



Buffalo Niagara

#388 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. Flat 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circulation is complete, approval by a two-thirds (2/3) vote of the Chapter Board of Directors is required, except as superseded by State law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)



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Standing Rule #3:

All revisions and amendments to the Chapter's Standing Rules are to be submitted to the National Bylaws Chair for approval 30 days prior to circulation. Amendment of Chapter Standing Rules requires a 30-day notice to the chapter members and two-thirds (2/3) vote of the Chapter Board of Directors, except as superseded by state law. (9/11)

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 Chapter shall meet regularly on the 1st Thursday of each month. *"This date may be changed at the discretion of the President and a majority vote of the Board to accommodate special circumstances or opportunities for Chapter members."*

Addendum on 6.12.2024 – Increase non-members meeting fee to \$45.00 from \$40.00 was voted on and approved by the NAWIC BN Board of Directors.

STANDING RULE #8

The Chapter Officers shall consist of a President, Vice President, Treasurer, and Recording Secretary, Corresponding Secretary) and shall include the Immediate Past President. Should the chapter membership exceed forty (40) members, the Board has the option to add Directors as appropriate to conduct Chapter business and operations

STANDING RULE #9

Election of Officers and Board Members shall be done by voting in person at a regularly scheduled general business meeting by all members eligible to vote.



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STANDING RULE #10

The chapter dues as adopted on 5.10.2024 are:

- a. Active \$100.00 - renewal
- b. Corporate \$100.00
- c. Associate \$100.00
- d. Student **\$25.00**
- e. Retired \$10.00


****as set by the National Board**

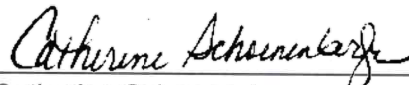
Chapter dues are subject to change pending review by the Board of Directors prior to submission to the membership for approval or disapproval.

STANDING RULE #11

Election on propositions shall also be handled by voting on the issue on the floor by those Active and Corporate membership voting.

APPROVED BY VOTE FOR 30-Day CIRCULATION BY THE Buffalo Niagara Chapter #388 OF NAWIC BOARD OF DIRECTORS.


 Marie Patton
 2024-2024 Chapter President
 Buffalo Niagara Chapter #388


 Catherine Schoenenberger
 2024-2025 National Bylaws Chair

Date: 12.3.24

Date: 12.03.2024

APPROVED BY VOTE BY THE Buffalo Niagara Chapter #388 OF NAWIC BOARD OF DIRECTORS AS THE **FINAL STANDING RULES** AFTER CIRCULATION TO THE CHAPTER MEMBERSHIP

Marie Patton
 2024-2025 Chapter President
 Buffalo Niagara Chapter #388

Catherine Schoenenberger
 2024-2025 National Bylaws Chair

Date: _____

Date: _____