



# Bylaws

## ARTICLE I: MEMBERSHIP

Section 1: Memberships shall consist of Active, Life, Honorary, Patron, Emeritus, Courtesy, Associate, and Associate Literary Professionals.

## ARTICLE II: MANAGEMENT

Section 1: The corporate powers of the California Writers Club shall be vested in a board of directors (known as The Central Board) consisting of one representative selected annually by each branch. The method of selection shall be determined by branch policy.

Section 2: Officers of the California Writers' Club shall consist of a President, Vice-President, Secretary, and Treasurer elected by and from representatives to the central board for one-year terms.

Section 3: The Central Board shall meet once yearly, that meeting being the annual membership meeting as required by California state law. Other board meetings may be scheduled by the Central Board Executive Committee as deemed necessary.

## ARTICLE III: COMMITTEES

Section 1: Standing committees are Executive, Finance, Conference, Bylaws, and *Bulletin*.

## ARTICLE IV: MISCELLANEOUS

Section 1: All books and papers belonging to the Central Board and Branches shall be subject to the inspection of the Central Board, any of its members, or members of the organization or its authorized agents during business hours.

## ARTICLE V: AMENDMENTS

Section 1: Amendments to the Constitution and Bylaws proposed by the Central Board shall be made by mail ballot by an affirmative vote of a simple majority of the ballots returned from members with voting powers.

(A) Pros and cons of ballot measures shall be sent with the ballots when necessary.

(B) Upon a vote of the Central Board proposing an amendment or by action of a majority of branches, the Secretary or an appointee shall immediately arrange for the mailing of ballots with the option to vote for individual or all amendments, to the entire membership.

(C) The Central Board shall establish a procedure for the return and counting of ballots and certifying the election results.

Section 2: The deadline for receipt of voted ballots shall be thirty days from the date of original mailing.

Section 3: An amendment shall be in effect at the completion of the mail balloting in which approved unless otherwise specified in said amendment.

Section 4: A branch, by majority vote of its membership, may propose amendments to the Constitution or Bylaws and refer them to the Central Board for consideration. If a majority of branches propose the same amendment, it will be voted on by the entire membership as provided in Section 1 above.

## ARTICLE VI: RULES OF ORDER

Section 1: Parliamentary Procedure, generally known as Robert's Rules of Order, shall be the guideline for the conduct of business of the club in all cases in which they apply and as long as they are consistent with the Constitution and Bylaws of the club. In case of conflict or contradiction between editions of the rules, the latest edition available at a meeting shall be used.

Adopted by the membership on July 15, 2007