BYLAWS
Of
THE GFWC-WISCONSIN JUNIOR WOMEN'S CLUBS

ARTICLE I. NAME & AFFILIATION

Section 1.
The name of this organization shall be the GFWC-WISCONSIN JUNIOR WOMEN'S CLUBS (hereinafter also referred to as the GFWC WISCONSIN JUNIOR Clubs or the WISCONSIN JUNIORS).
Its official address shall be that of the presiding Director of Junior Clubs.

Section 2.
This organization shall be affiliated with the General Federation of Women's Clubs (GFWC) and the General Federation of Women's Clubs – Wisconsin (GFWC – WI)

ARTICLE II. OBJECT

Section 1.
The WISCONSIN JUNIORS shall be organized and operated to bring like clubs within the state into communication for the purpose of promoting the charitable and educational programs of the General Federation of Women's Clubs. Said purpose shall be achieved through volunteer efforts of the part of the membership.

Section 2.
The object of this organization shall be charitable as defined in Section 501 (c) (3) of the Internal Revenue Code. If this organization should be dissolved, its assets shall be distributed to another organization or organizations qualified under Section 501 (c) (3) of the Internal Revenue Code. No assets may be distributed to individual members.

ARTICLE III. MEMBERSHIP

Section 1.
Clubs desiring membership in the GFWC-Wisconsin Junior Women's Clubs shall apply through the Membership Chairman of Junior Clubs.

Section 2.
Applications shall include a copy of its Articles of Incorporation (if incorporated) and Bylaws, which shall show that the organization requires no partisan 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. DUES

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

Section 2.
Each club shall pay annual dues of $1.00 per capita, before the first day of November, to the Junior Secretary/Treasurer, over and above the dues payable to GFWC – WI, GFWC, and Districts where applicable.

Section 3.
Dues shall be paid for all members, whether they be Active, Inactive, Associate, Sustaining, or Honorary members of GFWC Wisconsin Junior Clubs.

Section 4.
Dues shall be paid timely in order for clubs to be entitled to any benefits and privileges of membership, or to receive delegate cards for the purpose of voting at any meeting of the Wisconsin Juniors, GFWC-WI, or the GFWC.

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ARTICLE V. MEETINGS

Section 1.
There shall be at least one regular meeting of the Wisconsin Juniors each year. The time and place shall be determined by the Junior Executive Committee.

Section 2.
To secure suitable arrangements for each annual meeting, the Director of Junior Clubs shall work with the Junior Director-Elect, the GFWC-WI President, and her convention Chairman. The Director of Junior Clubs shall appoint a Meeting Chairman if the Junior meeting is to be held separately from a regularly scheduled GFWC-WI meeting.

Section 3.
A registration fee shall be required from each delegate and visitor, to be used to help finance the cost of the annual meeting only if it is to be held separately from a regularly scheduled GFWC-WI meeting. The amount of the fee shall be determined by the Junior Board of Directors.

ARTICLE VI. CLUB REPRESENTATION

Section 1.
Representation shall be determined as of November 30 of the prior year for all clubs whose dues have been paid. Clubs having a membership of fifty or less shall be entitled to two delegates. For the next fifty members or major fraction thereof, one additional delegate shall be allowed. For each additional one hundred members or major fraction thereof, one additional delegate shall be allowed. All delegates shall be members, in good standing, of a club in active membership within the Wisconsin Juniors and the GFWC – WI. They shall be chosen by their club, and present proper credentials. The President of each club or her appointee, shall be considered the first delegate.

Section 2.
The voting body at any meeting shall consist of members of the Junior Board, all past Junior Directors who remain members in good standing in clubs in active membership, and all accredited club delegates. A simple majority of the voting body shall constitute a quorum at Junior Fall Conference, and any other called meeting.

Section 3.
A voting member shall have but one vote, although entitled to vote in any one of several capacities.

ARTICLE VII. OFFICERS

Section 1.
The Officers of the organization shall be comprised of the Director of Junior Clubs (hereinafter also referred to as the Junior Director), the Director-Elect of Junior Clubs (hereinafter also referred to as the Junior Director-Elect), and the Junior Secretary/Treasurer.

Section 2.
The Junior Director, Junior Director-Elect, Junior Secretary and Junior Treasurer shall be elected Officers.

Section 3.
The Junior Secretary and Junior Treasurer position may be held by the same person, with one vote on the Junior Board.

Section 4.
All Officers shall be members, in good standing, of a club in active membership within the GFWC Wisconsin Junior Clubs and the GFWC-WI, and shall hold office for two years.

Section 5.
Any Officer who is derelict in the performance of her duties as defined in Item 13 of the General Policies, shall be removed from office upon a two-thirds vote of those Board of Director members present at a regular or specially called meeting, at which a majority of the Board of Directors must be present.

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ARTICLE VIII. EXECUTIVE COMMITTEE

Section 1.
The Officers shall constitute the Junior Executive Committee, and as such shall have general supervision of the affairs of the membership between annual meetings. It shall have the power to transact business and act upon all emergencies that may arise between meetings of the Junior Board of Directors. If necessary, said business and emergency actions may be transacted via the telephone and/or email. The Committee shall perform all other duties as are specified in the Bylaws.

Section 2.
The Junior Director shall Chair this Committee, and shall call special meetings when deemed necessary.

Section 3.
No actions of the Executive Committee shall be in conflict with these bylaws, or the bylaws of the GFWC-WI.

ARTICLE IX. BOARD OF DIRECTORS

Section 1.
The Junior Board of Directors (hereinafter also referred to as the Junior Board) shall consist of the Officers - Junior Director, Junior Director-Elect, Secretary and Treasurer; the Parliamentary Advisor, (usually the Immediate Past-Junior Director); the District Directors of Junior Clubs; the Junior Special Project, Junior Membership, Junior Leadership and Junior Fundraising Chairman, and Junior Club Presidents.

Section 2.
All Board members shall be members, in good standing, of a club in active membership within the GFWC Wisconsin Juniors and the GFWC-WI, and shall hold office for two years. Appointed members shall serve at the discretion of the Junior Director.

Section 3.
The central governing authority shall reside within the Board through its Officers and others who are its members. The Board shall have supervision and direction over the activities of the Departments and Committees, and shall provide for the appointment of such additional Officers and Chairmen, as it shall deem from time to time to be necessary for the best interests of the membership.

Section 4.
The Board shall hold one or more regular meetings between the Annual Meeting. The time and place of such meetings shall be held in conjunction with scheduled GFWC-WI meetings, or as called by the Junior Director. Such meetings may be conducted via teleconference or email if deemed necessary by the Junior Director.

Section 5.
For the purpose of conducting business, six Board members shall constitute a quorum.

Section 6.
Due to the necessity of having a quorum, with the exception of the Junior Annual Meeting, any Board meeting's time may be changed from that indicated in the Official Call, as long as said time doesn't conflict with any other business of a GFWC-WI Meeting or Convention.

Section 7.
The Immediate Past-Junior Director will be an honorary member of the Board, and as such will be available for consultation without maintaining a regular Board position, unless she will be serving in the official capacity of the Parliamentary Advisor, which is a regular Board position.

Section 8.
The Board of Directors shall perform such additional or different duties as shall from time to time be required by the Junior Director, the Executive Committee or as prescribed by these Bylaws.

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Section 9.
Each Officer shall give all materials pertaining to her office to her successor no later than June 30th or the GFWC Annual Convention at the conclusion of her two-year term.

Section 10.
All Chairmen shall give all materials pertaining to their chairs to their successor at the GFWC-WI Annual Convention of even-numbered years.

Section 11.
All Board members shall submit an annual report at the GFWC-WI Convention each year, as well as any other reports required or requested by the Junior Director, GFWC-WI or GFWC.

ARTICLE X. NOMINATION AND ELECTION

Section 1.
The election of Director-Elect of Junior Clubs, Junior Secretary and Junior Treasurer shall be held biennially in the odd numbered years, when possible during the Junior Annual Meeting.

Section 2.
Eligibility:
A. She shall be a member, in good standing, of a club in active membership within the GFWC Wisconsin Juniors and the GFWC-WI.
B. She shall have been a past or present club President, and/or shall have had previous experience on the Board.

Section 3.
A. Any club, whose dues are paid, may endorse one or more candidates, with their permission, but each Statement of Qualifications shall be submitted separately to:
   1) The Junior Director;
   2) All other Junior Board members;
   3) All Junior club Presidents; and
   4) The GFWC-WI Executive Committee.
B. All endorsements of candidates shall be received by the Junior Director postmarked no less than 30 days prior to the Junior Annual Meeting.

Section 4.
Campaigning:
A. Campaign signs, buttons and demonstrations shall not be permitted.
B. A representative of the endorsing club(s) shall read the Statement of Qualifications of the candidate (s).
C. Each candidate shall be allowed to give a two-minute speech.

Section 5.
Voting:
A. The time and place of the election shall be determined by the Junior Director, and shall be announced in the Official Call to the Junior Annual Meeting. Voting shall be by ballot, and by accredited delegates only.
B. The candidate receiving the greatest number of votes shall be the Director-Elect of Junior Clubs.
C. The Candidate receiving the second greatest number of votes shall be next in line in the event of withdrawal of the newly elected Director-Elect.
D. The name of the newly elected Director-Elect of Junior Clubs shall be submitted to the GFWC-WI Executive Committee for their approval, and upon receipt thereof shall assume office at the same time as the Director of Junior Clubs, during the Annual Convention of the GFWC-WI.

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ARTICLE XI. VACANCIES

Section 1.
The Junior Director shall fill any vacancies that arise on the Board, other than the office of Junior Director-Elect.

Section 2.
If an Officer or other member of the Board is incapacitated or otherwise unable to perform her duties for a period of three months, the Office of Chair shall be declared vacant.

Section 3.
If the Junior Director is temporarily incapacitated or otherwise unable to perform her duties for a period of thirty consecutive days, the Junior Director-Elect shall assume her office until the Junior Director is able to resume her duties, or the Office is declared vacant.

Section 4.
In the event of vacancy in the Office of Junior Director, the Junior Director-Elect shall accede to the office, and shall serve for the remainder of the term. This new Junior Director, if serving less than one year of the vacated term, shall also be eligible to serve the term for which she was elected. She shall declare her intention to serve such a full term to the Board within 30 days of assuming office.

Section 5.
In the event of a vacancy in the office of Junior Director-Elect, and there being no second candidate-in-line (see Nomination and Election), a Nominating Committee consisting of the District Directors of Junior Clubs shall convene within thirty days for the purpose of nominating a candidate for Junior Director-Elect. After finding a candidate, they shall determine that all eligibility requirements for this Office are met. The declared candidate's name with her consent, shall then be submitted to the GFWC-WI Executive Committee for approval.

ARTICLE XII CESSATION OF AFFILIATION

Any club choosing to discontinue affiliation with the GFWC-WI Junior Women's Clubs must eliminate from its name any reference to Federation, including letterheads and publicity, etc., since it gained its reputation for volunteerism by being affiliated with the GFWC-Wisconsin Juniors. Any and all dues collected during the club year prior to withdrawal must be paid to the treasurer of the GFWC-WI Juniors, and the District, State and General Federation of Women's Clubs treasurers. All GFWC and GFWC-WI materials shall be returned promptly to the Director of Junior Clubs. Tax-exempt status and/or numbers obtained through the use of Federation affiliation shall no longer be valid. Notification will be sent to the respective governmental organizations.

ARTICLE XIII. PARLIAMENTARY AUTHORITY

The Parliamentary Authority shall be Robert's Rules of Order Newly Revised (latest edition).

ARTICLE XIV. AMENDMENTS

These bylaws may be amended or revised by a majority vote of the voting body present, providing notice of at least 30 days is given to all clubs.

Revised: October 2001; Reformatted August 2004; Recorded and uploaded to List-Serv and mailed to club presidents: August 23, 2004; potential revisions uploaded to List-Serv and mailed to club presidents in August, 2005, Revised September 2009

Amended, Junior Fall Conference, September 2009