

**BY-LAWS  
OF THE  
AMERICAN WOMEN'S ASSOCIATION**

By-Laws consists of amendments which are changes to the club's Constitution that have been approved by the majority of the General Assembly.

**1. VOTING RIGHTS** *(See Articles 13, 19, and 22 of the Constitution)*

Women who are U.S. citizens and women who are wives of U.S. citizens shall be allowed to vote upon membership application approval by the Executive Committee at its first monthly meeting after the membership application has been submitted and upon payment of dues. Members of other nationalities shall be allowed to vote using the date her membership application was approved by the Executive Committee to calculate the six month's membership. (March 9, 1992)

**2. MEMBERSHIP** *(See Article 12 of the Constitution)*

**Membership:**

The Association shall have three membership groups: Active members composed of:

- a. Women who are U.S. citizens.
- b. Women who are wives of U.S. citizens.
- and c. Women of other nationalities.

The second group includes the wife of the U.S. Ambassador who is granted Honorary Membership. She will neither have the right to vote nor be nominated for office and will not pay membership dues. The third group is comprised of a Wait List membership. Women who come under the group Active Member category c., will have their names placed on a wait list if no vacancy exists. They may not vote but are encouraged to participate in the activities of the Club. Active membership shall not be less than 51% of categories a and b and members of category c shall not be more than 49%. (March 9, 1992)

A woman who is not a U.S. citizen or the wife of a U.S. citizen and who desires membership in the AWA and for whom there is no vacancy for Active Membership may be a Wait List Member by completing the application by paying the membership fee as specified in the Standing Rules. If, during the twelve months she can be transferred from the Wait List group to Active Membership, her name will be put forth by the Membership Secretary to the

Executive Board for approval to be upgraded to active membership and she shall be duly notified of the Board's action.

The Wait List membership shall not vote. She shall be entitled to the same benefits as an Active member with the exception of the right to vote.

(October, 1995)

**3. AMENDMENTS** *(See Articles 27 and 31 of the Constitution)*

Any proposal amendment to the By-Laws shall be submitted to the Parliamentarian. Such amendment shall be signed by two members of the Association and shall be read by the Parliamentarian at the General Meeting and shall be published in the Newsletter. The proposed amendment shall become a part of the By-Laws if, at the next General Meeting, it is approved by a two third vote of the members present voting. (May 11, 1992)

**4. NOMINATING COMMITTEE** *(See Article 37 of the Constitution)*

There shall be a Nomination Committee of five. The chairman shall be selected by the Parliamentarian and approved by the Executive Committee. The chairman will be presented to the membership for approval at a General Meeting. The chairman will select four members of the committee, no more than two being Executive Committee members. No AWA member to intends to stand for election to the Executive Committee shall serve on the Nominating Committee. (July 13, 1992)

**5. LENGTH OF OFFICE** *(See Article 33 of the Constitution)*

Executive committee members shall be elected for one year. Neither the President nor the Vice President shall be eligible for re-election to the same office after having served two consecutive terms (July 13, 1992, February 2006). The Treasurer, Parliamentarian, Recording Secretary and Membership Secretary shall serve no more than three consecutive one-year terms. (February 2006). The Community Service and Corresponding Secretary who shall serve no more than five consecutive one-year terms. (November 10, 2003 and March 2, 2004)

**6. COMMITTEE CHAIRPERSONS** *(See Article 37 of the Constitution)*

The Committee Chairmen, with the exception of the Nomination, By-Laws, and Budget and Finance Committee, shall be appointed by the President with the approval of the Executive Committee. Committee Chairpersons shall be members in good standing of the Association and shall be appointed for one year. No chairman shall be eligible for reappointment to the same position after having served two consecutive years. If there is a committee chairmanship which can not be filled after carefully canvassing the active membership, a woman on

the wait list membership may be approached in order of her date of application. The wait list member, after approval by the executive committee and payment of the balance of dues, may become the Chairman. All committee chairpersons shall be responsible to the Executive Committee and subordinate to that body. The committees shall be guided by the Policies and Procedures of the Association. (October 12, 1992)

## **7. EXECUTIVE COMMITTEE POSITIONS**

Position #7 (*See Article 36 of the Constitution*)

**MEMBERSHIP SECRETARY:** She offers membership applications, collects dues, provides AWA club information, maintains records and ensures that the membership category percentages are correct. (Nov. 9, 1992)

Position #8 (*See Article 36 of the Constitution*)

**COMMUNITY SERVICE OFFICER:** She and her committees investigate and evaluate the community needs in Bahrain, recommend expenditures, recruit volunteers and organize volunteer activities. (November 14, 1994)

## **8. ELECTIONS** (*See Article 33 and Article 36 of the Constitution*)

The Executive Committee shall consist of eight (8) members to be elected as individual candidates for specific positions to the Executive Board instead of eight (8) members elected as a body. These candidates are elected by the General Assembly from its members for a term of one year on condition that the following five (5) positions should be U.S. citizens in good standing:

President, Vice President, Secretary, Treasurer, and Parliamentarian (December, 1993)

## **9. ELECTIONS and QUORUM** (*See Article 24, Article 25, and Article 30 of the Constitution*)

*This By-Law was created to conform to the Ministry of Labour and Social Affairs pronouncement about quorum and unopposed elections during the 2003 and 2004 AWA Elections.*

Quorum is not required if, in an election for the Executive Committee members, each contestant runs unopposed. (January 19, 2004)