighteen of the Code of Laws for the District of Columbia, do hereby certify as follows:

1. The name of this corporation shall be League of Women Voters of the United States.
2. The term of existence of this corporation shall be perpetual.
3. The business and objects of the corporation shall be to promote political responsibility through informed and active participation of citizens in government; to render such other services in the interest of education in citizenship as may be possible; and to do every act appropriate or necessary to carry out any of the foregoing objects.
The corporation shall not support or oppose any political party or candidate.
4. The number of its managers who shall direct its affairs for the first year of its existence shall be thirteen.

IN WITNESS WHEREOF, we have hereunto set our hands, this 15th day of September, A. D. 1923, in the city of Washington, D. C.

Filed: September 24, 1923
Recorded: Liber 39, folio 146
District of Columbia

MAUD WOOD PARK,
ELIZABETH EASTMAN,
LAURA C. WILLIAMS.

BYLAWS

As Adopted by the Seventeenth Convention, May 1, 1946

and as amended by the

Eighteenth Convention, April 30, 1948

Nineteenth Convention, April 24, 1950

Twentieth Convention, April 28, 1952

Twenty-fifth Convention, May 3, 1962

Twenty-first Convention, April 26, 1954

Twenty-second Convention, April 30, 1956

Twenty-fourth Convention, April 29, 1960

ARTICLE I

Name and Office

Sec. 1. Name. The name of this corporation shall be League of Women Voters of the United States.

Sec. 2. Principal Office. The principal office of the League shall be in the City of Washington, D. C., or at such other place either within or without the District of Columbia as the Board of Directors shall fix.

ARTICLE II

Purpose and Policy

Sec. 1. Purpose. The purpose of the League of Women Voters of the United States shall be to promote political responsibility through informed and active participation of citizens in government.

Sec. 2. Policy. The League may take action on governmental measures and policies in the public interest. It shall not support or oppose any political party or candidate.

ARTICLE III

Membership

Sec. 1. How Composed. Any person who subscribes to the purpose and policy of the League shall be eligible for membership. The membership of the League shall be composed of voting members, associate members and members-at-large.

Sec. 2. Types of Membership.

- (a) Voting members shall be women citizens of voting age who are enrolled in recognized local Leagues.
- (b) Associate members shall be all other members who are enrolled in recognized local Leagues.
- (c) Members-at-large shall be members who reside outside the area of, and are not enrolled in, any local League. Such members shall pay annual dues to the state League in the state where they reside if one has been recognized. Otherwise such members shall pay annual dues of \$5.00 to the national Treasurer.

ARTICLE IV

Local Leagues

Sec. 1. Purpose. Members shall be organized into local Leagues in order to promote the purpose of the League and to take action on local governmental matters.

Sec. 2. Recognition. Local Leagues shall be organized in conformity with recognition standards formulated by the Board of Directors and adopted by the Convention. The Board of Directors is authorized to recognize local Leagues conforming to such standards. Only one local League in each community, as defined by the Board of Directors, shall be recognized.

ARTICLE V

State and Territorial Leagues

Sec. 1. Purpose. Members shall be organized into state and territorial Leagues for the state and territory in which they reside in order to promote the purpose of the League and to take action on state and territorial governmental matters.

Sec. 2. Recognition. State and territorial Leagues shall be organized in conformity with recognition standards formulated by the Board of Directors and adopted by the Convention. The Board of Directors is authorized to recognize state and territorial Leagues conforming to such standards.

Sec. 3. Responsibility. A state or territorial League shall accept the responsibility delegated to it by the Board of Directors for: (a) the organization and development of local Leagues; (b) the promotion of League Program; (c) the promotion in the local Leagues of finance programs requisite to further the work of the League as a whole; and (d) the transmission of funds toward the support of an adequate national budget.

ARTICLE VI

Withdrawal of Recognition

Sec. 1. Procedure. The Board of Directors may withdraw recognition from any state, territorial or local League for recurrent failure to conform to the recognition standards applicable to the League concerned. Recognition shall be withdrawn only

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after investigation of the situation by the Board and such action shall require a three-fourths vote of the Board. Withdrawal of recognition shall become effective immediately upon decision by the Board. The League from which recognition has been withdrawn shall have an opportunity to be heard by a committee of the Board of Directors.

Sec. 2. Disposition of Funds. All funds held by state or territorial Leagues from which recognition has been withdrawn shall be paid to the League of Women Voters of the United States. All funds held by a local League from which recognition has been withdrawn shall be paid to the League of Women Voters of the state or territory in which the local League was organized. If there is no state or territorial League, the funds shall be paid to the League of Women Voters of the United States.

Sec. 3. Appeal. The state, territorial, or local League from which the Board has voted to withdraw recognition may, by written request signed by a majority of the members of its board, appeal from the Board's decision to the next Convention. The Convention may by a majority vote decide to hear the appeal. If it decides to hear the appeal, the Convention shall establish its own procedure for such a hearing. Convention decision on the appeal shall be by majority vote.

ARTICLE VII Officers

Sec. 1. Enumeration and Election of Officers. The officers of the League of Women Voters of the United States shall be a President, a first Vice-President, a second Vice-President, a Secretary, and a Treasurer. These officers shall be elected by the Convention and shall hold office until the close of the next regular biennial Convention or until their successors have been elected and qualified.

Sec. 2. The President. The President shall preside at all meetings of the organization and of the Board of Directors unless she shall designate some one to preside in her stead. She may, in the absence or disability of the Treasurer, sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the nominating committee. She 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.

Sec. 3. The Vice-Presidents. The two Vice-Presidents, in the order of their rank, shall, in the event of absence, disability, resignation, or death of the President, possess all the powers and perform all the duties of that office. In the event that neither Vice-President is able to serve in this capacity the Board of Directors shall elect one of its elected members to fill the vacancy. The Vice-Presidents shall perform such other duties as the President and Board may designate.

Sec. 4. The Secretary. The Secretary shall keep minutes of the Conventions and Councils of the League and of the meetings of the Board of Directors. She shall notify all officers and directors of their election. She shall sign, with the President, all contracts and other instruments when so authorized by the Board, and shall perform such other duties as may be incident to her office.

Sec. 5. The Treasurer. The Treasurer, or her duly appointed assistant, shall collect and receive all moneys due. She shall be the custodian of these moneys, shall deposit them in a bank or banks, designated by the Board of Directors, and shall disburse the same only upon order of the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report to the Convention or Council. The books of the Treasurer shall be audited annually by a certified public accountant.

Sec. 6. Transfers of Property. Any two of the following officers, the President, the Vice-Presidents, and the Treasurer, shall have authority to assign, endorse, transfer and deliver, in the name and in behalf of the League of Women Voters of the United States, any certificate of stock, bond, note, or other security or property belonging to the League. The Secretary and the Treasurer shall each have authority to affix and attest the seal of the League to any agreement, assignment, or other document executed by any officer of the League pursuant to authority granted by these Bylaws or by action of the Board of Directors.

ARTICLE VIII Board of Directors

Sec. 1. Number, 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. The elected directors shall be elected by the Convention and shall

serve until the close of the next regular biennial Convention 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 expire concurrently with the terms of office of the elected directors.

Sec. 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an officer or director of this corporation unless she is a voting member of the League of Women Voters of the United States.

Sec. 3. Vacancies. Any vacancy occurring in the Board of Directors by reason of the resignation, death or disqualification of an officer, or elected director other than the president, may be filled until the next Convention by a majority vote of the remaining members of the Board of Directors.

Sec. 4. Powers. 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 the same, subject to the instructions of the Convention. Upon recognition of a state or territorial League, the Board of Directors is authorized to delegate and shall delegate to such state or territorial League the power to promote the work of the League of Women Voters within that state or territory. The Board shall create and designate such special committees as it may deem necessary.

Sec. 5. Regular Meetings. There shall be at least three regular meetings of the Board of Directors annually which may be held at any time at the call of the President. The President shall notify each member of the Board of Directors of all regular meetings by mailing notice thereof to each member's last known post office address, at least one month before any such meeting, giving the time and the place of the meeting. No action taken at any regular Board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of any irregularity in any notice actually received.

Sec. 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting, provided, however, that during a Convention the President may, or upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Sec. 7. Quorum. A majority of the members of the Board of Directors shall constitute a quorum.

ARTICLE IX Convention

Sec. 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of the United States shall be held biennially. The time and place of the Convention shall be determined by the Board of Directors. The President shall send a first call for the Convention to the presidents of local, state and territorial Leagues not less than eight months prior to the opening date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local, state and territorial Leagues.

Sec. 2. Composition. The Convention shall consist of: (a) the delegates chosen by the members through the local Leagues, as provided in Section 4 of this Article; (b) three delegates chosen by the board of each state League and of each territorial League; and (c) the members of the Board of Directors of the League of Women Voters of the United States.

Sec. 3. Qualifications of Delegates; Voting Procedures. Each delegate shall be a voting member of the League of Women Voters of the United States. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Sec. 4. Representation. The members of the League of Women Voters of the United States who are organized into local Leagues shall be entitled to voting representation in the Convention as follows: The members in each local League shall be entitled to one delegate who shall be chosen by the members through the local League; the members in each local

League having more than 100 voting members shall be entitled to one additional delegate for each additional 100 voting members or major fraction (50 or more) thereof. The records in the national office of paid voting members on January 1 of the year in which the Convention is held shall determine the official membership count for this purpose.

Sec. 5. Authorization for Action. The Convention shall consider and authorize for action a Program, shall elect officers and directors, shall adopt a budget for the ensuing year, and shall transact such other business as may be presented.

Sec. 6. Quorum. One hundred voting delegates, other than the Board of Directors, shall constitute a quorum for the transaction of business at the Convention, provided that the delegates are enrolled in local Leagues from at least five states.

ARTICLE X Council

Sec. 1. Composition. The Council shall be composed of: (a) two delegates chosen by the board of each state and territorial League; (b) two delegates chosen by the League of Women Voters of the District of Columbia; (c) one delegate chosen by the local Leagues in each state or territory where there is no recognized state or territorial League; and (d) the members of the Board of Directors.

Sec. 2. Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the President to the presidents of the local Leagues and to state and territorial Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Sec. 3. Authorization for Action. The Council shall give guidance to the Board on Program, methods of work, and budget as submitted by the Board of Directors. The Council is authorized to change the Current Agenda only in the event of an emergency, provided that notice of proposed modifications of the Program shall have been sent to the presidents of the local Leagues, state and territorial Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds vote of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the ensuing year and shall transact such other business as shall be presented by the Board.

Sec. 4. Quorum. A quorum shall consist of not less than ten members, other than the Board of Directors, for the transaction of business at a Council meeting.

ARTICLE XI Nominations and Elections

Sec. 1. Nominating Committee. The nominating committee shall consist of five members, two of whom shall be members of the national Board. The chairman and two members, who shall not be national Board members, shall be elected by the Convention. Nominations for these offices shall be made by the current nominating committee. Further nominations may be made from the floor of the Convention. The other members of the committee shall be appointed by the Board of Directors immediately after the Convention. Any vacancy on the nominating committee shall be filled by appointment by the Board of Directors. The President of the League shall send the name and address of the chairman of the nominating committee to the president of each state, territorial and local League.

Sec. 2. Suggestions for Nominations. The chairman of the nominating committee shall request, through the president of each state, territorial and local League, suggestions for nominations for offices to be filled. Any member may send suggestions to the chairman of the nominating committee.

Sec. 3. Report of Nominating Committee and Nominations from Floor. The report of the nominating committee of its nominations for officers, directors and the chairman and two members of the succeeding nominating committee shall be sent to local, state and territorial Leagues two months before date of the Convention. The report of the nominating committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention provided that the consent of the nominee shall have been secured.

Sec. 4. Election. The election shall be in the charge of an election committee appointed by the President on the first day of the Convention. The election shall be by ballot. A majority vote of those present and voting shall constitute an election.

ARTICLE XII Principles

Sec. 1. The Principles shall consist of governmental measures and policies, supported by the League as a whole. The Principles shall constitute the authorization for adoption of national, state, territorial and local Current Agendas.

Sec. 2. The Principles may be amended by the Convention by the same procedures as those hereinafter provided in the Program Article. (Subsections a, b, c, d, e, f of Sec. 2, Article XIII.)

ARTICLE XIII Program

Sec. 1. The Program of the League of Women Voters shall consist of Current Agenda and Continuing Responsibilities as hereinafter defined.

(a) The Current Agenda shall consist of such current governmental issues as the Convention shall choose for concerted action.

(b) The Continuing Responsibilities shall consist of positions on national issues to which the League has given sustained attention and on which it may continue to act.

Sec. 2. The Convention shall act upon the Program, using the following procedures:

(a) The local, state or territorial League boards may make recommendations for a Program, provided such Program recommendations shall have been sent to the Board of Directors at least five months prior to the Convention.

(b) The Board of Directors shall consider the recommendations and submit its proposals for the Program to the local, state and territorial League boards at least two and a half months prior to the Convention.

(c) The local, state or territorial League boards may then submit recommendations for changes, provided they are received by the Board of Directors at least three weeks before the opening of the Convention.

(d) The recommendations shall be considered by the Board prior to the Convention at which time the Board may change its previous proposals.

(e) A majority vote of the Convention shall be required for adoption of the Program proposed by the Board of Directors.

(f) Any recommendations for the Program submitted to the Board of Directors at least five months before Convention, but not proposed by the Board, may be considered by the Convention provided that a majority vote shall be required for consideration, and on a following day a three-fifths vote shall be required for adoption.

Sec. 3. Member Action. Members may act in the name of the League of Women Voters of the United States only when authorized to do so by the proper board.

Sec. 4. State, Territorial, and Local League Action. State Leagues, territorial Leagues and local Leagues may act only in conformity with, or not contrary to, the position taken by the League of Women Voters of the United States.

ARTICLE XIV Financial Administration

Sec. 1. Fiscal Year. The fiscal year of the League of Women Voters of the United States shall commence on the first day of April of each year.

Sec. 2. Financial Support. Financial responsibility for the work of the League of Women Voters as a whole shall be assumed annually by the local Leagues.

Sec. 3. Distribution of Funds on Dissolution. In the event of a dissolution, for any cause, of the League of Women Voters of the United States, all moneys, securities, and property, of whatsoever nature, whether real, personal, or mixed, which the League of Women Voters of the United States has received or acquired by gift, bequest, devise, or otherwise, as well as all unexpended income from said moneys or property, and any other funds, moneys, securities, and property of whatsoever nature whether real, personal, or mixed, which may at the time be owned by or under the absolute control of the League of Women Voters of the United States shall be disposed of by any

officer or employee of the corporation 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 Board of Directors of the League of Women Voters of the United States; the designation of person, organization, or corporation and of use and purpose to be in the absolute discretion of said Board.

ARTICLE XV

Parliamentary Authority

Sec. 1. Parliamentary Authority. The rules contained in *Roberts Rules of Order* (revised) shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XVI

Amendments

Sec. 1. Amendments. Amendments to these Bylaws may be proposed by any League board, provided such proposed changes shall be submitted to the Board of Directors at least five months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all Leagues at least two and a half months prior to a Convention together with the recommendation of the Board. The presidents of all Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the Bylaws which may be adopted by a two-thirds vote at any Convention.

LEAGUE OF WOMEN VOTERS
OF THE UNITED STATES
1026 17th Street, N. W.
Washington 6, D. C.

October 4, 1963

Mrs. Gordon Dhein
Box 350
Hopkins, Minnesota

Dear Mrs. Dhein,

The time has come for us to take advantage of your welcome offer of assistance made in your letter to Mrs. Whiting last June. The state By-laws Committee is meeting October 23 at 10:00 a.m. in the state office.

Mrs. Henry Morris of St. Louis Park has agreed to serve as chairman of the committee. Mrs. Nicholas Duff of the state Board will serve as one of the members of the committee. We will be so pleased if you can meet with the committee and give them the benefit of your knowledge and experience.

I am enclosing copies of both the national and state by-laws. You may already have copies, but I'm not sure. If it should be impossible for you to attend the meeting, I know the committee would greatly appreciate having any written comments you might wish to make.

If you like, you can just call the office to let us know if you are able to work with the committee. The number is 373-3936.

Sincerely,

Mrs. Robert Thompson
Organization Secretary

October 7, 1963

Mrs. Robert Runkle
3608 Robinwood Terrace
Hopkins, Minnesota

Dear Mrs. Runkle,

It is time once again for the appointment of a state Bylaws Committee. I am writing to ask if you would be willing to serve as a member of that committee.

Mrs. Nicholas Duff of the state Board has agreed to serve as a member of the committee. Mrs. Richard Jones of Arden Hills will serve, and Mrs. Henry Morris of St. Louis Park will be acting as chairman.

I think that two meetings of the committee will be all that is necessary - one meeting with Mrs. Gordon Dhein who served as state Convention parliamentarian, and perhaps a second meeting to finalize any revisions that should be considered. I would also like recommendations from this committee for changes in the national bylaws. The first meeting of this committee has been scheduled for October 23 at 10:00 a.m. in the state office.

Would you please let Mrs. Thompson in the state office know as soon as you can if you will be able to undertake this assignment. I do hope you can.

Sincerely,

Mrs. Wm. Whiting
President.

BYLAWS COMMITTEE MEETING

October 23, 1963

Committee: Rivian Morris, Lois Jones, Ann Duff
Parliamentarian: Mrs. Gordon Dhein
Staff: Peggy Thompson

Tentative proposals:

Under Article I - insert NAME

Remove the word section and the numeral 1 where only one section appears under an Article. (Article I, XIII, and XIV)

The two above changes require no action.

Article I, after United States., insert 'The words corporation and organization are hereinafter used interchangeably.'

Article VIII, Section 2, will read - Composition. The Convention shall consist of the delegates chosen by the members enrolled in the local Leagues, as provided in Section 4 of this Article, the 'delegates who are' presidents of local Leagues and the 'delegates who are' members of the Board of Directors of the LWV of Minnesota.

Article IX, Section 1, Further nominations may be made from the floor 'by delegates to' the Convention.

Section 3, Immediately following the presentation of this report, nominations may be made from the floor by any 'voting' member of the Convention, . . .

Article X, Section 3, d), A majority vote of 'the voting members' present and voting. . .
e), 2) the vote on the proposed change 'may' not be

Article XI, Section 3,, and provided also that a two thirds 'vote' (delete majority) of the members of the Council

There was some discussion of the Convention Rules and Procedures, particularly with reference to the one-item agenda proposal that is always made, and about which there always seems to be confusion. Mrs. Dhein suggests that labelling new business and old business (unfinished business) on the Convention program would help clear up the matter of when the above proposal might properly be made.

BYLAWS COMMITTEE MEETING

October 23, 1963

Committee: Rivian Morris, Lois Jones, Ann Duff

Parliamentarian: Mrs. Gordon Dhein

Staff: Peggy Thompson

Mrs. Morris wishes to extend a cordial invitation to all state Board members to give the committee the benefit of your advice and to attend our spring meeting if you wish.

Tentative proposals:

Under Article I - insert NAME

Remove the word section and the numeral 1 where only one section appears under an Article. (Article I, XIII, and XIV)

The two above changes require no action, by the convention. They are simply typographical.

Article I, after United States., insert 'The words corporation and organization are hereinafter used interchangeably.'

For clarification

Article VIII, Section 2, ^{should} will read - Composition. The Convention shall consist of the delegates chosen by the members enrolled in the local leagues, as provided in Section 4 of this Article, the 'delegates who are' presidents of local leagues and the 'delegates who are' members of the Board of Directors of the LWV of Minnesota.

Article IX, Section 1, Further nominations may be made from the floor 'by delegates to' the Convention.

Section 3, Immediately following the presentation of this report, nominations may be made from the floor by any 'voting' member of the Convention.

These changes in Art. VIII and IX and also in Art. X Sec 3 d) are suggested for the purpose of drawing a clear delineation between the visitors & the voters (delegates).

Article X, Section 3, d), A majority vote of 'the voting members' present and voting. . .

??) This change is suggested because ??? was this for uniformity or was it for more freedom in 1-item proposal?

e), 2) the vote on the proposed change 'may' not be

Article XL, Section 3,, and provided also that a two thirds 'vote' (delete majority) of the members of the Council

This change is suggested for clarification; a majority is not 2/3.

There was some discussion of the Convention Rules and Procedures, particularly with reference to the one-item agenda proposal that is always made, and about which there always seems to be confusion. Mrs. Dhein suggests that labelling new business and old business (unfinished business) on the Convention program would help clear up the matter of when the above proposal might properly be made. The one-item proposal is a new proposition and therefore should be proposed under new business (first day would be labeled this) any time when motions to consider program items are being made. On the second day (labeled unfinished business), to consider the one item proposal for the first time, the delegate would have to move to suspend the rules, which takes a 2/3 vote. I seem to recall that our discussion on Article X Section 3 e) stall or way - had some bearing on this because the present "stall" would mean that the 1 item people would not be allowed to even call for a vote to suspend. Mention should be made here that our discussion of the 1 item people is completely separate from the national by-law proposal about 1 slate. This committee did not discuss that proposal; we were thinking only of our state conventions where for the past several years, some individual has always come up with the 1 item motion. The committee feels this New Business - Unfinished Business thing should be explained in the Convention workbook so those individuals - and we - know when that motion is in order. There was a difference of opinion in this By-laws Committee about when this motion should be allowed - anytime before the final vote on program the 2nd day or should it be limited to the first day so delegates can think about it overnight?

A follow-up meeting will be held to iron out this difference of opinion, to consider any suggestions from state board members or local leagues & to consider the national proposals.

(over)

Specific suggestions from Mrs. Dhein & Mrs. Whitcup:

Adopt report of Credentials Committee at periodic intervals so everyone knows a legally constituted quorum is present.

In casting the unanimous ballot for officers and directors, the secretary should stand and say: "By order of the Convention, I hereby cast the elective ballot for Mary Jones, President etc. etc." naming each & every person & each ~~off~~ office.

We should pass on to future parliamentarians the following bit of advice: Our conventions are very tricky for a parliamentarian because of our terms CA, CR, and our considering & recommending and non-recommending. These are terms not used in other organizations — they simply vote resolutions up or down. Also when we say "drop" or "throw out" (a CR or CA for example) that means to deliberate or to withdraw.

It's up to the presiding officer to see that the delegates are not confused or rebuffed. The parliamentarian is always available for consultation by any delegate; however, no parliamentarian will interrupt convention proceedings to see that the delegate gets the information she needs. It's up to the presiding officer to ask the parliamentarian for that advice for the delegate at the moment the delegate needs it.

M
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M
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TO: Annette
FROM: Peggy
SUBJECT: Bylaws

LEAGUE OF WOMEN VOTERS OF MINNESOTA

STATE ORGANIZATION SERVICE
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 4, MINNESOTA
PHONE: 373-2959

DATE 11/6/63

Sorry I didn't keep you posted better on the bylaws committee. By the time we finished, it had gotten to the point of making phone calls, and you already gone, etc. I'll try not to leave you groping in the dark after this.

Mrs. Schroeder, suggested in place of Barb Swan, declined with regret and many excuses - I finally had to call her to get any reply at all. Irene then suggested Helene Runkle, who also declined, but suggested a Mrs. George from Minnetonka. It was getting late enough by then that I decided I had best call Mrs. George. She, too, had to refuse - is very interested in bylaws, would love to have done it, but was unavailable in October. Irene suggested that if Mrs. George did not accept that we just let it go at that. That left the committee made up of Ann, Mrs. Morris and Mrs. Jones.

This sheet I'm enclosing, as you can see, merely states the proposed changes so that everyone on the committee would have them exactly as they had decided on them. Ann suggests that perhaps this should go to all Board members soon and that we include a bit of explanation. If you agree, I'll get it ready. I had thought it might be a bit premature as the committee will meet again and may offer additional proposals. But you let me know. Incidentally, I think Mrs. Dhein may have been more concerned about the convention rules, etc. than about the actual bylaws.

M
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TO: Ann Huff

FROM: Peggy Thompson

SUBJECT: Bylaws

LEAGUE OF WOMEN VOTERS OF MINNESOTA

STATE ORGANIZATION SERVICE
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 4, MINNESOTA
PHONE: 373-2959

DATE 11/6/63

I'm checking with Annette tomorrow - she'll be in - on Sax whether or not she would like the rest of the Board to have the bylaw proposals. Yes, I agree, that if the Board gets them some explanation should go along. I just got my articles mixed up. It was Article X, not XI, that I was wondering about. I don't seem to remember the final reasoning about the shall and may. It seems to me you all went back and forth over several times. Maybe Marvin is more clear about it.

M TO: Peg Thompson (copy to Mrs. Morris)

E FROM: Ann Duff

M
O SUBJECT By-laws committee

LEAGUE OF WOMEN VOTERS OF MINNESOTA

STATE ORGANIZATION SERVICE
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 4, MINNESOTA
PHONE: 373-2959

DATE 11/2/63

I forgot to extend Mrs. Morris' cordial invitation to all state Board members for suggestions and to attend our spring meeting if they wish. Also, I'm wondering if they should have copies of these suggested changes which you ran up for us on the committee. Seems like a good idea. What does Mrs. Morris think? Also, can either of you remember why we proposed that change (shall to may) in Article X, Section 3, e) Were we thinking of uniformity or was it too give more freedom to the 1-item people?? You mention Article XI, Sec. 3 - why does this botheryou?

If you and Mrs. Morris wish to send the state Board copies, you may wish to consider my elaborations explaining what and why. If you do, could you read it over to Mrs. Morris and see if that's what you and she remember too? If you decide not to, could you return my hen tracks to me? Thank you.

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TO:

FROM:

SUBJECT

LEAGUE OF WOMEN VOTERS OF MINNESOTA

STATE ORGANIZATION SERVICE
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 4, MINNESOTA
PHONE: 373-2959

DATE

If I have Article XI, Sec 3. the way I was decided, I am not sure I like it very well. Why?

Anyone else agree?

PT

They should have copies of every thing always so they can throw in their advice before we things become too crystallized

Ann, do you think Annette & Irene should have a copy of this or is it just for the Committee at this point?

36 Eagle Ridge Road, North Oaks Farm
St. Paul 55110

November 24, 1964

Mrs. William Whiting
622 East School Street
Owatonna, Minnesota

Dear Annette,

So I asked you for a deadline and now we are not going to meet it! You are probably not really surprised. The Bylaws thing turns out to be bigger than I had thought.

Since your December Board meeting will undoubtedly be on budget building, I don't suppose you will miss our little report. We are aiming at winding it up early in December, having scheduled a final meeting of the committee for December 3, but maybe we won't make it. So far, we are just well into the national Bylaws, not having given even a look at the state ones.

* (I am asking Margaret for copies (at least on loan) of the National Board Reports of September, 1964, and January, 1964. We keep finding we need background material.

I don't mean to be cavalier about not meeting the deadline, but I thought it best to do as good a job as possible, rather than rush something thoughtless to the Board.

Sincerely yours,

Eleanor S. Fenton

✓ Copy to Margaret Greger

Office

September 18, 1964

Mrs. O. Hugo Schuck
4711 Dupont Ave. S.
Minneapolis 9, Minn.

Dear Mrs. Schuck:

Ele Colborn has recommended you to serve on our Bylaws Committee to consider both National and State Bylaws, because of your interest in and understanding of our Bylaws. Marion Watson, Ele Colborn and Sis Fenton have volunteered to serve because of an interest in the Principles as revised at the Pittsburgh Convention. I will be interested in this committee ex officio.

As far as we know none of our local Leagues replied to the request in the May Board Report to send their ideas on Bylaw revision to the national Board. I suspect the timing on that request was not good for I know the state Board was too involved with other League business to consider Bylaws at that time.

Along with the May national Memorandum I am enclosing the latest copies of the State and National Bylaws and a copy of State Standard Bylaws. Marion Watson has the workbooks from National Convention that would also be valuable as background for a general review.

I have written Mrs. Montgomery telling her that we were setting up this special committee, asking if there is any further direction from her committee and also if there is any time schedule that would be helpful.

I am hoping that you will be able to serve on this committee as Ele tells me that your advice would be invaluable.

Sincerely,

Mrs. Wm. W. Whiting
President

ATW/mc

Office
Sent

September 1, 1964

Mrs. Stuart Fenton
36 Eagle Ridge Road
White Bear Lake, Minn. 55110

Dear Sis:

C
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We need your help. It has been a long time since we pressed you in to service. I am sure this little vacation has provided just the right perspective for the special assignment we would like you to undertake. It is to serve as chairman of a Bylaws Committee to consider both National and State Bylaws.

At the last state Board meeting the enclosed national Memorandum was discussed and the decision of the Board was to refer the entire matter to a special committee. Your name was immediately suggested because of your keen understanding of League procedures and the interest you have shown in the past in our Bylaws. Marion Watson and Ele Colborn volunteered to serve because of an interest in the Principles as revised at the Pittsburgh Convention. I am also asking Pat O'Connor to serve with you. I will be interested in your committee ex officio. If there is need or you would like to have other members serve with you, please let me know.

As far as we know none of our local League replied to the request in the May Board Report to send their ideas on Bylaw revision to the national Board. I suspect the timing on that request was not good for I know the state Board was too involved with other League business to consider Bylaws at that time.

Along with the Memorandum I am enclosing the latest copies of the State and National Bylaws and a copy of State Standard Bylaws. Marion Watson has the workbooks from National Convention that would also be valuable as background for a general review.

I have written Mrs. Montgomery telling her that we were setting up this special committee, asking if there is any further direction from her committee and also if there is any time schedule that would be helpful. Although Mrs. John Campbell of the national Board is not a member of the Bylaws Committee, perhaps she might have some suggestions when she is in the Twin Cities the last week of this month.

I go along assuming that you will take this special assignment. Do say "yes."

Sincerely,


Mrs. Wm. W. Whiting

League of Women Voters
of the United States

JUL 16 1964

office
Memorandum

1026 17th Street, N. W. - Washington, D. C. 20036

This is going on State Board Supplement

July 13, 1964

TO: State League Presidents
FROM: Mrs. K. E. Montgomery, Chairman Bylaws Committee
RE: Bylaws: National and State Standard

The national Board has appointed a Bylaws Committee and we need your help. As you will remember, it was necessary to limit severely the time for discussion of Bylaws at the national Convention. However, the delegates did make certain requests of the Board and we are anxious to do as they asked.

Knowing that many delegates had come to Convention prepared to speak on the various Bylaw proposals and were prevented from doing so, the Convention suggested that delegates send such statements to the national office. Although we requested these in the May Board Report, we have to date received only one. Do you know of any delegates in your state who planned to speak on Bylaws? We are not asking you to circularize your local Leagues on this, but, if you know of any, would you remind them or help us to get in touch with them?

National:

Convention also directed us to undertake a general review of the Bylaws of the League of Women Voters of the United States. An invitation to all Leagues to send in their ideas was included in the May Board Report but this is a special invitation to you and your state Board to send us your ideas particularly in regard to inconsistencies between sections which you feel should be eliminated or new wordings which would clarify. Of course, you may also make suggestions for substantive changes. We know this is a departure from the usual procedure since normally you would not be sending in proposals for changes until late fall of 1965 but if we are to make a total review, receiving your ideas now would help us. Please send them at any time. You will have the opportunity to send formal proposals at the usual time too.

State Standard:

As part of the over-all look at the Bylaws, we anticipate study and some revision of Standard Bylaws for state Leagues. We know that states have been experimenting with new ideas in their state Bylaws and we would like to have the benefit of your experience before deciding on Standard State Bylaws for the future. Will you please send the national office, attention Mrs. Long, three copies of your latest state Bylaws? In most cases we have a single file copy which, of course, cannot leave the office so the Committee needs working copies. If you wish to comment on why you have embodied certain procedures in your state Bylaws and your experiences with them, this too would be of help to your Committee.

Office

September 1, 1964

C
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Mrs. Paul O'Connor
2168 West Hoyt
St. Paul 8, Minn.

Dear Pat:

Our paths have not crossed for a long time. Can we remedy this by your taking on a special assignment for us? I would like you to serve on a special Bylaws Committee to consider both National and State Bylaws.

Enclosed is a national Memorandum that was considered at our last state Board meeting. The Recommendation of the Board was to set up this committee to consider these Bylaws, undertaking a general review of both National and State Bylaws. Your name was one of the first mentioned to be a member of this committee along with Sis Fenton, Marion Watson and Ele Colborn.

I am enclosing copies of the latest State and National Bylaws for your consideration. I have written Mrs. Montgomery, Chairman of the National Bylaws Committee, telling her about this special committee and asking for a time schedule if one is necessary.

I know you will find it challenging to work on this ad hoc committee with Sis, Marion and Ele. Do say "yes."

Sincerely,

William W. Whiting
Mrs. William W. Whiting

Mud

April 30, 1964

Miss Christine Urban
League of Women Voters of U.S.
1026-17th. St. N.W.
Washington D.C. 20036

Dear Miss Urban:

In the organization of new Leagues in Minnesota the standard bylaws are adopted routinely. However, during the past two or three years among our established Leagues there has been an increase in requests for state board approval of revisions in Article VI, Section 2. revisions concern dues schedules for 3 months and 6 months periods as well as for the full year, with cut-off dates as early as July 1. Though we think we understand the reasoning behind these revisions, we generally discourage them; seems unbusinesslike and certainly tends to clutter the bylaws with unnecessary trivia. As far as I know there are no other organizations with dues for 3 months or 6 months periods. I suppose the pat answer to that could be that there is no other organization like the League of Women Voters either.

My question is-- Just what is the responsibility of the State Board in relation to the standard bylaws and our local Leagues? According to the information on page 12 of the Local League Handbook, we (State Board) are charged with the promotion of local League bylaws which meet the requirements in the policy: "The first three articles of the standard bylaws must be followed" and local Leagues may adapt the remaining articles to suit local conditions as long as the bylaws provide for democratic procedures." None of our Leagues have wished to change the first three articles and none of the Leagues have had the desire to abandon democratic procedure provision in the bylaws.

So, if the State Board gives common sense advice and comments on Local League proposals re bylaw revisions there is no reason for alarm if the bylaws are bent to suit a local League so long as policies are not violated. If our good advice is not followed, there isn't much that we can do.

From your background of experience with other State Boards, do you have any advice? suggestions? comments? Any or all would be very much appreciated. Thank you.

Sincerely

Mrs. O.J. Janki
1st. Vice Pres.

MAY 13 1964

State

LEAGUE OF WOMEN VOTERS
OF THE UNITED STATES
1026 17TH STREET, N. W., WASHINGTON 6, D. C.

ZIP CODE 20036

May 11, 1964

Mrs. O. J. Janski, First Vice President
League of Women Voters of Minnesota
State Organization Service
University of Minnesota
Minneapolis 55, Minnesota

Dear Mrs. Janski:

Miss Urban has passed along your letter of April 30 to me since I do most of the Bylaws work.

You really have given very good answers to your own questions and I doubt if any state Board would have much to add. There may be some states which exert more pressure than others on local Leagues to conform to the standard all along the line. On the whole, however, if the first three articles are in order and democratic policies are followed then I think the role of the state is just as you describe it -- to "give common sense advice and comments" and then not be too alarmed if the Bylaws are bent to suit a particular League.

There is another area where it has been suggested that we make the standard obligatory. This is the fiscal year. Since to all intents and purposes this is a requirement perhaps when the Handbook is rewritten it might be well to say so. Actually the advisability of all Leagues having the same fiscal year has usually persuaded the local Leagues to go along.

The only way the proposal for a three months membership, a six months one, etc. could be a trouble to the rest of us is the matter of counting members. We would like to have all members on the same basis when we count them. However, this is not strictly so even at present, as some Leagues by policy allow new members in January or February to get two or three months free. Perhaps they only mean three months' membership for those who join in January, six months for those who join in October. If so, then the argument against only has to do with the increase in detail in the Bylaws and on the part of the Treasurer plus the bargain psychology which downgrades the League. I think they will find it not worth the bother. If it should turn out to be a great idea then we all might benefit by their experimentation.

So you give them the best common sense advice you have on matters not mandatory or affecting the democratic process and then don't worry, just as you suggest.

Sincerely,

(Mrs.) Mabelle M. Long
Organization Secretary

MML:etw

C

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Y

(1967)

LEAGUE OF WOMEN VOTERS OF MINNESOTA

BYLAWS

As adopted by the 1947 Convention
and

As amended by the 1951, 1953, 1955, 1957, 1959, 1961, 1963, 1965 and 1967
Conventions

ARTICLE I

Section 1. The name of this corporation shall be the League of Women Voters of Minnesota. This state League is an integral part of the League of Women Voters of the United States.

ARTICLE II Purpose and Policy

Section 1. Purpose. The purpose of the League of Women Voters of Minnesota shall be to promote political responsibility through informed and active participation of citizens in government.

Section 2. Policy. The League may take action on state governmental measures and policies in the public interest in conformity with the Principles of the League of Women Voters of the United States. It 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. How Composed. The League of Women Voters of Minnesota shall be composed of members of the League of Women Voters of the United States who are enrolled in recognized local Leagues within the state, and of members-at-large of the League of Women Voters of the United States residing within Minnesota.

Section 3. Types of Membership.

- a) Voting members shall be those women citizens of voting age who are enrolled in recognized local Leagues.
- b) Associate members shall be all other members who are enrolled in recognized local Leagues.
- c) Members-at-large shall be members who reside outside the area of and are not enrolled in a recognized local League. They shall pay annual dues of \$7.50.

ARTICLE IV Officers

Section 1. Enumeration and Election of Officers. The Officers of the League of Women Voters of Minnesota shall be a President, a First Vice President, a Second Vice President, a Secretary and a Treasurer. They shall hold office until the conclusion of the next regular biennial Convention or until successors have been elected and qualified.

Section 2. President. The President shall preside at all meetings of the corporation and of the Board of Directors unless she shall designate someone to preside in her stead. She may sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the Nominating Committee. She 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. The Vice Presidents. The two Vice Presidents, in the order of their rank, shall, in the event of absence, disability, resignation or death of the President, possess all the powers and perform all the duties of that office. In the event that neither Vice President is able to serve in this capacity the Board of Directors shall elect one of its members to fill the vacancy. 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 all Conventions and Councils of the League and of all meetings of the Board of Directors. She shall notify all Officers and Directors of their election. She 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 her office.

Section 5. The Treasurer. The Treasurer, or her duly appointed assistant, shall bill and receive all moneys due. She shall be the custodian of these moneys; shall deposit them in a bank designated by the Board of Directors and shall disburse the same only as ordered by the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report, including a report of the Jane Grey Swisshelm Fund, to the Convention or Council. The books of the Treasurer shall be audited annually prior to the Convention in Convention years or to the meeting of the Council in non-Convention years.

ARTICLE V Board of Directors

Section 1. Number, Manner of Selection and Term of Office. The Board of Directors shall consist of the Officers of the League, eight Directors and not more than eight appointed Directors. The elected Directors shall be elected by the Convention and shall serve until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified. The elected members shall appoint such additional Directors, not exceeding eight, as they deem necessary to carry on the work of the League. The term of office of the appointed Directors shall expire concurrently with the term of office of the elected Directors.

Section 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an Officer or Director of this corporation unless she is a voting member enrolled in a local League of Women Voters in the state of Minnesota.

Section 3. Vacancies. Any vacancy other than the Presidency by reason of resignation, death or disqualification of an officer or elected member shall be filled, until the next Convention, by a majority vote of the remaining members of the Board of Directors.

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 the same, subject to the instructions of the Convention. The Board shall plan and direct the work necessary to carry out the Program on state governmental matters as adopted by the Convention. It shall accept responsibility delegated to it by the Board of Directors of the League of Women Voters of the United States for the organization and development of local Leagues, for the carrying out of Program, and for promotion in the local Leagues of finance programs requisite to further the work of the League as a whole, including transmission of funds toward such special committees as it may deem necessary.

Section 5. Regular Meetings. There shall be at least eight regular meetings of the Board of Directors annually. The President shall notify each of the Directors of all meetings at least one week before any such meeting. No action taken at any regular Board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of any irregularity in any notice actually received.

Section 6. Special Meetings. 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting. At the time of a Convention the President may, and upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Section 7. Quorum. A majority of the members of the Board of Directors shall constitute a quorum and a majority of the members in attendance at any Board meeting shall, in the presence of a quorum, decide its action.

ARTICLE VI

Recognition of Local and Provisional Leagues

Section 1. Local Leagues. a) Local Leagues are those Leagues which have been so recognized by the League of Women Voters of the United States. b) When there is, in any community in the state, a group of members of the League of Women Voters of the United States which meets the recognition standards for local Leagues as adopted at the national Convention and by the Board of Directors of the League of Women Voters of Minnesota, the Board of Directors of the League of Women Voters of Minnesota shall recommend to the national Board that recognition be granted. When such recog-

dition is granted, the local League shall become an integral part of the League of Women Voters of the United States and the League of Women Voters of Minnesota.

c) When a local League recurrently fails to live up to the recognition standards, the Board of Directors shall recommend to the national Board that recognition be withdrawn. Final action rests with the Board of Directors of the League of Women Voters of the United States. All funds held by a local League from which recognition has been withdrawn shall be paid to the League of Women Voters of Minnesota.

Section 2. Provisional Leagues. a) Provisional Leagues are those Leagues which have been so recognized by the League of Women Voters of Minnesota.

b) The Board of Directors has responsibility for the establishment of new Leagues. For this purpose, the Board may organize a group of women in a community in which no local League exists and shall recognize the group as a provisional League when it meets the recognition standards for provisional Leagues adopted by the national Convention.

c) The Board of Directors shall 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 shall be paid to the League of Women Voters of Minnesota.

ARTICLE VII Finance

Section 1. Fiscal Year. The fiscal year of the League of Women Voters of Minnesota shall commence on the first of April of each year.

Section 2. Budget. The Board shall submit to the Convention or Council for adoption a budget for the ensuing year. This budget shall provide for the support of the League of Women Voters of the United States as well as for the state League. A copy of the budget shall be sent to each local League president at least three months in advance of the Convention or Council.

Section 3. Budget Committee. The budget shall be prepared by a committee which shall be appointed for that purpose at least six months in advance of the Convention or Council. The Treasurer shall be ex officio a member of the Budget Committee but shall not be eligible to serve as chairman.

Section 4. Distribution of Funds on Dissolution. In the event of a dissolution for any cause of the League of Women Voters of Minnesota, all moneys and securities which may be owned by or under the absolute control of the League of Women Voters of Minnesota shall be paid to the League of Women Voters of the United States. 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 League of Women Voters of Minnesota shall be disposed of by any 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 Board of Directors of the League of Women Voters of Minnesota.

Section 5. The Jane Grey Swisshelm Fund. All moneys, securities and property of whatever nature, which the League of Women Voters of Minnesota may receive by gift, bequest or otherwise, the principal of which is not to be expended (except as may be specified by the terms of such gift) but is to be invested and the income from the same to be used for any of the League's purposes, shall form part of a fund to be known as "The Jane Grey Swisshelm Fund". This Fund shall be invested or deposited as designated by the Board of Directors.

ARTICLE VIII Convention

Section 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of Minnesota shall be held biennially. The time and place of the Convention shall be determined by the Board of Directors. The President shall send a call for the Convention to the presidents of local Leagues not less than four months prior to the date of the Convention. Thereafter, the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the President to the presidents of local Leagues at least two months before the Convention.

Section 2. Composition. The Convention shall consist of the delegates chosen by the members enrolled in the local Leagues, as provided in Section 4 of this article, the presidents of local Leagues or an alternate in the event the president is unable to attend, the members of the Board of Directors of the League of Women Voters of Minnesota.

Section 3. Qualifications of Delegates and Voting. Each delegate shall be a voting member enrolled in a recognized local League in the state of Minnesota. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Section 4. Representation. The members of the League of Women Voters of the United States who are organized into recognized local Leagues in the state of Minnesota shall be entitled to two delegates for up through the first twenty-five voting members and one delegate for every twenty-five additional voting members or major fraction thereof belonging to said local League on January 1st of said year. The record in the state office of paid-up voting members shall determine the official membership count for this purpose.

Section 5. Authorization for Action. The Convention shall consider and authorize for action a Program, elect officers and directors, shall adopt a budget for the ensuing year and shall transact such other business as may be presented.

Section 6. Quorum. A quorum shall consist of a majority of the delegates registered at the Convention provided that not less than ten local Leagues are represented.

ARTICLE IX Council

Section 1. Composition. The Council shall be composed of the Board of Directors of the League of Women Voters of Minnesota, the presidents of local Leagues or an alternate in the event the president is unable to attend, and one delegate chosen by each local League.

Section 2. Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the President to the presidents of local Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Section 3. Powers. The Council shall consider Program, methods of work and budget as submitted by the Board of Directors. The Council is authorized to change the Program only in the event of an emergency, provided that notice of proposed modification of the Program shall have been sent to the presidents of the local Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds majority of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the ensuing year and shall transact such other business as shall be presented by the Board.

Section 4. Quorum. A quorum shall consist of not less than twenty members other than the Board of Directors for the transaction of business at a Council meeting.

ARTICLE X 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 chairman and two members, who shall not be members of the Board of Directors, shall be elected by the Convention. Nominations may be made from the floor of the Convention. The other members of the Committee shall be appointed by the Board of Directors immediately after the Convention. Vacancies occurring in the Nominating Committee shall be filled by the Board of Directors. The President of the League of Women Voters of Minnesota shall send the name and address of the chairman of the Nominating Committee to the president of each recognized local League. It shall be the duty of the chairman of the Nominating Committee to request through the president of each local League suggestions for nominations for the offices to be filled.

Section 2. Suggestions for Nominations. Suggestions for nominations may be sent by the president, secretary or any member of a local League to the chairman of the Nominating Committee at least three months before Convention.

Section 3. Report of Nominating Committee and Nominations from the Floor. The report of the Nominating Committee of its nominations for Officers, Directors and the chairman and two members of the succeeding

Nominating Committee shall be sent to local Leagues two months before the date of the Convention. The report of the Nominating Committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention, provided that the consent of the nominee shall have been secured.

Section 4. Election. The election shall be in charge of an Election Committee appointed by the President on the first day of the Convention. The election shall be by ballot, except that when there is but one nominee for each office it shall be in order to move that the secretary cast the ballot for every candidate. A majority vote of those present and voting shall constitute an election.

ARTICLE XI Program

Section 1. Principles. The governmental principles adopted by the national Convention and supported by the League as a whole constitute the authorization for the adoption of Program.

Section 2. Program. The Program of the League of Women Voters of Minnesota shall consist of those state governmental issues chosen for concerted study and action.

Section 3. Current Agenda and Continuing Responsibilities. These categories of Program are defined as follows:

- a) The Current Agenda shall consist of those state governmental issues chosen for sustained attention and concerted action.
- b) Continuing Responsibilities shall consist of positions on state governmental issues to which the League has given sustained attention and on which it may continue to act.

Section 4. Convention Action. The Convention shall act upon the Program using the following procedures:

- a) Local Leagues shall make recommendations for a Program to the Board of Directors at least three months prior to the Convention.
- b) The Board of Directors shall consider the recommendations and shall formulate a proposed Program which shall be submitted to the local League Boards at least two months prior to the Convention.
- c) Recommendations of changes submitted by local League Boards and received by the Board of Directors at least three weeks before the opening of the Convention shall be considered by the Board prior to the Convention at which time the Board may change the proposed Program. Such changes may not be voted on by the Convention on the same day on which they are proposed.
- d) A majority vote shall be required for the adoption of the Program proposed by the Board of Directors.
- e) Any recommendation for the Program submitted to the Board of Directors at least three months before the Convention, but not proposed by the Board, may be adopted by the Convention provided consideration is ordered by a majority vote and on a following day the proposal for adoption receives a three-fifths vote.

Section 5. Council Action. The Council may change the Program as provided in Article IX.

Section 6. Member Action. Members may act in the name of the League of Women Voters of Minnesota only when authorized to do so by the Board of Directors of the League of Women Voters of Minnesota.

Section 7. Local League Action. Local Leagues may take action on state governmental matters only when authorized to do so by the Board of Directors of the League of Women Voters of Minnesota. Local Leagues may act only in conformity with, or not contrary to, the position taken by the League of Women Voters of Minnesota.

ARTICLE XII National Convention and Council

Section 1. National Convention. The Board of Directors of the League of Women Voters of Minnesota, at a meeting before the date on which the name of delegates must be sent to the national office, shall elect delegates to that Convention in the number allotted the League of Women Voters of Minnesota under the provisions of the Bylaws of the League of Women Voters of the United States.

Section 2. National Council. The Board of Directors of the League of Women Voters of Minnesota shall elect delegates to the meeting of the Council of the League of Women Voters of the United States at its meeting immediately preceding such Council Meeting in the number allowed the League of Women Voters of the United States.

ARTICLE XIII Parliamentary Authority

Section 1. Parliamentary Authority. The rules contained in Roberts Rules of Order Revised shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XIV Amendments

Section 1. Amendments. Amendments to these Bylaws may be proposed by any League Board, provided such proposed changes shall be submitted to the Board of Directors at least three months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all local Leagues at least two months prior to a Convention together with the recommendations of the Board of Directors. The presidents of all local Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a local League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the Bylaws. Amendments shall be adopted by a two-thirds vote at any convention.

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TO: State Boarders

FROM: HH

SUBJECT State Bylaws

LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA

ST. PAUL, MINNESOTA 55102

PHONE: 224-5445

DATE

9-30-75

The bylaws have been retyped with the changes made at Convention. It is our intention to xerox and mail to local Leagues with the next Board Memo. If you want any "fancying up" done, please let us know on Board meeting day - via Rhoda or Jerry - so they'll go out as you want.

LEAGUE OF WOMEN VOTERS OF MINNESOTA

BYLAWS

The Guiding Principles

The League of Women Voters believes in representative government and in the individual liberties established in the Constitution of the United States.

The League of Women Voters believes that democratic government depends upon the informed and active participation of its citizens and requires that governmental bodies protect the citizen's right to know by giving adequate notice of proposed actions, holding open meetings and making public records available.

The League of Women Voters believes that every citizen should be protected in his right to vote; that every person should have access to free public education which provides equal opportunity for all; and that no person or group should suffer legal, economic or administrative discrimination.

The League of Women Voters believes that efficient and economical government requires competent personnel,

the clear assignment of responsibility, adequate financing and coordination among the different agencies and levels of government.

The League of Women Voters believes that responsible government should be responsive to the will of the people; that government should maintain an equitable and flexible system of taxation, promote the conservation and development of natural resources in the public interest, share in the solution of economic and social problems which affect the general welfare, promote a stable and expanding economy and adopt domestic policies which facilitate the solution of international problems.

The League of Women Voters believes that cooperation with other nations is essential in the search for solutions to world problems and that the development of international organization and international law is imperative in the promotion of world peace.

As adopted by the 1947 Convention and as amended
by the 1951, 1953, 1955, 1957, 1959, 1961, 1963, 1965, 1967, 1971, 1973 and 1975 Conventions.

ARTICLE I

Section 1. The name of this corporation shall be the League of Women Voters of Minnesota. This state League is an integral part of the League of Women Voters of the United States.

ARTICLE II

Purpose and Policy

Section 1. *Purpose.* The purpose of the League of Women Voters of Minnesota shall be to promote political responsibility through informed and active participation of citizens in government.

Section 2. *Policy.* The League may take action on state governmental measures and policies in the public interest in conformity with the Principles of the League of Women Voters of the United States. It 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. *How composed.* The League of Women Voters of Minnesota shall be composed of members of the League of Women Voters of the United States who are enrolled in recognized local Leagues within the state, and of members-at-large of the League of Women Voters of the United States residing within Minnesota.

Section 3. *Types of Membership.*

- a) Voting members shall be those citizens at least 18 years of age who are enrolled in recognized local Leagues.
- b) Associate members shall be all other members who are enrolled in recognized local Leagues.

- c) Members-at-large shall be members who reside outside the area of and are not enrolled in a recognized local League. They shall pay annual dues of \$15.00.

ARTICLE IV

Officers

Section 1. *Enumeration and Election of Officers.* The officers of the League of Women Voters of Minnesota shall be a president, a first vice-president, a second vice-president, a secretary and a treasurer. They shall hold office until the conclusion of the next regular biennial Convention or until successors have been elected and qualified.

Section 2. *President.* The president shall preside at all meetings of the corporation and of the Board of Directors unless she shall designate someone to preside in her stead. She may sign or endorse checks, drafts and notes. She shall be, ex officio, a member of all committees except the Nominating Committee. She 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. *The Vice-Presidents.* The two vice-presidents, in the order of their rank, shall, in the event of absence, disability, resignation or death of the president, possess all the powers and perform all the duties of that office. In the event that neither vice-president is able to serve in this capacity the Board of Directors shall elect one of its members to fill the vacancy. 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 all Conventions and Councils of the League and of all meetings of the Board of Directors. She shall notify all officers and directors of their election. She 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 her office.

Section 5. *The Treasurer.* The treasurer, or her duly appointed assistant, shall bill and receive all monies, shall deposit them in a bank designated by the Board of Directors. She shall present periodic statements to the Board at its regular meetings and an annual report, including a report of the League of Women Voters of Minnesota Reserve Fund, to the Convention or Council. The books of the treasurer shall be audited annually.

ARTICLE V

Board of Directors

Section 1. *Number, Manner of Selection and Term of Office.* The Board of Directors shall consist of the officers of the League, eight directors and not more than eight appointed directors. The elected directors shall be elected by the Convention and shall serve until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified. The elected members shall appoint such additional directors, not exceeding eight, as they deem necessary to carry on the work of the League. The term of office of the appointed directors shall expire concurrently with the term of office of the elected directors.

Section 2. *Qualifications.* No person shall be elected or appointed or shall continue to serve as an officer or director of this corporation unless she is a voting member enrolled in a local League of Women Voters in the state of Minnesota.

Section 3. *Vacancies.* Any vacancy other than the presidency by reason of resignation, death or disqualification of an officer or elected member shall be filled, until the next Convention, by a majority vote of the remaining members of the Board of Directors.

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 the same, subject to the instructions of the Convention. The Board shall plan and direct the work necessary to carry out the Program on state governmental matters as adopted by the Convention. It shall accept responsibility delegated to it by the Board of Directors of the League of Women Voters of the United States for the organization and development of local Leagues, guidance of inter-League organizations, for the carrying out of Program, and for promotion in the local Leagues of finance programs requisite to further the work of the League as a whole, including transmission of funds toward such special committees as it may deem necessary.

Section 5. *Regular Meetings.* There shall be at least eight regular meetings of the Board of Directors annually. The president shall notify each of the directors of all meetings at least one week before any such meeting. No action taken at any regular Board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of an irregularity in any notice actually received.

Section 6. *Special Meetings.* 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting. At the time of a Convention the president may, and upon the request of five members of the Board, shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Section 7. *Quorum.* A majority of the members of the Board of Directors shall constitute a quorum and a majority of the members in attendance at any Board meeting shall, in the presence of a quorum, decide its action.

ARTICLE VI

Recognition of Local and Provisional Leagues

Section 1. *Local Leagues.* a) Local Leagues are those Leagues which have been so recognized by the League of Women Voters of the United States. b) When there is, in any community in the state, a group of members of the League of Women Voters of the United States which meets the recognition standards for local Leagues as adopted at the national Convention and by the Board of Directors of the League of Women Voters of Minnesota, the Board of Directors of the League of Women Voters of Minnesota shall recommend to the national Board that recognition be granted. When such recognition is granted, the local League shall become an integral part of the League of Women Voters of the United States and the League of Women Voters of Minnesota. c) When a local League recurrently fails to live up to the recognition standards, the Board of Directors shall recommend to the national Board that recognition be withdrawn. Final action rests with the Board of Directors of the League of Women Voters of the United States. All funds held by a local League from which recognition has been withdrawn shall be paid to the League of Women Voters of Minnesota.

Section 2. *Provisional Leagues.* a) Provisional Leagues are those which have been so recognized by the League of Women Voters of Minnesota. b) The Board of Directors has responsibility for the establishment of new Leagues. For this purpose, the Board may organize a group of women in a community in which no local League exists and shall recognize the group as a provisional League when it meets the recognition standards for provisional Leagues adopted by the national Convention. c) The Board of Directors shall 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 shall be paid to the League of Women Voters of Minnesota.

ARTICLE VII

Finance

Section 1. *Fiscal Year.* The fiscal year of the League of Women Voters of Minnesota shall commence on the first of April of each year.

Section 2. *Budget.* The Board shall submit to the Convention or Council for adoption a budget for the ensuing year. This budget shall provide for the support of the League of Women Voters of the United States as well as for the state League. A copy of the budget shall be sent to each local League president at least three months in advance of the Convention and two months in advance of Council.

Section 3. *Budget Committee.* The budget shall be prepared by a committee which shall be appointed for that purpose at least six months in advance of the Convention or Council. The treasurer shall be ex officio a member of the Budget Committee but shall not be eligible to serve as chairman.

Section 4. *Distribution of Funds on Dissolution.* In the event of a dissolution for any cause of the League of Women Voters of Minnesota, all monies and securities

which may be owned by or under the absolute control of the League of Women Voters of Minnesota shall be paid to the League of Women Voters of the United States. 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 League of Women Voters of Minnesota shall be dispersed of by any 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 Board of Directors of the League of Women Voters of Minnesota.

Section 5. League of Women Voters of Minnesota Reserve Fund. The fund shall contain the \$1,000 restricted principal of the Jane Grey Swisshelm Fund and all other monies, securities and property of whatever nature which the League of Women Voters of Minnesota may receive by gift, bequest or otherwise which the Board of Directors may designate as reserve funds. Expenditures of monies from the fund and of interest earned on monies in the fund shall be for League purposes as may from time to time be determined by the Board of Directors subject only to restrictions which may have been imposed by the donor at the time the funds were received.

ARTICLE VIII

Convention

Section 1. Place, Date, Call and Notification. A Convention of the League of Women Voters of Minnesota shall be held biennially. The time and place of the Convention shall be determined by the Board of Directors. The president shall send a call for the Convention to the presidents of local Leagues not less than four months prior to the date of the Convention. Thereafter, the Board of Directors may advance or postpone the opening date of the Convention not more than two weeks from the date fixed in the first call. A final call for the Convention shall be sent by the president to the presidents of local Leagues at least two months before the Convention.

Section 2. Composition. The Convention shall consist of the delegates chosen by the members enrolled in the local Leagues, as provided in Section 4 of this article, the presidents of local Leagues or an alternate in the event the president is unable to attend, the members of the Board of Directors of the League of Women Voters of Minnesota.

Section 3. Qualification of Delegates and Voting. Each delegate shall be a voting member enrolled in a recognized local League in the state of Minnesota. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Section 4. Representation. The members of the League of Women Voters of the United States who are organized into recognized local Leagues in the state of Minnesota shall be entitled to two delegates for up through the first twenty-five voting members and one delegate for every twenty-five additional voting members or major fraction thereof belonging to said local League on January 1st of said year. The record in the state office of paid-up voting members shall determine the official membership count for this purpose.

Section 5. Authorization for Action. The Convention shall consider and authorize for action a Program, elect officers and directors, shall adopt a budget for the ensuing year and shall transact such other business as may be presented.

Section 6. Quorum. A quorum shall consist of a majority of the delegates registered at the Convention provided that not less than ten local Leagues are represented.

ARTICLE IX

Council

Section 1. Composition. The Council shall be composed of the Board of Directors of the League of Women Voters of Minnesota, the presidents of local Leagues or an alternate in the event the president is unable to attend, and one delegate chosen by each local League.

Section 2. Place, Date, Call and Notification. A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention. The time and place of the meeting shall be determined by the Board of Directors. A formal call shall be sent by the president to the presidents of local Leagues at least thirty days before a Council meeting. Special meetings may be called in case of extreme emergency.

Section 3. Powers. The Council shall consider Program, methods of work and budget as submitted to the Board of Directors. The Council is authorized to change the Program only in the event of an emergency, provided that notice of proposed modification of the Program shall have been sent to the presidents of the local Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds majority of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the ensuing year and shall transact such other business as shall be presented by the Board.

Section 4. Quorum. A quorum shall consist of not less than twenty members other than the Board of Directors for the transaction of business at a Council meeting.

ARTICLE X

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 chairman and two members, who shall not be members of the Board of Directors, shall be elected by the Convention. Nominations for these offices shall be made by the current Nominating Committee. Further nominations may be made from the floor of the Convention. The other members of the committee shall be appointed by the Board of Directors immediately after the Convention. Vacancies occurring in the Nominating Committee shall be filled by the Board of Directors. The president of the League of Women Voters of Minnesota shall send the name and address of the chairman of the Nominating Committee to the president of each recognized local League. It shall be the duty of the chairman of the Nominating Committee to request through the president of each local League suggestions for nominations for the offices to be filled.

Section 2. *Suggestions for Nominations.* The chairman of the Nominating Committee shall request through the president of each local League suggestions for nominations for offices to be filled. Any member may send suggestions to the chairman of the Nominating Committee.

Section 3. *Report of the Nominating Committee and Nominations from the Floor.* The report of the nominating Committee of its nominations for officers, directors, chairman of the Budget Committee, and the chairman and two members of the succeeding Nominating Committee shall be sent to local Leagues two months before the date of the Convention. The report of the Nominating Committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention, provided that the consent of the nominee shall have been secured.

Section 4. *Election.* The election shall be in charge of an Election Committee appointed by the president on the first day of the Convention. The election shall be by ballot, except that when there is but one nominee for each office, it shall be in order to move that the secretary cast the ballot for every candidate. A majority vote of those present and voting shall constitute an election.

ARTICLE XI

Program

Section 1. *Principles.* The governmental principles adopted by the national Convention and supported by the League as a whole constitute the authorization for the adoption of Program.

Section 2. *Program.* The Program of the League of Women Voters of Minnesota shall consist of a) action to implement principles, and b) those state governmental issues chosen for concentrated study and action.

Section 3. *Convention Action.* The Convention shall act upon the Program using the following procedures:

- a) Local Leagues shall make recommendations for a Program to the Board of Directors at least three months prior to the Convention.
- b) The Board of Directors shall consider the recommendations and shall formulate a proposed Program which shall be submitted to the local League Boards at least two months prior to the Convention.
- c) Recommendations of changes submitted by local League Boards and received by the Board of Directors at least three weeks before the opening of the Convention shall be considered by the Board prior to the Convention at which time the Board may change the proposed Program. Such changes may not be voted on by the Convention on the same day on which they are proposed.
- d) A majority vote shall be required for the adoption of the Program proposed by the Board of Directors.
- e) Any recommendation for the Program submitted to the Board of Directors at least three months before the Convention, but not proposed by the Board, may be adopted by the Convention provided

consideration is ordered by a majority vote and on a following day the proposal for adoption receives a three-fifths vote.

Section 4. *Council Action.* The Council may change the Program as provided in Article IX.

Section 5. *Member Action.* Members may act in the name of the League of Women Voters of Minnesota only when authorized to do so by the Board of Directors of the League of Women Voters of Minnesota.

Section 6. *Local League Action.* Local Leagues and inter-League organizations may take action on state governmental matters only when authorized to do so by the Board of Directors of the League of Women Voters of Minnesota. Local Leagues and inter-League organizations may act only in conformity with, or not contrary to, the position taken by the League of Women Voters of Minnesota.

ARTICLE XII

National Convention and Council

Section 1. *National Convention.* The Board of Directors of the League of Women Voters of Minnesota, at a meeting before the date on which the names of delegates must be sent to the national office, shall elect delegates to that Convention in the number allotted to the League of Women Voters of Minnesota under the provisions of the Bylaws of the League of Women Voters of the United States.

Section 2. *National Council.* The Board of Directors of the League of Women Voters of Minnesota shall elect delegates to the meeting of the Council of the League of Women Voters of the United States at its meeting immediately preceding such Council meeting in the number allowed the League of Women Voters of Minnesota under the provisions of the Bylaws of the League of Women Voters of the United States.

ARTICLE XIII

Parliamentary Authority

Section 1. *Parliamentary Authority.* The rules contained in Roberts Rules of Order Newly Revised shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XIV

Amendments

Section 1. *Amendments.* Amendments to these Bylaws may be proposed by any League Board, provided such proposed changes shall be submitted to the Board of Directors at least three months prior to a Convention. All such proposed amendments shall be sent by the Board to the presidents of all local Leagues at least two months prior to a Convention together with the recommendations of the Board of Directors. The presidents of all local Leagues shall notify the members of their respective Leagues of the proposed amendments. The failure of a local League president to give such notice or failure of any members to receive such notice shall not invalidate amendments to the Bylaws. Amendments shall be adopted by a two-thirds vote at any Convention.

To: State Board

From: Ann Knutson-former state Board member and Chair of Program -making-1975

Re: Bylaw Change--Article XI, Section2

Sec. 2 Program Selection. The Convention shall select the governmental issues for concerted study and action using the following procedures: (same)

- (a) Local and state League boards may make recommendations to the Board of Directors at least three months prior to the Convention. (same)
- (b) The Board of Directors shall consider the recommendations and shall formulate a proposed Program which shall be submitted to the local Leagues at least (two months) six weeks prior to the Convention. change underlined
- (c) Any recommendations for the Program submitted to the Board of Directors at least three months before the Convention, but not proposed by the Board, may be adopted by the Convention provided consideration is ordered by a majority vote and voted on the following day. Adoption of any Program subject requires a majority vote.

c-d and e would be dropped from state Bylaws, national Bylaw substituted.

This process would reduce one step in the Program-making process. Reduces paper work and meeting time for local Leagues and relieves the State Board from additional time for second round.

I have gone one step further to include a majority vote rather than the current 3/5 vote. League is a grassroots organization, state Board recommendations seem to have a heavy vote in deciding Program. Are we protecting the local Leagues from themselves? LWVMN can still lobby for wise adoption-too much Program, time, money, etc. It is my opinion that Convention delegates will react seriously to this segment and perhaps prefer the 3/5 for adoption.

I tried to write this in model form. Somewhere I suppose wording is needed that Program is voted on on the day following consideration.

LEAGUE OF WOMEN VOTERS OF MINNESOTA

BYLAWS

[1977?]

The Guiding Principles

The League of Women Voters believes in representative government and in the individual liberties established in the Constitution of the United States.

The League of Women Voters believes that democratic government depends upon the informed and active participation of its citizens and requires that governmental bodies protect the citizen's right to know by giving adequate notice of proposed actions, holding open meetings and making public records available.

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the clear assignment of responsibility, adequate financing and coordination among the different agencies and levels of government.

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As adopted by the 1947 Convention and as amended
by the 1951, 1953, 1955, 1957, 1959, 1961, 1963, 1965,
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ARTICLE I

Section 1. The name of this corporation shall be the League of Women Voters of Minnesota. This state League is an integral part of the League of Women Voters of the United States.

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Purpose and Policy

Section 1. *Purpose.* The purpose of the League of Women Voters of Minnesota is to promote political responsibility through informed and active participation of citizens in government and to act on selected governmental issues.

Section 2. *Policy.* The League may take action on state governmental measures and policies in the public interest in conformity with the Principles of the League of Women Voters of the United States. It 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. *How composed.* The League of Women Voters of Minnesota shall be composed of members of the League of Women Voters of the United States who are a) enrolled in recognized local Leagues within the state, or b) enrolled as members at large of the League of Women Voters of Minnesota.

Section 3. *Types of Membership.*

- a) Voting members shall be those citizens at least 18 years of age who are enrolled in recognized local Leagues or the League of Women Voters of Minnesota.
- b) Associate members shall be all other members who are enrolled in recognized local Leagues or the League of Women Voters of Minnesota.
- c) Members-at-large shall be members who reside outside the area of and are not enrolled in any local League. They shall pay annual dues of \$20.00.
- d) Life membership may be granted to any voting member of the League of Women Voters who attains 50 years as a member of the League of Women Voters of the United States. No further dues will be collected, and all privileges will be retained as a voting member.

ARTICLE IV

Officers

Section 1. *Enumeration and Election of Officers.* The officers of the League of Women Voters of Minnesota shall be a president, a first vice-president, a second vice-president, a secretary and a treasurer. They shall be elected by the Convention and shall hold office until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified.

Section 2. *The President.* The president shall preside at all meetings of the corporation and of the Board of Directors unless the president shall designate another person to preside. The president may, in the absence or disability of the treasurer, sign or endorse checks, drafts or notes. The president shall be, ex officio, a member of all committees except the Nominating Committee and 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. *The Vice-Presidents.* The two vice-presidents, in the order of their rank, shall, in the event of absence, disability, resignation or death of the president, possess all the powers and perform all the duties of that office. In the event that neither vice-president is able to serve in this capacity, the Board of Directors shall elect one of its members to fill the vacancy. 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 Convention, Council and of meetings of the Board of Directors. 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 functions as may be incident to the office.

Section 5. *The Treasurer.* The treasurer or a duly appointed assistant, shall collect and receive all monies due, and be the custodian of these monies, depositing them in a bank designated by the Board of Directors, and disbursing the same upon order of the Board of Directors. The treasurer shall present periodic statements to the Board at its regular meetings and an annual report, including a report of the League of Women Voters of Minnesota Reserve Fund, to the Convention or Council. The books of the treasurer shall be audited annually.

ARTICLE V

Board of Directors

Section 1. *Number, Manner of Selection and Term of Office.* The Board of Directors shall consist of the officers of the League of Women Voters of Minnesota, eight elected directors and not more than eight appointed directors. The elected directors shall be elected by the Convention and shall serve until the conclusion of the next regular biennial Convention or until their successors have been elected and qualified. The elected members shall appoint such additional directors, not exceeding eight, as they deem necessary to carry on the work of the League. The term of office of the appointed directors shall expire concurrently with the term of office of the elected directors.

Section 2. *Qualifications.* No person shall be elected or appointed or shall continue to serve as an officer or director of this corporation unless this person is a voting member enrolled in a local League of Women Voters in the State of Minnesota.

Section 3. *Vacancies.* Any vacancy other than in the office of the president may be filled, until the next Convention, by a majority vote of the remaining members of the Board of Directors.

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 the same, subject to the instructions of the Convention. The Board shall plan and direct the work necessary to carry out the Program on selected governmental issues as adopted by the Convention. It shall accept responsibility delegated to it by the Board of Directors of the League of Women Voters of the United States for the organization and development of local Leagues, guidance of inter-League

organizations, for the carrying out of Program and for promotion in the local Leagues of finance programs requisite to further the work of the League as a whole, including transmission of funds toward the support of adequate state and national budgets. The Board shall create and designate such special committees as it may deem necessary.

Section 5. *Regular Meetings.* There shall be at least eight regular meetings of the Board of Directors annually. The president shall notify each of the directors of all meetings at least one week before any such meeting. No action taken at any regular Board meeting attended by three-fourths of the members of the Board shall be invalidated because of the failure of any member or members of the Board to receive any notice properly sent or because of an irregularity in any notice actually received.

Section 6. *Special Meetings.* 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. Members of the Board shall be notified of the time and place of special meetings by telegram or letter sent at least six days prior to such meeting. At the time of a Convention the president may, and upon the request of five members of the Board shall, call a special meeting of the Board by handing the members of the Board a written notice of the time and place of said meeting.

Section 7. *Quorum.* A majority of the members of the Board of Directors shall constitute a quorum, and a majority of the members in attendance at any Board meeting shall, in the presence of a quorum, decide its action.

ARTICLE VI

Recognition of Local and Provisional Leagues

Section 1. *Local Leagues.* a) Local Leagues are those Leagues which have been so recognized by the League of Women Voters of the United States. b) The Board of Directors shall recommend to the national Board of the League of Women Voters of the United States that it recognize as a local League any group of members of the League of Women Voters of the United States in any community within the state, provided the group meets qualifying standards for local Leagues as adopted by the national Convention. c) In the event of recurring failure of a local League to meet these qualifying standards, the Board of Directors of the League of Women Voters of Minnesota may recommend to the national Board that it withdraw recognition from the local League. All funds held by a local League from which recognition has been withdrawn shall be paid to the League of Women Voters of Minnesota.

Section 2. *Provisional Leagues.* a) Provisional Leagues are those which have been so recognized by the League of Women Voters of Minnesota. b) The Board of Directors of the League of Women Voters of Minnesota has responsibility 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 shall recommend the group for recognition as a provisional League to the League of Women Voters of the United States when it meets the qualifying standards for provisional Leagues adopted by the national Convention. c) In the event of recurring failure of a provisional League to meet these qualifying standards, the Board of Directors of the League of Women Voters of Minnesota may recommend to the national Board that it withdraw recognition from the provisional League. All funds held by a provisional League from which recognition has been withdrawn shall be paid to the League of Women Voters of Minnesota.

ARTICLE VII

Finance

Section 1. *Fiscal Year.* The fiscal year of the League of Women Voters of Minnesota shall commence on the first of April each year.

Section 2. *Budget.* The Board shall submit to the Convention or Council for adoption a budget for the ensuing fiscal year. This budget shall provide for the support of the League of Women Voters of Minnesota. A copy of the proposed budget shall be sent to each local League president at least three months in advance of the Convention and two months in advance of Council.

Section 3. *Budget Committee.* The budget shall be prepared by a committee which shall be appointed for that purpose at least six months in advance of the Convention or Council. The treasurer shall be ex officio a member of the Budget Committee but shall not be eligible to serve as chairperson.

Section 4. *Distribution of Funds on Dissolution.* In the event of a dissolution for any cause of the League of Women Voters of Minnesota, all monies and securities which may at the time be owned by or under the absolute control of the League of Women Voters of Minnesota shall be paid to the League of Women Voters of the United States, after the Board of Directors has paid or made provision for the payment of all the liabilities of the League of Women Voters of Minnesota. 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 League of Women Voters of Minnesota, shall be disposed of by any officer or employee of the corporation 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 Minnesota.

Section 5. *League of Women Voters of Minnesota Reserve Fund.* The fund shall contain the \$1,000 restricted principal of the Jane Grey Swisshelm Fund and all other monies, securities and property of whatever nature, which the League of Women Voters of Minnesota may receive by gift, bequest or otherwise, which the Board of Directors may designate as reserve funds. Expenditures of monies from the fund and of interest earned on monies in the fund shall be for League purposes as may from time to time be determined by the Board of Directors subject only to restrictions which may have been imposed by the donor at the time the funds were received.

ARTICLE VIII

Convention

Section 1. *Place, Date and Call.* A Convention of the League of Women Voters of Minnesota shall be held biennially at a time and place to be determined by the Board of Directors of the League of Women Voters of Minnesota. The president shall send a first call for the Convention to the presidents of the local Leagues not less than four months prior to the opening date of the Convention fixed in said call. Thereafter the Board of Directors may advance or postpone the opening date of the Convention by not more than two weeks. A final call for the Convention shall be sent to the presidents of the local Leagues at least two months before the opening date of the Convention.

Section 2. *Composition.* The Convention shall consist of the delegates chosen by the members enrolled in the local Leagues, as provided in Section 4 of this article, the presidents of local Leagues or an alternate in the event the president is unable to attend, the members of the Board of Directors of the League of Women Voters of Minnesota.

Section 3. *Qualification of Delegates and Voting.* Each delegate shall be a voting member enrolled in a recognized local League in the State of Minnesota. Each delegate shall be entitled to one vote only at the Convention even though the delegate may be attending in two or more capacities. Absentee or proxy voting shall not be permitted. The Convention shall be the sole judge of whether a delegate is qualified to vote.

Section 4. *Representation.* The members of the League of Women Voters of the United States who are organized into recognized local Leagues in the State of Minnesota shall be entitled to voting representation in the Convention as follows: Each local League shall be entitled to two delegates, in addition to the president of the local League or an alternate in the event the president is unable to attend; these additional delegates shall be chosen by the local League. The members in each local League having more than twenty-five voting members shall also be entitled to one additional delegate for each additional twenty-five members or major fraction thereof belonging to said local League on January 1st of said year. The record in the state office of paid voting members as of January 1st of said year shall determine the official membership count for this purpose.

Section 5. *Powers.* The Convention shall consider and authorize for action a Program, shall elect officers and directors, shall adopt a budget for the ensuing fiscal year, and shall transact such other business as may be properly presented.

Section 6. *Quorum.* A quorum shall consist of a majority of the delegates registered at the Convention provided that not less than ten local Leagues are represented.

ARTICLE IX

Council

Section 1. *Place, Date and Call.* A meeting of the Council shall be held in the interim year between Conventions, approximately twelve months after the preceding Convention at a time and place to be determined by the Board of Directors of the League of Women Voters of Minnesota. A formal call shall be sent by the president of the League of Women Voters of Minnesota to the presidents of the local Leagues in Minnesota at least thirty days before the opening date of a Council meeting. Special meetings may be called in the event of extreme emergency.

Section 2. *Composition.* The Council shall be composed of the Board of Directors of the League of Women Voters of Minnesota, the presidents of local Leagues or an alternate in the event the president is unable to attend, and one delegate chosen by each local League.

Section 3. *Powers.* The Council shall consider Program, methods of work and budget as submitted to the Board of Directors. The Council is authorized to change the Program only in the event of an emergency, provided that notice of proposed modification of the Program shall have been sent to the presidents of the local Leagues at least two months in advance of the meeting of the Council, and provided also that a two-thirds majority of the members of the Council present and voting shall be required to adopt the modification. The Council shall adopt a budget for the ensuing year and shall transact such other business as shall be presented by the Board.

Section 4. *Quorum.* A quorum shall consist of not less than twenty members other than the Board of Directors for the transaction of business at a Council meeting.

ARTICLE X

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 chairperson and two members, who shall not be members of the Board of Directors, shall be elected by the Convention. Nominations for these offices shall be made by the current Nominating Committee. Further nominations may be made from the floor of the Convention. The other members of the committee shall be appointed by the Board of Directors immediately after the Convention. Vacancies occurring in the Nominating Committee shall be filled by the Board of Directors. The president of the League of Women Voters of Minnesota shall send the name and address of the chairperson of the Nominating Committee to the president of each recognized local League.

Section 2. *Suggestions for Nominations.* The Chairperson of the Nominating Committee shall request through the president of each local League suggestions for nominations for offices to be filled. Any member may send suggestions to the chairperson of the Nominating Committee.

Section 3. *Report of the Nominating Committee and Nominations from the Floor.* The report of the Nominating Committee of its nominations for officers, directors, chairperson of the Budget Committee, and the chairperson and two members of the succeeding Nominating Committee shall be sent to local Leagues two months before the date of the Convention. The report of the Nominating Committee shall be presented to the Convention on the first day of the Convention. Immediately following the presentation of this report, nominations may be made from the floor by any member of the Convention, provided that the consent of the nominee shall have been secured.

Section 4. *Election.* The election shall be under the direction of an Election Committee appointed by the president on the first day of the Convention. The election shall be by ballot, except that when there is but one nominee for each office, it shall be in order to move that the secretary cast the ballot for every candidate. A majority vote of those present and voting shall constitute an election.

ARTICLE XI

Program

Section 1. *Principles.* The governmental principles adopted by the national Convention and supported by the League as a whole constitute the authorization for the adoption of Program.

Section 2. *Program.* The Program of the League of Women Voters of Minnesota shall consist of a) action to implement principles, and b) those state governmental issues chosen for concentrated study and action.

Section 3. *Convention Action.* The Convention shall act upon the Program using the following procedures:

- a) Local Leagues shall make recommendations for a Program to the Board of Directors at least three months prior to the Convention.
- b) The Board of Directors shall consider the recommendations and shall formulate a proposed Program which shall be submitted to the local League Boards at least six weeks prior to the Convention.
- c) A majority vote shall be required for the adoption of the Program proposed by the Board of Directors.

d) Any recommendation for the Program submitted to the Board of Directors at least three months before the Convention, but not proposed by the Board, may be adopted by the Convention provided consideration is ordered by a majority vote and on a following day the proposal for adoption receives a three-fifths vote.

Section 4. *Council Action.* The Council may change the Program as provided in Article IX.

Section 5. *Member Action.* Members may act in the name of the League of Women Voters of Minnesota only when authorized to do so by the Board of Directors of the League of Women Voters of Minnesota.

Section 6. *Local League Action.* Local Leagues and inter-League organizations may take action on state governmental issues only when authorized to do so by the Board of Directors of the League of Women Voters of Minnesota. Local Leagues may act only in conformity with, and not contrary to, a position taken by the League of Women Voters of Minnesota and/or the League of Women Voters of the United States.

ARTICLE XII

National Convention and Council

Section 1. *National Convention.* The Board of Directors of the League of Women Voters of Minnesota, at a meeting before the date on which the names of delegates must be sent to the national office, shall elect delegates to that Convention in the number allotted to the League of Women Voters of Minnesota under the provisions of the Bylaws of the League of Women Voters of the United States.

Section 2. *National Council.* The Board of Directors of the League of Women Voters of Minnesota shall elect delegates to the meeting of the Council of the League of Women Voters of the United States at its meeting preceding such Council meeting in the number allowed the League of Women Voters of Minnesota under the provisions of the Bylaws of the League of Women Voters of the United States.

ARTICLE XIII

Parliamentary Authority

Section 1. *Parliamentary Authority.* The rules contained in Roberts Rules of Order Newly Revised shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XIV

Amendments

Section 1. *Amendments.* These Bylaws may be amended by a two-thirds vote at any Convention of the League of Women Voters of Minnesota, using the following procedures: a) Proposals for changes shall be submitted by any local League Board in Minnesota to the Board of Directors of the League of Women Voters of Minnesota at least three months prior to the opening date of the Convention. b) All such proposed amendments together with the recommendations of the Board of Directors of the League of Women Voters of Minnesota shall be sent to the presidents of local Leagues six weeks prior to the opening date of the Convention. c) The presidents of the local Leagues shall notify the members of their respective Leagues of the proposed amendments. Failure of a local League president to give such notice or failure of any member to receive such notice shall not invalidate amendments to the Bylaws of the League of Women Voters of Minnesota.

To: Local League Presidents
From: Barbara Jones, Chairman, By-Law Committee
Re: Proposed State By-Law Changes
Date: January 17, 1977

Due in State Office February 21, 1977

If your Board or your members have suggestions for by-law changes to be enacted at the June convention, please submit your specific ideas and precise wording for consideration by the state Board. Recommended and non-recommended by-laws will be publicized three months before the state convention.

Current Wording:

Article:

Section:

Proposed Wording or New By-Law:

Article:

Section:

Reasons: (Use other side if necessary.)

OCT 27 1978



League of Women Voters of the United States 1730 M Street, N.W., Washington, D. C. 20036 Tel. (202) 296-1770

memorandum

October 19, 1978

TO: All State League Presidents

FROM: Ann Viner, Organization Chair

You will want to look over, and keep on file, the enclosed copies of the newly revised Standard Bylaws for State Leagues and Standard Bylaws for Local Leagues. If required, additional copies may be ordered from the LWVUS (Pub. #226 and #224, free). Orders previously placed with our Publication Sales staff are now in the process of being filled and should reach you shortly. If you have questions on "constitutional" matters please be sure to contact the Organization Division.

League of Women Voters of Minnesota, 555 Wabasha, St. Paul, MN 55102 - February, 1979

To: Local League Presidents
From: Jean Reeves, Chair, By-Law Committee
Re: Proposed State By-law Changes
Date: February 16, 1979

Due in State Office April 1, 1979

If your Board or your members have suggestions for by-law changes to be enacted at the June Convention, please submit your specific ideas and precise wording for consideration by the state Board. Recommended and non-recommended by-laws will be returned to local Leagues six weeks before the state Convention.

Current wording:

Article:

Section:

Proposed Wording or New By-Law:

Article:

Section:

Reasons: (Use other side if necessary)

PROPOSED BYLAW AMENDMENTS

State Bylaws Committee: Georgeann Hall, Chair; Judy Rosenblatt; Carolyn Cushing

The following proposals are submitted to you for your consideration and approval. They were discussed and voted on at the state Board meeting of March 8, 1983.

Underlining _____ indicates amendments

Recommended Bylaw Amendments:

Article IV, Section 5: . . . The books of the treasurer shall be audited annually and the report made available to the membership.

The Board recommends the addition of this wording rather than the proposal from the League of Women Voters of Robbinsdale (see first non-recommended bylaw amendment below).

Article VIII, Section 3: Qualification of Delegates and Voting: Each delegate shall be a voting member enrolled in a recognized local League in the State of Minnesota or an at large member of the League of Women Voters of Minnesota. (submitted by the League of Women Voters of Minneapolis)

The Board recommends the addition of this language as a housekeeping change in recognition of at-large members. See also Article VIII, Section 4, b, concerning representation of at-large members.

Bylaw Amendments Proposed by Local Leagues, but Not Recommended by the Board:

Article VII, Section 4: Change Section 4 to Section 5, and Section 5 to Section 6. New Section 4: Auditing Committee: An auditing committee of three shall be appointed by the Board of Directors to audit the Treasurer's records, and make a report at the Annual Meeting. The treasurer shall serve as ex officio member of the auditing committee. (submitted by the League of Women Voters of Robbinsdale)

The Board does not recommend this change as the books of the League of Women Voters of Minnesota require professional auditing. See first recommended bylaw amendment.

Article III, Section 3, a: Voting members shall be those citizens at least 18 years of age who are enrolled in recognized local Leagues or the League of Women Voters of Minnesota and who have paid annual League dues. (submitted by the League of Women Voters of Robbinsdale)

The Board does not recommend this change because "member" means having "paid dues". Also the change would have to be made at the national level because first three articles of state and local bylaws must be identical to LWVUS Bylaws.

Article VIII, Section 3: Qualifications of Delegates and Voting. Each delegate shall be a voting member enrolled in a recognized local League, whose PMP dues are paid, in the State of Minnesota. (Submitted by the League of Women Voters of Robbinsdale)

The Board does not recommend this change. The issue has been debated at the national level. The Board recognizes this proposal as a major policy change and

one which requires committee study plus full member discussion and recommendation. At its March 8, 1983, meeting the Board voted to create a committee "composed of Board and non-Board members to study the possible addition to the bylaws of a statement concerning financial support for LWVMN."