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**Building Flexibility into your Bylaws
AAUW-NYS 2015 Summer Meeting
Saturday, July 25th, 3:00-4:30 pm.**

Leadership requirements by AAUW (national) bylaws:

“affiliated entities may create such leadership structures as meet their needs. Each branch shall provide AAUW with designated contacts for administration and finance. Each branch shall also designate a member other than the contacts for administration and finance to record the minutes of each branch and branch board meeting.”

Ways you can build more flexibility into your branch bylaws:

Elected Officers

The elected officers for the branch shall be the president, presidential council or official representative, finance officer (treasurer) and recording secretary.

PRESIDENTIAL COUNCIL. A member of the Presidential Council shall officially represent the branch in activities of the AAUW. The Presidential Council (or this member) shall be responsible for submitting such reports and forms as required by AAUW and the state.

Shared Positions

Any office except treasurer can be a shared position. - easiest way

Every elected and/or appointed officer position may be shared - or specify one or the other

Meetings

The number of meetings need NOT be stated in your branch bylaws

Technically a meeting is a gathering where business is conducted and minutes are taken.

Most of what we call “meetings” are actually programs.

Most branches conduct branch business at board meetings.

The only required meeting is an annual meeting for reports to the membership.

Many branches require a meeting for elections which could be the annual meeting.

Wording for flexibility:

The board of directors will handle all business of the branch except election of officers and schedule meetings at the call of the president.

The annual meeting shall be held between the months of April and June.

There shall be at least four general membership meetings each year.

Scheduling Meetings

Consider the make-up of your membership when scheduling meetings and programs.

Older – don't drive at night.

Younger - work all day.

Snowbirds – fewer in attendance in the winter months.

Do a survey of what members prefer. If your branch has some of each try varying days, times, weekend, different weeks.

Programs are sometimes determined by the availability of the speaker but try to accommodate as many members as possible.

Occasionally a speaker appeals to one specific group more than others – consider trying to plan time of day, day of week, for the most attendance of that group.

Restrictions on Consecutive Terms

You may want to remove these restrictions. When you find a skilled person that is willing to do the job, it is sometimes difficult to replace them with someone as skilled. Especially treasurer and secretary.