

**NATIONAL ASSOCIATION OF WOMEN IN CONSTRUCTION
GREATER ROCHESTER, NY CHAPTER OF NAWIC # 314
STANDING RULES**

STANDING RULE #1:

The Chapter shall adopt Standing Rules stating its dues, fees and charges, meeting date, and method of voting for officers, delegates and propositions and declaring whether the Chapter will elect Officers to the positions of Corresponding Secretary and President-Elect, and such other rules as are not in conflict with the Charter of the National Association of Women in Construction; the Chapter's Corporate Charter; or the Bylaws, the Standing Rules or official policies of the National Association of Women in Construction. Revision and amendments to Standing Rules 1-6 can only be changed by the National Board of Directors. (9/11)

STANDING RULE #2:

Standing Rules shall be reviewed for compliance annually by the Chapter Board of Directors. In the event the Chapter Board of Directors recommends any changes, they shall immediately submit the Standing Rules to the National Bylaws Chair for review. When there are no changes, the Chapter Standing Rules shall be submitted to the National Bylaws Chair for review biennially no later than November 30th. Chapters in Regions where the Director is elected in odd-numbered years will submit their Standing Rules for review in odd-numbered years; Chapters in Regions where the Director is elected in even-numbered years will submit their Standing Rules for review in even-numbered years. (3/17)

STANDING RULE #3:

All revisions and amendments to the Chapter's Standing Rules are to be submitted to the National Bylaws Chair for approval 30 days prior to circulation. Amendment of Chapter Standing Rules requires 30 days notice to the chapter members and two-thirds (2/3) vote of the Chapter Board of Directors, except as superseded by state law. (9/11)

STANDING RULE #4:

Any member accepting Chapter funds to attend any Association function shall prepare a report to be either published or distributed within forty-five days following the event. The report shall be attached to appropriate chapter minutes.

STANDING RULE #5:

Where a chapter believes that extending reduced rate membership for multiple Corporate Members would expand awareness of NAWIC's professional development opportunities and encourage the advancement of women within these businesses, the Chapter may extend discounted memberships to accomplish this goal. (2/09)

STANDING RULE #6:

The Chapters shall adopt the Sarbanes-Oxley policies approved by the NAWIC Board of Directors and must be placed in the Chapter permanent records. The policies will be reviewed annually with individual Code of Ethics and Conflict of Interest being signed by each Chapter Board Member at the first fiscal Chapter Board meeting. (2/09)

STANDING RULE #7:

The chapter shall meet on the first Wednesday of the each month.

STANDING RULE #8:

The Chapter Officers shall consist of a President, Vice President, Recording Secretary, Corresponding Secretary, and Treasurer.

STANDING RULE #9:

The chapter dues as adopted on June 21, 2012 are:

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|---------|-------|-----------|-------|
| Active | \$ 29 | Associate | \$ 29 |
| Student | \$ 15 | Corporate | \$ 29 |
| Retired | \$ 15 | | |

STANDING RULE #10:

The chapter shall elect 5 (five) Directors.

STANDING RULE #11:

The method of voting for Chapter Officers and Delegates, and propositions shall be in person at a meeting.

STANDING RULE #12:

The chapter shall adopt the NAWIC Social Media Policy (9/16) as stated in the NAWIC Operations Manual – Section A; Association, Policies of NAWIC.

(cld: 01/27/14)

Approved with revision to #2: Cindy Johnsen 01/24/14
2014 version

PROPOSED REVISION MAY 9, 2017- Standing Rule #12 based on NAWIC National Board's revision dated 9/16 adoption of Social Media Policy – forwarded to Robin Fulton-Meyer for review May 22, 2017 (CC: Director Doreen Bartoldus and Chapter President Jillian Penkin)