



BYLAWS OF THE LEAGUE OF WOMEN VOTERS OF IOWA

**** Vote by LWVIA Delegates in Attendance to Convention 6/21/25**

Article I Name

Section 1. Name. The name of this organization shall be the League of Women Voters of Iowa, herein-after referred to as the LWVIA. The LWVIA is an integral part of the League of Women Voters of the United States, hereinafter referred to in these bylaws as LWVUS.

Article II Purpose and Policy

Section 1. Purpose. The purposes of the LWVIA are to promote political responsibility through informed and active participation in government and to act on selected governmental issues.

Section 2. Policies. The policies of the LWVIA are

1. **Political Policy.** The League shall not support or oppose any political party or candidate.
2. **Diversity, Equity & Inclusion Policy.** The Leagues is fully committed to ensure compliance in principle and practice with LWVUS' Diversity, Equity, and Inclusion Policy.
3. **Nonpartisan Policy.** The League is a nonpartisan political organization that advocates on issues that have been studied and adopted as policy.

Article III Membership

Section 1. Eligibility. Any person who subscribes to the purposed and policy of the LWVUS shall be eligible for membership.

Section 2. Types of Membership.

Voting Members. Persons at least 16 years of age who join the League shall be voting members of the local League, the state League, and the LWVUS.

1. Individuals who live within an area of a local League may join that League 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 life members excused from the payment of dues.
4. Those who are students are defined as individuals enrolled either as full or part time with an accredited institution.
5. All others who join the League shall be associate members.

Article IV Local Leagues, Inter-League Organizations and Member-at-Large Units

Section 1. Local Leagues. Members shall be organized into local Leagues to promote the purposes of the League and to act on local governmental matters.

1. The Board of Directors of the LWVUS, hereinafter referred to as the national board, may grant full local League recognition to groups that have fulfilled the requirements of their state boards and the national board.
2. Only one local League shall be recognized in any community.

Section 2. Inter-League Organizations. State and/or local Leagues may organize Inter-League Organizations, hereinafter referred to as ILOs, to promote the purpose of the League and to act on governmental matters of common concern. ILOs may be created and continue to operate only with the consent of the national board.

Article V. Officers

Section 1. Enumeration and Election of Officers. The officers of the LWVIA shall be a president or co-presidents, a vice-president, a secretary, and a treasurer. The president or co-presidents and secretary shall be elected by the convention in odd-numbered years and shall serve two-year terms beginning July 1. The vice president and treasurer shall be elected by the council in even-numbered years and shall serve two-year terms beginning July 1.

Section 2. The President or Co-Presidents. The president or a co-president shall preside at all meetings of the organization and of the board of directors unless the president or co-presidents shall designate another person to preside. The president or co-presidents may, in the absence or disability of the treasurer, sign or endorse checks, drafts, and notes. The president or a co-president shall be an ex officio member of all committees except the nominating committee. The president or co-presidents 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. A co-president shall, in the event of absence, resignation, disability, or death of the other co-president, possess all the powers and perform all the duties of the office.

Section 3. The Vice-President. The vice-president shall, in the event of absence, resignation, disability, or death of the president or co-presidents, possess all the powers and perform all the duties of that office. If the vice president is unable to serve in this capacity, the board of directors shall elect one of its members to fill the vacancy. The vice-president shall perform such duties as the president or co-presidents, and board may designate.

Section 4. The Secretary. The secretary shall keep minutes of conventions and meetings of the board of directors and shall notify all officers and directors of their election. The secretary shall sign, with the president or co-presidents, all contracts and other instruments when so authorized by the board and shall perform such other duties as the board may designate.

Section 5. The Treasurer. The treasurer, or a duly appointed assistant, shall collect and receive all monies due. The treasurer shall be the custodian of these monies and shall deposit them in a bank or banks designated by the board of directors. The treasurer shall present quarterly and annual statements to the board at its regular meetings and a year-to-date report to the convention or council. The treasurer shall be responsible for all state and federal tax compliances. The books of the treasurer shall be professionally audited after the close of the fiscal year. The annual audit shall be presented to the LWVIA board by August 15 and to the next convention.

Section 6. Past President. The outgoing president will stay on the Board of Directors one year past her/his designated presidential term to serve as past president to provide counsel to the sitting president and institutional memory to the Board.

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 LWVIA, five elected directors, and not more than six appointed directors. Of the five elected directors, three shall be elected by the convention in odd-numbered years and two shall be elected by the council in even-numbered years. All elected directors shall serve two-year terms beginning July 1. The elected members of the board of directors shall appoint such additional directors as they deem necessary, not exceeding six, to serve concurrently with the terms of office of the most recently elected directors. Each Local League should have representation on the LWVIA State Board.

Section 2. Qualifications. No person shall be elected or appointed or shall continue to serve as an officer or director of this corporation unless that person is a member of the LWVIA. ByLaws Revision from Convention 6.21.25.docx

Section 3. Vacancies. Any vacancy other than in the office of the president or co-presidents may be filled for the remainder of the term of office by a majority vote of the remaining members of the board.

Section 4. Powers and Duties. The board of directors shall manage and supervise the business, affairs, and activities of the LWVIA, subject to the instructions of the annual meeting. The board, or the executive committee between board meetings, shall approve expenditures as needed. 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 LWVUS for the organization and development of local Leagues and Member-at-Large Units and of finance programs requisite to further the work of the League as a whole. The board may create and designate an executive committee and other such special committees as it may deem necessary. The board shall retain the right to remove from office any board member who does not comply with League bylaws, policies, principles, and/or procedures.

The board of directors of LWVIA shall also form a board of directors of the LWVIA Education Fund that will meet when necessary to conduct the business of fund management, i.e. income from Education Fund donations and withdrawals for approved projects. Such meetings shall conform to Section 5 below, thus having notification and an agenda, with minutes taken.

Section 5. Regular Meetings. There shall be at least four regular meetings of the board of directors annually. The president or co-presidents shall notify each member of the board of directors of all regular meetings giving the date, time, and place, at least one week in advance. 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 received.

Section 6. Special Meetings. The president or co-presidents 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 at least six days prior to such a meeting. During a convention the president or co-presidents may, or upon the request of five members of the board, 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.

Section 8. Electronic Meetings. Board business may be conducted by e-mail, telephone, or electronically. 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.

Article VII Financial Administration

Section 1. Fiscal Year The fiscal year of the LWVIA shall be from July 1 to June 30.

Section 2. Budget. The Board shall submit an annual budget to the Convention or Council for adoption. This budget shall provide for the support of the LWVIA. A copy of the budget shall be sent to each local League and Member-at-large unit and all other members-at-large at least four weeks in advance of the Convention or Council.

Section 3. Financial Support. Members shall pay dues in accordance with LWVUS policy. All members shall pay membership dues except those exempted from paying dues in Article III.

Section 4. Budget Committee. The budget shall be prepared by a committee which shall be appointed for that purpose at least sixteen weeks 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 5. Education Fund. The LWVIA Board of Directors also acts as the LWVIA Education Fund Board.

Section 6. Distribution of Funds on Dissolution. In the event of merger or dissolution of the LWVIA for any reason, all money and securities or other property of whatsoever nature which at the time be owned or under the absolute control of the LWVIA, shall be distributed at the discretion of the board, or such other persons as shall be charged by law with the liquidation or winding up of the LWVIA and its affairs, to any member organization of the League of Women Voters of the U.S. (or the national LWWUS Education Fund itself) which is exempt under Section 501 (c) (3) of the Internal Revenue Code or the corresponding section of any future federal tax code; or if none of these organizations are then in existence or exempt under those tax provisions, then, at the discretion of the board, to another organization which is organized and operated exclusively for charitable and educational purposes and which has established its exempt status under such designated tax provisions.

Article VIII Convention

Section 1. Place, Date, and Call. A convention of the LWVIA shall be held biennially at a time and place to be determined by the board of directors. Meetings may be held electronically. The president or co-presidents shall send a first call for the convention to the presidents of the local Leagues and member-at-large units and to all other members-at-large not less than twelve weeks 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 above-mentioned members at least four weeks before the convention.

Section 2. Composition. The convention shall consist of the following delegates:

- a. members chosen by local Leagues.
- b. members chosen by member-at-large units.
- c. members-at-large selected by the LWVIA board.
- d. past state presidents who are members of the LWVIA.
- e. members of the board of directors of the LWVIA.

Section 3. Qualifications of Delegates and Voting. Each delegate shall be a voting member of LWVIA. Each delegate representing a local League shall be entitled to vote only if that League has met its per member payment obligation. Each qualified 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 LWVUS who are organized into recognized local Leagues and qualified member-at-large units in the state of Iowa shall be entitled to voting representation in the convention as follows: The members in each local League or member-at-large unit shall be entitled to one delegate who shall be chosen by their members; the members in each local League or member-at-large unit having more than 15 voting members shall be entitled to one additional delegate for each additional 10 voting members or major fraction thereof. LWVIA members-at-large selected as delegates by the LWVIA board may vote. The record with the LWVIA treasurer of paid voting members as of February 1 shall determine the official membership count for this purpose. Local Leagues are responsible for payment of the registration fees for the number of delegates that are entitled to attend.

Article IX Council

Section 1. Date, Composition, and Purpose. A meeting of the LWVIA council shall be held in the interim year between conventions, approximately twelve months after the preceding convention. Meetings may be held electronically. The council shall be composed of two delegates from each local League and MAL unit and the board of directors of the LWVIA. Two LWVIA members-at-large who attend council may be designated by the LWVIA board to vote. The council shall elect the vice president, treasurer, and two directors, give guidance to the board of directors on program and methods of work, adopt a budget for the ensuing year, transact other business presented by the board, and offer training to attendees. The council agenda must be sent to local Leagues, members-at-large and member-at-large units at least four weeks in advance of council.

Section 2. Powers. In the event of an emergency, the council is authorized to change the program provided:

- 1) notice of proposed changes has been sent to the presidents of local Leagues, members-at-large, and member-at-large units at least four weeks in advance of the council meeting; and,
- 2) the change is adopted by a two-thirds vote.

Article X Nominations and Elections

Section 1. Nominating Committee. The nominating committee shall consist of at least three and not more than five members. If deemed necessary, the additional two members will be appointed by the board acting on the request of the nominating committee. The chair and one member, who shall not be members of the board of directors, shall be elected by the convention to serve two-year terms beginning July 1. Nominations for these offices shall be made by the current nominating committee. After July 1, the board of directors shall appoint

one of its members to the nominating committee. Any vacancy occurring in the nominating committee shall be filled by the board of directors.

Article XI Program

Section 1. Principles. The governmental principles adopted by the national convention and supported by the League constitute the authorization for the adoption of program.

Section 2. Program. The program of the LWVIA shall consist of

- a. action to implement the principles.
- b. those state governmental issues chosen for concerted study and action.

Section 3. Program Selection. The convention shall select the governmental issues for concerted study and action using the following procedures:

- a. local League boards may make recommendations to the board of directors at least twelve weeks prior to the convention.
- b. the board of directors shall consider the recommendations and formulate a proposed program which shall be sent to the local Leagues, member-at-large units and all the members-at-large at least four weeks prior to the convention.
- c. any recommendation for the program submitted to the board of directors, but not proposed by the board, may be adopted by the convention provided consideration is ordered by a majority vote.
- d. a three-fifths vote is required for adoption of program.

Section 4. Member Action. Members may act in the name of the LWVIA only when authorized to do so by the President or the President's designee.

Section 5. Local League Action. Local Leagues may act independently of LWVIA so long as they notify LWVIA prior, and the actions are not in conflict with LWVUS positions.

Article XII National Convention and Council

Section 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 and alternates to that convention in the number allowed the LWVIA under the provisions of the bylaws of the LWVUS.

Section 2. National Council. 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 and alternates to such council in the number allowed the LWVIA under the provisions of the bylaws of the LWVUS.

Article XIII Parliamentary Authority

Section 1. Parliamentary Authority. An agreed upon version of Robert's Rules of Order, as designated by the Board of Directors, will be followed at Annual Meetings, Council, Convention, and other meetings as appropriate.

Article XIV Amendments

Section 1. Amendments. These bylaws may be amended by a two-thirds vote at any convention, using the following procedures:

- a. proposals for change shall be submitted by any local League or member-at large unit to the board of directors at least twelve weeks prior to the convention.
- b. all such proposed amendments together with the recommendations of the board shall be sent to local Leagues and member-at-large units and all other members-at-large at least four weeks prior to the convention.