



The Montana Woman

Let Your Light Shine

2020-2022

Prevention of Suicide through Education

Each club is asked to have one speaker on suicide prevention per-year and to provide educational materials where appropriate in their community. This speaker might be live, via the web, by watching a pre-recorded TED Talk or You Tube video. Montana has ranked in the top five for death by suicide the past 20 years. The Rocky Mountain Region tends to hold the top five spots each year. 2018 statistics have New Mexico first, Wyoming second, Alaska third, and Montana fourth. Currently, Montana ranks first for 2020. The very first thing I learned when beginning plans for this project was to change my phrasing to say "Death by Suicide" not committed suicide. Join me in this small step now.



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Greetings Fellow GFWC MT Club Members



Oh, my! We have been given the opportunity to try new things, hold meeting a different way and explore our potential! My theme, "Let Your Light Shine!" fits right in with what each of us is capable of doing in these next few months. We will all expand our horizons and step out of our comfort zones in many areas as we face this new world.

Looking forward to meeting the challenges we face head on. Let us soar past the obstacles in our paths. There will be bumps and maybe a few failures but let's learn from the curves thrown our way and move forward in helping our communities during this difficult time.

The 2020-2022 GFWC theme is Lighting the Future and yes, we are lighting our future together. I have been attending meeting with the state presidents and the GFWC Board of Directors using Zoom and BigMarker. We have all learned about so many new ways that we can be together and accomplish our goals while staying safe. GFWC leaders have put together a series of webinars in areas of membership, communication, legislative and public policies, leadership and other areas. These will be rebroadcast in September so do watch in News & Notes for that schedule.

"Don't lose hope. When the sun goes down, the stars come out."

Suicide Prevention Quotes

The Montana Woman

The Montana Woman is published quarterly in August, November, February, and May. The deadline for news is the first of the month preceding the publication date. We encourage GFWC of Montana clubs to share their news in *The Montana Woman*.

Mail or email news and photographs to:

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Two areas of utmost importance...

*GFWC.org is now going to be a controlled website so materials will only be available to our members. Go to *GFWC.org* and register on the Member Portal. GFWC Montana Club Presidents have had the opportunity to attend a meeting to learn about the many resources available and how to access them easily.

*Have you signed up to receive News & Notes at *gfwc.org*? This is a weekly snippet of current, useful information about the happening of GFWC.

GFWC Montana has an updated website. Here you will be able to access The Montana Woman, find needed forms, find District information and view photos of your clubs in action. *gfwcmontana.org*

Please join me is showing that the women of today are equal to the challenges before us.

Let Your Federation Light Shine!

Florence Diede

GFWC MT President

2020-2022

The color for this administration is yellow - the color of sunshine, hope, and happiness and the flower is the daffodil - the flower of Inspiration, Creativity, Memory, Forgiveness, Vitality, and Renewal.





Dear Fellow Members,

I am thrilled to welcome you to the 2020-2022 GFWC Administration and am so honored to serve as your 53rd GFWC International President. I hope you are as eager as I am to embrace the many opportunities of leadership, service, and fellowship that will be ours over the next two years. I plan to serve both GFWC and our communities, here and around the world, to the full extent of my energy and abilities, and I know that I can count on you to be there with me!



Just weeks ago, GFWC marked 130 years since 63 woman's clubs met in New York City to ratify our constitution and, thus, to launch the first volunteer organization for women. The world has faced many challenges since that time, and now, with illness and unrest spreading throughout our country, we also will be tested. Like the women who have gone before us, I am certain we will rise to the challenge. Our commitment is as strong as ever.

In preparing for this Administration, I have worked with the Strategic Planning Committee to generate new ideas and to set achievable goals. I am particularly proud of our efforts to streamline and modernize the Federation, and I hope you will help us continue that process. Your leaders have also carefully studied information garnered through member surveys and dialogs, and used it to revitalize our Special Programs, Community Service Programs, and Advancement Plans. Many thanks to the Executive Committee and the Chairmen and Committee Members who brought these plans to fruition.

As clubwomen, we gain strength and confidence from every volunteer experience. When we work together, **no dream is too big**. We believe in new beginnings, as symbolized by a rising sun, and the skill and passion that grows from opportunity and optimism.

Thank you for placing your trust in me. I am excited by the prospect of serving shoulder-to-shoulder, and I sincerely appreciate your contributions to what I know will be an exhilarating and memorable endeavor for us all.

Yours in *Living the Volunteer Spirit!*

Marian Simmons-St.Clair, GFWC International President



Awards, and More Awards!

Joyce DeCunzo

Had we been able to be in Atlanta for GFWC Convention, I would have been very busy running up to the front, to stand with International president Mary Ellen Brock to receive Montana's awards! What an outstanding job our clubs and program chairmen did this past year. Of particular note, our very own Alice Gleason was chosen for the Jenny Award for our Western region. We are so lucky to have so many talented and dedicated members, working in our communities. Thank you all for your hard work.



From Joyce's Desk – Bridges and Futures

Greetings GFWC MT members. This is my final message to you as your 2018-2020 state President. It's hard to know where to start when I have so many great memories of the last two years.

First, I want to congratulate all of you for what you do. Being able to see the work of clubs across the state is so fulfilling. It's easy for us to think only about what our own club does, but to see what happens statewide – it's priceless.

YouthEquip, I can't thank each of you enough for your generous support and enthusiasm for this project. It touched my heart deeply, and we know it had true meaning for those youth who received their filled duffle bags. As a bonus, you developed a resolution that will be presented at the next international convention, which means youth across our nation could be positively impacted – building futures.

Friendships, oh how fast they can grow when we work together and support each other. I so appreciate all the support you gave me during these last two years. The opportuni-

ty to meet and work with you is one of my favorite parts of this job.

Our plan to celebrate together at State Convention last April was drastically changed due to the COVID-19 pandemic, which caused us to cancel our convention. MY plan was to have hugs all around, that will have to wait until we are able to meet in person again.

The theme for the Convention – Building Bridges, Building Futures – still rings true for me. We worked hard to build a bridge to independence for our foster youth. We hope that bridge helps them to build their futures. Our celebration includes the installation of new officers for our organization. This bridge of handing over the responsibilities from one administration to another strengthens the goodness and integrity of GFWC MT and ensures our future as a viable organization.

Thank you, thank you for making my time in office so memorable.

In Federation,
Joyce

Seven Grand Initiatives

GFWC President Mary Ellen Brock challenged members with Grand Initiatives – each with a goal of 1000 during the 2018-2020 administration. Here are the astounding results:

Projects on Martin Luther King birthday: 1461

Projects benefiting women in the military: 1989

Contacts to legislators on 9/23 regarding passage of Miranda's Law: 8947

Contacts to legislators on 10/23 regarding passage of 3D Gun Safety Act: 7633

Legislative contact blitz on 4/24: 8261

Other contacts to legislators on VAWA, Coin Act, Miranda's Law, 3D Gun Safety Act, and the Equal Rights Amendment: 41500

Projects planned to celebrate 100th Anniversary of Women's right to Vote: 1007

Trees planted to celebrate Arbor Day: 28783

Dr Seuss books donated to children: 74736

Pair of shoes donated to Soles For Souls: 117360



PEARLS, PEARLS, PEARLS!!

These beautiful pearls, valued at \$2000, are potentially yours! The rope is 6' long and there are button earrings to match. This is a "deck of cards" raffle, so only 52 tickets are available for sale, which means your chances of winning this raffle are high. Tickets are \$25 each. We had planned to finish this raffle at convention last April, but of course were unable to have the meeting because of the pandemic. The winner will be announced at the upcoming Fall Board of Directors meeting. You can purchase your ticket by sending your check to Terry Kockler, 3320 Homeward Lane, Helena MT 59602. Terry will draw your cards and put it/them in the basket for the drawing. Good luck!



2020-2022 President's Special Project Raffle

Please support the 2020-2022 President's Special Project. Raffle tickets in \$20-packets have been distributed to each club. Contact your Club President for your tickets.

- * One week at a Marriot Resort
- * Paws & Claws Hotel & Spa (5-night pet stay, transferrable)
- * Watercolor painting of your home
- * Two metal hand painted flowerpots filled with flowers
- * Recipe embroidered kitchen towels
- * Embroidered towel set x 2
- * Beautiful Handmade lap quilt



Western States Region (WSR) will hold a virtual conference at the end of September. Watch our website, GFWCMontana.org, for dates and registration information.



ZOOM NOW!

GFWC Montana Fall Meeting October 23-24 Highlights

The GFWC Montana Fall Meeting will be held via Zoom. Our Zoom account will accept 500 participants. Can we max it out? We will meet on Friday, October 23 from 1:00-4:00 and again on Saturday, October 24 from 1:00-4:00. We encourage you to help each other get connected. Zoom can be accessed on your computer and/or on your phone. We will have an opportunity to practice on October 15. This will be a closed meeting for security reasons. Only those who have registered will be admitted to the meeting.

GFWC Fall Meeting will start by hearing from President DeCunzo as she reports on the final months of her administration and the tremendous success of Youth Equip, her President's Project. Many awards and celebrating years of membership will be presented. With new program titles, reporting will be a bit different so we will have some guidance. My President's Project, Suicide Prevention through Education has become more important than I ever expected. Montana currently ranks second for number of deaths by suicide in 2020. We will hear about the resilience of women, especially GFWC MT Club Women. Everything you ever wanted to be is inside you. "Let your light shine!" There will be two full afternoons of general sessions. District meetings are scheduled for Friday evening and Saturday morning. PDQ's and TOPP's will meet Thursday evening. Yes, we would like to give each of you a hug so let's do it virtually. This is our chance to be together safely. Register today!

Meet our speaker for the Friday afternoon ZOOM Fall Meeting Business Session on Friday, October 23, 2020.

Jackie Gittins Director – Voices of Hope

Jackie has worked for Voices of Hope since 2001 and has served as a Crisis Intervention Specialist since her employment. In 2010 she was promoted to the Director's position where she continues to take calls on the crisis line. Voices of Hope is one of the 2 centers that operates the National Lifeline Hotline in Montana and serves 43 counties in Montana including those counties with Native American Reservations. During her employment she has attended annual suicide conferences, various webinars and has been active in educating herself about suicide and best practice methods in prevention and intervention. Since her employment she has given education presentations on the topic of suicide to various groups, organizations and civic groups throughout the state. In 2008 she was trained to be an ASIST Trainer and has since then trained over 1,000 participants in over 25 trainings. She continues to do educational outreach and answer the hotline—which answered over 18,000 calls in 2019. Helping those who are feeling suicidal or may be at risk as well as guiding those family and friends who are concerned about an individual in their lives continues to be a priority in her life.





GFWC Montana Fall Meeting Registration

October 23-24, 2020

Zoom online meeting



Please send one registration for each person attending.

Name: _____

Address: _____

Phone Number: _____ *First Timer: Yes* _____ *No* _____

Email Address: _____

District: Western Central Eastern Position: _____

Club Name: _____

Club Position(s): _____

GFWC Montana Position(s): _____

Registration Deadline: Postmarked by October 15, 2020

Registration Fee: \$5.00 includes all sessions (Used to defray ongoing costs of Zoom program, taxes, bonding, website, etc.)

Make checks payable to: **GFWC Montana**

Mail Registration form and check to: Marsha Price, GFWC MT Corresponding Secretary
2623 Terrace Drive, Billings, MT 59102 (askmap@gmail.com) 406-698-6946

Registered participants will receive a Zoom email invite between October 20-22.

Download Zoom to your smart phone, tablet, or computer. Check for audio and video capabilities.

I'd like to attend a practice session October 15 at 3:00 pm Circle **YES**

Send me an invite to the following:

- | | |
|--|--|
| <input type="checkbox"/> Thursday, October 22 5:00 pm PDQ's | <input type="checkbox"/> Saturday, October 24 9:00 am Western District |
| <input type="checkbox"/> Thursday, October 22 7:00 pm TOPP's | <input type="checkbox"/> Saturday, October 24 11:00 am Central District |
| <input checked="" type="checkbox"/> Friday, October 23 1:00 pm General Session | <input checked="" type="checkbox"/> Saturday, October 24 1:00 pm General Session |
| <input type="checkbox"/> Friday, October 23 7:00 pm Eastern District | |

Door Prizes: First 15 to register and throughout the general sessions Friday and Saturday

Agenda:

- Thursday, October 22 5:00 pm: Meeting for PDQ's – Dixie Hertel President via ZOOM
- Thursday, October 22 7:00 pm: Meeting for TOPP's –Adina Fox President via ZOOM
- Friday, October 23 1:00-4:00 pm: GFWC Montana Fall Meeting General Session via ZOOM
 - Opening Ceremonies
 - President DeCunzo's Farewell and President Diede's Greetings
 - Officers Reports--
 - President's Special Project Suicide Prevention -- Voices for Hope presentation
 - Awards and Certificates
- Friday, October 23 7:00 pm: Eastern District Meeting via Zoom –Debbie Willis President via ZOOM

- Saturday, October 24 9:00 am: Western District Meeting via Zoom –Adina Fox President via ZOOM
- Saturday, October 24 11:00 am: Central District Meeting --Bobbie Conrady President via ZOOM
- Saturday, October 24 1:00-4:00 pm: GFWC Montana Fall Meeting General Session via ZOOM
 - Awards and Certificates (continued)
 - Contests
 - New Service Program Areas and Reporting
 - Business
 - Closing Ceremonies



Marsh Price **Corresponding Secretary/Zoom Administrator**

I joined the GFWC Billings Junior Woman's Club in 2007. I have served on several club committees and have also served as Secretary, President Elect and President. I served as Recording Secretary, President and I am currently Treasurer for GFWC MT Eastern District. Additionally, I have served as a member of the GFWC MT Budget and Finance Committee, and have been the State Recording Secretary. In 2009, I had the honor of representing Montana as the GFWC MT LEADS candidate. Many wonderful friendships have been made over the years working with club members. I encourage all GFWC members to become active on the local, district, regional, state, and national levels. It is very rewarding.

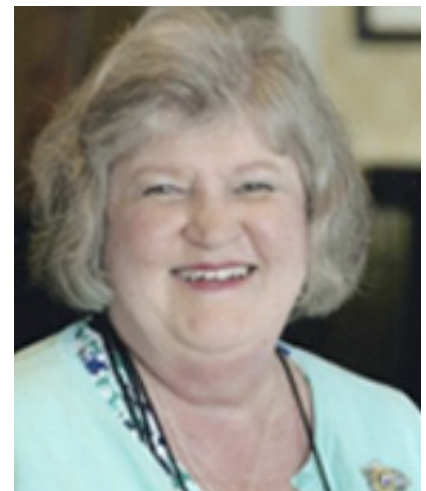


Professionally, I worked as a certified Para Optometric Technician and owned an independent optical business.

We had the opportunity to meet the elected members of the Executive Committee in the Spring 2020 issue of Montana Woman. Now meet the three appointed Executive Committee members

Adina Fox **Budget and Finance Chairman**

I have been a member of General Federation of Women's Club for 48 years. I joined in 1972 in Oklahoma, moved to a new town, wanted to make friends and be a part of my new community. It has been an honor and privilege to serve in Montana since 1990 in various positions as chairman and a committee member of GFWC, Western States Region and served as GFWC Montana Past State President 2004-2006. In the 2020-2022 administration I will be serving as WSR Fundraising Chairman, GFWC Montana Budget and Finance Chairman, TOPP's President (fondly referred to as Tired Old Past Presidents), Montana Western District President and GFWC Ronan Woman's Club Treasurer.



Sandi Conrady Parliamentary Advisor



Sandi has been a member of GFWC of Montana for over 40 years. She moved up the chairs of the state’s Junior Department beginning with her election to Treasurer in 1978. As Junior Director for 1982-84, she partnered her state project with the Montana State President’s, raising funds to supply the library at Helena’s Shodaire Hospital. She has held all the offices of her district and the state level culminating as state president for the 1994-96 term. During this term she also worked full time as a loan officer at the local bank, raised two children and finished her B.S. degree in Business Administration graduating cum laude. She partnered with Montana State Governor’s wife to furnish rooms for the newly constructed Florence Crittenden Home as her state project.

Continuing her professional education, she graduated the School of Mortgage Banking. Sandi was the first woman in 10 states to achieve the Accredited Residential Underwriter designation and the first woman in Montana to earn the Certified Mortgage Banker designation, which is the highest level to attain in the Mortgage Bankers Association. -She has served the local library for 13 years on the board of trustees, trained trustees around the state, and testified at the state legislature. Sandi was awarded Trustee of the Year in 2014 by The Montana Library Association.

She is currently serving as Western States Region President-Elect; plus her club’s and GFWC of Montana Parliamentary Advisor. Passing the entrance exam Sandi is now a member of the National Parliamentary Association and is a Shot @ Life Champion, having attended the 2016 Summit in Washington D.C.

In addition to all the Club Presidents who are part of the Board of Directors by virtue of their club position, the following women have been appointed to serve as Chairmen of the following positions.

COMMUNITY SERVICE PROGRAMS

Dean of Chairmen/Award Entries	Marsha Hotchkiss
Arts and Culture	Karen Hoyt
Civic Engagement and Outreach	Vurnie Barnett
Education and Libraries	Dawn Conklin
Environment	Phyllis Worrall
Health and Wellness	Ruth Carlstrom

ADVANCEMENT AREAS

Communications & Public Relations	Nancy Hanford
Fundraising and Development	Barb Hogg
Leadership	Bonnie Conner
Legislation/Public Policy	Mary Sedwick
Membership	Lynn Foreman
Resolutions and By-Laws	Joyce DeCunzo
Women’s History Resource Center (WHRC)	Joyce Rogers



SPECIAL PROJECTS

Signature Project - Domestic Violence
Junior Special Project - Advocates for Children
President's Special Project - Suicide Prevention

Judy Senteney
Linda Suckow
Toni Molinaro

CONTESTS AND AWARDS

Community Improvement Program
Epsilon Sigma Omicron (ESO)
Jennie Award
Photography Contest/State Photographer
Writing Contest

Joyce Hooper
Bobbie Conrady
Susan Macartney
Jo Campbell
Marsha Baumeister

SPECIAL ASSIGNMENTS

Assistant to the President
Director of Music
Montana Woman Magazine
Pianist
Spiritual Values
Website
Zoom Administrator

Cathy McCormick
Dixie Hertel
Karen Gustavsen
Marion Hertel
Cathy Henry
Gayle Carter
Marsha Price

STANDING COMMITTEES

Budget/Finance—Adina Fox, Chairman; Jo Campbell, Barb Barrett
By-Laws—Joyce DeCunzo, Chairman; Lorrie Hardy, Mary Lou Hermes, Michelle Breum
Credentials—Marsha Price, Chairman; Lorrie Hardy, Linda Stephani, Jean Carroll Thompson
Fundraising—Barb Hogg, Chairman; Joyce Rogers, Toni Molinaro
Nominations—Marsha Price, Chairman; Terry Kockler, Cheryl Canfield, Michelle Breum

District Officers

CENTRAL

President Bobbie Conrady
Vice President Kim Montag
Secretary Beth Campbell
Treasurer Sandi Conrady

EASTERN

President Debbie Willis
Vice President Nancy Bruce
Secretary Judy Senteney
Treasurer Marsha Price

WESTERN

President Adina Fox
Vice President Karen Gustavsen
Secretary Linda Suckow
Treasurer Linda Stephani



GFWC of Montana

In 1904 twelve clubs banded together to form the Montana Federation of Women's Clubs. Early records show that the still active GFWC Deer Lodge Woman's Club, organized in 1890, was the first woman's club organized in Montana.

Montana's first state convention was held in Butte in 1905, with Mrs. H. Mitchell of Great Falls elected as our first state president.

The purpose of the GFWC of Montana is to unite women's clubs around the state in order to enhance community service efforts throughout our state. We are professional women, homemakers, teachers, elected officials, business owners, students, retirees, wives, mothers, and single women. Our clubs are very diverse in age as well as agendas and interest. We have a wide variety of meeting times and programs. We meet in homes, in clubrooms, in public buildings, senior centers, and in libraries.

With 'Unity In Diversity' as our motto, our clubs are free to choose programs and projects suitable to their interests and their communities

We tackle many issues such as:

- Personal leadership development
- Literacy-adults and children
- Safety of older Americans
- Women's health concerns
- Community improvement
- Arts and crafts development
- Recycling/waste management
- International understanding

We raise money for:

- Scholarships
- Libraries
- Art contests
- Domestic violence programs
- Substance abuse education
- Historic restoration

For more information visit our website
www.gfwcmontana.org



GFWC of Montana BYLAWS

ARTICLE I – NAME

The name of this organization shall be the General Federation of Women's Clubs of Montana also known as GFWC of Montana (hereinafter referred to as GFWC MT)

ARTICLE II – OBJECT AND PURPOSE

OBJECT - The object of GFWC MT shall be to promote the GFWC mission while uniting women's clubs throughout Montana for the purpose of mutual benefit, and for the promotion of their common interest in volunteer service.

PURPOSE - This Corporation is a public benefit, charitable corporation established to promote and support the charitable works of the General Federation of Women's Clubs in the State of Montana, and any other related activities. The GFWC MT is a member of the General Federation of Women's Clubs, an international women's organization dedicated to community improvement by enhancing the lives of others through volunteer service. Said organization is organized exclusively for charitable, educational, and scientific purposes.

ARTICLE III – MEMBERSHIP

Section 3.1 Eligibility. Montana women's clubs whose work is germane to the mission of GFWC are eligible for Membership in GFWC MT. Each application for membership shall show that the organization requires no partisan political test for membership, that it is not a secret society and that it does not tolerate, either by practice or teaching, any violation of state or national laws.

Section 3.2 Types of members. Active membership shall be the only type of membership. All clubs within GFWC MT shall automatically become members of GFWC International and of the District Federation in which the club is located, with the exception of statewide clubs. Active members shall be categorized as follows:

- A. Woman's Clubs: statewide or local clubs that have met the requirements for membership in GFWC MT.
- B. Junior Woman's Clubs: local clubs whose membership is composed of young women, shall hold active membership and participate in the regular program of GFWC.
- C. Juniorette Clubs: clubs that are sponsored by Woman's Clubs and whose membership is composed entirely of middle school/junior high and high school age students.
- D. Members-at-large: any GFWC member whose local club is no longer federated may retain her membership in GFWC MT by paying dues to the GFWC MT Treasurer. She will then be known as a Member-at-large with all membership privileges.

Section 3.3 Application for membership. Application for active membership by Woman's Clubs, Junior Woman's Clubs and Juniorette Clubs shall be sent to the GFWC MT President. GFWC shall precede the name of all clubs applying for active membership. The application must include:

- A written application.
- A copy of the bylaws of the club.
- A list of officers and members.
- Payment of GFWC, GFWC MT and District per capita dues.

Section 3.4 Termination of Membership. Any club desiring to withdraw from GFWC MT must:

1. Receive a 2/3 affirmative vote from that club's members to terminate membership.
2. Announce and publish to club members, GFWC MT President and GFWC MT Membership Chairman that a vote will take place at a designated club meeting. This must occur 30 days prior to meeting.
3. Vote by ballot with each member signing her ballot. A vote by mail shall be allowed for those members physically unable to attend the meeting at which the vote will take place.
4. Shall submit a written resignation to GFWC MT President accompanied by the minutes of the meeting at which the vote to withdraw took place showing that 2/3 vote was taken and include the numbers listed in the minutes both for and against. If 5 or more members choose to remain a federated club, and they are willing to be the basic responsible officers of the club, they shall retain all the rights and privileges to the name and property of the club including funds.
5. Upon acceptance of resignation, all rights and privileges of membership cease.

ARTICLE IV – DUES AND FINANCE

Section 4.1 Fiscal Year. The fiscal year shall be July 1 through June 30. The accounts of GFWC MT shall be presented at the close of each fiscal year to a Certified Public Accountant, who shall prepare and file all necessary tax forms for GFWC MT, copies of which shall be on file.

Section 4.2 Dues.

All clubs shall pay dues annually to the GFWC MT Treasurer in the specified amounts, on or before July 1.

The annual dues shall be established by vote at the Board of Director's Meeting or the GFWC MT Convention.

Section 4.3 Investments. All monies held by GFWC MT shall be placed in accredited financial institutions selected by the Executive Committee. The Board of Directors shall approve the selection. The Executive Committee shall be charged with the responsibility of directing the Budget and Finance Chairman and/or President on investing funds in accordance with GFWC MT objectives. The financial institutions will report directly to the Chairman of the Budget and Finance Committee and the Treasurer.

Section 4.4 Disbursements. Disbursement of funds of GFWC MT shall be made by order of vouchers signed by the President and Chairman of the Budget and Finance Committee. Checks shall be signed by the Treasurer. The President and Budget & Finance Chairman shall also be signers on accounts in substitution for Treasurer if needed.

Section 4.5 Expenditures. Bids shall be secured on all purchases in excess of three hundred dollars (\$300) and said bids shall be approved by the President, Chairman of Budget and Finance Committee and the Chairman to whom the work is germane. All contracts during a president's administration regarding meetings and conventions during her term may be signed by the President upon approval of the Budget and Finance Chairman. All contracts prior to a president's administration regarding meetings and conventions during her term may be signed by the President-elect upon approval of the Budget and Finance Chairman.

ARTICLE V – OFFICERS

Section 5.1 Titles.

- A. The elected officers of GFWC MT shall be President, President-elect, Vice-President, Recording Secretary and Treasurer.
- B. The appointed officers shall be Corresponding Secretary, Budget and Finance Chairman, and Parliamentary Advisor.
- C. No person may hold more than one office.
- D. No officer shall receive any salary or other compensation for services rendered to the Federation.

Section 5.2 Eligibility. Eligibility for all offices shall include membership in a club which is in active membership in GFWC MT. Eligibility for the office of President shall include service on the Executive Committee for a minimum of four (4) years. Eligibility for the office of President-elect shall include service on the Executive Committee for a minimum of two (2) years. Eligibility for the office of First Vice President shall include service on the Board of Directors for a minimum of four (4) years. Eligibility for the office of Treasurer or Recording Secretary shall include service on the Board of Directors for a minimum of two (2) years.

Section 5.3 Term. The term of office shall be two years or until such a time as a successor assumes office. Officers shall serve from the beginning of the fiscal year July 1, following the adjournment of the Convention at which the officers are elected, to the close of the following fiscal year, June 30.

Section 5.4 Vacancies in Office. A vacancy in office shall be filled as provided in this section.
A. In the event of a vacancy in the office of President, the President-elect shall become President and serve the remainder of the term. If the President-elect is unable to serve, then the First Vice President may assume the office of President.

B. In the event of a vacancy in the office of President-elect, First Vice President, Recording Secretary or Treasurer, the Executive Committee shall be empowered to appoint a person meeting the eligibility requirements of Section 5.2 to fill the office. Any such appointment shall be approved by the Board of Directors at their next meeting.

C. If an officer is incapacitated or unable to perform her duties for a period of three months, the office is declared vacant.

Section 5.5 Duties of Officers.

Each officer shall send to her successor all property in her custody, unless otherwise ordered by the Executive Committee, within 30 days after expiration of her term of office.

A. The President shall:

1. Be the official representative of GFWC MT.
2. Supervise the work of GFWC MT.
3. Preside at all meetings of GFWC MT, the Board of Directors and Executive Committee.
4. Be an ex-officio member of all programs and committees except the Elections Committee.
5. Sign all contracts and vouchers upon the treasury for the payment of all bills as authorized by the Board of Directors or the Executive Committee.
6. Authorize expenditures within the budget allocations.
7. Sign contracts during her administration regarding meetings and conventions only upon approval of the Budget and Finance Chairman.
8. Appoint a Corresponding Secretary, a Budget and Finance Chairman, a Parliamentary Advisor, a By-laws Committee, and members of special committees.
9. Present to the Executive Committee names of persons for appointment as Chairmen of Committees and Programs and fill vacancies of appointees.
10. Serve on the Board of Directors of the General Federation of Women's Clubs, attend all GFWC meetings and report for her administration.
11. Prepare and issue, with the Corresponding Secretary, the Call to the Convention and to all regular and special meetings of the GFWC MT Board of Directors and Executive Committee.
12. Supervise the publication of *The Montana Woman*.
13. Set dates for District Meetings in conjunction with the District Presidents.

B. The President-elect shall:

1. In the absence of the President perform the duties of the President.
2. Perform such other duties as may be assigned to her by the Board of Directors.
3. Serve as Chairman of Membership.
4. Be responsible for compiling the GFWC MT Contact and Information Booklet.
5. Plan and prepare for the program of work for her administration.
6. Sign contracts prior to her administration regarding meetings and conventions during her term only upon approval of the Budget and Finance Chairman.
7. Maintain the official list of club members and anniversaries.

C. The Vice-President shall:

1. Perform such other duties as may be assigned to her by the Board of Directors.
2. Serve as Dean of Chairmen, providing coordination of the annual GFWC reports by notifying local clubs of the reporting guidelines and the importance of submitting reports. Once reports have been submitted to her, she shall distribute reports to corresponding GFWC MT Chairmen and GFWC MT President for their compilation and submission to GFWC.
3. Communicate current GFWC and GFWC MT procedures and guidelines to GFWC MT Executive Committee, Club Presidents, District Presidents, Community Service Program Chairmen and Special Projects Chairmen.

D. The Recording Secretary Shall:

1. Keep a record of the proceedings of all meetings of GFWC MT, the Board of Directors and the Executive Committee.
2. Within six weeks, send the minutes of the Executive Committee meetings, the Board of Directors Meetings, and the Biennial Convention meetings to the Executive Committee.
3. Compile and keep up to date a catalog of all resolutions adopted.
4. Send a complete set of minutes of the administration to the President within 30 days after expiration of her term of office.

- E. The Corresponding Secretary shall:
 1. Assist with the correspondence of GFWC MT as directed by the President.
 2. Send out all notices of meetings and issue with the President the Call to the Convention.
 3. Manage the registration process for the Board of Directors Meeting and the State Convention.
 4. Serve as Chairman for the Credentials Committee and the Elections Committee.

- F. The Treasurer Shall:
 1. Receive all dues from clubs.
 2. Remit per capita dues to the General Federation of Women's Clubs by February 15.
 3. Remit per capita dues to each District in the state by February 15.
 4. Maintain an official list of GFWC MT clubs.
 5. Disburse funds only upon voucher signed by the President and the Chairman of the Budget and Finance Committee.
 6. Keep in a permanent ledger, a separate record of income and expenses for each fund.
 7. Prepare and submit a financial report at each meeting of the Executive Committee, Board of Directors and Convention.
 8. Serve on the Budget Committee and Finance Committee and the Credentials Committee.
 9. Prepare all records at the close of each fiscal year to present to a certified public accountant, who shall prepare and file all necessary tax forms for GFWC MT.

ARTICLE VI – BOARD OF DIRECTORS

Section 6.1 Eligibility. Only members of clubs in active membership shall be eligible to serve on the Board of Directors, either by election or appointment.

Section 6.2 Composition. The Board of Directors shall consist of:

- A. Elected Personnel: GFWC MT Officers, District Presidents, Club Presidents, Past State Presidents, and Past State Directors of Junior Clubs.

- B. Appointed Personnel: Chairmen of Community Service Programs, Chairmen and committee members of Special Projects, Special Assignments and Standing Committees, Parliamentary Advisor, Corresponding Secretary, Chairman of Budget & Finance Committee, and *The Montana Woman* editor.

Section 6.3 Vacancies. Vacancies among appointed members of the board shall be filled by appointment by the President. When a vacancy occurs among elected members of the board, the person selected by the appropriate district or club shall become by virtue of her office, the person to fill the vacancy on the Board of Directors. When a vacancy occurs in the office of GFWC MT then Article 5.4 of the GFWC MT Bylaws will be in effect.

Section 6.4 Duties. The Board of Directors shall:

- A. Transact business of GFWC MT between biennial conventions.
- B. Delegate to the Executive Committee such power as it deems necessary, provided that such power does not entail expenditure of more than what is within the limits of the budget and policy of GFWC MT.
- C. Approve the budget and the financial institutions recommended by the Budget and Finance Committee.
- D. Adopt standing rules. Such rules may be adopted by a majority vote at any meeting without previous notice, may be suspended by a majority vote, amended or rescinded by a two-thirds (2/3) vote.
- E. Authorize contracts when necessary for the business of GFWC MT

Section 6.5 Meetings. The Board of Directors shall:

- A. Meet in the fall of each year with six week notification.
- B. hold other meetings shall at the call of the President or upon written request of three members of the Executive Committee.
- C. Pay the required registration fee.

Section 6.6 Quorum. Twenty members shall constitute a quorum.

ARTICLE VII – EXECUTIVE COMMITTEE

Section 7.1 Composition. The Executive Committee shall consist of:

- A. Elected Personnel - President, President-elect, First Vice President, Recording Secretary and Treasurer.
- B. Appointed Personnel: Corresponding Secretary, Chairman of the Budget and Finance Committee, and Parliamentary Advisor.

Section 7.2 Duties. The Executive Committee shall:

- A. Transact business of GFWC MT between meetings of the Board of Directors.
- B. Authorize contracts when necessary for the business of GFWC MT.
- C. Select financial institution(s) in whose custody securities shall be placed.
- D. Report to each meeting of the Board of Directors.
- E. Approve a certified public accountant.
- F. Review and approve the budget recommended by the Budget and Finance Committee; to present said budget to the Board of Directors for final action.
- G. Approve the registration fees for the convention and Board of Directors meetings.
- H. Create and dissolve special committees.
- I. Prepare and submit standing rules to the Board of Directors for final approval.
- J. Review proposed amendments to the bylaws and resolutions and present them to the Board of Directors for final approval.
- K. Ensure bonding of the President, Treasurer and Chairman of the Budget and Finance Committee.

Section 7.3 Meetings. The Executive Committee shall meet prior to the Board of Directors meetings and Convention. Other meetings shall be held at the call of the President or upon written request of any three members of the Executive Committee. Emergency business may be conducted by mail, telephone, fax or e-mail.

Section 7.4 Quorum. Five members shall constitute a quorum.

ARTICLE VIII –COMMUNITY SERVICE PROGRAMS

Section 8.1 Definition. The Community Service Programs shall correspond to those of the General Federation of Women’s Clubs.

Section 8.2 Size and term. Each program shall be administered by a chairman. The Community Service Program chairmen shall be appointed for a term of two years.

Section 8.3 Duties. The Community Service Program chairmen shall:

- A. Be responsible for the implementation of the designated programs consulting with the Vice-President or President to plan, outline and promote programs of work and study.
- B. Work with their corresponding General Federation of Women’s Clubs Chairmen.
- C. Submit reports as requested.
- D. Keep a complete record of work done and turn it over to their successors at the close of the administration.

ARTICLE IX – COMMITTEES

Section 9.1 Standing Committees. The members of the standing committees shall be appointed by the President with the approval of the Executive Committee for a term of two years.

A. Budget and Finance This committee shall be composed of five members: The Chairman, the President and Treasurer as ex-officio members and two appointed members who shall not be members of the Executive Committee and who would represent each of the districts not represented by the Budget and Finance Chairman. The remaining members of the Executive Committee shall be invited to attend meetings without vote. It shall be the duty of this committee to: (a) prepare a budget and submit it with recommendations to the Executive Committee for presentation to the Board of Directors and to report thereafter as requested as to the status of the budget; (b) review the financial affairs of GFWC MT, making recommendations regarding dues and investments as necessary; (c) consider and make recommendations for expenditures not provided for in the budget; (d) employ the services of a Certified Public Accountant and (e) complete an internal audit at the end of each fiscal year with an audit committee consisting of the Budget and Finance Committee Chairman and appointed committee members.

B. Bylaws This committee shall number not more than seven members with at least one member representing each district in the state. The Parliamentary Advisor shall serve as an advisor to the committee. This committee shall submit proposed amendments to the Bylaws as provided in Article XIII (amendments). It shall submit proposed bylaw amendments to the Executive Committee for review. The committee shall submit standing rules to the Executive Committee for consideration.

C. Convention and Meetings It shall be the duty of the chairman to coordinate the work of the various committees necessary for the proper conduct of the biennial convention.

D. Credentials It shall be the duty of the committee to certify the eligibility of delegates and nonvoting members and to furnish to the Elections Committee a list of accredited delegates entitled to vote.

E. Elections This committee shall be composed of one member from each district and the Corresponding Secretary who will serve as Chairman. It shall be the duty of this committee to notify local clubs of the procedures to be followed in submitting an endorsement of a candidate for GFWC MT office. The chairman shall receive nominations of candidates for office and notify the President of receipt of the endorsements and submit the names of the candidates to *The Montana Woman*, to be published prior to the GFWC MT Convention. The names of all candidates who meet the requirements for eligibility shall be placed on the ballot. The committee shall conduct the election.

F. Legislation/Public Policy There shall be a Chairman of Legislation/Public Policy working directly under the President. Her duties shall be to implement the legislative program of GFWC, keep the members informed of the status of pending legislation, develop and promote an educational program concerning legislation and serve as a member of the Resolutions Committee.

G. Resolutions This committee shall be composed of three members, one of whom shall be the chairman of Legislation/Public Policy. It shall be the duty of this committee to receive and consider resolutions pertinent to the work and objectives of GFWC MT and to determine when the purpose of the resolution has been accomplished. Resolutions suggested by clubs or districts shall be submitted to the Resolutions Committee Chairman on or before February 1 of even numbered years. Proposed resolutions shall be submitted to the Executive Committee for review and presented to the convention for action. Standing rules governing resolutions shall be adopted by the Board of Directors.

H. Women's History and Resource Center (WHRC) It shall be the duty of this committee to promote the preservation and compilation of the history of women. The mission and focus of the WHRC shall be governed by its mission statement and collections policy, which shall be reviewed annually by the Executive Committee.

Section 9.2 Other Committees. Other committees may be created as deemed necessary by the President, Executive Committee, or the Board of Directors. Appointments to these committees shall be made by the President with the approval of the Executive Committee.

ARTICLE X – NOMINATIONS & ELECTIONS

Section 10.1 Nominations. Nominations for the office of President-elect, First Vice President, Recording Secretary and Treasurer shall be made by endorsements and must be for a specific office.

Section 10.2 Endorsements. Endorsements shall be obtained from three clubs in separate cities of the District or from the Board of Directors of the District in which the candidate resides. Documentation of such endorsement shall include the page(s) of minutes of the meeting endorsing the candidate, or when polling by mail, email or phone a statement regarding the outcome of such poll. Endorsements shall be verified by signatures of the presidents and secretaries of the three clubs or the District and be sent to the GFWC MT Elections Chairman, by December 15 of the odd numbered years.

Section 10.3 Nominations from the floor. Nominations may be made from the floor following the report of the Elections Committee. Candidates so nominated shall have consented to be nominees; shall have provided 25

signatures of delegates at the convention and shall meet the bylaws requirements of eligibility, as provided in Section 5.2.

Section 10.4 Elections. Candidates' names and the offices they seek shall be announced in *The Montana Woman* in the even numbered years. A plurality vote shall elect. The President-elect shall automatically accede to her respective office without standing for election.

ARTICLE XI – CONSTITUENT DIVISIONS

Section 11.1 Names. The constituent divisions of GFWC MT should include General Federation of Women's Clubs or GFWC in their name to show their relationship to the international organization.

Section 11.2 Purpose. The purpose of constituent divisions shall be to promote a better understanding of the structure, program and challenge of GFWC.

Section 11.3 Clubs. Women's Clubs in Montana may join together to form the State Federation. In order to be recognized by GFWC MT, clubs shall elect a president and secretary and such additional officers or directors as the club may provide in its bylaws; and hold at least one meeting per two year administration.

Section 11.4 Districts. Woman's Clubs shall be grouped into Districts by geographical divisions, determined by the Board of Directors and listed herein. In order to be recognized by GFWC MT, districts shall elect a president and secretary and such additional officers or directors as the district may provide in its bylaws. Each District shall hold at least one convention during an administration, the dates to be determined jointly by the GFWC MT President and the District President.

Western District.

Lincoln, Flathead, Sanders, Lake, Mineral, Missoula, Powell, Granite, Ravalli, Deer Lodge, and Beaverhead Counties.

Central District

Glacier, Toole, Liberty, Hill, Blaine, Pondera, Teton, Chouteau, Lewis and Clark, Cascade, Judith Basin, Fergus, Silver Bow, Jefferson, Broadwater, Meagher, Wheatland, Madison and Gallatin Counties

Eastern District

Philips, Valley, Daniels, Sheridan, Roosevelt, Petroleum, Garfield, McCone, Richland, Dawson, Prairie, Wibaux, Golden Valley, Musselshell, Rosebud, Custer, Fallon, Park, Sweet Grass, Stillwater, Yellowstone, Carbon, Big Horn, Treasure, Powder River and Carter Counties.

ARTICLE XII – CONVENTIONS

Section 12.1 Biennial Convention. GFWC MT shall hold a biennial convention in the even numbered years. The Call to Convention shall be issued at least six weeks prior to the convention to all active members.

Section 12.2 Representation. The voting body shall be accredited delegates or alternates from clubs in active membership.

A. One delegate from each club of 10 members or fewer, and one additional delegate for each additional 10 members, or major fraction thereof, based on per capita dues paid by March 20.

B. In addition, the Board of Directors, as defined in Article 6, Section 6.2, shall be entitled to vote by virtue of their office.

Section 12.3 Voting Members. All delegates, including the Executive Committee, shall pay registration fees for the entire convention to be entitled to vote. Though entitled to vote in several capacities, a voting member shall have but one vote. There shall be no absentee or proxy voting allowed.

Section 12.4 Non-voting Members. Any member in active membership in GFWC may attend the biennial convention as a visitor. These members shall be required to pay the registration fee although they have no vote.

Section 12.5 Registration. The Executive Committee shall determine the biennial convention registration fees which shall be used to finance the convention. All in attendance shall pay the registration fee. All voting credentials shall be claimed prior to the vote.

Section 12.6 Quorum. The quorum for a convention shall be 30 delegates representing at least one-third of active clubs.

ARTICLE XIII – AMENDMENTS

These bylaws may be amended at any Board of Directors meeting or biennial convention by a two-thirds vote of those present and voting, provided the proposed amendment has been published 30 days prior to meeting. Amendments of an emergency nature may be considered at these same meetings by three-fourths vote of those present and voting.

ARTICLE XIV – PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern GFWC MT in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order that GFWC MT may adopt.

ARTICLE XV – DISSOLUTION

If GFWC MT should dissolve, its net assets shall be distributed to one or more organizations qualified under the charitable Internal Revenue Code 501© (3).

Amended October 2019

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 Woman's Clubs and Junior Woman's Clubs will be \$22 per capita with the exception of TOPPs and PDQs clubs whose dues will be \$20 per capita, and dues for Juniorette Clubs will be \$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. 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 convention.
5. 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.
6. 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.
7. All members of the Executive Committee may be reimbursed for official meal functions, housing (up to ½ per night of the conference rate) 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.
8. 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.
9. The GFWC MT President-elect may be reimbursed for attending the General Federation of Women's Clubs GFWC Incoming Leaders Training Seminar (ILTS) and Fall 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.

10. GFWC MT shall be responsible for meals, housing expenses and local transportation of the invited GFWC International officer to any GFWC MT meeting.
11. 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.
12. No portion of GFWC MT membership list shall be given or sold to be used for commercial purposes.
13. 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.
14. 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.
15. Each candidate for office will be presented to the convention body prior to the day of voting.
16. 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.
17. There shall be no campaigning of any kind at GFWC MT meetings.
18. 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.

Revised: October 2019