

ARTICLE I -- NAME

The name of this organization shall be the SOUTH BAY REPUBLICAN WOMEN FEDERATED, hereinafter referred to as the Club.

ARTICLE II – OBJECTIVES & ORGANIZATION

Section 1. The objectives of the club, in affiliation and cooperation with the National Federation of Republican Women and the California Federation of Republican Women shall be:

-- to promote an informed public through political education and activity. -- to increase the effectiveness of women in the cause of good government. -- to foster loyalty to the Republican Party and to promote its principles and ideals. -- to cooperate with the Republican State Central Committee and County Central Committee in campaign work, -- influence legislation and maintain a CFRW presence in State government in accordance with CFRW goals, -- encourage active citizenship, -- facilitate cooperation among Federated Republican Women's Local Clubs, and to work for the election of Republican Party nominees.

South Bay Republican Women Federated resides in Region 6, Los Angeles County, of the California Federation of Republican Women.

ARTICLE III – POLICY/ETHICS

Section 1. Members of the Board of Directors shall publicly support only registered Republican Candidates running for elective office.

Section 2. Endorsement Policy

- A. When two or more Republicans are candidates for the same office, no endorsements may be made by the Club, its President, or its Campaign and Precinct Chairman before any election. If any of the aforementioned desire to do so, she must resign her position. An officer of the organization who is a candidate or whose spouse or family members is a candidate shall be exempt from this rule; however, they may not do so in the name of the organization or by utilizing the logo or stationery of the NFRW, CFRW, or the local club. No endorsement or evidence of support by any members shall be issued using the NFRW affiliation, logo, or stationery without the approval of NFRW.
- B. The name "South Bay Republican Women Federated" shall not be used by a member or associate member when using any personal and/or electronic communications in supporting a candidate during an election. However, individual members are free to work or endorse Republican candidates of their choice in any election, just not in the name of the Club.
- C. NFRW Bylaws provide for removal of membership of any member, state federation, or local club that advocates a split party ticket or supports a candidate who is running on an opposition ticket.

Section 3. All proposed endorsements or petitions of a local nature shall first be submitted to the Board of Directors for consideration before submission to the Club membership at a regular Club meeting. However, any endorsements, petitions, legislative or educational materials approved by the California Federation of Republican Women may be submitted to the members at a regular Club meeting.

- A. Examples of endorsements or public displays of support include block walking, phone banking, handing out push cards, sending emails, signs in yards, donating funds attending fundraisers, and social media posts.
- B. In the case of contested Republican races, clubs may distribute information on all the candidates – such as events or fundraisers – if they are fair and distribute equally for all. The use of a disclaimer (i.e., "This is being emailed for informational purposes only and does not represent an endorsement by this club.") can help prevent anyone from interpreting such communications as endorsements.
- C. This policy only applies when there are two or more known Republicans in the same race. For any other race there is no endorsement prohibition.
- D. In non-partisan races; clubs and members will utilize whatever voter data is available in the county/state to verify registration, voter records, etc., to ascertain the party with which a candidate normally identifies.
- E. Candidate endorsement limitations shall not preclude any member from serving or fulfilling their duties as delegates to the National Republican Convention, the California Republican Party, or County Central Committee. Their State or Club title and State or Club name may not be used with any endorsement.

Section 4. Members are expected to “promote” Republican candidates with constructive remarks, and to remember that derogatory statements about any Republican office holder or candidate tend to weaken the Party. It shall be considered a breach of ethics for a member to speak disparagingly in public of any Republican or candidate. It shall be a breach of ethics to publicly promote a candidate of another party in speech, in print or electronic communication in a partisan or non-partisan election and may be just cause for a member's suspension or dismissal.

Section 5. Members shall NOT give their membership list to any other organization or non-member. All member information is the sole property of the NFRW and is strictly for the benefit of the NFRW and shall not be sold or furnished for any other purpose.

Section 6. The Club shall invite only persons of voting age, registered in the Republican Party, to speak at any meeting of its membership. People not yet eligible to vote may speak if the topic has been approved by the CFRW or local club's Executive Committee.

Section 7. The Club shall not affiliate with any political organization which is not officially recognized as working in concert with the National Federation of Republican Women or the California Federation of Republican Women and The Republican National Committee.

ARTICLE IV -- MEMBERSHIP

Section 1. Primary Members must be registered Republican women. To have the privilege of making motions and holding appointive office, a primary member shall have been in good standing for at least 60 days. A member in good standing is one whose current dues are paid to the club in good standing. A local club in good standing is one whose current per capita dues and service charge are paid to the NFRW. Primary members are members of California Federation of Republican Women and National Federation of Republican Women.

Section 2. Primary membership shall be limited to one Chartered Club. A primary member of the South Bay Republican Women Federated may be an associate member of another Federated Club.

Section 3. Primary Members of another Federated Republican Women's Club may become an Associate member of this Club.

Section 4. Associate membership shall not grant privilege of making nominations, vote, hold office, or be counted for the purpose of determining the number of delegates to national or state conventions, nor be used to establishing a quorum and are not members of CFRW or NFRW.

A. Republican men may be eligible for associate membership in the Club upon payment of the required annual dues for associate members. Such members may attend meetings, but shall not make motions, have a voice or vote, be on a committee, hold office, or be counted for the purpose of determining the number of delegates to national or state conventions, nor be used to establishing a quorum. They do not become a member of NFRW or CFRW.

Section 5. All members shall be governed by the bylaws and policies of the Club, CFRW, and NFRW.

ARTICLE V – DUES, NFRW Service Charge and Per Capita Reports

Section 1. The fiscal year of the Club shall be January 1, through December 31.

Section 2. The yearly dues shall be forty dollars (\$40.00). Associate dues shall be twenty-five dollars (\$25.00).

Section 3. Dues shall become delinquent after March 31.

Section 4. Per capita dues shall be payable on January 1 of each year and shall be remitted at the close of each month to the CFRW Treasurer and the Data Center along with a copy of the monthly Per Capita Report.

Section 5. The annual NFRW Service Charge shall be paid as established by the CFRW Board of Directors.

Section 6. Dues received after October 31 shall be remitted to CFRW the following January.

Section 7. Per Capita Reports for primary members whose dues are paid shall be sent directly to the CFRW Membership Secretary and Data Center at the close of each month

ARTICLE VI -- MEETINGS

Section 1. The regular meetings of the Club shall be held on the second Thursday of each month, unless otherwise ordered by the Club, or the Board of Directors. A minimum of eight regular meetings must be held during the year, conditions permitting, and maintain good standing by the payment of the NFRW service charge and submission of per capita reports and dues payments to CFRW.

Section 2. Following the inspirational message, all meetings shall be opened with the Pledge of Allegiance to the Flag of the United States of America.

Section 3. Twenty-five members shall constitute a quorum for a regular Club meeting, five of whom shall be officers.

Section 4. Special meeting of the Club may be called by the President or upon the written request of five (5) members of the Executive Committee or by seven (7) members of the Board of Directors if three (3) are elected members of the Executive Committee or by 10% of the Club members in good standing. The purpose of the meeting shall be stated in the notice which shall be sent to all Club members in good standing at least ten (10) days before the meeting. No other business shall be transacted at the meeting. Special meetings may be held electronically with seven (7) days' notice being given.

Section 5. Electronic meetings via teleconference or videoconference may be conducted upon forty-eight (48) hours telephonic or email notice to all members setting forth the procedures and time of any such electronic meeting.

- A. Electronic meetings: In the event a properly called meeting has to be canceled due to circumstances beyond the control of the Club, then it shall be acceptable to hold said meeting by an approved electronic means with seven (7) days' notice being given to all the members of the Club.
- B. The actions taken as a result of any mail or electronic meeting, have the same force and effect as a physical meeting.
- C. Official minutes of such meetings shall be recorded and ratified at the next meeting.

Section 6. The October meeting shall be the Annual meeting.

Section 7. VOTING: A vote of the Club, Board of Directors, or Executive Committee may be conducted by mail, telephone, fax, electronically, or email between meetings, provided there is participation by a majority of the members of the body. The vote shall be ratified and entered into the minutes at the body's next regular meeting.

Section 8. NOTICE for all meetings shall be mailed or sent electronically.

Section 9. PRINTED MATERIAL: All literature, petitions, materials, or announcement of any description shall first be submitted to the President or Executive Committee for approval before being circulated or distributed at any meeting.

ARTICLE VII – OFFICERS, Duties and Elections

Section 1. The elected officers of the Club shall be a President, four Vice-Presidents, a Recording Secretary, a Financial Secretary, and a Treasurer. Elected officers must be residents of California, registered to vote in California, and a primary member in good standing. These officers shall perform the duties prescribed by the bylaws and by the parliamentary authority adopted by the Club. The officers shall be elected at the Annual Meeting and shall serve a term of one year, or until their successors are elected.

Section 2. The appointed officers of the Club shall be Corresponding Secretary, Parliamentarian and Financial Review Officer. They shall be appointed by the President and approved by two-thirds vote of the elected officers.

Section 3. Should the office of the President become vacant, the first Vice-President shall serve the remainder of the term. If the First Vice-President is not eligible because of the requirements of the office, the office will be filled by the next eligible Vice President. A new Vice President shall be elected

by the Board of Directors to fill the unexpired term. All other vacancies in elected office shall be filled by election by the Board of Directors at the first meeting following the creation of the vacancy.

Section 4. Removal from Office or Membership: Members of the Board of Directors, Executive Committee or members of the Club may be removed by two-thirds (2/3) vote of the membership for any of the following reasons after investigation by the Executive Committee:

- A. Failure to pay local club and CFRW dues;
- B. Failure to support the Republican ticket;
- C. Supporting an opposition candidate; or
- D. Working against the goals of CFRW and NFRW.
- E. Speaking disparagingly in public of any elected Republican or Republican candidate.

ARTICLE VIII -- DUTIES OF OFFICERS

Section 1. President

- A. The President shall preside at all meetings of the Club. She shall sign all official correspondence and be one of three authorized signatures on the club bank accounts, the other two being the Treasurer and the Recording Secretary. If illness or necessary absence prevents her doing so, official correspondence may be signed by the first Vice-President. The President shall serve, ex-officio, on all committees except the nominating committee subject to approval of the Executive Committee. The President shall represent the Club at all activities or appoint a member of the Board of Directors to represent her. She shall make the annual report of her activities at the December meeting.
- B. The President shall accept resignation by written letter or e-mail of any member wanting to resign from a position, chairmanship, or the Club.
- C. The President-elect shall attend the annual budget meeting and December Double Board meeting. Following the election, but prior to taking office, the President-elect shall call a meeting of the newly elected executive committee to ratify appointments and plan for the coming year.

Section 2. Vice Presidents

- A. The Vice Presidents, in their order, shall perform the duties of the President in her absence.
- B. First Vice-President shall be program chairman and shall perform such duties as assigned by the President or the Executive Committee. She shall assist the President, and shall perform the duties of the President in her absence. Should the office of the President become vacant, the first Vice- President, if eligible, shall serve the remainder of the term as President.
- C. Second Vice-President shall be ways and means chairman, and shall make a report of her activities at each meeting. An annual report shall be given at the December meeting.
- D. Third Vice-President shall be membership chairman and shall make a report of her activities at each meeting. She shall accept the dues of members. All moneys shall be remitted to the Financial Secretary. She shall keep a record of the membership. She shall prepare monthly per capita reports, the original, plus per capita, shall be sent to the CFRW Membership Secretary and Data Center, as required, with copies to the following club officers: President, Recording

Secretary, Financial Secretary, Newsletter Editor, Newsletter Label Chairman, and the Newsletter Mailing Chairman.

- E. Fourth Vice-President shall be the legislation chairman. She shall prepare reports for the Newsletter and present legislative updates at the regular meetings.

Section 3. Recording Secretary

The Recording Secretary shall keep accurate minutes of all meetings of the Club in a permanent book, shall see that a copy of the bylaws of the Club are affixed to the current minutes book; also, a list of the officers and the standing committee chairmen. She shall be authorized to countersign checks with the President or Treasurer. She shall retain all reports and other important papers of the Club, including the Charter, the current membership list and the bylaws of CFRW and NFRW.

Section 4. Corresponding Secretary

The Corresponding Secretary, as requested by the President or the Board of Directors, shall conduct the correspondence of the Club. She shall notify members of the Board of Directors, if requested to do so, of the next board meeting to be held at least 48 hours in advance of such meeting.

Section 5. Financial Secretary

The Financial Secretary shall receive all moneys of the Club, including dues from the membership chairman, issuing receipts and keeping duplicate receipts. She shall deposit all moneys in a bank approved by the Executive Committee, retaining a deposit slip. She shall make a record of deposits and forward a copy to the President, Recording Secretary, Treasurer, Membership Chairman and Scholarship Chairman.

Section 6. Treasurer

- A. The Treasurer shall have charge of all money belonging to the Club. She shall pay bills only as authorized by the Board of Directors. She shall submit dues, annual service fees, the NFRW Service Charge, and reports to the California Federation of Republican Women as required. There shall be three authorized bank account signatures: President, Treasurer, Recording Secretary; any two acting together. She shall make a monthly statement with copies to the President, the Recording Secretary, Membership Chairman and the Financial Secretary. She shall give an annual report to the Club, having previously submitted her books to the Financial Review Officer. She shall be responsible for signing and with the approval of the Board of Directors, filing all government financial forms. All money raised by the Club shall be expended only for Club expenses unless otherwise designated.
- B. The Treasurer-elect shall secure signature cards from the bank and have them ready for change of signatures at the December Double Board meeting.

Section 7. Financial Review Officer

The Financial Review Officer shall examine the books of the Treasurer, Financial Secretary, Ways and Means Chairman and Membership Chairman by December 31st, and submit in writing a report of her findings at the February regular meeting. In the event of a change in the office of Treasurer or Financial Secretary an additional review shall be made. The Financial Review Officer shall serve as a member of the budget committee consisting of the incoming and outgoing President, Treasurer, Financial Secretary,

Ways and Means Chairman, and Program Chairman and assist in any financial matters, as instructed by the President or the Board of Directors.

Section 8. Parliamentarian

The Parliamentarian shall serve as advisor on the Executive Committee, Board of Directors and all Club meetings on matters of parliamentary procedure, serve in an advisory capacity to the President, the Bylaws Committee, and the Nominating Committee and be familiar with the bylaws and standing rules of the Club.

ARTICLE IX -- EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall be composed of the Elected and Appointed officers of the Club. All committee members must be members in good standing.

Section 2. The Executive Committee shall transact any emergency business that may arise between the regular meetings of the Board of Directors. It may take no action contrary to the action of the Board of Directors, nor may it act on a policy matter.

Section 3. It shall be allowed emergency expenditures not to exceed \$100.00.

Section 4. It shall meet at the call of the President or at the written request by at least three (3) of the Board of Directors or Club meetings and may conduct business by mail, electronic mail, electronic meetings, or telephone when necessary. Actions taken as a result of any mail or electronic meeting have the same force and effect as a physical meeting. Official minutes of such meetings shall be recorded and ratified at the next Executive Committee meeting.

Section 5. A majority shall constitute a quorum.

Section 6. The Elected Officers shall ratify by two-thirds vote the appointments of the President.

Section 7. Any vacancy occurring on the nominating committee shall be filled by the Executive Committee.

Section 8. SPECIAL MEETINGS of the Executive Committee may be called by the President or at the written request of at least three (3) members of the Executive Committee. The purpose of the meeting shall be stated in the notice which shall be sent to all members of the Executive Committee at least ten (10) days before the meeting. No other business shall be transacted at the meeting.

ARTICLE X – BOARD OF DIRECTORS

Section 1. The Board of Directors shall be composed of the elected and appointed officers, the chairmen of standing committees and the immediate past president.

Section 2. The Board of Directors shall meet on the fourth Thursday of the month unless otherwise authorized. The President or any five of its members may call a special meeting.

Section 3. The December Double Board meeting will be a joint meeting of retiring and new board members.

Section 4. The Board of Directors shall be empowered to fill any vacancy in an elective office, except the presidency.

Section 5. Ten members of the Board of Directors shall constitute a quorum, of which five shall be officers.

Section 6. If a Board of Directors member is unable or unwilling to perform the duties, or is absent without excuse from three consecutive board or Club meetings, she may be replaced at the discretion of the board.

Section 7. The Board of Directors shall be allowed to approve all expenditures.

Section 8. The Board of Directors may take no action that is at variance with the accepted policies of this Club, CFRW, or NFRW.

Section 9. ELECTRONIC MEETINGS

- A. The Board of Directors may conduct business by mail, electronic mail, electronic meetings, or telephone when necessary.
- B. Electronic meetings via teleconference or videoconference may be conducted upon forty-eight (48) hours telephonic or email notice to all members of the Board of Directors setting forth the procedures and time of any such electronic meeting.
- C. The actions of the Board of Directors, taken as a result of any mail or electronic meeting, have the same force and effect as a physical meeting.
- D. Official minutes of such meetings shall be recorded and ratified at the next Board of Directors meeting

Section 10. SPECIAL MEETINGS of the Board of Directors may be called by the President or at the written request of at least five (5) members of the Executive Committee or by seven (7) members of the Board of Directors, if three (3) are elected members of the Executive Committee. The purpose of the meeting shall be stated in the notice which shall be sent to all members of the Board of Directors at least ten (10) days before the meeting. No other business shall be transacted at the meeting.

Section 11. The Standing Committee Chairmen shall be appointed by the President and approved by two-thirds vote of the Elected Officers. They shall be members in good standing and have a voice and a vote.

The Standing Committee Chairmen are:

Americanism, Awards, Booklet, Budget, Bylaws, Campaign and Precinct,
Caring for America, Centerpieces, Chaplain, College Republican Liaison, Hospitality/Hostess,
Luncheon Cashier, Luncheon Reservations, MELP, Military Support, Newsletter Editor,
Newsletter Labels, Newsletter Mailing, Opportunity, Photographer, Press, Scholarship, Sunshine
and Webmaster.

Section 12. Duties of the Standing Committee:

- A. Americanism: Lead the Pledge of Allegiance to the Flag of the United States of America at meetings

- 301 B. Awards: Prepare Awards forms per CFRW and NFRW requirements
- 302 C. Booklet: Prepare yearly Membership Book
- 303 D. Budget:
 - 304 a. Members include the Financial Review Officer, incoming and outgoing
 - 305 President, Treasurer, Financial Secretary, Ways and Means Chairman, and
 - 306 Program Chairman.
 - 307 1. Prepare a budget to be presented to the Board of Directors for
 - 308 recommendation to the membership before the 1st meeting of the fiscal
 - 309 year.
- 310 E. Bylaws
 - 311 a. Committee shall be appointed by the Club President to;
 - 312 1. Conduct a biennial review of the Club bylaws, request and receive
 - 313 proposed amendments to the bylaws, submit them to the Board of
 - 314 Directors for action, or initiate changes requested by the Club; and
 - 315 process Amendments per Article XV
- 316 F. Campaign and Precinct
 - 317 a. Shall coordinate all activities of the Club's campaign program and be responsible
 - 318 for the collection and reporting of campaign hours.
 - 319 b. Shall abide by Article III: Policy/Ethics
- 320 G. Caring for America: Organize Caring for America community project
- 321 H. Centerpieces: Prepare meeting centerpieces as required
- 322 I. Chaplain: Lead prayers at meetings
- 323 J. College Republican Liaison: Interface with College Republicans
- 324 K. Hospitality/Hostess: Welcome guests at meetings
- 325 L. Luncheon Cashier: Accept and document meeting fees and submit to Financial Secretary
- 326 M. Luncheon Reservations: Accept meeting meal reservations and interface with venue
- 327 N. MELP: Coordinate book donations to schools
- 328 O. Military Support: Organize donations for Military projects
- 329 P. Newsletter Editor: Prepare Newsletters
- 330 Q. Newsletter Labels: Prepare and print labels for Newsletter distribution
- 331 R. Newsletter Mailing: Distribute/Mail Newsletters
- 332 S. Opportunity: Coordinate opportunity drawings at meetings and events

T. Photographer: Take photos at meetings and events

U. Press: Prepare and submit inputs to local media

V. Scholarship: Interface with high schools, collect completed scholarship forms, chair evaluation committee, and prepare scholarship award meeting presentation

W. Sunshine: Coordinate social contact with members through verbal or written communication, (i.e. greeting cards, phone calls, visits)

X. Webmaster: Maintain Club Website

Section 13. Special Committees may be appointed as needed by the President subject to two-thirds (2/3) approval of the Elected Officers. They shall be non-voting members of the Board of Directors.

ARTICLE XII -- NOMINATIONS AND ELECTIONS

Section 1. Establishment of the nominating committee shall be addressed at the May Board meeting. The nominating committee shall consist of five (5) members in good standing for at least one year. Each of the communities represented by the Club membership shall be represented, if possible. The members of the current nominating committee shall be eligible to serve again in two (2) years. The Board of Directors shall elect two (2) members and one (1) alternate, and three (3) members and one (1) alternate shall be elected by the general membership. Members shall be elected no later than the regular meeting in September.

A. The Parliamentarian shall call a meeting of the newly elected committee members at the close of the meeting at which they were elected for the purpose of conducting the election of a Chairman and Vice Chairman. The Parliamentarian will instruct the Nominating Committee as to proper procedure and will be available for further counsel if required. The Parliamentarian shall not serve as a member of the Nominating Committee.

Section 2. Eligibility

A. No one shall be eligible for the office of President who has not been an active Board of Directors member in good standing for one year.

B. No one shall be eligible for an elective office who has not been an active member in good standing for no less than three months prior to the election.

Section 3. There shall be thirty days' notice of the nominees, prior to the election. The names of the nominees shall be published in the October Newsletter prior to the October Annual meeting, at which time nominations may be made from the floor, providing the nominee has consented. The election of officers shall be held after the close of nominations. In extenuating circumstances, the publishing of the nominees and nomination from the floor and election shall be held in September.

Section 4. If there is only one candidate for an office, the election shall be by viva voce vote. If there is more than one candidate for an office, the election must be by ballot. No candidate may simultaneously run for more than one office. A plurality vote shall elect. Ballot(s) shall be destroyed at the close of the general meeting.

Section 5. All officers shall be elected for one year.

Section 6. The installation of officers shall be in November. Newly elected officers shall assume their duties at the December Double Board meeting. Former officers and chairmen shall turn over all books, records and properties pertaining to their offices by or at the December meeting or by January 1.

Section 7. The outgoing President shall preside at the December Double Board meeting up to and including unfinished business. The incoming President shall preside over new business and to the conclusion of the meeting.

ARTICLE XIII -NATIONAL AND STATE FEDERATION CONVENTION DELEGATES

Section 1. NFRW and CFRW CONVENTION

- A. The Club shall be represented at the NFRW convention as set forth in the National Federation of Republican Women's bylaws.
- B. The Club shall be represented at the CFRW convention as set forth in the California Federation of Republican Women's bylaws.
- C. Election of delegates and alternates shall take place at a general meeting before convention to conform to the NFRW and CFRW certification requirement.

ARTICLE XIV -- PARLIAMENTARY AUTHORITY

The proceedings of this Club shall be conducted in accordance with Robert's Rules of Order, Newly Revised, insofar as they do not conflict with the bylaws and standing rules and policies of this Club; or the bylaws and policies of the California Federation of Republican Women or National Federation of Republican Women.

ARTICLE XV -- AMENDMENTS

Section 1. These Bylaws may be amended by a two-thirds (2/3) vote of the club's primary members in good standing in attendance at any general meeting provided that the amendment(s) have been approved by the Club's Bylaws Committee and reviewed by the Clubs Board of Directors; and provided that a copy of the proposed amendment(s) have been sent to each primary member in good standing at least thirty (30) days prior to the vote.

Section 2. These Bylaws shall be automatically amended to conform to any bylaw changes approved at the NFRW Biennial Convention and CFRW Biennial Convention and shall be immediately published to the Club membership.

Section 3. SIGNING OF BYLAWS

Bylaws of the Club shall be dated and signed by the President and Secretary, and submitted to the California Federation of Republican Women for approval.

ARTICLE XVI – DISSOLUTION

Section 1. This club may be dissolved by a 2/3 vote at any regular or special meeting of the club, provided that notice of the dissolution has been submitted in writing at least thirty (30) days prior and has been sent to all members of the club. In the event of dissolution, The Executive Committee shall, after payment of all liabilities of the club, distribute any remaining assets to the CFRW. No funds shall be distributed to

any member or officer of the club. The right to use the name of the dissolved club shall revert to the CFRW.

Section 2. A local Club, wishing to dissolve, shall send a letter to their Regional Director stating the reasons why the Club is failing to function. It becomes the responsibility of the Regional Director to provide assistance and direction.

Section 3. If the matter cannot be resolved, the local Club shall send a notice to all its members of record that a special meeting will be held on a specified date, at a specified time and place, and a dissolution resolution shall be prepared.

Section 4. At this special meeting, a motion shall be made to send the charter to the CFRW Charter Registry Chairman, and all monies in the Club treasury shall be sent to the CFRW Treasury to be held in trust by CFRW for a period of five (5) years. Should the Club desire to reactivate within those five years, the money shall be returned to the Club to be used for membership promotion. After the period of five years, the funds in trust will revert to CFRW's General Fund.

STANDING RULES

1. Delegates and alternates to conventions shall be elected only after receiving their consent to attend said convention. If a delegate or alternate should fail to attend the convention and should fail to withdraw her name before convention fees are paid by the Club, said member must reimburse the Club for her fees.

2. All lunch payments are non-refundable.

3. No member shall represent the Club at any meeting who has not been a member in good standing for at least six months prior to the meeting. No person may be an official representative of the Club unless so designated by the President, the Board of Directors or the membership at a regular meeting.

4. The Club shall pay honorarium transportation and luncheon expenses of the speaker for Club programs, when necessary.

5. The Club shall pay an allowance of \$50.00 per month to the President to defray her expenses. Either the President or a representative is expected to attend all CFRW Region 6 meetings, and the Club will pay for the lunch.

6. A balance of \$500.00 shall be maintained in the Club treasury at all times.

7. All resignations must be in writing and directed to the President.

8. At a fund-raising event or when the general public is invited, no business shall be transacted except for pertinent announcements.

9. When an officer or a chairman whose material is vital to the organization is on vacation or is ill, she shall turn over such material to the President or to any other officer.

10. The chairmen of standing committees shall keep a procedure book which lists the duties of their office, and the yearly activities. This procedure book shall be given to the chairman who succeeds her in office.

11. First Vice President shall obtain a gift for the President to be given at the December Board meeting.

12. If a candidate is invited to speak at our meeting and cannot attend, a substitute may be accepted to speak for him, except local Central Committee candidates.

13. Preference of scholarship candidates will be given to those related to SBRWF members. We will present no more than three scholarships per year. Candidates must be living within the South Bay area as generally defined by SBRWF rules. Candidates must have at least a B+ average, must be active in school activities and/ or community involvement, with some Republican political activities. Candidates must have plans to attend a community college or university.

14. The Standing Rules may be amended or revised at any meeting by a majority vote of the members present; provided notice of proposed amendment or amendments shall have been given orally or in writing at the previous meeting; or if copies of proposed changes have been mailed ten days prior to the meeting at which the amendments are to be acted upon.

Mahlone Becker, President South Bay RWF

Kathy Kent, Recording Secretary South Bay RWF

Ratified at 4/13/23 Member meeting