

POLICIES – AAUW NORTHERN PALM BEACH COUNTY

It is understood that these policies should be generally followed and that

branch officers and chairs should be familiar with them. They are in accord with AAUW, AAUW Florida, and branch bylaws and are more specifically designed to serve as guidelines for branch activities.

Our bylaws provide the foundation for branch operation. Every member is encouraged to read them in their entirety.

COMMITTEES

1. The Nominating Committee shall consist of three members elected by the board, in accordance with the bylaws. One member shall be a non-board member. It is suggested that a past president be asked to serve. Members interested in seeking an office for which nominations are open should be excluded from the nominating committee. The committee shall be elected at the January board meeting.
2. The Finance Committee shall be chaired by the treasurer and have three other members. Those members shall include at least one non board member and the incoming treasurer, if possible. This committee shall be appointed at the January meeting.
3. The Committee to select AAUW named honorees shall be chaired by Charitable Foundation Benefit Chair. The branch president shall select two other members. Judy Pierman shall serve as an honorary member. The committee shall be appointed at the January board meeting. The honoree(s)

3. An amount equal to at least \$.50 per member should be allocated annually for National Conventions, under the Conventions and Conferences line item. If unused, funds shall accrue until the next convention.
4. Memorial gifts for members or their immediate family shall be made in accordance with the family's wishes.
5. If the branch wishes to give a gift to the out-going officers, the money for the gift should come from the administrative costs budget line item. The transaction should be handled by the treasurer.

APPOINTEES/CHAIRS

1. All appointees/chairs shall serve a term of one year.
2. Appointees/chairs shall be considered voting members of the board. Interest Group chairs shall not be voting members of the board.
3. The chair of any board approved function such as the Dinner Club, Bridge Group and Book Club activities or cultural field trips shall have the authority to plan and execute the event. The board shall be kept informed about the event.
4. All contracts shall be signed by the branch president or her specifically designated appointee.

MISCELLANEOUS

1. Branch membership lists may not be sold or supplied to other

3. Soliciting at branch meetings and events will be limited to AAUW sponsored activities, events, and fundraisers without prior approval of the branch board.
4. Persons who are eligible for membership must join AAUW to attend study group meetings.
5. The branch website will be limited to AAUW activities and events and those of organizations that the branch officially supports such as the Hispanic Human Resources Council Child Development Centers, *April is for Authors, etc.* and the Friends of the Library of any public library where we regularly hold meetings.
6. The branch email lists may be used for branch newsletters, official AAUW notices, AAUW Florida and AAUW legislative alerts, Charitable Foundation activities, and special events of the organizations the branch officially supports provided AAUW NPBC appears in the subject line.
7. The branch newsletter will be limited to the activities specified above.