

Guide for the Local Chapter to Implement Amendments Adopted at the 2023 Convention of International Chapter

The following amendments to local chapter bylaws were approved at the 2023 Convention of International Chapter. Most of these changes are required and do not need a chapter vote; others are optional and will require a vote by the chapter. Please review your chapter's bylaws and make the appropriate changes to bring your bylaws up to date.

REQUIRED CHANGE – NO VOTE BY THE CHAPTER IS REQUIRED

1. The annual dues to International Chapter shall be changed from *twenty-six dollars (\$26.00)* to *thirty-six dollars (\$36.00)* with the proviso that the increase will be implemented over two years.

Please change your bylaws to reflect this increase and include the following proviso in the 2024-2025 yearbook:

PROVISO: The increase of dues to International Chapter of thirty-six dollars (\$36.00) shall be implemented in two steps; an increase of five dollars (\$5.00) to thirty-one dollars (\$31.00) for the 2024 – 2025 fiscal year; and an increase of five dollars (\$5.00) to thirty-six dollars (\$36.00) beginning the 2025 – 2026 fiscal year. The total annual dues of Chapter ____ shall be _____ dollars (\$____.00) for the 2024 – 2025 fiscal year and _____ dollars (\$____.00) beginning the 2025 – 2026 fiscal year.

Please insert your own chapter letters into the proviso, along with the total dues for 2024-2025 and 2025-2026. Please remove this proviso in the 2025-2026 yearbook.

REQUIRED CHANGE – NO VOTE BY THE CHAPTER IS REQUIRED

2. There shall be no distinction made between resident and nonresident active members. Each local chapter shall remove the words "resident" and "nonresident" ["non-resident"] when reference is made to active local chapter members.

Please note: Some local chapter bylaws include different local chapter dues amounts for sisters who live outside the local chapter area. Local chapters must remove the terms "resident" and "nonresident" members from their bylaws when reference is made to active local chapter members. If the local chapter wants to keep the different dues amount for some members, they must propose amendments to use alternate terminology other than "resident" and "nonresident." Alternate wording should be selected based on what is appropriate for the local chapter.

A vote is required by the chapter if they wish to define which sisters would pay a different dues amount.

REQUIRED CHANGE – NO VOTE BY THE CHAPTER IS REQUIRED

3. If the nomination of officers has been by a nominating committee, and there is but one nominee for an office and no further nominations from the floor for each office called for in sequence, the ballot may be dispensed with and the ticket declared elected.

Please note: If your bylaws refer to taking a vote when there is only one candidate for each office, please change this bylaw to bring it in line with the new procedure. (i.e. *“If the committee has made but one nomination for each office, and there are no further nominations for each office called in sequence, ~~by general consent~~ the ballot may be dispensed with and ~~a non-counted vote taken for the ticket~~ **declared elected.**”*)

A VOTE IS REQUIRED BY THE CHAPTER TO IMPLEMENT THE FOLLOWING CHANGE

4. **If provided for in the local chapter bylaws**, the recording secretary shall distribute a draft of the meeting minutes reviewed by the president to all chapter members by email or postal service before the next regular or special meeting. ***Note: It is optional for the local chapter to allow distribution of draft minutes. The procedure to allow the distribution of the draft minutes is for the local chapter to propose an amendment to the local chapter bylaws, vote on the amendment favorably and include the wording in their bylaws.***

Example of this bylaw change:

ARTICLE __ - Duties of Officers

Recording Secretary. After review by the president, the draft minutes of chapter meetings shall be distributed by the recording secretary by email or postal service to all chapter members prior to the next regular or special meeting.