



Bylaws of Vermont Women Leading Government

Adopted: 10-03-19

To launch: 01-01-20

To Become a Member: Email info@vlct.org, put WL G in subject line

Bylaws of Vermont Women Leading Government

Article I – Name, Mission and Affiliation

Section 1 – Name

The name of the organization shall be Vermont Women Leading Government.

Section 2 – Mission

The organization shall educate, mentor, encourage and support women working in, or affiliated with, the local government profession.

Section 3 – Affiliation

The Vermont Women Leading Government is an Affiliate of ICMA and an affiliate of the Vermont League of Cities and Towns.

Article II – Membership and Dues

Section 1 – Classification of Members

The organization shall be open to any non-elected, professional woman or woman identifying person working in or affiliated with municipal government in Vermont. The organization shall have two classifications of members:

- Manager Level: Appointed managers and administrators
- Associate Level: All other non-elected, professional women working in or affiliated with municipal government in Vermont or pursuing a degree in public management or a related field.

Section 2 – Membership Dues

The minimum, annual, individual membership dues shall be as follows:

- Management Level: \$40 per year per person
- Associate Level: \$40 per year per person
- Student Level: \$10 per year per person
- Demonstrated Need Level: \$0

In future years, at the annual meeting of the membership any changes to the dues may be authorized as part of the budget. If no such changes are made the dues will be as described herein.

Article III – Member Meetings and Voting

Section 1 – Member Voting

Each member in good standing shall have one vote on each matter on which the members are entitled to vote.

Section 2 – Annual Meeting

The annual meeting of the organization shall be held at the VLCT Town Fair; for the purpose of electing the Steering Committee, approving the budget and transacting such business as may come before the meeting.

Section 3 – Manner of Voting

Voting at meetings may be by voice, hand or secret ballot. Proxy voting shall not be permitted on any matter put to the vote of the voting members. An affirmative vote shall be the majority of those in attendance at the annual meeting.

Article IV – Steering Committee

Section 1 - Officers

The organization shall be led by a Steering Committee comprised of eight members, with one to be an alternate as determined by the Steering Committee. The role of Secretary in taking minutes shall rotate among the Steering Committee. The elected officers shall be that of President, Vice President, and Treasurer. It is the goal of the Committee to have at least two of the seven members be a Manager Level member.

Section 2 – President

The President shall lead the discussion of all business matters of the group and have check signing authority. She shall solicit agenda items for business meetings and distribute the agenda. She has equal standing with other Steering Committee members for the purposes of voting.

Section 3 – Vice President

The Vice President shall lead the discussion of all business matters of the group and have check signing authority in the absence of the President, or if the President has a conflict of interest.

Section 4 – Treasurer

The Treasurer shall supervise the charge and custody of all funds of this organization, the deposit of such funds in the manner prescribed by the steering committee, and the keeping and maintaining of adequate and correct accounts. The Treasurer shall prepare and present a financial report and budget to the members of the organization each year at the annual meeting.

Section 5 – Election and Term of Office

The Steering Committee shall be elected at each annual meeting of the members. Candidates for the Steering Committee must be members of the organization in good standing at the time of their election. Each Committee member shall be elected for a term of one year. Each Committee member shall hold office until expiration of the term and/or until a successor has been elected.

Article V – Miscellaneous

Section 1 – Fiscal Year

The fiscal year of the organization shall begin January 1 and end on December 31.