

## Revising AAUW NC Policies

Notes from 3/12/2014 meeting: Lill Van Order, Grace Knechtel, Nancy Shoemaker

### Resources

- 2009 policies: <http://www.aauwnc.org/uploads//2010/02/aauw-nc-policies-oct2009-v2.pdf>
- 2012 discussion of new structure: <http://www.aauwnc.org/about/2012-organizational-roles/>

### General recommendations

- Lower case words when capitalization is unnecessary – “the state”, not “the State” ...

### Straightforward changes

I. Purpose: replace with the language from the bylaws

V. Appointed Officers. Delete

VII. Board of Directors

- Delete reference to branch presidents; change “appointed officers” to language that matches section on committees and task forces and the bylaws

XII. Communication. Nancy review/update

XIV. Electronic communication. Nancy review/update

XV. Endorsing proposed NC legislation

- Needs to be rewritten to handle case where there is no “public policy chair” and new composition of the executive committee.

XVI. Review and Revision

- A. Quarterly review is unrealistic. Annual review would seem prudent.

### Rewrites needed

II. State meetings: **Nancy and Lill**

- C: ... Nancy to find “Appendix A” and rewrite sentence to include those as the default but with option for amendment at the start of the meeting
- D: Convention – Lill to rewrite following current practice, including
  - Note on how a quorum is determined. Any branch member in good standing present at the annual meeting makes the branch count as a representative.
  - Change 5 (Cluster Meetings) to a new section E and describe regional meetings
  - Support staff for the meeting section. Needs to be cross referenced in president responsibilities. Add a section on appointing and duties of the secretary. Reading committee? Parliamentarian?

IV. Elected Officers: **Nancy with input from Sandra**

- Replace with the version from 2012; compare to bylaws for consistency
- For president, add
  - Ensure required responsibilities from Committees & Task Forces are handled
  - Appoint support secretary, parliamentarian for state meetings
  - ?? ex officio member of all committees except nominating committee

- Branch Advocate needs mention of nominating committee and input from Sandra, possibly others

#### VIII. Leadership Teams and Roles

- Change to “Committees and Task Forces” (not “Portfolios”) and use language from 2012.
- Intro paragraph:  
The work of the state will be organized into several areas of responsibility. Those assuming the responsibilities will be appointed by the board, given a budget by the board, and be expected to report to the board. If a member volunteers to lead one of these efforts, that member may be appointed to the state board, and then may appoint additional members to that team. If more than one person works in a particular area, the group will be called a committee or task force.

The board must ensure that some responsibilities are covered, and these are marked with (\*) below. The board may offer a stipend for those who cover those responsibilities. Other responsibilities are optional, depending on interests and capabilities of the current members.

- Delete “IMPORTANT” paragraph
- Communications
  - Delete “Note: ...”
  - Make website required
  - Add “such as” before the list of email lists, and list only those currently used
- Public Policy
  - Make first bullet required
  - Delete second bullet
- Leadership Development
  - Delete fourth bullet (nominating committee now branch advocate)
- Check bylaws for discussion of Exec Committee as Finance Committee. Should it also be discussed here.

### Further discussion/research needed

Needs New section on Council of State Presidents. Lill to talk to Sandra

- At meetings of the Council, the branch president should notify the Branch Advocate that some other member of the branch will be representing the branch
- May incorporate some ideas from III, Cluster Meetings

#### IV. Description of Branch Advocate position – question to council of state presidents

#### X. Finances needs a broader discussion covering

- What is an appropriate target for our reserve?
- If we were to spend a significant amount of money on an event/program, how would we decide what that would be?
- Can we make automatic increases to our expenses by increasing reimbursement for more members to attend state/regional meetings? What about national meetings?
- Do we have the time/energy to spend more money?
- Should we lower our dues? Can we make other changes to dues: e.g., waive state dues for all new members?
- Do we make more contributions to our allies?
- Note that section IX Recognition is being deleted, so sections C (Minigrants) and, perhaps, A (100 Club) can be added to the other topics in section X.
- Note that section XIII Educational Foundation Programs should also be considered here.

#### XI. Branches

- Reporting and forwarding of funds should be updated for use of the MSD/MPP.

- Other sections need to be reviewed by branch advocate and council of branch presidents for conformance to reality

#### XIII. Educational Foundation Programs

- Suggestion on the table is to move the still relevant portions here into Finances.
- Historically, AAUW NC has not had a strong state program for EF/AAUW Funds efforts at the state level. If one is needed it should be added to the Committees and Task Forces section.

## Summary

Actions needed to 2009 version of AAUW NC policy document:

Current section	Status	Action	Who
I. Purpose	Quick	Replace from Bylaws	
II. State Meetings	Rewrite	Rewrite C, D	Nancy (C), Lill (D)
III. Cluster Meetings	Delete/move	Delete	Sandra, review for re-insertion elsewhere
IV. Elected Officers	Rewrite	Replace with 2012 version	Nancy with input from Sandra
V. Appointed Officers	Delete	Delete	Covered in Committees/Task Forces
VI. Executive Committee	Quick	Update language; check with current bylaws	
VII. Board of Directors	Quick	Minor rewrites	Nancy
VIII. Leadership Teams and Roles	Rewrite	Change to "Committees and Task Forces" and use 2012 language	Nancy
IX. Recognition	Delete/move	Delete A; Refer B to Branch Advocate; Move C to Finances	
<b>X. Finances</b>	<b>Discuss</b>	<b>Needs major discussion</b>	<b>Mary, Denny, JoAnn</b>
<b>XI. Branches</b>	<b>Discuss</b>	<b>Needs discussion</b>	<b>Mary, Sandra</b>
XII. Communications	Quick	Needs review	Nancy
XIII. Educational Foundation	Delete/move	Suggestion is to delete and move still relevant portions to Finance. Discussion may be needed.	
XIV. Electronic Communications	Quick	Needs review	Nancy
XV. Endorsement policy	Quick	Needs quick update	
XVI. Review and Revision	Quick	Change quarterly to annual	
<b>New section</b>	<b>Discuss</b>	<b>Document council of branch presidents</b>	<b>Mary, Sandra</b>

March, 2014.