

**AAUW ORINDA-MORAGA-LAFAYETTE BRANCH  
STANDING RULES**

*Standing rules directly affect members of the branch. A committee of board members appointed by the president and chaired by the parliamentarian/bylaws/policy director will review them annually. Standing rules can be amended, including adding new rules, by a majority vote at a branch meeting if previous notice has been given or by a two-thirds vote if no notice has been given. Standing rules will be published in the branch Directory and included on the branch website.*

**Programs/Events/Interest Group Meetings**

All general meetings are open to interested members of the public.

General meetings shall be accessible to the handicapped.

No meetings will be held on days of the following major religious observances: Maundy Thursday through Easter, Rosh Hashanah (two days), Yom Kippur, the first day of Passover, Christmas, and major holidays of other significant religious or ethnic groups. (All Jewish holidays begin at sundown the day before.) This is in accordance with AAUW Diversity Policy.

No branch member may be denied admission to any general meeting that requires a fee to attend. Fees are stated in advance and included in meeting publicity.

When a branch activity requires prior reservations and payment, payment will not be refunded to any person who fails to cancel a reservation in time for the branch to recover its cost.

Members shall not sell tickets to nor advertise non-AAUW events during branch programs or events.

Petitions not officially supported by AAUW may be presented by a member at a general meeting provided:

- The petition is within the scope of the AAUW program and is not in opposition to AAUW policy.
- The member wishing to present the petition gives three days notice to the president who will confer with the public policy chair and other appropriate officers. If approval is given, the president will announce at that meeting that the petition is available and that AAUW has no official position. The petition may be taken to other branch meetings.
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Non-AAUW material may be made available to branch members with the board consent.

**Membership**

Prospective members may attend OML members-only events or interest group meetings for one membership year before joining AAUW OML. An exception is made for spouses in couples groups.

Membership renewals are due by June 30. Members must pay dues by September 30th to be included in the Directory. Non-payment of dues will result in loss of membership.

**Board Meetings**

All board meetings are open to branch members. If a branch member attending a board meeting wishes to bring up a specific issue, s/he notifies the president in order to be put on the agenda. Approved board minutes are available to non-board members upon request to the president.

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**Interest Groups**

Interest groups are open to all branch members. If a group becomes too large, the president will work with the president-elect to form an additional group or groups.

Any member may form a new interest group with the approval of the board, providing its meetings will not conflict with other scheduled branch and/or interest group meetings.

Interest groups may charge a small fee for materials to be used within the group. These fees shall remain within the group and will not become a part of the branch general fund. Should the group disband, group members may choose which AAUW entity will receive any remaining funds.

**Fund Raising**

The branch will not raise funds for, nor donate funds to, any organization outside of AAUW except for purposes specifically approved by the board and which are in accordance with AAUW policy.

**Election Activities of Individual Branch Members**

An individual member may endorse, as a private citizen, candidates for appointive and elective partisan or non-partisan office, but such endorsement shall not use the name of AAUW. As a private citizen a branch member may contribute to the campaigns of such candidates.

As a candidate for any office, an individual member may declare membership in AAUW as long as she/he is not opposing any AAUW program or policy. Declaring one's AAUW membership while opposing an AAUW position violates the AAUW Use of Name Bylaw.

**Classified Business Listings in the Directory**

Classified business listings that appear in the back of the Directory are free to any member who purchases ad space in the Directory, Triad, and OML website.

**Electronic Privacy**

Without the permission of members, electronic communications will not contain postal addresses. However, it is the responsibility of individual members who submit articles to the *Triad* to include only that personal information about themselves that they are willing to have distributed electronically.

**AAUW Communications**

The Directory, Triad, and all AAUW OML electronic communications shall be used exclusively for communication on AAUW matters among the branch members. They shall not be used for solicitation of any kind. Advertiser articles will follow OML advertising guidelines.