NAWIC
The National Association of Women in Construction
Silicon Valley, CA

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, 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. (07/21)

** *Student membership dues are set as a flat rate as established by the NAWIC Board of Directors. Flate rate dues for* ***new*** *student members are retained by the association. Flat rate dues for* ***renewing*** *student members will be disbursed to the Chapters.* ***NO*** *additional renewal fees for students can be assessed by Chapters (8/22)*

Standing Rule #2:
Standing Rules will be reviewed for compliance annually by the Chapter Board of Directors, and at least biennially by the National Bylaws Chair, and by no later than November 30th. Biennial review will occur when there are absolutely no changes to any of the Chapter Standing Rules. Chapters' review schedule will be determined by their Region, according to the following:

A. Midwest, North Central, Northeast and Pacific Southwest Regions will submit when the start of the NAWIC year is an even-numbered year (i.e., 2022, 2024, 2026, etc.)
B. Pacific Northwest, South Atlantic, South Central and Southeast Regions will submit when the start of the NAWIC year is an odd-numbered year (i.e., 2023, 2025, 2027, etc.)

If there are any changes to Standing Rules 1-6, and/or if there are suggested changes to the Chapter Standing Rules by the Chapter's Board of Directors, then the Chapter Standing Rules MUST FIRST be reviewed and Chapter receives approval for circulation by the National Bylaws Chair, then:

A. Once approved for circulation, the Chapter's Standing Rules must be circulated for no less than 30 days to the Chapter's entire voting membership
B. After circulation is complete, approval by a two-thirds (2/3) vote of the Chapter Board of Directors is required, except as superseded by State law
C. After circulation and approval by Chapter Board of Directors, the Chapter President signs and re-submits the Chapter Standing Rules to the National

Bylaws Chair for final approval, reflecting signature and date. *(07/21)*

Standing Rule #3:
Any member accepting Chapter funds to attend any Association function shall prepare a report to be either published or distributed within forty-five following the event. The report shall be attached to the reimbursement request at the time of submittal to the Treasurer, to be attached to the appropriate Chapter Minutes and published in the upcoming chapter newsletter for all to read. *(03/00)*

Standing Rule #4:
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. *(02/09)*

Standing Rule #5:
The Chapters shall adopt the Sarbanes-Oxley policies approved by the NAWIC Board of Directors annually and duly noted in the Minutes. The policies will be reviewed annually with individual Code of Ethics and Conflict of Interest being reviewed by each Chapter Board Member at the first fiscal Chapter Board meeting. *(12/17)*

Standing Rule #6:
The Chapters shall adopt the NAWIC Brand identification and logos as specified and as approved by the NAWIC Board of Directors, issued August 2020. The Chapter specific logo shall be the only logo used for all marketing, website, social media, and correspondence materials the Chapter may develop. Until such time that this Standing Rule is updated with any new branding or marketing allowances, the logo as provided by NAWIC National shall be the only logo utilized to represent NAWIC. No changes to the logo or color are allowed. In addition, the logo, as adopted by the NAWIC Board of Directors may not be used, worn or displayed without the express written consent of NAWIC's Executive Director. *(05/21)*

Standing Rule #7:
The RENEWAL schedule for chapter dues as adopted on 10/1/2022 are:

a. Active $55.00
b. Corporate $65.00
c. Associate $55.00
d. Student $25.00
e. Retired $30.00

A members renewal date will be her enrollment date anniversary each year.

Standing Rule #8:
The Officers of the Chapter, in addition to President, Vice President, Recording Secretary and Treasurer may include President-Elect and Corresponding Secretary.

Standing Rule #9:
Regular monthly meetings will be held on the 4th Wednesday of the month. This date may be changed at the discretion of the president and/or a majority vote of the Board to accommodate special circumstances or opportunities for Chapter members.

Standing Rule #10:
The Chapter shall vote for officers and occasional propositions at our regularly scheduled meetings and will require a quorum to pass. When there is only one nominee for any office or any directorship, the Recording Secretary may be instructed to cast the elective ballot.

APPROVED BY VOTE FOR CIRCULATION BY THE SILICON VALLEY, CA #99 OF NAWIC BOARD OF DIRECTORS.

Angie Ramos
2022-2023 Chapter President

Date: 9/26/2022

Patricia Lawson
2022-2023 National Bylaws Chair

Date: 9/26/2022

APPROVED BY VOTE BY THE SILICON VALLEY, CA #99 OF NAWIC BOARD OF DIRECTORS AS THE **FINAL STANDING RULES** AFTER CIRCULATION TO THE CHAPTER MEMBERSHIP

Angie Ramos
2022-2023 Chapter President

Date: _____

Patricia Lawson
2022-2023 National Bylaws Chair

Date: _____