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POLICY ON DECISION-MAKING BY COMMITTEES

Adopted as a stand-alone policy by LWVME and
Democracy Maine on 1/25/2025.

The LWVME and Democracy Maine (“the Boards of Directors”) adopt this policy to govern the conduct of its committees.

1. Establishing Committees: The Executive Committee and the Nominating Committee for LWVME are established by and operate under the Bylaws of the relevant organization. The Boards of Directors may establish other committees to facilitate decisions on public policy or other issues or on matters affecting the organizations as it deems advisable from time to time consistent with this Policy.

2. Committee Membership and Leadership: The Boards of Directors may appoint members of committees, including a person to chair each committee. Committee chairs may appoint such additional members to committees as they deem necessary or desirable to fulfill the objectives of the committee. Committee members need not be members of the Board of Directors.

3. President’s Role on Committees: The president is an ex officio member of each subject matter committee. The president votes on a subject matter committee only to create a quorum or to break a tie. The president votes on all matters before the Executive Committee.

3. Committee Subject Matter: The Boards of Directors may establish descriptions of the subject matter and objectives that the various committees may address.

4. Committee Procedures and Authority to Act: When considering a proposal for action before a committee, if there is broad agreement among committee members that the issue that is the subject of the proposal is clear, consistent with previous actions, and in line with established policies or positions, the committee may decide on the proposal and take action without consulting the Boards of Directors provided the chair and president do not dissent from the position of the committee. The chair shall report to the Boards of Directors regarding decisions and actions taken as soon as practical and no later than the next board meeting.

5. Issues Needing Board Review: When an issue that is the subject of a proposal in a committee is not clear-cut, if there is disagreement in the committee, or if the issue that is the subject of the proposal is beyond the committee's scope of work, as delegated by the Boards of Directors, or expertise, the members shall refer the matter for the consideration of the Boards of Directors, as appropriate. Before taking a public position on a question of public policy that has not been considered previously, the committee shall refer the matter for the consideration of the Boards of Directors.

6. Guiding Principles for Committees: When considering any proposal for action, a committee may consider whether the proposal for action:

- A. Is consistent with the current priority of the organizations
- B. Is consistent with the organizations' nonpartisan policy and other existing positions of the organizations or prior positions taken by the Boards of Directors
- C. Makes good public policy
- D. Provides benefits that outweigh the costs or burdens
- E. Is supported by arguments that, after due consideration, outweigh any objections or counterarguments
- F. Will enhance an important relationship with another organization
- G. Will strengthen the organizations
- H. Can be supported within available resources or includes a plan to expand the resources available

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