

THE NINETY-NINES, INC.
SOUTHWEST SECTION STANDING RULES

Amended: May 2, 2020

GLOSSARY

Removed – does not belong in the Standing Rules.

STANDING COMMITTEES

Standing Committees are committees of a permanent nature and deemed necessary to carry on the work of the Section and Chapters.

Bylaws/Standing Rules

Budget

Election Procedures

Nominating

SPECIAL COMMITTEES

The Southwest Section shall have such committees as deemed appropriate by the Southwest Section Board of Directors. The Governor may choose additional committees as the need arises and has the authority to appoint Committee Chairman. The duties of each Chairman shall be as set forth in their job description. Each committee shall make an annual report at the Fall semi-annual meeting or as requested by the Governor.

Air and Space Education

Airmarking

Amelia Earhart Memorial Scholarship (AEMSF)

Awards

Chapter Chairman's (Leadership) Manual

Flying Activities

Forest of Friendship
Fundraising
Historian
Legislative
National Intercollegiate Flying Association (NIFA)
Oral History
Pilot Careers
Professional Pilot Leadership Initiative (PPLI)
Public Relations
Scholarships (other than AEMSF)
Sister Sections
Student Pilot Member
Southwesterly
Website
Woman Pilot of the Year (WPOY)
Young Eagles

FINANCIAL

Funds of the Section may be withdrawn by a draft bearing the signature of either the Treasurer or the Governor, or electronically through online banking. Online banking access will be limited to the Treasurer and the Governor. Access and passwords is officer specific and will not be shared.

Debit cards may be held by the Treasurer and Governor. Debit cards may be used to facilitate ATM deposits, banking identification and approved vendor payments.

Any budgeted expenditure over \$500 requires the Governor's approval either written or via email.

Any unbudgeted expenditure requires the Southwest Section Board of Directors approval.

Wire transfer requests over \$500 shall be confirmed by the Section Governor.

The Budget committee shall be chaired by the Treasurer of the Section and consist of two (2) other members appointed by the Governor.

All reimbursements shall be submitted to the Treasurer for payment within ten (10) days and in no case later than June 15 for the fiscal year ending May 31.

MEETINGS

The Registration Committee for a section meeting shall verify the eligibility of delegates as set forth in the Standard Operating Procedures.

The Governor shall prepare and distribute delegate slips to all delegates at the conclusion of each semi-annual meeting.

NOMINATION AND ELECTION

A Declaration of Intent to Seek Election for a Section elective position shall be made available by contacting the Nominating Committee Chairman. The Declaration of Intent can also be acquired from the Southwest Section website.

The Declaration of Intent to Seek Election shall be returned to the Nominating Committee Chairman by January 15 and shall be endorsed by the candidate's Chapter Chairman. If the candidate's Chapter Chairman is unable to endorse the Intent, two (2) other Chapter Chairmen can sign the Declaration of Intent to Seek Election.

Candidates shall be listed in the order in which their Intent to Seek Election forms are postmarked, time stamped or received. Candidate bios will be available on the Southwest Section website. Bios will also be available by contacting the Nominating Committee Chairman.

Each Section or Chapter may choose their own election company as long as it meets The Ninety-Nines specifications for electronic elections.

On or before March 1, the Southwest Section membership shall receive a paper or electronic ballot with names of all eligible candidates.

The date for the return of the ballot (paper or electronic) shall be April 1 and shall be indicated so on the ballot. After this date the ballot shall be considered void. All ballots shall be tallied by April 15.

The candidates receiving the highest number of votes for each office shall be elected. The Governor will notify all candidates of the election results. The winning candidates shall be installed at the end of the Spring Section Business Meeting.

The use and duties of a service provider with respect to an electronic or hybrid election are as outlined in the International Standing Rules.

NOMINATING COMMITTEE

Only one (1) member per Chapter may be a candidate for the Nominating Committee.

Any member of the Nominating Committee is eligible to declare an Intent to Seek Election for a Board position.

The Nominating Committee shall consist of the five (5) candidates receiving the most votes. Of the five (5), the candidate receiving the greatest number of votes shall be the Chairman of the committee. If unable to serve in this capacity, the Chairmanship will go to the candidate having the next greatest number of votes.

ELECTION PROCEDURES COMMITTEE

The Chairman is appointed by the Governor with the approval of the Southwest Section Board of Directors and shall work with the Nominating Committee and Service Provider on ballot format, electronic balloting for elections, tabulation and notification of election results to the Governor.

AMENDMENTS

Amendments to these Standing Rules may be made by:

The SWS Board of Directors may amend the Standing Rules between semi-annual meetings. To semi-annual meeting with previous notice and majority vote.

A vote of the membership at a semi-annual meeting, providing the proposal was submitted to the Section Bylaws/Standing Rules Committee and with at least 60-days' notice to the membership.

Recommendation of a proposed amendment by the Section Bylaws/Standing Rules Committee.

In accordance with the most recent edition of Robert's Rules of Order, Newly Revised.

Rationale for amendments made to FINANCIAL in our Southwest Section Standing Rules

To protect the funds of the Southwest Section because we have fallen prey to some financial scammers in the last few years. Therefore, the Southwest Section adopted additional wording in our governing documents. These proposed changes came forth for membership consideration and adoption, and as recommended by 99s General Counsel, Cecile Hatfield.

Many of the scams appear to be sent from the Section Governor. Therefore, it is important that our governing documents require the Treasurer to personally confirm the request from the Governor.