

Operating Rules : Oregon National Organization for Women *(Revised 1/12/02)*

Section I. STATE CONFERENCE

See Article IV, Section of the Bylaws.

Seed money shall be allocated each year for the State Conference. This money may be distributed to the Conference Coordinator in multiple payments and shall be refunded to Oregon NOW. The Conference Coordinator shall set up a separate checking account for the Conference and shall keep a separate checking account for the Conference and shall keep a separate accounting of the Conference expenses. A financial statement shall be submitted to the Oregon NOW Treasurer following the Conference, along with seed money and any profit. Any losses shall be immediately reported to the Oregon NOW Treasurer.

The Oregon NOW Board will appoint a nominating committee, which will solicit nominations for officers and an elections committee to administer the elections at the State Conference. Preferential balloting shall be used in accordance with National guidelines. No one serving on the elections committee who is also a candidate for office shall act as an election official.

The Oregon NOW Board will appoint a Resolution Committee whose purpose will be to administer the presentation of resolutions to the State Conference.

Section II. STATE BOARD MEETINGS

- A. State Board Meetings will be held quarterly, locations and dates to be decided at the Board meeting immediately following the State Conference.
- B. Notice.
 - 1. All Officers, Chapter Presidents, Chapter Representatives, At-Large Representatives to the State Board, and other state board members will receive written notice of State Board meetings at least thirty (30) days prior to the meeting date. Included in the mailing will be the minutes of the past board meeting.
- C. A State Board meeting will be held at the conclusion of the State Conference (Annual Meeting) to select locations and dates for that year's state board meetings.
- D. A quorum at State Board meetings shall be those officers and members present and voting.

Section III. FINANCES

- A. Dues shall be \$35.00 annually, with sliding scale available for low income, of \$12.00 through \$35.00 or more.
- B. The dues paid include National, Oregon and, if so designated, chapter membership.

Section IV. OFFICERS/BOARD

- A. Officers.
 - 1. The officers shall be a President and a Treasurer and such other officers as may be determined by the Oregon NOW bylaws. The composition and duties of the Board shall be specified in the Oregon NOW bylaws.
 - 2. The officers and At-Large representatives to the State Board shall be elected at the annual meeting. The time and date of the annual meeting shall be set forth in the Oregon NOW bylaws.

3. The term of elective office shall be for one year from the annual meeting to the following annual meeting or until a successor has been elected.
4. Officers and members of the State Board shall be Oregon NOW members in good standing for at least six (6) months prior to taking office.

B. Board.

1. The Board shall consist of the Officers, the Chairs of any Standing Committees, the Chapter and At-Large Representatives to the Oregon NOW Board and the immediate past President.
2. The duties of the Officers and the State Board shall be specified in the Oregon NOW bylaws.

C. Oregon NOW shall reimburse all officers and board members for mileage to State Board meetings at a rate set by Oregon NOW. However, Oregon NOW will not reimburse those representatives where chapters are able to do so.

Section V. COMMITTEES.

- A. The standing committees of Oregon NOW shall include, but will not be limited to, the following:
 1. The ERA Committee
 2. The Reproductive Rights Committee
 3. The Lesbian Rights Committee
 4. Elimination of Racism Committee

Section VI. NOMINATIONS.

- A. Nominations shall be done in the manner specified by the Oregon NOW bylaws.
- B. Self-nomination is encouraged.

Section VII. ELECTIONS

- A. Election of officers shall be held at the Annual meeting.
- B. Elections shall be held in the manner specified by the Oregon NOW bylaws.

Section VIII. DELEGATES TO THE NATIONAL CONFERENCE

- A. The Oregon NOW President will represent Oregon NOW at the National Conference. Expenses reimbursed will be for travel, lodging and per diem.
- B. No Chapter will receive Oregon NOW funds to send their delegates to represent their chapter at the National Conference. However, those chapters who request it, can receive seed money from Oregon NOW in an amount limited to \$150.

Section IX. GRIEVANCES

Grievances shall be handled in the manner set forth and specified in the Oregon NOW bylaws.

Section X. PUBLICATIONS

- A. A newsletter shall be published at least twice a year.

Section XI. VACANCIES

Vacancies shall be filled in the manner specified and set forth in the Oregon NOW bylaws.

Section XII. AMENDMENTS

A. These Operating Rules may be amended by a 2/3 vote at any State Board meeting providing that:

1. The State Board Members receive written notice of the intended change thirty (30) days prior to the meeting.