

**Recommended Amendments to the LWVPDX Bylaws
to be voted upon at the 2021 Annual Meeting**

Recommended deletions are shown with strikethroughs. Additions are in bold and underlined.

AMENDMENT CLUSTER #1 (Deletions of unnecessary limitations on meeting electronically)

ARTICLE IV
Board of Directors

Section 5. Board Meetings. There shall be at least nine regular meetings of the Board of Directors annually. The President(s) 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. ~~Special m~~**Meetings** may be conducted by electronic means, such as telephone conference calls, video conferencing or e-mail. ~~The use of electronic meetings shall be reserved for those issues needing a decision before an in-person meeting is scheduled.~~ Notice of all regular meetings shall be sent at least six days before the meeting and notice of all special meetings shall be sent at least three days prior to the meeting. ~~In an emergency, previously scheduled regular or special in-person meetings may be conducted by electronic means if the business is urgent.~~ In all cases, time and opportunities must be provided for all board members to discuss and comment upon a proposed action before a vote is taken.

Reason for these amendments: During the COVID-19 pandemic, the Board conducted all board meetings by Zoom or other electronic means. This worked well and should be an option that is available to the Board in the future. In addition, the words to be deleted are currently contradicted by the wording of Article IV, Section 6, which states, "Any one or more members of the Board may participate in a meeting by means of conference telephone or other similar methods 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."

AMENDMENT #2 (Adding use of credit card to President(s)' powers in absence of Treasurer)

ARTICLE V
Officers

Section 2. The President(s). Duties: Shall preside at all meetings of the organization and of the Board of Directors; may in the absence or disability of the Treasurer, sign or endorse checks, drafts and notes, **and make credit card charges**; shall be—ex-officio—a member of all committees except the Nominating Committee; shall have such usual powers of supervision and management as may pertain to the office of the President(s) and perform such other duties as may be designated by the Board.

Reason for Amendment #2: We now have a LWV of Portland credit card that may be used for making purchases and paying bills. Both the President and Treasurer are authorized to use it. The Bylaws should reflect this.

AMENDMENT #3 (Adding an approved designee to perform treasurer's duties, when needed)

Section 5. The Treasurer. Duties: The duties of depositing and disbursing of funds shall be separate. All moneys shall be deposited by the members or staff designated by the Board of Directors. The Treasurer or a board-approved designee shall be responsible for disbursements as approved by committee chairs or by the President(s); shall keep a record of all receipts and disbursements; shall present statements to the Board at its regular meetings and an annual report to the Local Convention. The Treasurer shall serve as a member of the Budget Committee and as a member, ex officio, of the Endowment Fund Committee.

Reason for Amendment # 3: When the Treasurer is unable to perform all of his/her duties, another member, who has financial experience with the League, should be able to assume some of those functions. Currently, Past Treasurer and current Bookkeeper, Mary Hepokoski, has assumed some of the Treasurer's duties.

ARTICLE IX

Financial Administration

AMENDMENT #4 (Adding a reference to the other funds the Endowment Fund Committee oversees without mentioning them by name, since others could be added.

AMENDMENT #5 (For clarity, changing the clause at the end of the first sentence to a separate sentence.)

AMENDMENT #6 (Deleting the word, "Chair" in the last sentence, because the Committee may be represented by a member who is not the Chair.)

Section 5. Endowment Fund Committee. (Second paragraph)

The Endowment Fund Committee is charged with overseeing the management of the Endowment Fund, and the Sara Frewing Memorial Fund, **and other major investment funds. The Committee is also charged with** implementing the policies of the Board and the membership. The Committee will report on the Funds' status to the Board of Directors on a quarterly basis, and to the Executive Committee if an emergency occurs that requires immediate action. The Committee ~~Chair~~ shall make an annual report to the membership at the Local Convention.

Reasons for these amendments: These changes place into the Bylaws and clarify the way the Endowment Fund Committee has been operating.