



Standing Rules

Adopted May 9, 2019

1. The by-laws of AAUW and by-laws of AAUW of California (AAUW CA) shall govern this Branch in all practices. The by-laws and standing rules of the Branch shall in no way conflict with the AAUW or AAUW CA by-laws.
2. General meetings shall be accessible to the handicapped. No meetings shall be scheduled on Easter, Christmas, Passover, Rosh Hashanah (2 days), Yom Kippur, Hanukkah, Ramadan or any major holiday of significance to religious or ethnic groups within the geographical area of the Branch. All Jewish and Muslim holidays begin at sundown the day before.
3. General meetings are open to interested members of the public, unless restricted by a private venue.
4. When a Branch activity requires prior reservations and payment, the payment amount will not be refunded to any person who fails to cancel a reservation in time for the Branch to recover its cost.
5. Members shall neither sell tickets to non-AAUW events nor advertise them during Branch programs or events. Announcements may be made after the meeting has adjourned.
6. Prospective members who are eligible to join may attend three (3) programs, events or interest group meetings before being required to join.
7. The Branch directory/newsletter shall be used exclusively for communication on AAUW matters among the Branch members. They shall not be used for solicitation of any kind.
8. All Leadership Committee meetings are open to Branch members. Members wishing to speak at the Leadership Committee or General Meetings will be recognized at the President's discretion unless they have made a request to be put on the agenda prior to the meeting.
9. With the approval of the Leadership Committee, any member may form a new interest group provided that its meetings will not conflict with other scheduled Branch meetings and provided that it is open to all members.
10. The Branch may donate funds to an outside organization as authorized by the Leadership Committee.
11. An individual member may endorse, as a private citizen, candidates for appointive or elective office, partisan or non-partisan, but such endorsement shall not use the name of AAUW. The individual member endorsement shall not include any mention of her/his AAUW membership.
12. As a candidate for any office, a member may declare membership in AAUW as long as she/he is not opposing any AAUW program or policy. Declaring one's AAUW membership opposing an AAUW position violates the AAUW Use of Name policy.
13. Upon the death of an active member, a memorial gift may be made in accordance with the wishes of the family. If the family has no preference, the Branch may make a memorial gift to the name of an AAUW fund. Monies shall be taken from the general fund and the amount shall not exceed \$50 unless approved by the Leadership Committee.

14. AAUW CA Convention: A sum of money, to be determined by the Leadership Committee, will be budgeted annually and used by the president and/or an appointed delegate to defray the cost of the registration fees. Lodging, transportation and meals will be taken under consideration as needed at the time of registration.
15. Standing rules can be amended by the majority vote at a Branch meeting if previous notice has been given or by a two-thirds vote if no notice has been given. Standing rules will be published annually in the Branch directory or newsletter and the website.
16. A committee of members appointed by the president and chaired by the by-laws chair will review the Standing Rules as needed, to be determined by the Leadership Committee.
17. Fifty Year Honorary Life Membership: An individual member who has paid AAUW dues for 50 years shall become a national life member and shall thereafter be exempt from the payment of AAUW, State and Branch dues.
18. All Branch records will be retained in accordance with AAUW By-laws and Federal and State regulations.
19. Participants at events should notify the photographer or Branch Communications Officer if they do not wish their image published in electronic or printed media.
20. The proposed budget for the ensuing year will be presented to the membership at least 30 days prior to voting at the Annual meeting.
21. The leadership team will seek approval from the membership in any general meeting with a quorum present (15% of members) for any planned expenditure beyond \$500.00 not allocated in approved budget. If needed, an email ballot may be used explaining the details, pros and cons so an informed decision can be made.
22. A reserve fund to mitigate financial impact of the branch dissolution to be established, maintained yearly, and held until Branch dissolves.