

# AAUW of North Carolina POLICY STATEMENT

October, 2009, 12 and 13 of 17

## XI. BRANCHES

A. Branch President - The Branch President :

1. **shall** be the official representative of the branch in the activities of the State and Association on all levels. A Branch President who is unable to attend the State Board meeting **shall** appoint a member of AAUW NC to represent the Branch President. The appointee will have the privilege of speaking and voting on issues.
2. **shall** send to the President of the State the names and addresses of all officers and committee chairs no later than June 1.
3. **shall file with the State President, in a format requested by her, a narrative annual report covering the activities of the branch by June 1.**
4. **must update branch bylaws after each national convention and submit by December 1 the updated bylaws to the coordinator designated by the President.**
5. **must update branch bylaws after each state convention.**

B. Branch Treasurer

Unless otherwise authorized by the AAUW Board of Directors, the Branch Treasurer shall send state dues to the State Treasurer, postmarked no later than July 1. Dues received after July 1 for late renewals or for new members shall be forwarded immediately.

C. Duties of Other Branch Officers and Chairs

Branch officers and committee chairs shall make reports as may be required by a member of the State Board of Directors or by a special committee chair.

D. New Branches

1. A new branch will function upon notification from Association that all qualifications have been met. It will receive recognition at the following State Convention.
2. Forming branches are encouraged to have their membership join the Association and the state as soon as possible.
3. If a branch is not chartered within a year after approval by the Board of Directors, the Board shall review the request.
4. If there is difficulty opening a bank account, the State can help arrange a method to cover publicity and meeting expenses until such time as the branch is officially recognized.
5. A travel grant to State Convention in the amount of \$50 is to be given to each new branch that has been chartered since the last convention.

E. Branch Board of Directors

In the event that a State Board member is not a member of the branch board, the State strongly urges that the State Board member be made a non-voting member of the Branch Board of Directors.

### X(?) PRESIDENTS' COUNCIL

1. If a branch president cannot attend a Council meeting, she shall notify the Branch Advocate that some other member of her branch will be representing the branch.
2. The Presidents' Council shall act as the nominating committee. The Branch Advocate shall act as facilitator and form a subcommittee composed of three to five Branch Presidents. The subcommittee will report back to the Presidents' Council for approval of the slate. If approved, the Branch Advocate will present the slate to membership 30 days prior to the annual meeting.
3. Meetings and votes of the Council may be held by conference calls and emails.