

MAL (Member-at-Large) Coordination

Amended February 9, 2008

1. Some League members pay dues directly to LWVIN or LWVUS. If they live in the area of a local League (LL), they are affiliated with, and served by, that LL. "Members living outside the area of, and not enrolled in, a local League are called members-at-large. These members, whether they join at the state or national level, are automatically members of their state League and of the LWVUS" (*Starting Point*, p. 6).
2. To support members-at-large (MALs) and the related development of LLs, the board appoints an MAL coordinator. In the absence of an MAL coordinator, the membership coordinator assumes the responsibilities of the office.
3. The coordinator encourages MALs to participate in state League activities and, as visitors, in local League activities.
4. MAL representation at the LWVIN convention is covered by Bylaws VIII-4-c and by a separate policy.
5. MALs may be independent or may be organized in MAL Units. The coordinator carries responsibility for both.
6. The coordinator encourages communication among independent MALs, oversees their support and serves as their intermediary to LWVIN.
7. MAL Unit formation and supervision are covered by a separate policy.
8. In cooperation with the membership coordinator, the MAL coordinator keeps MAL entries in the LWVUS database current and, for state level MALs, sends annual renewal letters and forms.
9. The coordinator submits a written quarterly report to the board and recommends changes in MAL service and in the office of coordinator as warranted.

MAL (Member-at-Large) Units

Approved January 5, 2008

1. A group of at least eight MALs, living or working in a geographic area not served by a local League (LL), may petition the LWVIN board for recognition as an MAL Unit. Such a Unit may function as a first stage toward the formation of a new LL, or it may exist as a loose organizational form for a long time. Recognition is initially limited to six months.
2. To enhance member cooperation and because LLs grow from MAL Units, LWVIN recruits and encourages such groups. The MAL coordinator bears main responsibility for this effort.
3. MAL Unit formation and supervision are guided by *Starting Point*, issued by LWVUS. This policy enumerates specifications and additions that apply to Indiana.
4. When, either before or through a petition, the board learns that several MALs desire to form a Unit, the board appoints an MAL Unit advisor to the group. The advisor guides the group toward recognition and, later, as a Unit. The advisor reports to the MAL coordinator.
5. To gain recognition as a Unit, the group must agree to follow the principles, rules and policies of LWVUS and LWVIN. It must select a chair, a vice-chair, and at least a secretary-treasurer. It must plan at least three meetings or other events for the six-month period, one of which must serve the general public.

6. If a Unit advisor has been appointed, the group must consult the advisor about the petition. The petition must be approved by an organizational meeting of the group. Advisor and coordinator submit separate statements about the petition to the board.
7. After the initial six-month recognition, the MAL Unit reports to the board on its activities, via the advisor and the coordinator. In this report, the Unit requests recognition as a continuing MAL Unit, guidance on becoming a local League, or withdrawal of recognition. Formation of a local League may also be planned for a later time.
8. MAL Units must maintain a minimum membership of five members, have designated leaders, maintain an activity level of four events per year, conform to principles, rules and policies of LWVUS and LWVIN, and make an annual report to the MAL coordinator on their activities.
9. The board will withdraw recognition at a Unit's request or if the Unit fails to submit two successive annual reports and fails to respond to at least three documented requests for information by the coordinator.

MAL Representation at LWVIN Convention

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1. At least six weeks before the convention, when members-at-large (MALs) receive the call in accordance with Bylaws VIII-1, the LWVIN office or the MAL coordinator informs them of their right to representation (Bylaws VIII-4-c).
2. MALs who plan to attend the convention should register like other members.
3. The coordinator enables the MALs planning to attend to communicate with each other, so that they may select, or prepare to select, one or more delegates as warranted by their number.
4. If the selection is completed with sufficient lead time, the LWVIN office will send the MAL delegate(s) the applicable convention delegate materials.
5. If the selection is not completed in advance, the coordinator or a representative convenes a brief meeting of the MALs before the opening session, in order to complete the selection. Hour and place of the meeting should be communicated to the MALs in advance.
6. Credentials committee and secretary must be given, in writing, the name(s) and contact information of the MAL delegate(s). Delegate badge(s) and packet(s) are then issued as appropriate.