

# Changes to the QI Rules of Procedure Approved by the Quota International Board of Directors on April 2, 2019

## **PREVIOUS: Rule 14. Nominations Deadline**

### *Article VII: Nominations and Elections*

Nominations for international office must be received by December 31 of the year preceding the convention. Notice of nomination for all officers is to be made on official forms provided for this purpose and sent to the executive director, received by December 31 for publication. In the event a candidate chooses to withdraw his or her nomination, the candidate is to submit a signed, written withdrawal to the executive director by February 15.

## **NEW: Rule 14. Nominations Deadline**

### *Article VII: Nominations and Elections*

Nominations for international office must be received by **February 1 of the convention year**. Notice of nomination for all officers is to be made on official forms provided for this purpose and sent to the executive director, received by **February 1** for publication. In the event a candidate chooses to withdraw his or her nomination, the candidate is to submit a signed, written withdrawal to the executive director by **March 15**.

Rationale: The Quota International Board of Directors will be announcing a plan for a change in Quota International's structure in December 2019. Board nominees will want to know the Board's future plans before deciding whether or not they wish to run for an international board position.

## **PREVIOUS: Rule 15. International Officer Elections**

### *Article VII: Nominations and Elections*

#### **A. Election of Officers**

Elections will be held in convention years. Mail ballots shall be automatically sent to all eligible voters - club, regional director, and past international presidents - by March 1. There will be no voting for international officers at convention. All voting ballots must be mailed to the international office postmarked no later than June 1. No mail ballots will be accepted at convention. Mail ballots shall be counted at convention by the elections committee. The results of the election shall be given at convention. The two-year term of office for president-elect/treasurer and three vice presidents will begin at the post-convention board meeting.

## **NEW: Rule 15. International Officer Elections**

### *Article VII: Nominations and Elections*

#### **A. Election of Officers**

Elections will be held in convention years. Mail ballots shall be automatically sent to all eligible voters - club, regional director, and past international presidents - by **April 1**. There will be no voting for international officers at convention. All voting ballots must be mailed to the Quota International office postmarked no later than June 1. No mail ballots will be accepted on-site at convention. Mail ballots shall be counted at convention by the elections committee. The results of the election shall be given at convention. The two-year term of office for president-elect/treasurer and three vice presidents will begin at the post-convention board meeting.

Rationale: The Quota International Board of Directors will be announcing a plan for a change in Quota International's structure in December 2019. Board nominees will want to know the Board's future plans before deciding whether they wish to run for an international board position.

**PREVIOUS: Rule 16. Campaigning**

*Article VII: Nominations and Elections*

**B. Campaign Rules:**

5. Candidates **must** provide a 3 minute video to Quota International by January 31. Video presentations of all standing candidates may be played at Regional Meetings and will be taken from the Quota International website. If one candidate video is played, all candidate videos **must** be played.
6. Candidates may provide copies of a one-page standard size paper flyer (A4 or 8 ½ x 11) to be distributed with the mail ballots - 200 copies sent to each office by February 15, Washington, DC and Australia.

**NEW: Rule 16. Campaigning**

*Article VII: Nominations and Elections*

**B. Campaign Rules:**

5. Candidates **must** provide a 3-minute video to Quota International by **March 1**. Video presentations of all standing candidates may be played at regional meetings and will be taken from the Quota International web site. If one candidate video is played, all candidate videos **must** be played.
6. Candidates may provide copies of a one-page standard size paper flyer (A4 or 8 ½ x 11) to be distributed with the mail ballots - 200 copies sent to each office (**Washington, DC and Australia**) by **March 1**.

Rationale: The Quota International Board of Directors will be announcing a plan for a change in Quota International's structure in December 2019. Board nominees will want to know the Board's future plans before deciding whether they wish to run for an international board position.

**PREVIOUS: Rule 16. Campaigning**

*Article VII: Nominations and Elections*

**E. Board Meeting Attendance**

1. All board members are expected to attend all board meetings in person held during their term of office.
2. Board Meetings are held the first weekend in December (Thursday thru Sunday) and the second weekend in July (Thursday thru Sunday).

**NEW: Rule 16. Campaigning**

*Article VII: Nominations and Elections*

**E. Board Meeting Attendance**

All board members are expected to attend all **electronic and in-person board meetings** held during their term of office.

Rationale: In-person board meetings have been reduced to one; all other board meetings are held electronically. Previous Rule 16, E., Part 2 is duplicative of New Rule 17, Part C (*next page*).

**PREVIOUS: Rule 17. Board Meetings**

*Article VIII: Board of Directors*

- A.** During the convention years, the board of directors shall meet immediately before and after the convention in the convention city and will attend another board meeting held within seven months in a place designated by the president. The board will conduct the regional directors seminar at convention.
- B.** The board will meet in July of a non-convention year and will attend another board meeting held within seven months in a place designated by the president.

**NEW: Rule 17. Board Meetings**

*Article VIII: Board of Directors*

- A. During the convention years, the board of directors shall meet immediately before and after the convention in the convention city and will attend another board meeting held in person at a time and in a place designated by the president.
- B. The board will conduct the leadership seminar (for club presidents and regional directors) at convention.
- C. The board will meet in person one time per year, preferably in December. All other board meetings will be scheduled by the president as need determines and will be held electronically (via telephone conference or skype).

Rationale: In-person board meetings have been reduced to one; all other board meetings are held electronically. Convention leadership seminars will include both regional directors and club presidents.

**PREVIOUS: Rule 18. Board Expenses**

*Article VIII: Board of Directors*

- B. Quota will pay for a sitting board member’s transportation, hotel accommodations and meals for all other board meetings which take place during the board member’s term of office. All board members are expected to attend all board meetings held during their term of office.

**NEW: Rule 18. Board Expenses**

*Article VIII: Board of Directors*

- B. Quota will pay for a sitting board member’s transportation, hotel accommodations and meals for all other board meetings which take place during the board member’s term of office.

Rationale: The second sentence in Previous Rule 18, Part B is duplicative of New Rule 16, Part E (page 2).

**PREVIOUS: Rule 19. Duties of Bylaws Committee**

*Article IX: Committees*

The Bylaws Committee Shall:

- B. Receive from the executive director all proposals for amendments to the Bylaws submitted by January 1 of a convention year;

**NEW: Rule 19. Duties of Bylaws Committee**

*Article IX: Committees*

The bylaws committee shall:

- A. Receive from the executive director all proposals for amendments to the Bylaws submitted by February 1 of a convention year;

Rationale: Because of the Board of Director is proposing to change the structure of Quota International, potential additional time will be needed to prepare proposed bylaw changes.

**PREVIOUS: Rule 21. Annual Per Capita Dues**

*Article XI: Finances and Funds*

- A. Annual per capita dues for each member of Quota International shall not be less than \$75 (2010 rate) to Quota International. Dues may be increased annually; the amount of annual increase will be based on the cost-of-living increase determined by the U.S. Bureau of Labor Statistics. The 2018 per capita dues for each member of Quota International shall be \$77 due Quota International beginning 1 October 2017 (effective since Feb 2013).

- B.** Dues shall be based on the number of members on the first day of the month in which the dues are due (the statement date). Dues are due within thirty (30) days of the statement date.
1. The statement date for the Asia/Pacific clubs will be October 1; and
  2. The statement date for all other Atlantic clubs will be January 1.
  3. The statement date for all other Atlantic clubs will change to October 1 (effective 2018).

**NEW: Rule 21. Annual Per Capita Dues**

*Article XI: Finances and Funds*

- A. Annual per capita dues for each member of Quota International shall not be less than \$75 (2010 rate) to Quota International. Dues may be increased annually; the amount of annual increase will be based on the cost-of-living increase determined by the U.S. Bureau of Labor Statistics. The 2018-2019 per capita dues for each member of Quota International shall be \$79 due Quota International beginning October 1, 2018 (effective since October 1, 2018).
- B. Dues shall be based on the number of members on the first day of the month in which the dues are due (the statement date). Dues are due within thirty (30) days of the statement date.

Rationale: All clubs in Quota now pay dues on October 1. The amount of annual Quota International dues was updated to the current \$79 per member fee.

**PREVIOUS: Rule 23. Quota International and We Share Foundation Reserves**

*Article XI: Finances and Funds.*

The Reserve Fund for Quota International will be maintained at a level equal to four to six months of operating costs and a Reserve Fund for We Share Foundation will be maintained at a level equal to two years of operating costs.

**NEW: Rule 23. Quota International Reserves**

*Article XI: Finances and Funds.*

The reserve fund for Quota International will be maintained at a level equal to at least one-half of the previous year's operating expense upon the ending of the fiscal emergency identified by the Board of Directors in September 2018.

Rationale: The We Share Foundation reserve fund no longer exists; a new Quota International reserve fund has been created and will be funded in full upon the sale of all Quota International office space.

**PREVIOUS: Rule 25. Fiscal Year**

*Article XI: Finances and Funds*

The fiscal year of Quota International shall be May 1 through April 30. Beginning 2018, the fiscal year of Quota International shall be October 1 through September 30.

**NEW: Rule 25. Fiscal Year**

*Article XI: Finances and Funds*

The fiscal year of Quota International shall be October 1 through September 30.

Rationale: The fiscal year change has been implemented.

**PREVIOUS: Rule 32. Dissolution of a Club**

*Article XIII: Clubs*

- D.** After approval of dissolution or revocation of a club by the Quota International Board of Directors, all remaining funds shall be disposed of to a charitable organization. The remaining funds may be given to the We Share Foundation or a local service project.

**NEW: Rule 32. Dissolution of a Club**

- D.** After approval of dissolution or revocation of a club by the Quota International board of directors, all remaining funds shall be disposed of to a charitable organization. The remaining funds may be given to **Quota International**, the We Share Foundation, or a local service project.

Rationale: Quota International is a 501(c)3 non-profit organization which accepts donations.