



Bylaws of the League of Women Voters of Monmouth County

ARTICLE I

Name

The name of this organization shall be the League of Women Voters of Monmouth County, hereinafter referred to in these bylaws as LWV Monmouth or as the League. This 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 New Jersey (LWVNJ).

ARTICLE II

Purposes and Policy

Sec. 1. Purposes. The purposes of LWV Monmouth are to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Sec. 2. Policies. The policies of LWV Monmouth are:

1. **Political Policy.** The LWV Monmouth shall not support or oppose any political party or any candidate.
2. **Diversity, Equity & Inclusion Policy.** The LWV Monmouth is fully committed to ensure compliance—in principle and in practice—with the LWVUS Diversity, Equity, and Inclusion Policy. Diversity, equity, and inclusion are central to the organization’s current and future success in engaging all individuals, households, communities, and policy makers in creating a more perfect democracy.

There shall be no barriers to full participation in this organization on the basis of gender, gender identity, gender expression, ethnicity, race, native or indigenous origin, age, generation, sexual orientation, culture, religion, belief system, marital status, parental status, socioeconomic status, language, accent, intellectual or physical ability status, mental health, educational level or background, geography,

nationality, work style, work experience, job role function, thinking style, personality type, physical appearance, political perspective or affiliation and/or any other characteristic that can be identified as recognizing or illustrating diversity.

ARTICLE III

Membership

Sec. 1. Eligibility. Any person who subscribes to the purposes and policies of the League of Women Voters of Monmouth County shall be eligible for membership.

Sec. 2. Types of Membership

1. **Voting Members.** Persons at least 16 years of age who join LWV Monmouth shall be voting members of the local and state Leagues of their place of joining and of LWVUS. Those who have been members of the League for 50 years or more shall be honorary life members, excused from the payment of dues. Student members are defined as individuals enrolled full or part time at an accredited educational institution.
2. **Associate Members.** All others who join the League shall be associate members.

ARTICLE IV

Officers

Sec. 1. Election, Qualifications and Term. The officers of LWV Monmouth shall be a president, one or more vice presidents, a secretary, and a treasurer. The officers shall be voting members of the League and shall serve for a term of two years or until their successors have been elected or appointed and qualified. Any officer position can be filled by two or more individuals serving as co-officers.

Sec. 2. The President. The president shall have such powers of supervision and management as customarily pertain to the office; shall preside at all meetings of the organization and the board or designate another person to do so; shall be, ex officio, a member of all committees except the nominating committee; may sign or endorse checks, drafts and notes in the absence of the treasurer; and shall perform such other duties as the board may direct.

Sec. 3. The Vice President(s). The vice president(s) shall perform such duties as the president and board shall direct.

Sec. 4. The Secretary. The secretary shall keep minutes of the meetings of the membership and of the board or cause such minutes to be recorded. The secretary shall notify all officers and directors of their election. The Secretary shall sign with the

president all contracts and other instruments when so authorized by the board and shall perform such other duties as the president and board shall direct.

Sec. 5. The Treasurer. The treasurer shall perform such duties as customarily pertain to the office; arrange for an annual audit of the books of LWV Monmouth; and maintain deposits in authorized financial institutions, at the direction of the board.

Sec. 6. Officer Vacancies. In the event of the absence, disability, resignation or death of any officer other than the president, the board shall fill the vacancy from among the elected board members. In the event of the absence, disability, resignation or death of the president, the vice president shall assume the office. If no vice-president can serve as president, the board shall fill the vacancy from among the elected board members. If there is more than one vice president, the board shall select a president from among the vice presidents, according to rank if the vice presidents are ranked.

Article V

Board of Directors

Sec. 1. Number. The board shall have a minimum of five (5) and a maximum of twenty-five (25) members.

Sec. 2. Manner of Selection. Officers and directors shall be elected at the annual meeting. The board may appoint additional directors, over and above the directors elected at the annual meeting, as they deem necessary to carry out the work of the League. The elected officers and directors shall constitute at least sixty (60) percent of the board, and the total shall not exceed 25.

Sec. 2. Term of Office. The term of office of the elected and appointed board members shall be two years. Terms of the elected directors shall be staggered so that approximately half are elected in even-numbered years and the balance, in odd-numbered years.

Sec. 3. Qualifications. No person shall be elected or appointed or shall continue to serve as an officer or director of LWV Monmouth unless that person is a voting member of LWV Monmouth.

Sec. 4. Powers. The board shall manage and supervise the business, affairs, and activities of LWV Monmouth, subject to the instructions of the annual meeting. It shall select delegates to the state convention and council and to the national convention. It shall accept responsibility for such other matters as the national or state board may from time-to-time delegate to it. It shall have the power to create such special committees as it deems necessary and shall perform such other duties as are specified in these bylaws.

Sec. 6. Executive Committee. The board may appoint an executive committee consisting of no fewer than five (5) members of the board. The executive committee

shall exercise such power and authority as may be delegated to it by the board and shall report to the board on all actions taken by it between regular meetings of the board.

Sec. 7. Board Meetings. At least four (4) regular meetings of the Board shall be held annually. Meetings may be held in person, by telephone, or on an electronic platform that allows all persons participating in the meeting to hear each other at the same time. The president may call special meetings and shall call a special meeting upon the written request of three (3) members of the board. Attendance at all board meetings shall be open to all members of LWV Monmouth.

Sec. 8. Meeting Notice. Notice of the time and place shall be provided to all Board members at least one (1) week before the date of a regular meeting and at least three (3) days before the date of a special meeting.

Sec. 9. Quorum. A majority of the members of the board of LWV Monmouth 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. Any one or more members of the board may participate in a meeting by means of conference telephone or other similar equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

Sec. 10. Attendance. Three consecutive absences without notice from regular board meetings shall constitute a resignation.

Sec. 11. Removal from Office. A board member may be removed from office by a two-thirds (2/3) vote at a board meeting. A vote for removal may not be taken unless notice has been given to the person whose removal is sought and to the board at least one (1) week prior to the meeting. A vote for removal will be taken in executive session.

ARTICLE VI

Meetings

Sec. 1. Membership Meetings. Meetings of the members may be called by the president, the board of directors, or upon written request of ten (10) percent of the voting members. Meetings may be held in person, by telephone, or on an electronic platform allowing all persons participating in the meeting to hear each other at the same time.

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. The annual meeting shall adopt a local program for the ensuing year; elect officers, directors and nominating committee members; adopt a budget; and transact such other business as may properly come before it. Meetings may be held in person, by telephone, or on an electronic platform allowing all persons participating in the meeting to hear each other at the same time. Absentee or proxy voting shall not be permitted.

Sec. 3. Membership Meeting Notice. Notice of the time and place of the annual meeting or any other membership meeting, or the link for a virtual meeting, shall be sent to all members two (2) weeks before the meeting. Notice of a meeting shall be sent by postal mail or email.

Sec. 4. Quorum. Ten (10) percent of voting members shall constitute a quorum at all membership meetings of LWV Monmouth, including the annual meeting, provided notice of the meeting was sent to the membership at least two (2) weeks in advance.

ARTICLE VII

Nominations and Elections

Sec. 1. Nominating Committee. The nominating committee shall consist of at least three (3) and no more than five (5) members. The chair and at least one (1) additional member shall be elected at the annual meeting and cannot be current board members. The board shall appoint one or more current members of the board to the nominating committee following the annual meeting, provided that the elected members, including the chair, constitute a majority of the committee. The term of office for all members of the nominating committee shall be one year. Vacancies shall be filled by appointment by the board.

Sec. 2. Report of the Nominating Committee. The report of the nominating committee, containing its nominations for officers, directors and members of the next nominating committee, shall be sent to the members two (2) weeks before the annual meeting and presented to the members at the annual meeting. Nominations may be made from the floor immediately thereafter, provided the consent of the nominee has been obtained.

Sec. 3. Election. Election shall be by ballot for any contested election. Uncontested elections shall be held by voice vote. A majority vote shall constitute election.

ARTICLE VIII

Principles and Program

Sec. 1. Principles. The Principles are concepts of government adopted by the national convention and supported by the League as a whole. They are the authorization for the adoption of national, state, and local program.

Sec. 2. Program. The program of LWV Monmouth shall consist of action to implement the Principles and those governmental issues chosen by the annual meeting for concerted study and action as follows:

1. Voting members resident within the jurisdiction(s) of the local government(s)

concerned may make recommendations to the board two (2) months before the annual meeting.

2. The board shall consider these recommendations and formulate a proposed program, which shall be sent to the members at least two (2) weeks before the annual meeting.
3. Issues that relate to specific jurisdiction(s) in the program as presented to the annual meeting by the board shall require for adoption a majority vote of members resident within the jurisdiction(s) of the local government(s) concerned, and followed by a majority vote of concurrence of the members resident outside the jurisdiction(s) of the local government(s) concerned.
4. Recommendations for program submitted by members resident within the jurisdiction(s) of the local government(s) concerned, but not included in the program recommended by the board, may be considered by the annual meeting, provided that:
 - a. The recommendations were submitted at least two (2) months before the annual meeting
 - b. The annual meeting shall order consideration by a majority vote of members resident within the jurisdiction(s) of the local government(s) concerned
 - c. The annual meeting shall adopt the item by a majority vote of the members resident within the jurisdiction(s) of the local government(s) concerned, followed by a majority vote of concurrence of the members resident outside the jurisdiction(s) of the local government(s) concerned.

Sec. 3. Changes in Program. Changes in program, in the case of altered conditions, may be made provided that (1) information concerning the proposed changes has been sent to all members at least two (2) weeks prior to a general membership meeting at which the changes are discussed, and (2) final action by the membership resident within the jurisdiction(s) of the local government(s) concerned is taken at a succeeding meeting, with concurrence by the membership residing outside the jurisdiction(s) of the local government(s).

Sec. 4. Program Action. Members may act in the name of LWV Monmouth only when authorized to do so by the appropriate board. They may act only in conformity with, and not contrary to, a position taken by LWV Monmouth, LWV NJ and LWV US.

ARTICLE IX

Financial Administration

Sec. 1. Fiscal Year. The fiscal year of LWV Monmouth shall commence on the first of July each year.

Sec. 2. Dues. LWV Monmouth may establish membership dues with the approval of the members at a meeting of the members. Any member who fails to respond to dues notices may be removed from membership, provided notice is given and the member is afforded the opportunity to continue in good standing.

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

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

ARTICLE X

Parliamentary Authority

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

ARTICLE XI

Amendments

These bylaws may be amended by a two-thirds (2/3) vote of the voting members at the annual meeting, provided that the proposed amendments were submitted to the membership in writing at least two weeks in advance of the meeting.

Adopted: July 26, 2022