



**CALIFORNIA DIVISION**

**BYLAWS AND STANDING RULES**

**Proposed Amendments for Discussion at the  
2010 California Division Meeting  
June 12, 2010  
Pleasanton, California**

**Proposed Amendment #1**

CALIFORNIA DIVISION BYLAWS  
ARTICLE III - OFFICERS

Amend Section 1. Officers; Section 4. Election paragraph a.; and Section 6. Duties paragraphs d & e, by changing officer titles and responsibilities

<b>PRESENT WORDING</b>	<b>PROPOSED WORDING</b>
<p>Section 1. Officers. The Division officers shall be a President, a President-Elect, a Vice President, a <u>Recording Secretary</u>, a <u>Corresponding Secretary</u>, and a Treasurer.</p> <p>Section 4. Election. a. The President-Elect, Vice President, <u>Recording Secretary</u>, <u>Corresponding Secretary</u>, and Treasurer shall be elected by ballot by a majority vote of the Delegates at the annual Division Meeting.</p> <p>Section 6. Duties.  d. The <u>Recording Secretary</u> shall:</p> <ol style="list-style-type: none"> <li>1) Keep an accurate record of all Division and Board of Directors Meetings.</li> <li>2) Prepare and distribute the minutes of all business transacted at Board of Directors Meetings and any other meetings called by the President in accordance with Standing Rules Section 6.g. and the annual Division Meeting in accordance with Standing Rules Section 6.b.</li> <li>3) Distribute minutes of any Board of Directors Meeting within 45 days of said meeting as prescribed in Standing Rules Section 6.g.</li> <li>4) Distribute minutes of annual Division Meeting in draft format within 90 days after said meeting and in final, approved format by next year's annual meeting as prescribed in Standing Rules Section 6.b.</li> <li>5) Have available at all meetings up-to-date copies of the International Bylaws and Standing Rules and Division Bylaws and Standing Rules.</li> <li>6) Be authorized to sign checks.</li> <li>7) <u>Perform such other duties as may be assigned by the Board of Directors.</u></li> </ol>	<p>The Division officers shall be a President, a President-Elect, a Vice President, a Secretary, and a Treasurer.</p> <p>The President-Elect, Vice President, Secretary, and Treasurer shall be elected by ballot by a majority vote of the Delegates at the annual Division Meeting.</p> <p>d. The Secretary shall:</p> <ol style="list-style-type: none"> <li>1) No change</li> <li>2) No change</li> <li>3) No change</li> <li>4) No change</li> <li>5) No change</li> <li>6) No change</li> <li>7) Delete</li> </ol>

<p>e. <u>The Corresponding Secretary shall:</u></p> <ol style="list-style-type: none"> <li>1) Conduct the general correspondence of the Division under the direction of the Board of Directors.</li> <li>2) Give written notice to Chapter Presidents and Division Members-at-Large no later than March 1 of the time and place of the annual Division Meeting, provided such notification has not appeared in the Division newsletter or been posted to the Division webpage prior to March 1.</li> <li>3) Be responsible for keeping an up-to-date history of the Division.</li> <li>4) Perform such other duties as may be assigned by the Board of Directors.</li> </ol>	<ol style="list-style-type: none"> <li>7) Conduct the general correspondence of the Division under the direction of the Board of Directors.</li> <li>8) Give written notice to Chapter Presidents and Division Members-at-Large no later than March 1 of the time and place of the annual Division Meeting, provided such notification has not appeared in the Division newsletter or been posted to the Division webpage prior to March 1.</li> <li>9) Be responsible for keeping an up-to-date history of the Division.</li> <li>10) Perform such other duties as may be assigned by the Board of Directors.</li> </ol>
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**Proposed by:** The California Division Board of Directors

**Reason:** Due to advances in technology, the position of Corresponding Secretary has become unnecessary, and the duties easily absorbed into the "Secretary" position. As the Board is always looking at what is the best use of funds, the elimination of this non-essential position will save financial resources.

If approved, this change would take effect in the 2011-2012 year, with just one "Secretary" position placed on the ballot for voting in June 2011.

**Recommendation:** The California Division Board of Directors and the California Division Bylaws and Standing Rules Committee recommend adoption.

**Proposed Amendment #2**

ARTICE III – OFFICERS

Amend Section 2. Qualifications by inserting paragraph c.

<b>PRESENT WORDING</b>	<b>PROPOSED WORDING</b>
None	a. No change b. No change c. <u>A candidate for the office of Treasurer shall preferably have served as Treasurer of a Chapter for at least one consecutive year prior to the time of nomination.</u> d. Current Paragraph c. e. Current Paragraph d.

**Proposed by:** The California Division Board of Directors

**Reason:** Due to the regulatory requirements of the Division, having served as a Chapter Treasurer will give the candidate working knowledge of the requirements to succeed in this position.

**Recommendation:** The California Division Board of Directors and the California Division Bylaws & Standing Rules Committee recommend adoption.

**Proposed Amendment #3**

ARTICE III – OFFICERS

Amend Section 7. Vacancy paragraph b.

<b>PRESENT WORDING</b>	<b>PROPOSED WORDING</b>
b. President-Elect. The Board of Directors shall appoint the Vice President as Acting President-Elect for the unexpired term. The Acting President-Elect shall not automatically succeed to the office of the President for the following term, but shall be eligible to seek election to the office of the President.	b. President-Elect. The Board of Directors shall appoint the Vice President as Acting President-Elect for the unexpired term, <u>except when the Vice President has not been a member of the Board for at least one year, in which case another officer shall be appointed to fill the position.</u> The Acting President-Elect shall not automatically succeed to the office of the President for the following term, but shall be eligible to seek election to the office of the President.

**Proposed by:** The California Division Board of Directors

**Reason:** The proposed wording would allow for continuity on the Division Board. In the event this should occur, not having served on the Board of Directors for at least one year puts the elected Board member at a disadvantage not knowing the history and requirements to serve in the President-Elect position.

**Recommendation:** The California Division Board of Directors and the California Division Bylaws & Standing Rules Committee recommend adoption.

**END OF PROPOSED AMENDMENTS**