

BYLAWS

LEAGUE OF WOMEN VOTERS - HILL COUNTRY – TEXAS 160

P O Box 290303

Kerrville, Texas 78029-0303

ARTICLE I: NAME

The name of this organization shall be the League of Women Voters of Hill Country, hereinafter referred to in these bylaws as LWV-HC, or as the League. This local League is an integral part of the League of Women Voters of the United States, hereinafter referred to in these bylaws as LWVUS, and of the League of Women Voters of Texas.

ARTICLE II: PURPOSES AND POLICY

Section 1: Purposes.

a. The purposes of LWVHC are to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

b. The corporation is organized and operated exclusively for charitable and educational purposes under Section 502(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. Notwithstanding any other provision of these bylaws, the corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under such provisions of the Internal Revenue Code. No substantial part of the activities of the corporation shall be attempting to influence legislation.

Section 2: Political Policy.

The League shall not support or oppose any political party or any candidate.

ARTICLE III: MEMBERSHIP

Section 1: Eligibility.

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

Section 2: Types of Membership.

a. Voting Members. Persons at least 16 years of age who join the LWV-HC shall be voting members of the local and state League of their place of joining and of the LWVUS; (1) those who live within an area of a local League may join that League

BYLAWS

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or any other local League; (2) those who reside outside the area of any local League may join a local League or shall be state members-at-large; (3) those who have been members of the League for 50 years or more shall be honorary life members excused from payment of dues; (4) current students may become full members with all benefits of membership.

b. Associate Members. All others who join the League shall be associate members.

ARTICLE IV: OFFICERS

Section 1: Election, Qualifications, and Term.

The Leadership Team of the LWV-HC shall be President, Treasurer, Webmaster, Member Coordinator, Voters Service Chair, and Member/s-at-Large (not to exceed 3). The Leadership Team shall be elected for one-year terms at the annual meeting. The treasurer shall take office June 1. All Leadership Team members shall be voting members of the League. Vacancies may be filled by vote of the remaining members of the Leadership Team.

Section 2: Powers.

The Leadership Team shall manage and supervise the business, affairs and activities of the LWV-HC, subject to the instructions of the annual meeting. 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 by-laws. In the event of the absence, disability, resignation, or death of the president, the Leadership Team shall fill the vacancy from among the voting members.

Section 3: Duties.

a. The President shall preside over the Leadership Team, membership, and public meetings and serve as spokesperson for the LWV-HC. The President may, in the absence or disability of the treasurer, sign or endorse checks, drafts, and notes. The President shall be, ex officio, a member of all committees except the nominating committee.

BYLAWS

LEAGUE OF WOMEN VOTERS - HILL COUNTRY – TEXAS 160

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b. The Treasurer shall handle any and all money matters for the LWV-HC, including dues collection and renewal (unless otherwise assigned to the state or national league), preparing financial statements, and, with the assistance of the remaining members of the Leadership Team, preparing a budget and planning to raise funds for the LWV-HC.

c. The Webmaster shall create and maintain a website with the input from the remaining members of the Leadership Team or any appropriate committee.

d. The Voters Service Chair develops a plan and sets goals for providing as many voters as possible with accurate, timely and useful nonpartisan information on candidates and election issues and develops strategies for promoting voter turnout on Election Day, with special emphasis on groups with historically low turnout. Duties include but are not limited to scheduling and oversight of Volunteer Deputy Voter Registrar Training, Voter Registration Events, and Candidate and Issue Forums.

e. The Member Coordinator shall maintain regular contact with members, including new members, to notify them of meetings, recruit members to serve on standing and ad hoc committees and for other activities of the LWV-HC.

f. Members-at-Large shall attend and participate in all meetings of the Leadership Team.

g. The Leadership Team shall create with input from members, a community-based program using member volunteers and community partners that may include: observing local government, advocating on a local, state or national issue or studying the local community and local government.

h. The Leadership Team shall create an annual calendar with public meetings to educate members and the community and to raise money, create media relationships and develop ties with allied organizations.

i. The Leadership Team plans and directs the work necessary to carry out the program adopted by the national convention, the state convention, and the annual meeting.

j. The Leadership Team shall create special committees, as it deems necessary.
Section 4: Meetings.

BYLAWS

**LEAGUE OF WOMEN VOTERS - HILL COUNTRY – TEXAS 160
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There shall be at least four (4) meetings of the Leadership Team of the LWV-HC held annually. The Leadership Team may designate one member or the members may share the responsibility for preparing an agenda for each such meeting, with input from the remaining members of the Leadership Team or the chair of any appropriate committee and for ensuring that the minutes are kept for all meetings of the Leadership Team and for the annual meeting. The President may call special meetings and shall call a special meeting upon the written request of two other members of the Leadership Team. Three consecutive absences from regular meetings, without excuse, shall constitute a resignation.

Section 5: Quorum.

A majority of the members of the Leadership Team of the LWV-HC shall constitute a quorum. Any one or more members of the team may participate in a meeting by means of a conference telephone or similar equipment enabling all persons participating in the meeting to hear each other at a meeting.

Section 6: Indemnification and Limitation of Liability.

The Leadership Team and other appointed representatives of the League of Women Voters – Hill Country shall be indemnified and their liability shall be limited to the fullest extent authorized by the Texas Non-Profit Corporation Act, Article 1396-2.22A, Vernon's Annotated Civil Statutes, as it now exists or hereafter may be amended by the Charitable Immunity and Liability Act, Chapter 84 of the Civil Practices and Remedies Code.

ARTICLE V: MEETINGS

Section 1: Membership Meetings.

There shall be at least four meetings of the membership and/or public each year. Time and place shall be determined by the Leadership Team. These meetings shall include an annual meeting at which the Leadership Team is elected and a budget and bylaws are approved; a member orientation meeting; and a community orientation meeting. Special meetings of the membership may be called by the Leadership Team or upon written request of ten (10) per cent the voting members.

BYLAWS

**LEAGUE OF WOMEN VOTERS - HILL COUNTRY – TEXAS 160
P O Box 290303
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Section 2: Annual Meeting.

An annual meeting shall be held between May 1 and May 31, the exact time and date of which shall be determined by the Leadership Team. The annual meeting shall:

- a. adopt a local program for the ensuing year;
- b. elect the Leadership Team and members of the nominating committee;
- c. adopt an adequate budget; and
- d. transact such other business as may properly come before it.

Section 3: Quorum.

Twenty (20) percent of voting members shall constitute a quorum at all business meetings of the LWV-HC, provided written notice of the meeting is sent to the membership at least one week in advance.

ARTICLE VI: NOMINATIONS AND ELECTIONS

Section 1: Nominating Committee.

The Leadership Team is responsible for succession planning. If a nominating committee is used, it shall consist of three members. The President and two members, who shall not be members of the Leadership Team, shall be elected at the annual meeting. Vacancies shall be filled by appointment of the Leadership Team.

Section 2: Selection.

The Leadership Team shall be eligible to serve one consecutive full term in the same position.

Section 3: Report of the Nominating Committee.

The Report of the nominating committee that contains its nominations for officers, directors, and member(s) of the succeeding nominating committee shall be sent to all members one month before the date of the annual meeting. Immediately following the presentation of the report, nominations may be made from the floor by any voting member, provided the consent of the nominee has been obtained.

Section 4: Election.

BYLAWS

LEAGUE OF WOMEN VOTERS - HILL COUNTRY – TEXAS 160 P O Box 290303 Kerrville, Texas 78029-0303

The election shall be by ballot, except when there is but one nominee for each office, in which case it shall be by voice vote. A majority vote of those qualified to vote and voting shall constitute an election. Absentee or proxy voting shall not be permitted.

ARTICLE VII: PRINCIPLES AND PROGRAM

Section 1: Principles.

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

Section 2: Program.

The program of the LWV-HC shall consist of action to implement the principles and those local governmental issues chosen by the annual meeting for concerted study and action, provided that, as a condition of recognition by the state and national boards, the LWV-HC shall act only on existing local positions or state or national positions. The Leadership Team shall recommend to the membership, at the annual meeting, a program of work focused on the local community. Program of work, as used in these bylaws, may be in the form of observing local government, advocating on a local, state or national issue or education of the membership and the community on the structure and services of local or state or national government. At the annual meeting the recommended program or any similar program of work may be adopted.

Section 3: Changes in Program.

In the case of altered conditions, changes in the program may be made, provided that information concerning the proposed change is sent to all members at least two weeks before a general membership meeting at which the change is to be discussed and that final action by the membership is taken at a succeeding meeting.

Section 4: Program Action.

Members may act in the name of the LWV-HC only when authorized to do so by the Leadership Team. They may act only in conformity with, and not contrary to, a position taken by the LWV-HC, the LWV of Texas, and the LWVUS.

BYLAWS

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ARTICLE VIII: FINANCIAL ADMINISTRATION

Section 1: Fiscal Year.

The fiscal year of the LWV-HC shall be from June 1st of one year to May 31st of the following year.

Section 2: Dues.

The amount of annual dues shall be recommended by the Leadership Team and approved by a vote of the membership at each annual meeting. Dues shall be payable on the first day of January each year. The payment of each new member after January 31st shall be pro-rated in order that the next payment falls due on January 1 of the following year. Where two or more members reside at the same address in a common household, the first member may make a full dues payment and a payment equal to one-half of the annual dues shall be paid for each additional member.

Section 3: Budget.

An annual budget shall be prepared by the Leadership Team and shall be published for the membership no less than one month prior to the annual meeting. The budget, as presented, may be amended at the Annual Meeting and shall be adopted by a majority vote.

Section 4: Distribution of Funds on Dissolution.

In the event of the dissolution of the LWV-HC, after paying or making provision for the payment of all the liabilities of the LWV-HC, all assets of the LWV-HC shall be distributed to the League of Women Voters of Texas Education Fund or its successor that is recognized as exempt under Internal Revenue Code Section 501(c)(3), or the corresponding section of any future federal tax code. Should the state League no longer be in existence, then all assets should be distributed to an equivalent organization that is part of the League of Women Voters national organization. If no such organization is then in existence, then the LWV-HC assets, after paying or making provision for the payment of all the liabilities, shall be distributed for one or more of the LWV-HC exempt purposes with the meaning of Internal Revenue Code section 501(c)(3), or shall be distributed to the federal government, or to a state or local government, for a public purpose. The manner of distribution and recipients(s) of the LWV-HC assets shall be

BYLAWS

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determined by the board or such other person as shall be charged by law with the liquidation or winding up of LWV-HC and its affairs.

Section 5. Conflict of Interest Policy

The Leadership Team shall adopt a conflict -of-interest policy and an annual disclosure process that applies to all officers and Leadership Team members of LWV-HC.

ARTICLE IX: PARLIAMENTARY AUTHORITY

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

ARTICLE X: AMENDMENTS

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

Adopted May 1983
Revised May 1984
Revised May 1985
Revised May 1987
Revised May 1990
Revised May 1991
Revised May 1995
Revised May 1998
Revised May 2005
Revised May 2007
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Revised May 2009
Revised May 2013
Revised May 2015
Revised May 2016
Revised August 2016
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