

The GFWC Southwest Region Woman's Club of Colorado

Standing Rules

1. **PURPOSE.** The purpose of these standing rules is to clarify more specifically the aims, services, and organization of the GFWC Southwest Woman's Club (SRWC). It is to be interpreted as in accord with, and subordinate to, the GFWC and GFWC Colorado.
2. **MEETINGS.** In times of inclement weather, a decision will be made before all regular business meetings whether to cancel or reschedule. This will be done a minimum of two hours prior to the scheduled meeting time. The business meeting will be called to order at 7:00pm at the designated location. A speaker may precede the meeting beginning at 7:00pm and refreshments may be served at 6:30 pm.

3. **COMMITTEES. SRWC LEADERSHIP TEAMS.**

CO-PRESIDENTS AND TEAM A: (3-6 MEMBERS):

- Responsible for 3 meetings (dinner, drawing and program/project)
- Budget along with Treasurer
- Meeting agendas, club distribution and overall communications
- Annual reports Collation and Submission
- Attend and report at District and State meeting and through CFWC newsletter
- CSP – Arts & Culture including photo contest
- CSP - Civic Engagement & Outreach
- Advancement area –Membership
- Advancement area – Legislation and Public Policy
- Advancement area - Women's History Resource Center
- Pop Tabs

TREASURER AND TEAM B: (3-6 MEMBERS):

- Responsible for 3 meetings (dinner, drawing and program/project)
- Budget along with co-presidents
- Banking/books for club
- Collection of dues and submission of fees to state
- Roster
- End of club year donations and end of club year donations
- CSP – Health and Wellness
- GFWC Juniors' Special Project – advocates for children
- Advancement area - Fundraising and Development
- Advancement area – Leadership
- Sponsored walks – Team captain and promotion

SECRETARY AND TEAM C: (3-6 MEMBERS):

- Responsible for 3 meetings (dinner, drawing and program/project)
- Minutes
- Newsletter
- Webpage
- Facebook
- Friendship
- GFWC Signature Program-Domestic and Sexual Violence Awareness and Prevention
- CSP – Environment
- CSP – Education and Libraries
- Advancement area – communication and public relations
- The action center and related projects such as school supply drive, Christmas Shoppe, Tampon Party, Food Drive
- Epsilon Sigma Omicron (ESO)
- Minnie I. Harding and Success for Survivors Scholarships

AFFILIATES:

- Canine For Companions

- Heifer International
- Hugh O'Brian Youth Leadership (HOBY)
- March Of Dimes
- Operation Smile
- Prevention Child Abuse America (PCAA)
- St. Jude Children's Research Hospital
- U.S. Fund for UNICEF
- United Nations Foundation (UNF) – Shot @ Life Campaign

4. **AMENDMENTS.** Proposed amendments to the Standing rules must be submitted in writing at a business meeting prior to vote. The vote to accept standing rules amendments may take place at any business meeting of the club by two-thirds vote of the quorum.

Updated April 2014

Amended May 2018

Amended May 9, 2024