

League of Women Voters
of Asheville-Buncombe County, North Carolina
BYLAWS

Revised May 2023

Article I

Name

Sec. 1. The name of this organization shall be the League of Women Voters of Asheville-Buncombe County, North Carolina. The local League is an integral part of the League of Women Voters of the United States (LWVUS) and of the League of Women Voters of North Carolina (LWVNC).

Article II

Purpose and Policy

Sec. 1. Purpose. The purposes of the League of Women Voters of Asheville-Buncombe County, North Carolina, shall be to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Sec. 2. Policies. The policies of the League of Women Voters of Asheville-Buncombe County are

1. **Political Policy.** The League 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. The League shall not support or oppose any political party or candidate
2. **Diversity, Equity and Inclusion Policy.** The League is fully committed to ensure compliance - in principle and in practice with LWVUS' Diversity, Equity and Inclusion Policy.

Article III

Membership

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

Sec. 2. Types of Membership. The membership of the League of Women Voters of Asheville-Buncombe County, North Carolina, shall be composed of voting members and associate members who have paid their dues.

- (a) Voting members shall be persons of at least eighteen (16) years of age.
- (b) Those who have been members of LWVUS for 50 years or more shall be Honorary Life Members. No further dues will be requested, and all privileges as a voting member are retained.
- (c) Those who are students are defined as individual enrolled either as full or part time with an accredited institution
- (d) Associate members shall be all other members.

Article IV

Board of Directors

Sec. 1. Number, Manner of Selection, and Terms of Office. The Board of Directors shall consist of the officers of the League, six (6) elected Directors, and not more than six (6) appointed Directors. Three of the elected Directors shall be elected by the general membership at each Annual Meeting, and shall serve for a term of two years. The elected Board shall appoint such additional Directors, not exceeding six (6), 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/he is a voting member of the League of Women Voters of Asheville-Buncombe County, North Carolina.

Sec. 3. Vacancies. Any vacancy occurring in the Board of Directors by reason of the resignation, death, or disqualification of any 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 of any member from a scheduled Board meeting without notification or 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. Executive Committee. The Board of Directors may delegate to an Executive Committee of not fewer than three (3) nor more than five (5) Board members the authority to make decisions between Board meetings on matters previously discussed by the Board. If designated by the Board of Directors, the Executive Committee shall assume the functions of the Presidency.

Sec. 6. 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. Board meetings may be held electronically when Board members are not able to meet face-to-face.

Sec. 7. 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 Asheville-Buncombe County, North Carolina (the organization) shall include a President, a Vice President, a Recording Secretary, and a Treasurer. Officers may also include, when found needed by the Board, a President Elect. Any office of the organization may be filled by two or more members serving as co-holders of the office, if so nominated and elected. Additional Vice Presidents may be elected if the Board of Directors determines such a need. Election shall be by the general membership at the Annual Meeting. A majority of the votes shall determine the winner.

Sec. 2. The President. The President shall serve for a term of one year; preside at all meetings of the organization and the Board of Directors; have all powers usual and necessary to conduct the business of the organization; be an ex-officio member of every committee except Nominating. In the absence or disability of the Treasurer, execute and checks, drafts, or notes needed to handle financial affairs.

Sec. 3. The President-Elect. The President-Elect shall serve for a term of one year; perform such duties as the President may designate. In the event of the absence, disability, resignation, or death of the President, shall possess all the powers and perform all duties of the President; succeed to the office of President for the following year, except when the President shall be re-elected for a succeeding term.

Sec. 4. The Vice President. The Vice President, elected in odd-numbered years, shall serve for a term of two years and shall perform such duties as the President may designate.

Sec. 5. The Recording Secretary. The Recording Secretary, elected in even-numbered years, shall serve for a term of two years; keep minutes of all meetings of the organization and of the Board

of Directors; serve as monitor of all elections of officers of the organization; notify all officers and directors of their election; keep records of the term of office of all officials and their expiration date; together with the President, execute all contracts and other such instruments entered into by the organization, when authorized by the Board of Directors.

Sec. 6. The Treasurer. The Treasurer, elected in even-numbered years, shall serve for a term of two years, collect and receive all moneys due, shall be 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 or in accordance with the approved budget. The Treasurer 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 Asheville-Buncombe County, North Carolina, shall commence on the first day of July each year.

Sec. 2. Dues.

- (a) Annual dues shall be payable July 1. Any member who fails to pay by October 1 shall be dropped from the membership.
- (b) Changes in dues must be approved by the membership at an Annual Meeting, provided notice of the proposed change has been sent to the members at least 15 days prior to the meeting.
- (c) Two members residing at the same address in a common household shall pay 1 ½ times the regular dues.

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 League of Women Voters of North Carolina and the League of Women Voters of the United States.

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 15 days before the Annual Meeting. The Treasurer shall be a member, ex-officio, of the Budget Committee, but shall not be eligible to serve as its chair.

Sec. 5. Review. After the close of every fiscal year, there shall be a review of internal control systems by a disinterested party.

Article VII

Meetings

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

Sec. 2. Annual Meeting. An Annual Meeting shall be held between May 1 and June 30, the exact date to be determined by the Board of Directors. The Annual Meeting may be held electronically if needed but only in the case of a significant local emergency which prohibits a face-to-face meeting. Meeting business which requires a vote of the membership may also be done electronically so long as all members are given the opportunity to vote. The Annual Meeting shall:

- (a) Adopt a local Program for the ensuing year;
- (b) Elect officers, directors, and members of the Nominating Committee;
- (c) Adopt an annual budget; and,
- (d) Transact such other business as may properly come before it.

Sec. 3. Quorum. Ten percent (10%) of the members shall constitute a quorum at all meetings of the League of Women Voters of Asheville – Buncombe County, North Carolina.

Article VIII

Nominations and Elections

Sec. 1. Nominating Committee. The Nominating Committee shall consist of at least three members, two of whom shall be members of the Board of Directors. The Chair and two members, who shall not be members of the Board, shall be elected at the Annual Meeting. Nominations for these officers 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 the Nominating Committee and Nominations from the Floor. The report of the Nominating Committee of its nominations for Officers, Directors, and the members of the succeeding Nominating Committee shall be sent to all members 15 days 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.

Article IX

Program

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. Content. The local program of the League of Women Voters of Asheville-Buncombe County, North Carolina, shall consist of those local government issues chosen for concerted study and action and for sustained attention.

Sec. 3. Adoption and Changes.

- (a) The Board of Directors shall consider the recommendations proposed by consensus at a membership meeting or sent in by voting members at least 15 days prior to the Annual Meeting, and shall formulate a Proposed Program.
- (b) The recommended Program shall be sent to all members 15 days 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 to the Board 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 two-thirds vote.
- (e) Changes in the Program may be made provided that:
 - (1) Information concerning any proposed change 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 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 appropriate Board of Directors or President. They may act only in conformity with, and not contrary to, a position taken by the League of Women Voters of Asheville-Buncombe County, the League of Women Voters of North Carolina, and/or the League of Women Voters of the United States.

Article X

National Convention, State Convention, and Council

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

Sec. 2. State Convention. The Board of Directors, at a meeting before the date on which the names of delegates must be sent to the state office, shall select delegates to that Convention in the number allotted the League of Women Voters of Asheville-Buncombe County under the provisions of the Bylaws of the League of Women Voters of North Carolina.

Sec. 3. State Council. The Board of Directors, at a meeting before the date on which the names of delegates must be sent to the state office, shall select delegates to that Council in the number allotted the League of Women Voters of Asheville-Buncombe County under the provisions of the Bylaws of the League of Women Voters of North Carolina.

Article XI

Parliamentary Authority

Sec. 1. Parliamentary Authority. The rules contained in *Robert's Rules of Order Newly Revised* shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

Article XII

Amendments

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 15 days in advance of the meeting.

Article XIII

Distribution of Funds on Dissolution

Sec. 1. Distribution of Funds on Dissolution. In the event of dissolution of the Asheville-Buncombe County League of Women Voters, any remaining funds shall be given to the League of Women Voters of North Carolina, in accordance with LWFNC Board Policy and LWFVUS bylaws.