



## Standing Rules

1. The President or designated attendee shall have expenses paid up to \$1500 to attend National Convention for registration, hotel, and travel.
2. The past presidents of the Federation shall organize a "Past Presidents Club" and shall serve as an advisory committee to the current president and her officers when requested to do so.
3. President will have actual expenses paid while on official business of the Federation not to exceed \$900.
4. The Bess Truman Award shall be presented at the annual meeting in even-numbered years.
5. The Scrapbook Award shall be presented at the annual meeting in odd-numbered years.
6. An award entitled "Missouri Federation Democratic Woman of the Year" shall be presented each year at the annual meeting to honor a woman who best exemplifies the traditions and ideals of the Federation and Democratic Party in the state of Missouri on a continuing basis through volunteerism.
  - a. Qualifications for nomination are: must be a member of her local Democratic club, district club and the Federation.
  - b. Each district president shall appoint a committee to make a selection from nominees proposed by the district's affiliated clubs. The term of the committee members shall coincide with the term of the district president. The nominee selected by the district committee shall be that district's nominee for the Missouri Federation Democratic Woman of the Year award. A district may endorse a nominee from another district provided the district does not have a nominee. Following a district's selection of a nominee, the district shall submit its nominee, including no more than two (2) letters of recommendation, to the chair of the Missouri Federation Democratic Woman of the Year committee. The chair shall choose a committee of four (4) to select the recipient, and the chair shall be responsible for acquisition of the award and its presentation at the annual meeting's banquet. Prior to the presentation of the award, all nominees shall be recognized and introduced at the annual meeting's banquet.)

7. Executive Board members will have mileage reimbursed to Board meetings not in conjunction with State Convention at an amount set by Board.
8. The MFWDC will maintain various social media platforms, including a group FaceBook at M.F.W.D.C.
  - A. The MFWDC President will appoint a Social Media Committee made up of three (3) members who are familiar with social media technology.
    1. This Committee, made up of the Chair and three (3) members, will oversee all social media of the MFWDC.
    2. The Chair of this Committee will be the MFWDC 2<sup>nd</sup> VP, in keeping with her responsibilities of promotion and public relations.
    3. The members of this Committee will act as the administrators and editors the various MFWDC social media outlets
    4. This Committee will determine guidelines and procedures for the operation of the MFWDC's various social media outlets.
    5. These guidelines and procedures will operate with the approval of the MFWDC Executive Board.
  - B. All social media will operate as open to the public.
  - C. MFWDC Members may send to the Members of the Social Media Committee by message or email, any items they want posted.
    - D. Personal comments, though allowed, will be monitored by the Social Media Committee and may be deleted if deemed inappropriate.
9. The Convention Committee will be given \$1,000 startup money from MFWDC funds, to be returned after convention is over to MFWDC. The Convention Committee will keep 20% of profit from convention and remainder of profit to go to MFWDC.
10. MFWDC will purchase ads or sponsorships in program books for Missouri Democrat Days, Democrat Day of Ozarks, Truman Gala, Northwest Democrat Days, SEMO Rally, and Eleanor Roosevelt Days not to exceed \$100.
11. The NFDW dues will be paid each year as billed.
12. Electronic Meetings
  - a. Electronic meetings may be called by the president or by the chair of a committee. If a regular meeting is changed to an electronic meeting format, members must receive notice by phone or text of this change of venue at least six (6) hours before the meeting convenes.

- b. Login information for an electronic meeting shall be sent by email to every member of the Board at least 48 hours before each meeting and include the time and access information needed to connect to the meeting.
- c. Votes taken during any electronic or hybrid meeting shall be by roll call, polling, or by unanimous consent.
- d. If vote is taken by email, members must receive notice of vote at least 48 hours before voting ends or conformation of vote by phone or text.
- e. During any electronic or hybrid meeting, participants shall mute their microphones when not speaking.
- f. Each member is responsible for his or her connection to the electronic meeting: no action shall be invalidated on the grounds that the loss of, or poor quality of a member's individual connection prevented participation in the meeting.

**Amended:**

June 2016

June 2018

June 2019

June 2021