

CONSTITUTION
OF
LOCAL ASSOCIATIONS
AUXILIARY TO
National-American Suffrage Association

ARTICLE I.

NAME.

This Association shall be known as the*.....
.....auxiliary to the State †.....
.....and through that Association aux-
iliary to the National-American Woman Suffrage
Association.

ARTICLE II.

OBJECT.

Its object shall be to advance the industrial,
legal and educational rights of women, and to secure
suffrage to them by appropriate State and National
legislation.

ARTICLE III.

MEMBERSHIP.

Any person may become a member of this Asso-
ciation by signing the Constitution and paying the

*The local name may be chosen by the members. Many names are in use from which an acceptable one can easily be selected: Woman Suffrage Association, Equal Suffrage Association, Equal Rights Association, Political Equality Leagues, Civic Clubs, Good Government Leagues, Citizens' Clubs, Political Study Clubs.

† The State name in all existing Societies is Woman Suffrage Association, Equal Rights Association, or Equal Suffrage Association.

sum of.....annually into the Treasury,
of which thirty-five cents shall go to the County
.....or if there is no County
organization to the State.....
This must be paid before the annual meeting in
..... No distinction on account of
sex shall be made in membership or eligibility to
office in the Association.

ARTICLE IV.

ELECTION OF OFFICERS.

The officers of the Association shall be a President, a Vice-President,* Corresponding Secretary, Recording Secretary, a Treasurer, and Auditor. These general officers shall constitute an Executive Committee, and shall be elected annually in.....
.....

ARTICLE V.

DUTIES OF OFFICERS.

SECTION 1. PRESIDENT.—The President shall preside at all regular and called meetings, and have a general oversight of the Association, and, in conjunction with the Executive Committee, to plan for its best interests and the good of the cause; to call special meetings when deemed advisable, due notice having been given.

SEC. 2. VICE-PRESIDENT.—The Vice-President shall preside at all meetings in the absence of the President, and perform all duties of the President in case of absence of that officer; she shall also

* Honorary Vice-Presidents may be added in any number desired. It is some times helpful to connect the names of prominent people with the work of the club in this manner.

assist in arranging and carrying out plans for the benefit of the Association.

SEC. 3. CORRESPONDING SECRETARY.—The Corresponding Secretary shall conduct the correspondence of the Association; she shall report the local club work to the Corresponding Secretary of the State Association, and prepare the report to be read at the County Convention, having first submitted her report to the local club, giving such facts and items of general interest as will enable the State Secretary to judge correctly of the condition of the club and the amount of work accomplished during the year.

SEC. 4. RECORDING SECRETARY.—The Recording Secretary shall keep a record of the proceedings of the meetings of the Association, notify the public of its meetings, notify committees of their appointment and of the business referred to them; take charge of all papers and documents of the Association, and make reports annually or quarterly as required by the Association.

SEC. 5. TREASURER.—The Treasurer shall keep an exact book account of all receipts and expenditures. Thirty-five cents from the dues of each member must be entered at the time of its payment in a separate account under the head of *County Dues*.* The amount in this fund must be forwarded quarterly to the Treasurer of the County Association, and must not be used for any other purpose whatsoever. The Treasurer shall pay bills only on the orders signed by the President and Recording Secretary.

* In the event there is no county organization, this head should be State Dues, and the amount forwarded to State Association.

SEC. 6. AUDITOR.—It shall be the duty of the Auditor to examine and verify the books of the Treasurer, and to report thereon at each Annual meeting.

ARTICLE VI.

MEETINGS.

SECTION 1. The regular meetings of the Association shall be held every.....
.....members shall constitute a quorum. Public meetings shall be held as often as the interest of the work demands, and, if practicable, mass meetings quarterly.

SEC. 2. During the month of.....
the annual meeting shall be held. Before this meeting the Treasurer shall have collected all the membership dues unpaid, and closed her books for the fiscal year, and shall offer her report to the Association. The report must be passed upon by the auditor before approval. The Corresponding Secretary shall offer her report of the year's work, and after its approval, may forward it to the State Corresponding Secretary. The election of officers shall then take place.

ARTICLE VII.

AMENDMENTS.*

This Constitution may be amended at a regular meeting of the Association by a two-thirds vote of the members present, notice having been given at the previous regular meeting.

* By-Laws may be added at the discretion of members.