

AAUW Maryland [Year] Annual Meeting Rules

The following rules are reproduced from the AAUW Maryland Bylaws (March 2022) are automatically in effect. See below for additional rules not from the Bylaws.

ARTICLE IX. NOMINATIONS AND ELECTIONS

Section 1. Nominations.

- a. There shall be a nominating committee consisting of at least three (3) branch members, each from a different branch, who will be elected at the annual state meeting for a term of one (1) year. The current State President may not serve on the Nominating Committee.
- b. The term of service on the nominating committee shall be for one year for a maximum of two consecutive terms.
- c. The nominating committee shall propose a slate of candidates for the next nominating committee. The slate will be presented for a vote at the annual convention.
- d. The chair of the nominating committee shall be elected by a majority vote of the nominating committee.
- e. No later than three months before elections, the AAUW Maryland President or the Vice President for Communications or the Nominating Committee Chair shall notify all AAUW Maryland members of the officer and director positions to be elected in the current year and request nominations.
- f. The Nominating Committee Chair shall report to the AAUW Maryland President and Board of Directors a slate of nominees for officer and director positions sufficiently in advance to allow timely notice to be given to the membership.
- g. The names of the nominees for elected office and members of the nominating committee shall be published and sent to every member at least thirty (30) days prior to the annual meeting.
- h. Additional nominations may be made from the floor with the consent of the nominee.

Section 2. Elections.

- a. Elections shall be held at the annual meeting.
- b. Elections shall be by ballot unless there is only one nominee for a given office, in which case the election may be by a voice vote. Election shall be by a majority vote of those present and voting or by plurality if there are three (3) or more candidates for a position.

ARTICLE X. BOARD OF DIRECTORS

Section 1. Composition. The board of directors shall include the elected officers and appointed officers, chairs of standing committees, branch presidents and such others as deemed necessary. The immediate past president shall be a voting member of the board for the first year out of office.

ARTICLE XIII. MEETINGS

Section 1. Annual Meeting. The organization shall hold an annual meeting to conduct the business of AAUW Maryland , such as electing officers, reviewing the budget, amending bylaws, and receiving reports. The exact date, time and place of the meeting shall be determined by the board.

Section 2. Special Meetings. Special meetings may be called by the president or shall be called by the president on the written request of one-third (1/3) of the members of the board.

Section 3. Meetings Notice. Notice of meetings shall be sent to all members of AAUW Maryland at least thirty (30) days prior to the meeting.

Section 4. Voting. Representation of AAUW Maryland membership at annual meetings shall be by regularly accredited delegates representing:

- a. All members of the state board.
- b. One branch delegate for each ten (10) members of the branch or major fraction thereof. The Branch president or lead delegate carries the votes of any branch votes not assigned to a regularly accredited delegate for the branch.
- c. One delegate appointed by the state president for each ten (10) National members.

Section 5. Quorum. The quorum shall be a majority of branches.

~End of excerpts from the Bylaws~

The following rules are not from the Bylaws and rules are debatable and amendable. A two-thirds (2/3) majority is required for adoption.

A. Annual Meeting/Convention and Credentials:

The [year] Annual Meeting, also called the Convention, will be held at a date, time and place determined by the board. It may be conducted via video or teleconference.

B. Delegates:

The number of branch delegates in addition to the branch president is as follows:

Name of Branch – # members, # delegates

[list all branches]

Total Members – #; Total Branch Delegates - #

A member may, upon clearance by the credentials committee and with approval of the branch president or duly appointed representative, be transferred to delegate status at any time prior to or during the business meeting.

C. Voting:

Each accredited delegate may cast one vote. If requested by any registered delegate, the Credentials Committee may call the roll of registered delegates in order to clarify the count of yeas and nays.

Co-officers shall share one vote.

When voting to elect state officers, the chair of each branch delegation may also cast any remaining votes to which the branch is entitled.

No other member of the voting body may cast more than one vote, even if they hold two positions that would otherwise be able to vote.

Votes of the state board members may be cast in their absence by duly appointed alternates, with written authorization.

D. Quorum:

Delegates representing a majority of the branches shall constitute a quorum. # branches must be represented by at least one accredited delegate to constitute a quorum.

E. Resolutions:

1. Resolutions on policies, program, or legislative action may be proposed from the floor for discussion by a two-thirds (2/3) vote of delegates attending. A two-thirds (2/3) vote of the delegates attending shall be required for the adoption of such resolutions.
2. Only accredited delegates shall be entitled to debate, make motions, and vote.
3. Any delegate who wishes to speak must request to be recognized by the chair, give name and branch or annual meeting status, and be recognized by the chair.
4. Anyone not having accredited delegate status and wishing to speak must request to be recognized by the chair, giving name, branch and reason for speaking. A two-thirds (2/3) vote shall be required for permission to speak.
5. No one shall speak longer than two (2) minutes at a time without the unanimous consent of the annual meeting. The rulings of the timekeeper shall be final. A signal shall be given to each speaker thirty (30) seconds before the time limit is reached.
6. No one shall speak a second time on the same question as long as any voting member who has not spoken to that question desires the floor. The chairs of committees making reports, or makers of motions, shall have two (2) minutes for closing the debate, provided they have not already spoken twice on the question, or provided the previous question has not been ordered.
7. No motion relative to policies, program, or legislative action that is proposed during the meeting without prior notice may be approved without having first been submitted in writing to the President and the Secretary. After indicating that a delegate wishes to submit a motion, the delegate shall present the motion in writing (*if held via video or teleconference*: via an e-mail to the President [address] and the Secretary [address]). In addition to the precise wording of the motion, the written motion shall identify the maker of the motion, including their annual meeting status.