

**GENERAL FEDERATION OF WOMEN'S CLUBS OF OKLAHOMA
CONSTITUTION, BYLAWS AND STANDING RULES**

ARTICLE I – Name

The name of this organization shall be the General Federation of Women's Clubs – Oklahoma, also known as Oklahoma State Federation of Women's Clubs under active charter in the year 1989 and hereinafter known as GFWC-Oklahoma.

ARTICLE II – Object

The object of the GFWC-Oklahoma shall be to unite the Women's clubs of the state for charitable purpose in the promotion of their common interest in education public welfare, moral values, civic, and fine arts.

ARTICLE III – Membership

Membership in the GFWC-Oklahoma shall consist of Women's clubs in the state whose work and purpose are germane to the objects of the GFWC-Oklahoma. Each application for membership shall show the organization requires no sectarian, partisan or 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.

ARTICLE IV – Officers

The elective officers of the GFWC-Oklahoma shall be a President, a President-Elect, a First Vice-president, a Second Vice-President, a Recording Secretary, and a Treasurer. The officers shall be elected in the even numbered calendar years.

ARTICLE V – Annual Meeting

The GFWC-Oklahoma shall hold an annual convention.

ARTICLE VI – Amendments

Section 1. This Constitution may be amended at any annual state convention by a two-thirds vote of those present and voting, provided the proposed amendment has been appended to the Official Call of the convention.

Section 2. Amendments may also be made at any state convention without previous notice by a four-fifths vote of those present and voting, provided previous notice shall have been given at an earlier meeting of the same session.

Revised May 1960
Amended April 1964

BYLAWS

ARTICLE 1 – Membership

Section 1. Women’s Clubs whose work is germane to the object of the GFWC-Oklahoma are eligible for membership in the GFWC-Oklahoma.

Section 2. Membership in the GFWC-Oklahoma shall be Active, Associate, Members-at-Large and Junioresettes.

- a. Active membership shall be by women’s clubs. Members-at-Large and federated departments of a Departmental club paying per capita dues to GFWC-Oklahoma.
- b. Members of active clubs are eligible to hold office, to serve in appointive positions and to serve a delegates at district, state and General Federation level.
- c. Associate membership shall be that held by a club consisting of two or more active clubs organized for the purpose of uniting in community activity or by a club consisting of Past Presidents of active clubs. The clubs shall pay a specific amount of dues to the GFWC-Oklahoma.
- d. Associate clubs shall have no privileges except to send one delegate to the district and state conventions.
- e. Member-at-large are dues-paying members who live in a town with no GFWC Club or no GFWC Club available for them to join.
- f. Junioresette Clubs are clubs whose membership is composed entirely of Middle, Junior High and High School age women sponsored by a club holding active membership in GFWC-Oklahoma

Section 3. Application for active, associate or junioresette membership in the GFWC-Oklahoma shall be made to the respective district president and be accompanied by a copy of the club’s constitution and bylaws, the course of study, a list of the officers and members, and the current year’s dues. Application is subject to the approval of their respective District President, the State Second Vice-President and the State Treasurer.

Section 4. Termination of membership may be made by resignation sent to the State President and Treasurer of GFWC-Oklahoma or by non-payment of dues.

Section 5. If two or more years have elapsed since withdrawal of lapse of membership of a club in the GFWC-Oklahoma, the club may be readmitted to membership by making application as a new club or by paying current dues.

Section 6. Members-at-Large may be members by filing a Member-at-Large application with the district President and paying dues set for Member-at-Large.

ARTICLE II – District Federation

Section 1. The GFWC-Oklahoma shall be divided into six districts. Each district shall have the management of its own affairs, provided there is no conflict with the Constitution and Bylaws of the GFWC-Oklahoma.

Section 2. Each of the six districts shall hold an annual convention in the fall of the year. The State President, with the District Presidents, shall arrange the dates of the District Conventions.

ARTICLE III – Dues and Finances

Section 1. The fiscal year shall be from July 1 through June 30.

Section 2. The annual dues shall be:

- a. Active member shall pay GFWC-Oklahoma dues in the amount of five dollars (\$5.00) plus GFWC dues of fifteen dollars (\$15.00) making a total of twenty dollars (\$20.00). The State Treasurer shall divide the dues as follows: GFWC – fifteen dollars (\$15.00); GFWC-Oklahoma – four dollars (\$4.00); and the respective districts - one dollar (\$1.00) per member.
- b. The dues of Associate Club and City Federations shall be five dollars (\$5.00) which shall entitle them to state and district membership only; however, each associate club and city federation may pay an additional twenty-five (\$25.00) annual dues and be members of the General Federation of women's Clubs.
- c. All dues are payable to the State Treasurer on or before December 1 of each year and are delinquent after February 1 of each year.
- d. If a club joins the GFWC-Oklahoma after January 1 of any year the initial fee shall be credited for dues for the ensuing year.
- e. Members-at-Large dues of twenty dollars (\$20.00) per year are due to the State Treasurer by December 1. Members will have all the privileges of any other GFWC-Oklahoma dues-paying member.

Section 3. The State Treasurer shall keep records of the Annette Ross Hume Endowment Fund separate from the records of the other funds and shall show in detail all investments and disbursements when required by the chairman of the trustees. All monies shall be invested in a Federally Insured Financial Institution that pays interest annually. The interest on all investments shall be transferred once each year on June 1 to the General Fund on order of the chairman of the trustees and countersigned by the secretary of the trustees.

Section 4. The State Treasurer shall keep records of the State Scholarship Fund separate from other funds and shall show in detail all investments, receipts and disbursements when requested by the chairman or secretary of the committee. All monies shall be in a Federally Insured Financial Institution that pays interest annually. The interest on all investments shall be transferred upon payment to the State Scholarship Fund. Contributions to this fund may be made by clubs or individuals through the State Treasurer.

Section 5. There shall be no salaried officers or chairmen of the GFWC-Oklahoma. Expenses allowed on travel shall be based on round trip mileage.

Section 6. Expenses allowed the State President shall be:

- a. To attend one time each year the General Federation Convention and one time each year the General Federation Board of Directors meeting, a maximum of two hundred dollars (\$200.00) plus her registration, room expenses, transportation one way for each trip, and other necessary expenses approved by the Board for each trip.
- b. To attend each year the Annual State Convention, the State Board of Directors Meetings and the State Executive Committee meetings plus her room expense and round trip transportation.

- c. To attend all District Conventions, not to exceed three hundred dollars (\$300.00) annually.
- d. To attend South Central Conference, not to exceed four hundred dollars (\$400.00) annually.

Section 7. Expenses allowed members of the Executive Committee, the Board of Directors, Community Service Program Chairmen, and Committee members shall be round trip transportation and other actual expenses as determined by the Executive Committee.

- a. Other itemized expenses of the GFWC-Oklahoma may be allowed by the Board of Directors.
- b. The President-Elect shall be allowed a maximum of three hundred dollars (\$300.00) for expenses plus one-half (1/2) of her transportation cost, equal to the lowest priced air fare, to attend the GFWC Program Planning Meeting to plan her two year administration.
- c. The GFWC-Oklahoma LEADS Candidate shall be allowed three hundred dollars (\$300.00) for attending the LEADS Seminar at the GFWC-International Convention

Section 8. In the event of the dissolution of the GFWC-Oklahoma its entire assets shall be sent to GFWC in Washington D.C.

ARTICLE IV – Officers

Section 1. There shall be elective and appointive officers of the GFWC-Oklahoma.

- a. The elective officers shall be a President, a President-Elect, a First Vice-President, a Second Vice-President, a Recording Secretary, and a Treasurer.
- b. The appointive officers shall be a Corresponding Secretary, a Historian, and a Parliamentarian.
- c. These officer shall perform the duties described by these bylaws and by the parliamentary authority adopted by the organization.

Section 2. If a vacancy occurs in the office of President, the President-Elect shall be President.

- a. If a vacancy occurs in the office President-Elect of the Vice-Presidents after the Board of Directors meeting other than the pre-convention meeting, the vacancy shall be filled until the close of the next annual convention by a special election held at such Board of Directors meeting.
- b. If a vacancy occurs in the office of the President-Elect or of the Vice-Presidents after the Board of Directors meeting, the office shall remain vacant until it shall be filled by a special election at the next annual convention.
- c. Should a vacancy occur in any other elective office the Executive Committee, at the next regular or special meeting, shall elect a member of the GFWC-Oklahoma to serve as such officer until the next election.
- d. If a vacancy occurs in an appointive office it shall be filled by the President.

- e. An office shall be declared vacant, by a two-thirds (2/3) ballot vote of the Executive Committee, if the officer is unable to perform her duties or willfully neglects her duties.

Section 3. The President shall be the official representative of the GFWC-Oklahoma and first delegate of the GFWC-Oklahoma at all meetings, the President-Elect and Vice-Presidents in line of succession may perform these duties. Her other duties shall be:

- a. To preside at all conventions of the GFWC-Oklahoma, all meetings of the Board of Directors, and of the Executive Committee.
- b. To be ex-officio member of all Community Service Programs and all Committees except the Nominating Committee.
- c. To supervise plans for extending, unifying and rendering more efficient the work of the GFWC-Oklahoma.
- d. To approve all programs of work.
- e. To issue the Call to Convention and to all regular and special meetings of the Board of Directors and Executive Committee.
- f. To supervise the publication of the directory and any other published official material.
- g. To affix the corporate seal to official documents in the absence or disability of the Recording Secretary.
- h. To approve all bills before payment.
- i. To set up district conventions with the District Presidents and attend each convention.
- j. To appoint a Corresponding Secretary, State Historian, A Parliamentarian, Community Service Program Chairmen and all committees unless the Bylaws state otherwise.
- k. To appoint special committees as the need arise.
- l. To appoint three (3) tellers before the first day of each convention.

Section 4. The President-Elect shall perform the duties of the President in her absence. She shall assume the office of president at the close of the GFWC Convention of the election year. Her duties shall be:

- a. To preside and serve a coordinator of activities of the District Presidents in their relationship to the GFWC-Oklahoma and the General Federation, its organization and procedures.
- b. To plan and prepare the program of work for her administration as President and, after October 1, prior to her installation she shall have the privilege of selecting appointive officers, Chairmen of Community Service Programs, and of Standing Committees unless the Bylaws state otherwise.
- c. Consult with the President to determine her choice of Past President's pin or a monetary gift of equal values and to procure it. The gift is to be paid by and come from GFWC-Oklahoma.

Section 5. The First Vice-President shall, in the absence of the President and President-Elect, perform the duties of the President. Her other duties shall be:

- a. To be Dean of Community Service Programs and Committee Chairmen and shall preside at all formal meetings of the Community Service Programs, Committee Chairmen, and Special Appointments.
- b. To serve as coordinator of the activities of these groups in relationship to programs of work.

Section 6. The Second Vice-President shall, in the absence of the President, the president-Elect and the First Vice-President, perform the duties of the President.

- a. She shall serve as Chairman of the Extension Committee.

Section 7. The Recording Secretary shall keep a record of the proceedings of all meetings of the GFWC-Oklahoma, the Board of Directors and the Executive Committee and shall send a copy of the minutes of the Board of Directors and the Executive Committee to each of the respective members. She shall send a copy of the minutes of the State Convention to the members of the Board of Directors with 45 days. Her other duties shall be:

- a. To have custody of the corporate seal and to affix the seal to official documents
- b. To be prepared for ballot voting at conventions and other meetings with ballot material and tally sheets kept in a large envelope.

Section 8. The Treasurer shall be custodian of all funds of the State Federation and shall keep a spate account of the various funds. Authorized signitors shall be the Treasurer and the President. Her duties shall be:

- a. To pay out funds on written order of the State President.
- b. To send notice to all Club Presidents for payment of annual dues of Clubs whose dues have not been paid by January 1 of each year.
- c. To remit the GFWC-Oklahoma dues to the General Federation Treasure no later than February 15 of each year.
- d. To remit to each District Treasurer the per capita dues of her district and to send a list of the clubs making payment together with the number of paid members no later than March 1 of each year.
- e. To remit the GFWC-Oklahoma dues of forty dollars (\$40.00) to South Central Conference Treasurer no later than September 1 of each year.
- f. To maintain a physical ledger of all income and disbursements and have printed for the Annual State Convention an itemized statement of all receipts and disbursements and give a full report of funds to the Executive Committee when requested.
- g. The Accounts of the Treasurer will be reviewed by a committee appointed by the President. The Committee will be composed of three persons, at least one of which will be a past treasurer. The Review Committee report is to be turned in by August 15.

- h. To keep a roster of all clubs having active membership and prepare a copy of this roster for the use of the President, the Credentials Committee and the Nominating Committee.
- i. To deliver to her successor in office by July 1 all money, vouchers, completed ledgers and papers of the GFWC-Oklahoma in her custody.

Section 9. The Corresponding Secretary shall conduct correspondence and perform other similar duties as requested by the President.

Section 10. The Historian shall act as custodian of historical property placed in her hands by the GFWC-Oklahoma, preserving same for reference and historical compilation and to make available all materials valuable for the historical work of the GFWC-Oklahoma for a written and pictorial record of past and present history of the GFWC-Oklahoma to be given to the outgoing President.

Section 11. The Parliamentarian shall advise the president and any other member on parliamentary procedure when called upon. Her other duties shall be:

- a. To draft and submit for consideration the standing rules of the convention.
- b. To serve as advisor to the Credentials Committee and advise on the election procedure.

Section 12. All officers shall submit printed or typed reports of their official acts to the Annual State Convention and shall transmit all property to their successors at the close of the Convention at which their office expires unless the By-laws state otherwise.

ARTICLE V – Nominations and Elections

Section 1. All candidates for an office shall be members of an active club or a Member-at-Large in the GFWC-Oklahoma.

- a. All candidates for the office of President-Elect shall have served in two state elective offices and all candidates of other elective offices shall have served as a district officer and two state appointments.
- b. Officers shall be elected to serve a term of two (2) years or until their successors are elected.
- c. No member shall hold more than one office at any one time and no more than two member from a district may serve in an elective office. In the even there are fewer nominees from the districts than needed for state officers, then the GFWC-Oklahoma Nominating Committee shall fill the vacancy with a qualified recommended candidate that has met By-laws requirement for eligibility regardless of district.
- d. No member shall serve more than one term in the same office and any officer serving a major portion of a term shall be considered to have served a term.

Section 2. Nominations for an elective office shall be filed by the candidate's club including a separate endorsement by the district with the Chairman of the Nominating Committee not later than January 1 of the election year.

- a. A candidate may file for a specific office or she may include a second choice.

Section 3. The Nominating Committee shall consist of five members elected in the odd numbered calendar years. No member may serve two consecutive terms and no two members may reside in the same district.

- a. All nominations shall be from the floor and vote my ballot unless there is only one candidate for the office, in which case the election may be taken by voice vote.
- b. Two members who have served as State President shall be elected at the pre-convention Board of Directors meeting and the first member elected shall serve as chairman until a chairman is elected at the first meeting which shall be held immediately following the convention at which they are elected.
- c. Three members other than the Past State Presidents shall be elected from the floor on the first day of the convention.

Section 4. It shall be the duty of the Nominating Committee to follow the "Policy of Election."

- a. The committee shall concur by mail, phone, or in committee not later than January 15 to consider the qualifications of all candidates proposed for the offices and shall select not more than two for each office, secure a written or oral acceptance from each candidate selected and submit the slate of officers to the State President and Recording Secretary for publication in the Call to the Convention.
- b. The report of the Nominating Committee shall be read by a member at the first meeting of the Convention.

Section 5. The elective officers shall be elected on the first day of the Convention in the even numbered years by ballot vote unless there is only one candidate for an office in which case that election may be taken by voice vote.

- a. Nominations may be made from the floor following the report of the Nominating Committee provided the candidate has given her consent and shall have met By-laws requirements for eligibility as provided in Article V Sections 1 and 2 as applicable.
- b. The majority vote shall elect.

Section 6. The Annette Ross Hume Endowment Fund Board of Trustees shall consist of three members, one of which shall be elected from the floor each election year and shall serve for a term of six years.

Section 7. The State Scholarship Committee shall consist of six members, two of whom shall be elected from the floor each election year and shall serve a term of six years.

ARTICLE VI – Past Presidents

Section 1. The retiring President shall become Past President for life at the close of the last session of her service as President, provided that service has been for a major portion of a term. **S**

Section 2. The Past Presidents shall be entitled to a complimentary meal ticket of their choice at the State Convention. Their duties shall be:

- a. To decide with the President-Elect in the selection of a gift for the retiring president with funds solicited from the Foard of Directors as has been customary.
- b. To advise the President on administration matters when called upon.
- c. To serve as a voting member on the Board of Directors.

ARTICLE VII – Board of Directors

Section 1. The Board of Directors shall consist of the elective and appointive state officers, the District Presidents, State Chairmen of Community Service Programs, the State Chairmen of Standing Committees and the Past Presidents. At no time shall the appointive officers exceed the number of elective offices.

Section 2. Only members of clubs in active membership and Member-at-Large shall be eligible to serve on the Board of Directors either by election or appointment.

Section 3. The duties of the Board of Directors shall be:

- a. To transact business of the GFWC-Oklahoma between annual conventions and they may transact such business by mail when necessary including the vote.
- b. The Board of Directors shall guard the title of this organization “General Federation of Women’s Clubs in Oklahoma” also known as Oklahoma State Federation of Women’s Clubs through act of charter and shall not permit the use of its official stationery by any person for any purpose other than the regular work of the GFWC-Oklahoma.
- c. To approve all policies pertaining to Community Service Programs, Standing Committees, Special Committees, and the Nominating Committee.
- d. To adopt Standing Rules to expedite Board of Directors business when needed.

Section 4. The board of Directors shall meet semi-annually after the meeting of the General Federation Board of Directors at a place and date set by the State president and also immediately preceding the Annual State Convention. Other meeting of the Board of Directors shall be held at the call of the State President or upon written request of four members of the Executive Committee.

Section 5. The quorum for a meeting of the Board of Directors shall be twenty member of which eight shall be elected members.

ARTICLE VIII – Executive Committee

Section 1. The Executive Committee shall consist of the elected officer of the GFWC-Oklahoma.

Section 2. The duties of the Executive Committee shall be:

- a. To transact business as may be necessary between meetings of the Board of Directors. Such action shall be reported to the next Board Meeting.
- b. To act in emergencies which do not affect the policies of the GFWC-Oklahoma nor entail expenditure of more than one hundred twenty-five dollars (\$125.00) above the expense of the committee meetings.

Section 3. The Executive Committee shall meet before fall Board Meeting at the call of the State President.

Section 4. The quorum for a meeting of the Executive Committee shall be four members.

ARTICLE IX – Community Service Programs and Special Appointments

Section 1. There shall be areas of work in accordance with the Constitution and by-laws of the General Federation and they shall be approved by the Board of Directors.

Section 2. All Chairmen shall conduct the work according to the General Federation plans approved by the board of Directors and each Chairman shall report at the Annual State Convention and to the board of Directors when requested.

Section 3. Each chairman shall keep a complete record of the work done and shall send a written report to the GFWC-Oklahoma First Vice-President and to her GFWC counterpart each year by March 15.

Sections 4. Vacancies in Community Service Programs Chairmen shall be filled by the State President subject to the approval of the Executive Committee.

ARTICLE X – Committees

Section 1. All committee members shall be member of active clubs or Members-at-Large. These shall be the following Standing Committees: Annette Ross Hume Endowment Fund, Budget, By-Laws, Credentials, State Scholarship Committee, Legislative, Extension, and Resolutions.

- a. The Annette Ross Hume Endowment Fund shall consist of three elected Trustees. The State President and State Treasurer shall be ex-officio members. The Trustees shall elect a chairman at their first meeting following an election of Trustees. They shall make a complete report of all business to the Board of Directors at each pre-convention meeting by the chairman or the secretary of the Trustees.
- b. The Budget Committee shall consist of three members. The chairman and another member shall be appointed by the president and the other member shall be the President-Elect. The State president and State Treasurer shall be ex-officio members. They shall prepare a tentative budget to be presented to the Board of Directors at the fall meeting for adoption.

- c. The By-Laws Committee shall consist of three members: the President-Elect, the Parliamentarian, and one member appointed by the President who shall serve as Chairman. They shall edit and correlate such amendments as may originate, and as are referred to it, by the Board, the District Conventions, and the active and associate clubs. These amendments shall be included in the call to the convention. They shall receive and examine the By-Laws of clubs making application for membership in GFWC-Oklahoma and report the results to the Extension Committee when requested.
- d. The Credentials Committee shall consist of three members: a chairman appointed by the president, the State Treasurer, and the Corresponding Secretary. This committee shall provide and set up the necessary material at the place of registration and shall abide by the guidelines of the “Convention Policy.” The chairman shall give a complete credential report at the Convention when requested by the President.
- e. The State Scholarship Committee shall consist of six elected members. The Committee shall elect a chairman at the meeting immediately following the Convention at which the election is held. They shall abide by the Guidelines of the State Scholarship Policy” in making their selection of scholarship recipients. The fund chairman or secretary shall make a complete report of all business transactions to the pre-convention Board of Directors meeting.
- f. The Extension Committee shall consist of the Second Vice-President as Chairman and all District Chairmen of Extension are members. They shall work with the GFWC-Oklahoma clubs to retain and build their membership, work to bring un-federated clubs into the Federation and shall organize new Federation clubs.
- g. The Legislative Committee shall consist of two members appointed by the President, one of whom shall serve as chairman. They shall implement the legislation program of the GFWC-Oklahoma, keep the membership informed of the status of pending state and national legislation and shall develop and promote an education program concerning legislation.
- h. The Resolutions Committee shall consist of three members appointed by the President. They shall receive, consider, and originate such resolutions as are pertinent to the work and objectives the GFWC-Oklahoma and shall append such resolutions to the call to the Convention. Active clubs and District Conventions may submit resolutions and these shall be in writing of four copies each and mailed to the Chairman by February 1. The Chairman shall mail one copy to the Community Service Program Chairman to which it relates for her information before it is appended to the Call to the Convention. A resolution of emergency nature must be submitted to the committee before the adoption with the other resolutions and a two-thirds (2/3) vote shall be required for adoption.

Section 2. Special committees shall be appointed by the President as the need arises provided the work assigned does not fall within the bounds of an existing Standing Committee.

Section 3. The president shall be an ex-officio member of all committees except the Nominating Committee.

Section 4. Vacancies in committees shall be filled by the President.

ARTICLE XI – Conventions

Section 1. The GFWC-Oklahoma shall hold an Annual Convention in the Spring, the place and date to be determined by the Executive Committee. The call to the Convention shall be issued thirty (30) days before the Convention and a copy shall be mailed to each club president and each member of the Board of Directors.

Section 2. The voting body shall be:

- a. State officers, the District Presidents or Vice-Presidents, the State Chairmen of Community Service Programs and Standing Committees, the Past Presidents and General Federation officers who reside in Oklahoma.
- b. One (1) accredited delegate from each club having active membership of less than ten (10) members.
- c. Two (2) accredited delegates from each club having ten (10) to twenty members (20) and one additional delegate for each additional ten members.
- d. Two (2) accredited delegates from each department of a Departmental Club and two (2) additional delegates from the club as a whole provided no club shall have more delegates than two (2) for each ten (10) active members.
- e. One (1) accredited delegate from each associate club.

Section 3. No proxies shall be allowed and no person shall cast more than one (1) vote.

Section 4. Member of all clubs affiliated with the GFWC-Oklahoma who are not delegates may attend the convention and speak from the floor but may not make motions nor vote.

Section 5. Registration fee and use as follows: there shall be a registration fee of five dollars (\$5.00) for all attending the GFWC-OK State Convention and a five dollar (\$5.00) fee for the Summer Workshop.

Section 6. A quorum shall be delegates from one-fourth (1/4) of the clubs of GFWC-OK.

Section 7. In case of a state or national emergency the Executive Committee may, by two-thirds (2/3) vote, cancel the Convention and notify each active and associate club president by mail. They shall also authorize a meeting consisting of the State Elected Officers, District President, Chairmen of Community Service Programs, Chairmen of Standing Committees and the Past Presidents, whose duty shall be to transact all necessary business and they shall also provide for the election of officers by mail should it be an election year.

ARTICLE XII - Policy

Section 1. Policies of the GFWC-Oklahoma shall be established by:

- a. The Charter, the Constitution and the By-Laws.
- b. Action taken by the corporate body during the Annual Convention.
- c. Resolutions adopted by Convention action.
- d. Action taken by the Board of Directors or the Executive Committee as authorized by the by-Laws and ratified by the subsequent Convention.

ARTICLE XIII – Property

Section 1. The GFWC-and GRWC-Oklahoma framed emblem, which is the property of the GFWC-Oklahoma shall be in the custody of the State President during her term of office, is not subject to loan, and is to be used only on state occasions both in and out of the state.

Section 2. The State President’s pin which is the property of the GFWC-Oklahoma shall be in the possession of the State President during her administration.

Section 3. The GFWC-Oklahoma seal which is the property of the GFWC-Oklahoma shall be in the custody of the State Recording Secretary during her term of office, is not subject to loan, and is to be used only on official business.

ARTICLE XIV – Parliamentary Authority

Robert’s Rules of Order (Newly Revised) shall govern the proceedings of the GFWC-Oklahoma in all cases to which they are applicable and in which there are no inconsistencies with this Constitution and By-Laws and any special rules of order the GFWC-Oklahoma may adopt.

ARTICLE XV – Amendments

Section 1. This Constitution and By-Laws of the GFWC-Oklahoma may be amended only as a State Convention as follows:

- a. By a two-thirds (2/3) vote provided previous notice shall have been appended to the Call to the Convention.
- b. By four-fifths (4/5) vote provided previous notice shall have been given at an earlier meeting of the same session.

Section 2. This constitution and By-Laws may be revised only upon authorization by the Convention.

- a. The Convention shall authorize the appointment of a special committee for the revision.
- b. The proposed revision shall be submitted to the GFWC-Oklahoma with the Call to the Convention.

By-Laws amended:

April 1972
April 1973
April 1976
April 1986
April 1990
April 1992
April 1995
April 1998
April 2000
April 2002
April 2005
April 2006
April 2011
May 2013
April 2015