

**BYLAWS OF THE
IDAHO WRITER'S LEAGUE, INC.
(Revised September, 2007)**

To conform with the requirements of the state of Idaho pertaining to non-profit corporations and to provide for the operation of Idaho Writer's League, Inc. (hereinafter referred to as "IWL" or "League"), these revised Bylaws are hereby adopted.

**ARTICLE I
REPORTING YEAR**

The reporting year begins on October first and ends at Midnight September thirtieth of the following year.

**ARTICLE II
LEAGUE OFFICERS**

Section 1. The elected officers shall consist of a League President, League First Vice-President, League Second Vice-President, and League Treasurer.

Section 2. Duties of the League officers are defined in the Operational Procedures manual.

Section 3. Recall: Any elected officer may be recalled by written petition signed by a minimum of two thirds (2/3) of the regular members of the IWL.

**ARTICLE III
ELECTIONS**

Section 1. League officers are elected annually. Term of office is one year which begins October first following the election. With the exception of the League Treasurer, an officer may hold the same office a maximum of two consecutive terms. The League Treasurer may hold office for an indefinite number of consecutive terms.

Section 2. The Nominating Committee proposes a slate of League officers for the membership to vote on. This will be posted in the July *Leagazette*.

- a. Nominations may be submitted to the Nomination Committee no less than thirty days prior to the publication of the proposed slate of officers in the July *Leagazette*.
- b. Nominations may be submitted by any chapter in accordance to Section 2a of this article.
- c. Members are eligible for League office after two years of continuous membership in the IWL.
- d. Elections will be held by each chapter at their chapter meetings during the month prior to the annual League conference.
- e. Absentee votes may be submitted by members in printed form to chapter leaders by fax, email, regular postal service, or any acceptable means prior to the chapter votes.

f. Election results will be sent by each chapter to the head of the Nominating Committee who will tabulate the votes from the chapter elections and announce the results at the annual membership meeting. Other Nominating Committee members may announce the results of the election if the committee head is unable to attend the membership meeting.

Section 3. Should the office of League President become vacant, the League First Vice-President assumes the duties of the League President for the remainder of the term.

Section 4. All other vacancies of elected officers will be appointed by the League President to fill the unexpired term of office.

ARTICLE IV LOCAL CHAPTERS

Section 1. A local chapter may be organized with a minimum of three persons upon payment of required League dues, the submission of a written application to the Board of Directors, and approval by the Board of Directors. Local chapters may require chapter dues in addition to those required by the League.

Section 2. Local chapters may have Bylaws to fit their needs, provided the Bylaws do not conflict with the IWL Articles of Incorporation and Bylaws in Unit 3 Section 1.

Section 3. Local chapters will participate in the Rotation of Chapter Duties as listed in the Operational Procedures Manual.

Section 4. Any chapter whose membership drops below the minimum of three persons for a period of nine months during any fiscal year will be disbanded upon the approval of the Board of Directors.

Section 5. Upon disbandment, all remaining chapter funds, except monies designated for a specific purpose, will be turned over to the League Treasury and the Board of Directors will determine how they are used. Remaining members will have their memberships transferred to a chapter of their choice.

ARTICLE V MEMBERS

Section 1. Regular Members: Any person becomes a member of the Idaho Writer's League upon payment of chapter and League dues and receipt of annual League dues by the League Treasurer.

Section 2. Honorary Members: Honorary membership may be given to individuals in recognition of outstanding achievements in the literary arts or upon giving exceptional service to the IWL. A person may be nominated for honorary membership by any chapter or any member of the IWL for approval at the annual conference by the IWL Board of Directors. Individuals bestowed with honorary membership become members for life and receive all rights granted to regular members.

Section 3. Idaho Writer's League does not practice discrimination on the basis of race, color, religion, sex, national origin, handicap, or age. Membership is open to individuals with serious interest in writing and/or literary skills, who are interested in promoting or furthering the purpose of this corporation.

Section 4. Revocation of membership: The IWL and its chapters reserve the right to revoke membership in the league of any regular or honorary member. Membership dues may or may not be refunded on revocation of membership.

ARTICLE VI BOARD OF DIRECTORS

Section 1. The Board of Directors consists of League elected officers and the president of each local chapter or a representative elected or appointed by the local chapter to take the president's place. The immediate past League President acts as a consultant to the board.

Section 2. Meetings: The Board of Directors meets during annual conference and at special meetings as described in Article VIII of these Bylaws and in the Operations Procedures manual.

Section 3. The duties of the Board of Directors are as follows:

- a. The board oversees the amendments of the IWL Bylaws.
- b. The board makes needed changes to the Operational Procedures.
- c. The board accepts or rejects any application for admission for new chapters.
- d. The board determines when a chapter will be disbanded and how remaining funds not designated for a specific purpose will be used.
- e. The board accepts the League Treasurer's proposed budget and prepares a budget for the upcoming year. They present the proposed budget to the membership at the annual membership meeting for their vote.
- f. The board reviews all written committee reports and acts on committee recommendations.
- g. The board determines the general dates when the next year's annual conference will be held.

ARTICLE VII DELEGATE ASSEMBLY

Section 1. The Delegate Assembly consists of two members elected or appointed by each IWL local chapter as its representatives. Each delegate serves a one-year term on the Delegate Assembly beginning October 1 of the year and ending September 30 the following year. It meets when necessary during conference and as needed during the year in accordance to Unit 03 Section 2 of the Operational Procedures. Their purpose is to enact, enact with modifications, or veto proposed changes to the Bylaws or Operational Procedures.

ARTICLE VIII MEETINGS

Section 1. Required Meetings: The IWL requires two meetings to be held at the annual conference. They are the Board of Directors and Membership meetings.

Section 2. Requirements and procedures for each meeting as well as other meetings are defined in the Operational Procedures manual in Unit 3.

ARTICLE IX COMMITTEES

Section 1. The following standing committees are provided for in the bylaws: Nominating Committee, Conference Committee, and Publicity Committee.

Section 2. The League President may appoint any special committees for any purpose of the corporation during the year.

Section 3. The functions of committees are defined in the Operational Procedures manual in Unit 04: Committees.

ARTICLE X AMENDMENT OF THE BYLAWS

Section 1. Any proposed amendment, alteration, or repeal of the existing Bylaws or adoption of new Bylaws must be submitted in writing to the League President at least sixty days prior to the deadline for the July issue of the *Leagazette*.

Section 2. The Board of Directors will review the proposed changes and submit them with or without revision to the editor of the *Leagazette* for inclusion in the July issue.

Section 3. Chapters will review proposed changes and provide the chapter president or representative with any recommended alterations.

Section 3. The Board of Directors may propose amendments, alterations, or repeal of existing Bylaws or adoption of new Bylaws to the Delegate Assembly for vote at the Delegate Assembly meeting.

Section 4. The Delegate Assembly votes to accept, accept with revisions, or reject any proposed amendment, alteration, or repeal of the existing Bylaws.

Section 5. Any amendment, alteration, addition, or repeal of the Bylaws must be included in the official recorded minutes for the same to be effective.

a. The League Secretary will provide copies of all Bylaws changes to all members and chapters by mail, email, through the IWL website, or through the *Leagazette*.

b. Minor revision of less than a page may be sent out as notices to all members and chapters. Major revisions (over one page) will require a rewritten version of the Bylaws be made available to all members either through the local chapters or distributed in the *Leagazette*.