

# **GFWC of Montana STANDING RULES**

1. Members shall not use their position to endorse enterprises, and shall not receive pay for the use of their names and federation titles, nor shall they exploit GFWC MT in furthering partisan politics or circularize the membership of GFWC MT or of the clubs for anything other than GFWC MT projects.
2. Dues for Women's Clubs and Junior Women's Clubs will be twenty-two dollars (\$22) per capita with the exception of TOPPs and PDQs clubs whose dues will be twenty (\$20) per capita as they do not pay for a subscription to *The Montana Woman*, and dues for Juniorette Clubs will be seventeen dollars (\$17) per capita until such a time when there is a rate change.
3. Visible identification signifying VISITOR or DELEGATE shall be worn at all official meetings.
4. The first Board of Directors meeting of each administration may be held in Helena in October. The second Board of Directors meeting is to be held at a site selected by the President and the Board of Directors.
5. To comply with GFWC International and Western States Region (WSR) rules and regulations, nominations and elections for GFWC and WSR offices may be held at the GFWC MT Board of Directors meetings or at the biennial conventions.
6. Any GFWC MT member whose local club is no longer federated may retain her membership in GFWC MT by paying dues of \$22 to the Treasurer. She will then be known as a Member-at-large with all membership privileges.
7. GFWC MT shall reimburse the Hostess Club, upon presentation of proper documentation, up to \$500 for GFWC MT Biennial Convention expenses.
8. Members of the Board of Directors may be reimbursed traveling expenses for attending GFWC MT Board of Directors meetings. Her claim for transportation shall be based on actual rate of 25 cents per mile one way. If she gives transportation to other members of the Board of Directors, also eligible for traveling expenses, her bill for transportation shall be construed as covering the traveling expenses of all her passengers.
9. Any member of the Board of Directors with approved expenses must submit a request for expenses to the president for payment within 60 days of incurring expense.
10. All members of the Executive Committee may be reimbursed for official meal functions, housing and mileage - based on actual rate of 25 cents per mile one way - when attending GFWC MT Executive Committee meetings, Board of Directors meetings, and Biennial Convention. All requests for expenses must be presented to the president for payment within 60 days of the approved expenses.

11. The GFWC MT President may be reimbursed for attending the General Federation of Women's Clubs Conventions, Board of Directors meetings and Western States Region Conferences during her term of office: registration, housing, official meal functions, and travel expenses not provided for by GFWC International. She may also be reimbursed for attending GFWC MT District meetings outside of her district during her term of office: registration, housing, official meal functions and travel expenses. All requests for expenses must be presented for payment within 60 days of the approved expenses.
12. The GFWC MT President-elect may be reimbursed for attending the General Federation of Women's Clubs GFWC Incoming Leaders Training Seminar (ILTS) and Orientation meeting for incoming state presidents. She may also be reimbursed for the General Federation of Women's Clubs Convention in the second year of her term; registration, hotel room charges, official meal functions and travel expenses not provided for by GFWC International.
13. GFWC MT shall be responsible for meals, housing expenses and local transportation of the invited GFWC International officer to any GFWC MT meeting.
14. GFWC MT shall publish in the Fall issue of *The Montana Woman* at the beginning of each administration: GFWC MT Bylaws, GFWC MT and GFWC International officers, GFWC MT Department Program Chairmen, Special and Standing Committees, District Officers and a listing of active clubs and their presidents.
15. No portion of *The Montana Woman's* mailing list shall be given or sold to be used for commercial purposes.
16. No GFWC MT meeting shall be used as an advertising medium for commercial purposes, except for articles advertised in *The Montana Woman*, without approval of the Executive Committee.
17. No selling shall take place in the meeting room and/or registration area at GFWC MT meetings unless such sales have prior approval of the GFWC MT Executive Committee.
18. Each candidate for office will be presented to the convention body prior to the day of voting.
19. At least one opportunity to meet the candidates will be provided prior to the day of the election, with specific time and location to be announced.
20. There shall be no campaigning of any kind at GFWC MT meetings except at time(s) designated.
21. Debate for issues before the assembly shall be limited to 10 minutes. A member may speak no more than 2 minutes without consent of the assembly, nor speak a second time to the same question until all who wish to speak have been heard.