

NATIONAL ASSOCIATION OF WOMEN IN CONSTRUCTION
PIKES PEAK CHAPTER #356
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, 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. Revisions and amendments to Standing Rules 1-6 can only be changed by the National Board of Directors. (12/17)

Standing Rule #2

Standing Rules will be reviewed for compliance annually by the Chapter Board of Directors. In the event the Chapter Board of Directors recommends any changes, they will immediately submit the Standing Rules to the National Bylaws Chair for review. When there are no changes, the Chapter Standing Rules will be submitted to the National Bylaws Chair for review biennially no later than November 30th. Chapters in Regions where the Director is elected in odd-numbered years will submit their Standing Rules for review in odd-numbered years; Chapters in Regions where the Director is elected in even-numbered years will submit their Standing rules for review in even-numbered years. (03/17) (For purposes of Standing Rule #2, Odd Regions will be Pacific Northwest, South Atlantic, South Central and Southeast; Even Regions will be Midwest, North Central, Northeast and Pacific Southwest)

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requires 30 days-notice to the chapter members and two-thirds (2/3) vote of the Chapter Board of Directors, except as superseded by state law. (09/11)

Standing Rule #4

Any member accepting Chapter funds to attend any Association function shall prepare a report to be either published or distributed within forty-five (45) days following the event. The report shall be attached to appropriate chapter minutes.

Standing Rule #5

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 #6

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 #7

The number of Directors elected (in addition to the two required by the bylaws) shall be one Director per fifteen chapter members over the first 20 members, based on membership as of May 31st.

Standing Rule #8

Regular monthly meetings will be held on the third Thursday of the month. Board of Directors meetings will be held on the first Thursday of the month. At the discretion of the Board of Directors, the meeting days may be changed.

Standing Rule #9

The officers of the Chapter may include a President-Elect. A Corresponding Secretary shall not be elected.

Standing Rule #10

Annual Chapter dues as adopted on June 6, 2019:

Active	\$85.00
Associate.....	\$85.00
Retired.....	\$45.00
Corporate.....	\$105.00
Student.....	\$40.00

Standing Rule #11

In the event of the death of a Chapter member, a donation in the amount of \$25.00 will be made to the local chapter account of the NAWIC Foundation Scholarship Fund by direction of the Chapter President. A letter notifying of the donation will be sent to the closest surviving family member by the chapter Recording Secretary.

Standing Rule #12

The election of the Board of Directors shall be by ballot at a meeting. When there is only one nominee for all offices and two nominees for Director, the Chapter Secretary may be instructed to cast the elective ballot and no ballots will be handed out.

Standing Rule #13

At any meeting where a fee is being assessed and a reservation is made, the reservation must be canceled at least 72 hours in advance or the member making the reservation will be responsible for the fee. Standing reservations for regular membership meetings where a fee is being assessed will be billed if not cancelled at least 72 hours in advance. In the event of a family emergency or work-related absence, the fee may be waived at the discretion of the Board.

Standing Rule #14

The Chapter President and President-Elect shall be reimbursed after the required report is received per Standing Rule #4 (subject to budgeted funds being available) for the registration fee, round trip travel expense, and shared lodging to attend regional and national events.

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Standing Rule #15

No monies shall be reimbursed without proper check request and receipt.

Standing Rule #16

The Colorado Secretary of State Annual Report shall be filed by December 31st of each year. The Chapter President will be responsible to verify the filing has been completed.

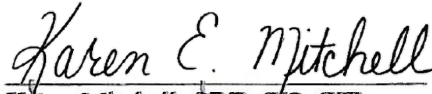
Standing Rule #17

The name on the chapter debit card will be changed annually to correspond with the person holding the office of Chapter Treasurer. This will also insure that the card does not expire.

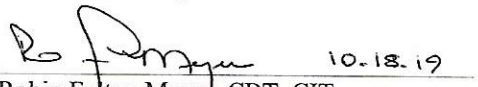
Adopted by the NAWIC 356 Board October 3, 2019



Valerie Bates
Pikes Peak Chapter 356 President



Karen Mitchell, CBT, CIS, CIT
2019-2020 By-Laws Committee Chair

 10.18.19

Robin Fulton Meyer, CBT, CIT
2019 - 2020 NAWIC National By-Laws Chair