

BYLAWS OF WICHITA NOW

SECTION 1 – NAME

The name of this organization is National Organization for Women, Wichita Chapter (Wichita NOW).

SECTION 2 – PURPOSE

Wichita NOW's purpose is to take action to bring women into full participation in the mainstream of American society now, exercising all privileges and responsibilities thereof in truly equal partnership with men. This purpose includes, but is not limited to, equal rights and responsibilities in all aspects of citizenship, public service, employment, education and family life, and it includes freedom from discrimination because of age, marital status, sexual preference, or parenthood.

SECTION 3 – MEMBERSHIP

Any person who subscribes to Wichita NOW's purposes shall be eligible to become a member of Wichita NOW and, upon payment of dues, shall be enrolled as a member. No person shall be excluded from membership, segregated, or otherwise discriminated against within the organization because of race, color, sex, religion, national origin, age, economic status, marital status, sexual preference, or parenthood.

SECTION 4 – MEETINGS

Regular meetings of Wichita NOW shall be held once a month. Notice of all regular meetings shall be given prior to the meetings. The annual meeting of members shall be held every June, the purpose of which will be to elect officers and conduct other business which may arise.

SECTION 5 – OFFICERS

The officers of Wichita NOW shall be the president, two vice-presidents, recorder, and treasurer. The organization may elect persons to fill such positions as coalition representative, membership coordinator, public relations coordinator, outreach coordinator, fundraising chair, program chair, or it may leave the positions to appointment by the president. Officers shall be elected for a term of one (1) year. Vacancies for any reason shall be filled by the board.

- A. **President.** The president shall preside at all meetings of the organization and shall have such other duties and authority that are usual to this office. The president shall be responsible for convening and conducting meetings of the board. The president may not serve on the nominating committee, but shall be an ex-officio member of all other committees.
- B. **Two Vice-Presidents.** The vice-presidents shall preside at all meetings of the organization in the absence of the president, shall preside at board meetings in the absence of the president, shall perform all duties usual to this office, and shall perform special tasks as assigned by the president.
- C. **Recorder.** The recorder shall be responsible for maintenance of all records and recording minutes of membership meetings, board meetings, and any special meetings that may be called.
- D. **Treasurer.** The treasurer shall maintain all financial records of the organization, shall report regularly to the organization on the financial operation of this organization, and shall perform all other duties usual to this office.

SECTION 6 – BOARD

The elected officers, immediate past president, and committee chairs appointed by the president shall constitute the board. The board shall fill such vacancies as may occur and persons so selected shall complete the term of office of the person they are replacing. The board may be called to meet by the president or at the request of three (3) members of the board. The board shall have full charge of the property and business of the organization with full powers, at the direction of the membership, to set policy for and oversee the conduct of same. The responsibilities of the board are: to actively pursue the purpose of the organization; to determine the general policies of the organization; to authorize such committees as are deemed necessary; and to retain full responsibility for their work.

SECTION 7 – NOMINATIONS, ELECTIONS, RECALL & VACANCIES

- A. **Nominations.** A nominating committee of at least three (3) members appointed by the president with the consent of the board shall nominate candidates for all offices and present its slate of candidates to the membership at the annual meeting. Nominations may be made from the floor at the time of the election.
- B. **Elections.** The officers shall be elected by a majority vote of those members in attendance at the annual meeting.

- C. **Recalls.** Should any officer be unable to attend without a reasonable excuse, two board action meetings in a row, or more than one-half the board action meetings in a term, that officer shall be removed from the office by the board.
- D. **Vacancies.** In the event of a vacancy in any office except the president, the board shall appoint a replacement. Election of an interim president shall be by membership present at the next regular meeting. Persons so selected shall complete the term of office of the person they are replacing.

SECTION 8 – FINANCE

The fiscal year shall begin January 1 and end December 31. Annual dues shall be the total of local, state, and national dues with reduced dues available. Annual dues shall be paid on the anniversary of membership in the organization. Only those members whose dues are paid up may vote or hold office. Any member whose dues are in arrears for three (3) months shall, after due notice, be dropped from the membership roll for failure to pay dues, with prejudice to reinstatement.

Prior to the transfer of the books from one treasurer to another, the president shall appoint a committee to review the books.

SECTION 9 – PROCEDURE

Robert's Rules of Order shall serve as the guideline for all proceedings of Wichita NOW.

SECTION 10 – AMENDMENTS

These bylaws may be amended by a two-thirds vote of the voting members present and voting at a regularly scheduled meeting. The amendments shall be submitted to the membership in writing at least one month in advance of the meeting.

SECTION 11 – DELEGATES TO NATIONAL CONFERENCES

Delegates and alternate delegates to the national conferences shall be elected in the number, manner and timing determined by the national bylaws and national credentials committee. All chapter members must be notified in advance of this election.

SECTION 12 – STANDING RULES

Standing rules of operation of this organization may be prepared and circulated to the membership following the annual election of officers.

BYLAWS REVISION HISTORY

- Adopted by the membership on September 9, 1987.
- Amended by the membership on June 9, 1993.
- Amended by the membership on September 16, 2010:
SECTION 4: “Written notice” changed to “Notice”.