

## Policy & Rules Annual Report 2023-2024

Patty Abrahamsen, Chair

### **Accomplishments and notable events**

The Policy & Rules Committee is comprised of members Eileen O'Conner and Erika Morey. I served as Chair and Kris Leet served in an advisory capacity on a number of matters. Our work addressed:

**E-mail votes and ratification:** During the summer, the Board voted by e-mail to approve SWG entering into a contract with the Yakima Convention Center to host the 2025 ANWG Conference. Because the vote was taken without a motion, it was ratified with a formal motion and vote at the October meeting (10/26/23).

**Role of the Properties Position:** Richard Vogt brought up the subject of the properties role. He questioned whether the two properties positions (guild and sale) were needed. Initially, there was discussion about reorganizing and redefining the guild role but that was dropped. Kris Leet, 1st Vice President will be looking into this and making a determination as she fills committee positions.

**Policies updates:** The Board voted to do away with all COVID requirements at the February board meeting (2/15/24).

#### **Bylaws updates:**

ARTICLE II Officers and Elections, Section 7 - Term Limits (new section)

Adopted following approval by the Board (2/15/24); a reading at the February meeting (2/22/24), publication in the March 2024 Bulletin and a vote in favor by membership at the March meeting (3/28/24).

ARTICLE VIII Section 2 Standing Committee (Finance Committee)

ARTICLE VI Section 2 - Delinquent Dues

Adopted following approval by the Board (3/21/24); a reading at the February meeting (3/28/24), publication in the April 2024 Bulletin and a vote in favor by membership at the April meeting (4/25/24).

ARTICLE III Section 5 - Treasurer's Duties

Approved by the Board (3/21/24); read at the February meeting (3/28/24), published in the April 2024 Bulletin and deferred at the April meeting (4/25/24) following a concern raised by a guild member that the description did not specifically state "writes checks." The matter was looked into by the Finance Chair who determined the wording as originally written was accurate. The member who raised the concern was informed. An explanation was published in the May Bulletin. The update will be presented again to the membership for a vote at the May meeting (5/23/24).

### **Standing Rules updates**

An article describing various proposed updates to the Standing Rules language was published in a May Bulletin and will be voted on at the May general meeting:

- Section 1: Membership — Point 1.3
- Section 2: Association of Northwest Weavers' Guilds — Point 2.1
- Section 4: Dues — Points 4.2, 4.3, 4.4 and 4.6

### **Job Descriptions**

The Job Descriptions document is in the process of being reviewed and updated by the appropriate committee and sub-committee chairs.

**Updated Documents** All updated documents will be sent to the webmaster for posting (pdf format) and uploaded in Word format to the Google Drive site by the end of June.

### **Observations**

Given the ever-evolving environment in which we live, it is important to have documents that are current.

### **Ongoing projects or situations**

Finalize Bylaws, Standing Rules and Job Descriptions documents as noted above.

Work on notes regarding common procedures such as e-mail votes, motions and updates. While this information is available in Robert's Rules of Order, it would be helpful to have the procedures available in a summary.

### **Suggestions for the future**

Institutional knowledge is very important to the work of the Policies and Rules Committee. As such it would be helpful to always have at least one long-standing guild member or former officer serve on this committee.