

**BYLAWS OF THE AMERICAN ASSOCIATION OF UNIVERSITY WOMEN  
OF CALIFORNIA, INC.**

*A CALIFORNIA PUBLIC BENEFIT CORPORATION*

**ARTICLE I. NAME AND GOVERNANCE**

**Section 1. Name.** The name of the organization shall be the American Association of University Women (AAUW) of California, INC., hereinafter known as the "Affiliate."

**Section 2. Affiliate.** AAUW California is an Affiliate of AAUW as defined in Article V.

**Section 3. Legal Compliance.** This Affiliate shall comply with the requirements of AAUW and federal, state, and local law. The bylaws of this Affiliate shall in no way conflict with the AAUW Bylaws and/or policies.

**ARTICLE II. PURPOSE**

**Section 1. Purpose.** As described below in Article V setting out the Affiliate purpose, each Affiliate supports AAUW's purpose which is set forth in the AAUW bylaws as follows:

The general purposes of the Association shall be in accordance with the requirements of the Internal Revenue Code of 1986, as amended, Section 501(c)(3) such that the Association shall be at all times "organized and operated exclusively for religious, charitable, scientific, literary, or educational purposes" as described in the Code and any corresponding provision of any future United States Internal Revenue Law. In service of the purposes set out in the Articles of Incorporation, the Association's specific purpose is to advance equity for women and girls. In keeping with this purpose, AAUW may:

- a. promote equity, education, and development of opportunities for women and girls that enable them to realize their full potential;
- b. provide fellowships and grants to women and girls;
- c. cooperate with other organizations having mutual interests;
- d. take such other actions as are permitted to a District of Columbia nonprofit corporation consistent with its purpose, the Articles and these Bylaws.

**ARTICLE III. USE OF NAME**

**Section 1. Policies and Programs.** The policies and programs of AAUW shall be binding on all members and Affiliates engaged in AAUW activities, and no member member or Affiliate shall use the name of AAUW to oppose such policies or programs.

**Section 2. Proper Use of Name and Logo.** The name and logos of AAUW and this AAUW ABiliate may be used only by members and Affiliates only according to policies and procedures established by the AAUW Board of Directors.

**Section 3. Individual Freedom of Speech.** These bylaws governing use of the name of AAUW shall not abridge the freedom of speech of any AAUW member to speak an opinion in the Member’s own name except that this Article shall govern whether the Member may identify AAUW in conjunction with that opinion.

#### **ARTICLE IV. MEMBERS OF THE ASSOCIATION**

**Section 1. Membership.** The membership of this Affiliate shall consist of individual AAUW members (“Individual Members”) and college/university members (“College/University Members”), as well as other membership categories as determined by AAUW.

##### **Section 2. Member Qualification**

a. Individual Members.

i. Eligibility. An individual holding an associate’s (or equivalent, e.g., RN), bachelor’s, or higher degree from a higher education institution accredited by a regional accrediting agency recognized by the U.S Department of Education (an “Accredited Higher Education Institution”) or other qualified educational institution located outside of the United States, as determined by the AAUW Board of Directors, shall be eligible to receive admission to AAUW membership; such membership shall be granted upon payment of AAUW dues. The provisions set forth in this section are the sole requirement for eligibility and admissibility to AAUW membership except that the Board of Directors may establish a process to assess credentials that are submitted based on degree equivalence.

ii. Saving Clause. No Individual Member shall lose membership due to any change in the status of the higher education institution upon which original qualification for membership was based.

b. College/University Members. Any Accredited Higher Education Institution or other qualified higher education institution located outside the United States, as determined by the AAUW Board of Directors, that pays annual dues to AAUW shall be eligible to be a College/University Member. Each College/University Member shall appoint one or two representatives who are eligible to be Individual Members and who shall each have the membership benefits of an Individual Member and any other benefits that accrue to representatives of College/University Members, as determined by the Board of Directors.

- c. Other Organizational Members. The Board of Directors may set forth criteria for other organizations (“Organizational Members”) to join AAUW.

**Section 3. Student Associates.** The AAUW Board of Directors may permit undergraduate students enrolled in Accredited Higher Education Institutions or in other qualified educational institutions located outside the United States, as determined by the AAUW Board of Directors, to associate with AAUW, with fees (if any) and benefits as determined by the AAUW Board of Directors.

**Section 4. Dues of Members.**

a. Amount. The annual dues and member benefits for any category of member shall be established by a two-thirds vote of the AAUW Board of Directors and dues shall be payable in accordance with the procedures established by the Board of Directors.. Members shall be notified at least thirty (30) days in advance of the intent to consider a change in the dues, the proposed amount, and the rationale for the change.

b. Life Membership.

(i.) Paid. An Individual Member may become a life member (a “Life Member”) upon a one-time payment of twenty years’ annual AAUW national dues, based on the amount of annual AAUW dues set in the year the Member elects to become a Life Member, but without credit for AAUW dues paid in prior years. Thereafter, the Life Member shall be exempt from the payment of AAUW national dues.

(ii.) Fifty-Year Honorary. An Individual Member who has paid AAUW dues for 50 years shall become a Life Member and shall thereafter be exempt from the payment of AAUW national dues.

**Section 5. Membership Decisions.**

a. Appeals. Any potential Member that has been refused admission to membership may appeal to the Board of Directors for review. The decision of the Board of Directors shall be final.

b. Removal. Any Member may be suspended or removed from membership for any conduct that tends to injure AAUW or to adversely affect its reputation or that is contrary to or destructive of its purpose according to these Bylaws, with action taken following policies and procedures adopted by the Board of Directors. In addition, a College/University Member that is no longer eligible for membership shall be removed from membership as soon as practicable after it loses its eligibility.

**Article V. AAUW AFFILIATES**

**Section 1.** An AAUW Affiliate has no member status but is an independent local organization (incorporated or not) consisting of AAUW individual members who support

AAUW's purpose at a state or local level and which has been given the right to use AAUW's name and has executed, and continues to comply with, the AAUW Affiliate Agreement approved by the AAUW Board and any other requirements established by the Board from time to time. Use of the AAUW name or logo by the AAUW Affiliate is subject to the Affiliate Agreement and approval of the AAUW Board of Directors.

## **Section 2. Organization.**

- a. Purpose. Affiliates shall promote the purposes, programs, and policies of AAUW.
- b. Bylaws. As an AAUW Affiliate, this Affiliate shall develop bylaws as meet this Affiliates' needs. However, any such bylaws shall not conflict with AAUW Bylaws, policies, or with applicable law. In the event of a conflict, the AAUW Bylaws shall prevail over this Affiliate's bylaws unless the specific provision of the AAUW Bylaws is not permitted according to this Affiliate's state statutes, in which case the Bylaws shall be construed as closely as possible to the original intent of the AAUW Bylaws as permitted by state laws.
- c. Structure. As an AAUW Affiliate, this Affiliate may create such leadership structures as meet this Affiliate's needs. This Affiliate shall provide AAUW with designated contacts for administration and finance.

## **Section 3. Loss of Recognition of an Affiliate.**

- a. The AAUW affiliation status of any Affiliate may be revoked for cause through affiliation review procedures specified by the AAUW Board of Directors.
- b. Any Affiliate shall have the right to appeal to the AAUW Board of Directors within a designated period.

**Section 4. Property and Assets.** The title to all property, funds, and assets of this Affiliate is vested in this Affiliate. As an AAUW Affiliate, this Affiliate shall have complete control of its property and assets, except that such property and assets shall not be used for any purpose contrary to AAUW's purposes. In the event of the dissolution of this Affiliate or the termination of this Affiliate's affiliation with AAUW, all assets of this Affiliate shall be transferred and delivered to AAUW or to another Affiliate designated by AAUW. AAUW may solicit and consider recommendations from local leaders before making a designation.

## **ARTICLE VI. PARLIAMENTARY AUTHORITY**

The rules contained in the most current edition of *Robert's Rules of Order Newly Revised* shall govern this Affiliate in all instances in which they are applicable and in which they are not inconsistent with this AAUW Affiliate Bylaws or with the requirements of AAUW or applicable laws.

## **ARTICLE VII. AAUW- MANDATED AMENDMENTS TO THE BYLAWS**

AAUW-mandated amendments shall be implemented by this Affiliate's board of directors without a vote of the Affiliate's membership and as prescribed by the AAUW Board of Directors.

## **ARTICLE VIII. PRINCIPAL OFFICE**

The principal office for the transaction of business of the corporation shall be located in California. The Board of Directors (hereafter referred to as "board") shall have the authority to set and change the precise location of the principal office so long as the principal office remains in the State of California.

The corporation may also have offices at such other places within or without the State of California where it is qualified to do business, as its business may require and as the board may from time to time designate.

## **ARTICLE IX. PURPOSE OF AAUW CALIFORNIA, INC.**

The corporation is a NONPROFIT PUBLIC BENEFIT CORPORATION organized under California law.

AAUW CA shall assist the development of new branches of the corporation's national organization, the American Association of University Women (hereafter referred to as "AAUW") within the state, promote, encourage, and coordinate the work of the branches throughout the state, and cooperate with AAUW.

AAUW CA, groups of its members, and/or other AAUW-affiliated entities may collaborate with one another for common AAUW purposes following procedures and policies established by the AAUW Board of Directors.

## **ARTICLE X. MEMBERSHIP AND DUES FOR AAUW CALIFORNIA, INC.**

A state member is an individual who pays annual AAUW and AAUW CA dues and who may or may not belong to a branch. AAUW CA is organized with members, but without capital stock. Voting members (also referred to as "members") shall have all rights afforded members under the California Public Benefit Corporation Law. Members shall be entitled to vote, hold office, and participate in all AAUW CA state activities and programs and receive the publications distributed to all members.

A California branch member is a national member who is also a member of AAUW CA and one or more AAUW branches in California. A branch member shall be entitled to vote, hold office, and participate in all branch activities and programs of each branch where membership is maintained.

Privileges. A national life member of AAUW who maintains a membership in one or more California branches or comparable AAUW-affiliated entities on an annual basis shall be entitled to all state and branch rights and privileges. A national life member of AAUW who does not maintain branch or state membership shall be entitled to national member privileges only.

#### DUES: AMOUNT, PAYMENT AND RECIPROCITY.

The annual dues for AAUW CA members shall be established by the board, approved by a two-thirds (2/3) vote of the membership with a quorum participating in the vote.

AAUW CA dues for college/university representatives shall be set by the board.

Payment. New members may join at any time. Dues are payable upon joining. Pro-rated dues paid by new members for less than a full year is determined by AAUW and AAUW CA policy.

Reciprocity. A current paid member of a branch or comparable AAUW-affiliated entity may transfer membership to another branch or comparable AAUW- affiliated entity without payment of additional dues.

**Liability of AAUW CA Members.** Except as provided by law, no member shall be liable for the corporation's debts, liabilities, or obligations.

### ARTICLE XI. NOMINATIONS AND ELECTIONS

#### Section 1. Nominations.

- a. The board shall appoint a chair for the ensuing nominations and elections committee from applicants who have served in any position on a previous state board or state committee. The board shall also appoint up to 11 additional members. Geographical representation should be considered.
- b. The term of service on the nominations and elections committee shall be for one year (July 1-June 30) for a maximum of two consecutive terms, a third term being possible only as chair. No member shall serve more than two consecutive terms as chair.
- c. No later than six months prior to the election, the nominations and elections chair shall notify all members of the director and officer positions open for election and request nominations.
- d. The names of the nominees for elected office shall be published and distributed to every member at least 30 days prior to the election.
- e. After the slate of nominees has been announced, additional nominations may be made from the membership according to established policy, with the consent of the nominee.

## **Section 2. Elections.**

- a. Elections shall be held in which all members may vote in person, electronically, or by mail.
- b. Election shall be by a majority vote of those voting or by plurality if there are three (3) or more candidates for a position or more nominees than positions to be filled for directors.

## **ARTICLE XII. OFFICERS**

### **Section 1. Officers.**

- a. The elected officers for the organization shall be president, president-elect, chief financial officer and secretary. The president-elect and chief financial officer are elected in odd-numbered years, and the secretary is elected in even-numbered years.
- b. The appointed officer shall be vice president, appointed in even-numbered years. The vice president shall be appointed by the board from among the elected directors.
- c. The president, chief financial officer, and secretary shall serve for a term of two years. The president-elect shall serve for a term of three years, one year as president-elect, followed by two years as president. The vice president shall serve for a term of one year. All officers shall serve until a successor has been elected or appointed and assumes office. Term of office shall begin on July 1.”
- d. No officer shall hold more than one office at a time. The chief financial officer and secretary may serve no more than two consecutive terms in that office; and president, president-elect and vice president are limited to one term in that office.
- e. Except for vacancies created by removal of an officer by the members, vacancies in the office of an officer may be filled by a majority vote of the remaining directors on the board at any properly called board meeting, whether or not less than a quorum, or by a sole remaining director. The voting members may fill any vacancy or vacancies not filled by the directors. Any individual filling a vacancy pursuant to this section shall be a voting member of the corporation in good standing. Except as provided herein, individuals appointed to fill a vacancy shall serve until the end of the term of the officer whose vacancy they are filling.
- f. Executive Director. The executive director, if any, shall be an at-will employee of the corporation.

## **Section 2. Duties.**

- a. Officers shall perform the duties prescribed by these bylaws, by the rules of policy and procedure adopted by the board, and by the current edition of *Robert's Rules of Order Newly Revised*.
- b. President. The president shall be the official spokesperson and representative for the organization and shall be responsible for submitting such reports and forms as required by AAUW, as well as performing all duties outlined in AAUW CA policies and procedures.
- c. President-Elect and Vice President. In the absence or disability of the president, the president-elect or vice president shall perform all the duties of the president, and when so acting, shall have all the power of and be subject to all the restrictions of the president. The president-elect and vice president shall have whatever other powers and duties as specified in organization's policies and job descriptions.
- d. Chief Financial Officer. The Chief Financial Officer (CFO) shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the financial transactions of the corporation, including accounts of its assets, liabilities, receipts, disbursements, gain, losses, capital and surplus, and shall have whatever other powers and duties may be prescribed by the organization's policies. In the absence of the president and the vice-president, the CFO shall perform all the duties of the president, and when so acting, shall have all the power of and be subject to all the restrictions of the president.
- e. Secretary. The secretary shall keep, or cause to be kept, at the principal office or other place that the board may designate, a book of minutes of all noticed membership and board meetings, and ensure the minutes shall be made available upon request, as well as whatever other duties are described in the organization's policy.
- f. Executive Director. Subject to the supervisory powers of the board and reporting to the executive committee, the executive director, if any, shall:
  - 1 ) Be the chief executive officer of the corporation responsible for day-to-day management functions.
  - 2 ) Manage and direct the activities of the corporation as prescribed by the board and approved by the board when necessary.
  - 3 ) Except for the governance committee or nominations and elections committee, or as otherwise provided, serve as a non-voting ex officio member of the board and all committees.
  - 4 ) Perform any other powers and duties as may be authorized or required by the board as explained in policy.

## **ARTICLE XIII. BOARD OF DIRECTORS**

**Section 1. Composition.** The board of directors shall have eleven (11) directors, consisting of the elected officers and such number of additional directors as is necessary for the board to have eleven members. Every director must be a voting member of the corporation in good standing. The directors shall be elected by the voting members of AAUW CA pursuant to Article V. In addition, the board may appoint a parliamentarian who shall serve as a consultant to the board and to the executive committee.

**Section 2. Terms of Office.** The term of office of each director shall be two years and all directors shall serve until expiration of the term for which elected or until a successor has been elected and qualified. The members will elect a one-year director position in even years to serve opposite the president-elect position which is elected in odd years to balance out the ongoing annual board election requirements.

No director, including an officer, may serve on the board for more than three consecutive terms. Service for one-half or more of a term is considered a full term, and service as vice president is considered concurrent with a director's term of office. Once a director, including an officer, has served three consecutive terms, s/he may not be re-elected to the board or serve as an officer until at least one year has passed. The term of office of each officer shall be as set forth in Article VI of these bylaws.

**Section 3. Administrative Responsibilities.** The board shall have the general power to adopt policies related to the general operation of the organization and to initiate and carry out its programs and policies and shall accept responsibilities delegated by AAUW. It shall act for the organization between annual meetings. The board shall have fiscal responsibilities as outlined in Article XVII, Section 2.

**Section 4. Branch Recommendations.** The board shall recommend to AAUW action to be taken in regard to the admittance of new branches or the discontinuance of current branches within the organization.

**Section 5. Meetings.** An annual meeting of the board shall be held on the same day as, or the day before or after, the Annual Meeting. Other special meetings of the board may be held from time to time on the call of the president or the number of directors equal to at least one-fourth (1/4) of the number of directors then serving on the board. The time and purpose for any special meeting shall be set by the person(s) calling such meeting.

- a. **Place and Time of Meetings.** Meetings of the board shall be held at whatever place and time is designated from time to time by the board or persons calling the meeting and, in the absence of any designation, shall be held at the principal office of the corporation.

- b. **Board Meetings by Telephone or Video Conference or by Electronic Transmission.** Directors may participate in a meeting of the board through use of conference telephone, electronic video screen communication, or electronic transmission by and to the corporation if in accordance with Corporation Code Sections 20 and 21. Participation in a meeting through use of conference telephone or electronic video screen communication constitutes presence in person at that meeting as long as all directors participating in the meeting are able to hear one another.
- c. **Closed Meetings.** Any meeting of the board may be closed by the president so that only directors and individuals deemed necessary by the president are present. Members of the corporation who are not directors may attend any board meeting unless excluded by the president as described in this Section.

**Section 6. Notice.** Notice of meetings of the board, specifying the time and place of the meeting, shall be given to each director at least seven (7) days before the meeting if sent by first-class mail or express mail service, or forty-eight (48) hours before the meeting if personally delivered or delivered by telephone (including a voice messaging system), or by electronic transmission by the corporation (Corporations Code Section 20).

Notice shall be deemed delivered when deposited in the U.S. mail or with an express mail service, or when received if delivered personally or by telephone, or on its confirmation of delivery if by electronic transmission. A notice, or waiver of notice, need not specify the purpose of any meeting of the board.

**Section 7. Quorum.** A majority of the authorized number of directors shall constitute a quorum of the board for the transaction of business.

**Section 8. Board Action Without Meeting.** Any action required or permitted to be taken by the board may be taken without a meeting, if all directors on the board individually or collectively consent in writing to that action. The written consent or consents shall be filed with the minutes. An action by written consent shall have the same force and effect as a unanimous vote of the directors.

**Section 9. Resignations/Removals.** Any director may resign by giving written notice to the president or the secretary. The resignation shall be effective when the notice is given unless it specifies a later time for the resignation to become effective.

Any director may be removed from the board by a vote of the members at any annual or special meeting of the membership or by written ballot pursuant to the organization's policy.

**Section 10. Filling Vacancies.** Vacancies on the board, except for vacancies created by removal of a director by the members, may be filled by a majority vote of the remaining directors on the board at any properly called board meeting, whether or not less than a quorum, or by a sole remaining director.

The voting members may fill any vacancy or vacancies not filled by the directors. Any individual filling a vacancy pursuant to this section shall be a voting member of the corporation in good standing. Individuals appointed to fill a vacancy shall serve until the end of the term of the director whose vacancy they are filling.

**Section 11. Property Rights.** No director shall have any property rights in any assets of the corporation.

#### **ARTICLE XIV. EXECUTIVE COMMITTEE**

**Section 1. Composition.** The executive committee is a standing committee of the board, and shall consist of the elected and appointed officers: president; president-elect or vice president; chief financial officer; secretary; and, if applicable, executive director as ex officio.

**Section 2. Duties.** The executive committee shall have the power to make decisions and take actions relative to the operation of the corporation for the board between meetings of the board and shall report to the board on all actions taken by it. It shall perform such duties as may be delegated to it by the board. Without diluting the general authority granted to the executive committee by this provision, the executive committee shall oversee and have final decision-making authority with respect to personnel matters, including but not limited to supervising the executive director, if any, and any other employees of the corporation.

**Section 3. Meetings.** Meetings of the executive committee shall be held on the call of the president or by written request of two of its members.

**Section 4. Quorum.** The quorum shall be a majority of the voting members. Co-officers shall be considered as one voting member of the executive committee.

**Section 5. Voting Between Meetings.** A written, conference call or electronic vote may be taken at the request of the president on any question submitted to all voting members of the executive committee provided that every voting member of the executive committee shall have an opportunity to vote on the question submitted. If a majority shall vote on a question so submitted, the votes shall be counted and shall have the same effect as if cast at an executive committee meeting.

## ARTICLE XV. COMMITTEES

**Section 1. Committees of the Board.** The board may create one or more committees of the board, each consisting of two or more directors *and no persons who are not directors*, to serve at the pleasure of the board. Appointments to committees of the board shall be by a majority vote of the board. Any such committee, to the extent provided in the board resolution creating the committee, shall have all the authority of the board, except that no committee, regardless of board resolution, may:

- a. Fill vacancies on the board or on any committee that has the authority of the board;
- b. Fix compensation of the directors for serving on the board or on any committee;
- c. Amend or repeal bylaws or adopt new bylaws;
- d. Amend or repeal any resolution of the board that by its express terms is not so amendable or repealable;
- e. Create any other committees of the board or appoint the members of committees of the board; or
- f. Approve any contract or transaction to which the corporation is a party and in which one or more of its directors has a material financial interest, except as allowed by the California Corporations Code.

**Section 2. Standing Committees.** The board may establish standing committees composed of any number of directors and non-directors. All standing committees shall have a chair selected by the president in consultation with the board. Standing committees shall provide advice and recommendations to the board but shall not have the authority of the board or any final decision making authority.

## ARTICLE XVI. FINANCIAL ADMINISTRATION

**Section 1. Fiscal Year.** The fiscal year shall correspond with that of AAUW and shall begin on the first day of July, and end on the last day of June of each year.

**Section 2. Financial Policies.** The organization shall set and maintain policies and procedures to control financial records consistent with generally accepted accounting principles and federal, state and local laws including an annual financial review.

## ARTICLE XVII. MEETINGS

**Section 1. Place of Meetings.** Meetings of the members shall be held in any place within or outside California designated by the board. In the absence of any such designation, members' meetings shall be held at the corporation's principal office.

**Section 2. Annual Meeting.** An annual meeting of the members shall be held on a date and at a location determined by the board (the “Annual Meeting”). At this meeting, any proper business may be transacted, subject to any limitations in law or these bylaws. Written notice of the Annual Meeting shall be given to all members of the corporation in accordance with AAUW CA policies and procedures. Only voting members of AAUW CA as described in Article IV may vote at the Annual Meeting.

**Section 3. Special Meetings.** Special meetings may be called at any time by the president, the board, or 5% of the voting members.

**Section 4. Meetings Notice.** Except as otherwise provided in these bylaws or by law, notice of any meeting of members shall be given to each voting member of the corporation, stating the place, date and time of the meeting, the means by which members may participate in the meeting, and the general nature of the business to be transacted. Notice shall be given not less than ten (10) nor more than ninety (90) days before the date of the meeting to each member who, on the record date for notice of the meeting, is entitled to vote; provided, however, that if notice is given by mail, and the notice is not mailed by first-class, registered, or certified mail, that notice shall be given not less than twenty (20) days before the meeting.

Notice of a members' meeting or any report shall be given personally, by electronic transmission (Corporations Code sections 20 and 21), by first or third class (bulk) mail, or by express mail service, addressed to a member at the address of the member appearing on the books of the corporation or given by the member to the corporation for purpose of notice; or if no such address appears or is given, at the place where the principal office of the corporation is located or by publication at least once in a newspaper of general circulation in the county in which the principal office is located. An affidavit of giving of any notice or report in accordance with the provisions section, executed by the secretary, shall be prima facie evidence of the giving of the notice or report.

If any notice or report addressed to the member at the address of the member appearing on the books of the corporation is returned to the corporation by the United States Postal Service marked to indicate that the United States Postal Service is unable to deliver the notice or report to the member at the address, all future notices or reports shall be deemed to have been duly given without further mailing if the same shall be available for the member upon written demand of the member at the principal office of the corporation for a period of one year from the date of the giving of the notice or report to all other members.

Notice given by electronic transmission by the corporation under this subdivision shall be valid only if it complies with Corporations Code Section 20.

Notwithstanding the foregoing, notice shall not be given by electronic transmission by the corporation after either of the following:

- 1) The corporation is unable to deliver two consecutive notices to the member by that means.
- 2) The inability to so deliver the notices to the member becomes known to the secretary or other person responsible for the giving of the notice.

**Section 5. Voting.**

- a. Voting members entitled to vote at any meeting of members or by ballot shall be all those voting members in good standing as of the date of the meeting or elections notice. Each voting member shall be entitled to one vote at any annual or special meeting of members.
- b. Proxy voting is not allowed.

**Section 6. Action of Members by Written Ballot Without a Meeting.** Subject to these bylaws, any action that may be taken at any meeting of members may be taken without a meeting by complying with the following procedure.

The president of AAUW CA shall cause a ballot to be distributed to each voting member in accordance with Corporations Code.

Any written ballot pursuant to this section shall: 1) set forth the proposed action, 2) provide an opportunity to specify approval or disapproval of any proposed action, and 3) provide a reasonable time within which to return the ballot to the corporation.

Directors may be elected by written ballot under this section. If directors are to be elected by written ballot and the board adopts a nomination procedure for the election process, the procedure may provide for a date for the close of nominations prior to the printing and distributing of the written ballots.

**Section 7. Quorum.**

- a. Two hundred (200) of the voting members shall constitute a quorum for the transaction of business at any meeting of members; provided, however, that if any meeting of members is actually attended by less than one-third of the voting power, the only matters that may be voted on are those for which the general nature of the action was specified on the notice of the meeting.

- b. **Loss of Quorum.** The members present at a duly called or held meeting at which a quorum is present may continue to transact business, notwithstanding the withdrawal of enough members to leave less than a quorum, if any action taken (other than adjournment) is approved by at least a majority of the members required to constitute a quorum (or by a greater number if required by law or by the articles of incorporation or these bylaws). Any meeting may be adjourned by a majority of those members in attendance, whether or not a quorum is present.

## **ARTICLE XVIII. DISSOLUTION**

**Voluntary Dissolution.** The corporation may be voluntarily dissolved at any time by a two thirds (2/3) vote of the voting members voting at a properly called and noticed membership meeting where a quorum is present.

If the voting members approve the dissolution, the board shall promptly cease operations and proceed to wind up and dissolve the corporation.

## **ARTICLE XIX. INTELLECTUAL PROPERTY**

All intellectual property prepared or purchased by or on behalf of the corporation, including but not limited to the AAUW CA name, educational, promotional, and training materials, newsletters, contracts, logos, service marks, membership lists, contributor lists, and research results, shall be the exclusive property of the corporation and board members agree to deal with it as such. Board members agree that they will not sell, transfer, publish, modify, distribute, or use for their own purposes, the intellectual property belonging to the corporation without prior approval of the board memorialized in a writing signed by the president.

## **ARTICLE XX. PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the meetings of the corporation in all cases to which they are applicable and in which they are not in conflict with the articles of incorporation, the bylaws, or the California Nonprofit Public Benefit Corporation Law.

## **ARTICLE XXI. LIABILITY, INDEMNIFICATION, AND INSURANCE**

**Section 1. Liability.** Subject to any limitations contained in the California Corporations Code, there is no monetary liability on the part of, and no cause of action for damages shall arise against, any volunteer director or officer of the corporation based on any alleged failure to discharge the person's duties as a volunteer director or officer if the duties are performed in accordance with the standards of conduct provided for in the California Corporations Code.

## **Section 2. Indemnification.**

- a. **Right of Indemnity.** To the fullest extent permitted by law, this corporation shall indemnify its directors, officers, employees, and other persons described in Section 7237(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any “proceeding,” as that term is used in that Section, and including an action by or in the right of the corporation, by reason of the fact that the person is or was a person described in that Section. “Expenses,” as used in this bylaw, shall have the same meaning as in Section 7237(a) of the California Corporations Code.
- b. **Approval of Indemnity.** On written request to the board by any person seeking indemnification under Section 7237(b) or Section 7237(c) of the California Corporations Code, the board shall promptly determine under Section 7237(e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 7237(b) or Section 7237(c) has been met and, if so, the board shall authorize indemnification.

If the board cannot authorize indemnification because the number of directors who are parties to the proceeding with respect to which indemnification is sought prevents the formation of a quorum of directors who are not parties to that proceeding, the board shall promptly call a meeting of members. At that meeting, the members shall determine under Section 7237(e) whether the applicable standard of conduct set forth in Section 7237(b) or Section 7237(c) has been met and, if so, the members present at the meeting shall authorize the indemnification.

**Section 3. Insurance.** The board shall adopt a resolution authorizing the purchase and maintenance of an insurance policy or policies or bond on behalf of its directors, officers or employees against any liabilities, other than for violating provisions against self-dealing, incurred by the director, officer or employee in such capacity or arising out of their status as such. Branches of AAUW that are located in California shall be covered by the AAUW CA insurance policy and each branch shall pay a pro- rata share of such insurance costs.

## **ARTICLE XXII. AMENDMENTS TO THE BYLAWS OF AAUW CALIFORNIA., INC.**

**Section 1. Amendment to Bylaws.** These bylaws may be amended, or repealed and new bylaws adopted, by a two-thirds (2/3) vote of the board. However, approval of the members is also required for any amendment or for new bylaws that would:

- a. Materially and adversely affect the members' rights as to voting or dissolution;
- b. Effect an exchange, reclassification, or cancellation of all or part of the memberships;
- c. Change the number of authorized directors;
- d. Change from a fixed number of directors to a variable number of directors, or vice versa;
- e. Increase or extend the terms of directors;
- f. Allow any director to hold office by designation or selection rather than by election by the members;
- g. Increase the quorum for members' meetings; or
- h. Repeal, restrict, create, expand, or otherwise change proxy rights.

**Section 2. Notice.** All proposed bylaw amendments or new bylaws must be sent to all directors and/or members eligible to vote on such amendments or new bylaws at least 10 days prior to the meeting at which the amendments or new bylaws will be discussed and voted on (or 10 days prior to the deadline for returning any ballot if approval is requested pursuant to written ballot).

Adopted: January 13, 2013

Amended: May 11, 2013; January 18, 2014; July 11, 2014; April 17, 2015; May 9, 2015; October 17, 2015, April 22, 2017, November 1, 2018, May 7, 2021, March 12, 2025