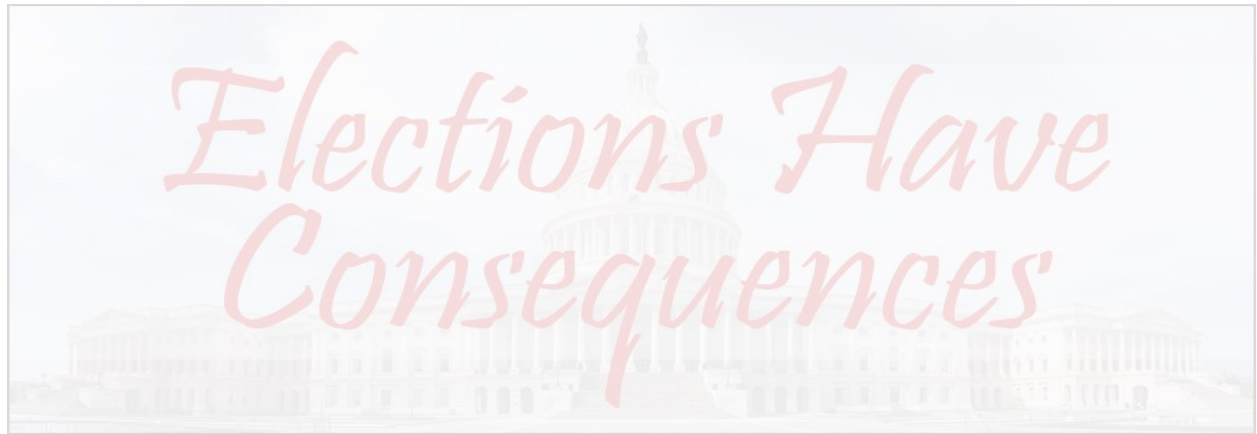


# Maryland NOW



Held via Zoom Virtual Meeting Software


Maryland Chapter, National Organization for Women  
P. O. Box 7716  
Silver Spring, Maryland 20907



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These materials will be posted following the conference on the Maryland NOW website on our State Conference Information page.



*Elections Have  
Consequences*



Maryland National Organization for Women

P.O. Box 7716 • Silver Spring, MD 20907

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www.MarylandNOW.org

Good Morning!

Welcome to the 2022 Maryland NOW State Conference. We are so glad you are here with us and we hope you enjoy the program we've put together for you this year. Our conference this year is "Elections Have Consequences", and the past two weeks have certainly proven this to be true.

First, we will hear from Delegate Ariana Kelly about all the good legislation that passed in this year's session, especially the Abortion Access Act which she sponsored in the House with Senator Delores Kelley sponsoring in the Senate.

Next we have lined up a panel of people who are very involved with the upcoming election on the federal level, and it is our hope you will all get involved in whatever capacity you are able in order to save our Democracy.

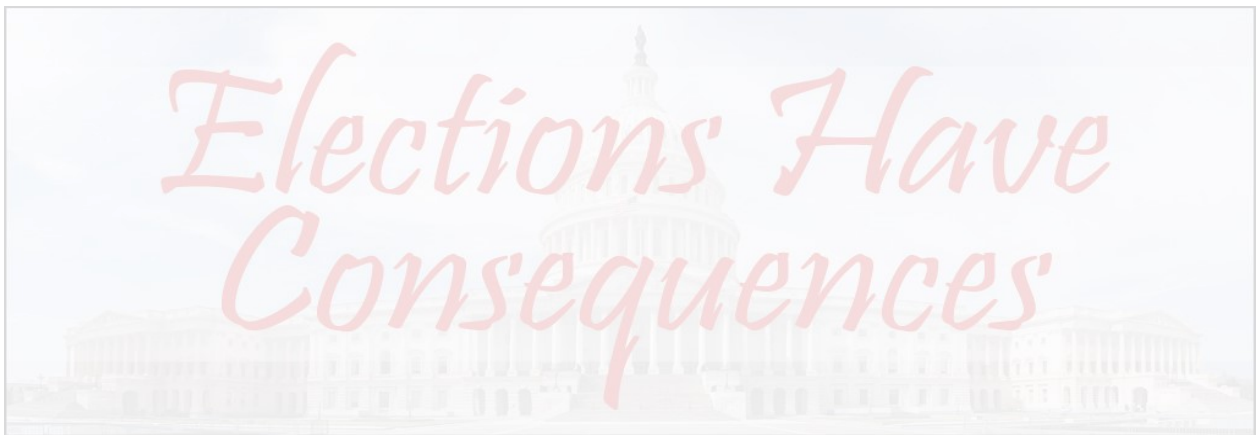
I would like to thank the other members of the Executive Committee without whom I would not be able to accomplish my goals: Barbara Hays, Executive Vice President, and Kate Schumacher, Secretary, who have been essential to keeping our members informed through mail, email and social media. Thank you also to Crystal Peters who has helped represent us at meetings when I wasn't able, and also during the legislative session with calling legislators and writing testimony, as well as helping with PAC work for the coming election. And last, but not least, thank you to Jerry Blum who keeps the bills paid and keeps us up to date on the status of our finances. Thank you also to members of the State Council for their input, Jeanette Feldner, Holly Joseph, Beth Corbin, Christine Valeriann, Linda Fihelly and Riya Seth.

I would also like to thank all of you, for having faith in me the last 3 years to serve as President of Maryland NOW. I was honored to be able to represent you and so happy for the opportunity to meet so many new people, not only in NOW but also with allied organizations. While I will continue on the Executive Committee if elected, I will not be running for President again. If I lose my seat, I will forever be an activist fighting for equality for all but especially for women.

For equality,

A handwritten signature in cursive script that reads "Sandy Bell".

Sandy Bell  
Maryland NOW President



**Maryland NOW Virtual State Conference**  
**Saturday, May 21st, 2022 | 10:00 a.m. – 4:00 p.m.**  
**via Zoom Virtual Meeting Software**

**Proposed Conference Agenda**

9:45 – 10:00 Sign in

**Business Session I**

10:00 – 11:15 Morning Business

Welcome (3)

Introduction of Elections Chair & Credentialing Report (3)

Adoption of the Agenda (3)

Adoption of the Conference Rules (3)

Consideration of the Proposed Bylaws Change 2022 (20)

Approval of the 2021 State Conference Minutes (3)

Credentialing Report (3)

Report of the 2022 Nominations/Elections Chair

Committee Report, Nominations from the floor,

Announcement of Balloting Procedures if needed (5)

In the case of a contested election for any office, candidate remarks (15)

(NOTE: if there is extra time in this segment, items from the afternoon business meeting may be addressed.)

11:15—11:30 Break

11:30 – 12:30 2022 General Assembly Report—Abortion Access Act Passes!

Delegate Ariana Kelly

12:30—1:00 Lunch Break

1:00 — 2:30 “Can We Keep the U.S. House and Senate Blue in November?”

Panel Discussion

2:30—2:45 Break

**Business Session II**

2:45—4:00 Afternoon Business Meeting

Officer Reports

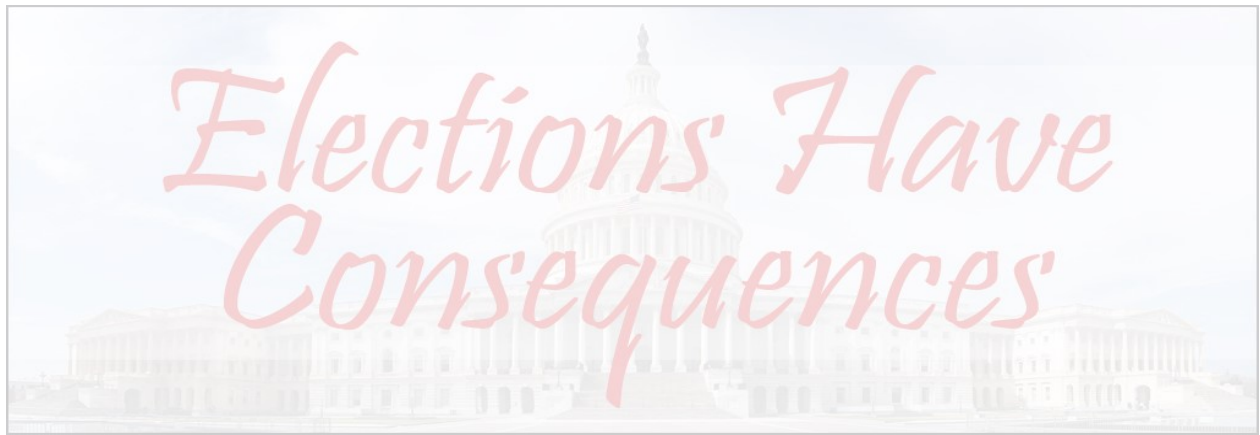
Report on MD NOW Chapters

PAC Report

2022-2023 Discussion and Planning

4:00 Adjournment

Thanks for attending our Annual State Conference!





# Proposed Rules – Maryland NOW 2022 Online Virtual State Conference

May 21, 2022

## Registration and Credentialing

- Online conference registration will be open to all NOW members, guests, and visitors. All persons must register for the conference in order to participate in the virtual meeting.
- Registration will be a two-step process. Step One will be that members register electronically using an online form through the link that has been publicized via email, in mailings, and available through Maryland NOW's website. Those whose membership predate 60 days (joined on or before March 22) prior to the conference will be considered credentialed and eligible to vote. Step Two will be logging into the Zoom Virtual Meeting software at the appointed day and time to join the conference online. **Completion of both steps will be necessary to affirm a credentialed member's registration and ability to vote in MD NOW meetings and elections.**
- Each conference registrant will be notified by email prior to the conference whether they are eligible to vote at the meeting and for the election of state officers.
  - The designation "attending the conference" will apply to anyone registered through our online form and who has joined the conference via the meeting software.
  - There will be no charge to join the meeting
  - **A member shall be defined as any person whose current dues have been paid to any entity of NOW. If the person's dues have been received by a MD NOW chapter or by our state organization's treasurer but their name is not listed on National NOW's membership database, they must only, working with their MD NOW chapter and state leaders, show verification of the receipt of their dues in our state to be eligible to vote.**
  - Members whose dues have not been received as noted above sixty (60) days prior to the conference may register and/or join the online meeting, but may not vote.
  - A guest shall be defined as a person who is a NOW member, but not of Maryland NOW.
  - A visitor shall be defined as a person who is not a member of NOW.

## Maryland NOW Online Conference Business Sessions

### Motions and debate

- To be ruled in order, motions at this conference may not involve the organization's finances or any motion involving committing MDNOW's financial resources to a par-

ticular issue, project, or goal. No motions involving policy or changes in policy will be in order. The chair will only be able to entertain and call for votes on procedural motions involving accepting reports, moving the agenda, ending debate, or calling to order or adjourning sessions of the meetings. On any matter on which a member may wish further consideration, a request can be made that the issue be brought before the Maryland NOW State Council at their first meeting following the online conference for discussion.

- The agenda shall reflect times allotted for each part of the agenda, and if necessary, the chair may appoint a timekeeper and may indicate a specific period of time for each speaker to address the body.
- Any NOW member may speak having been recognized by the chair. Guests and visitors may participate after being recognized, and will be identified as a guest or visitor.
- Participants agree to respect the times noted on the agenda. Persons recognized to speak are recognized to address the item under consideration, and no person may speak a second time until everyone has had an opportunity to speak.
  - Speakers must give their name and city or chapter affiliation. In debate, remarks must be germane to the question or pending motion, and members cannot question another's motives or attack another member personally.
  - Using the virtual meeting software, Maryland NOW will record the meeting.

### **Elections for State Office**

- The Nominating Committee Chair will report in Business Session I on names they have received prior to the conference for state office. The Chair will open the session to nominations made by members, and anyone nominated or self-nominated must have their membership verified. The Chair will close nominations and the Nominations Chair will outline a process for candidate remarks.
- If there are no nominations from among the participants, the Chair can declare nominations to be closed and either ask for a decision by unanimous consent to elect the officers, or ask that a system be set up through SurveyMonkey for members to vote within the following 24 hours.
- As stipulated in Maryland NOW's bylaws, elected officers take responsibility for their positions upon announcement of the election results. Any official transfers of records, including signatories on bank accounts, must occur within two weeks of the conference.

### **Voting**

- During any business meeting segment of the conference, members may vote on procedural motions, resolutions, or bylaws by utilizing features of the software allowing them to indicate a "raised" hand.

- A person serving as Credentials Chair will verify the membership for each person who has registered for the conference, and will notify any registrants of any problems with their membership record.
- In the election of state officers, when the Nominating Committee announces that no further nominations appear to be forthcoming, she/he will make a motion that nominations be closed, which will be considered and voted on by the body. At that time, no one not previously registered and in attendance at the meeting can register, have their membership credentialed, and log into the online meeting for the purposes of being able to participate in voting for candidates for state office. Following the end of that business session, someone not previously registered for the conference may register, be credentialed, and participate in discussion and votes of the body in the meeting.
- In the case of a contested race for any state offices, voting will be conducted electronically using software such as SurveyMonkey. The body will agree on the length of time voting will be open and how soon members must receive the link to their ballot. The Elections Chair or other members deemed necessary by the President shall receive the results of the vote and will announce the results to the State Council by email.

#### **Authority**

- The conference shall be governed by the National NOW Bylaws, official policies of the National Organization for Women, the Bylaws of Maryland NOW, Robert's Rules of Order, Newly Revised, and these conference rules.



## Proposed Bylaws Change to the Language Regarding the Position of Maryland NOW Secretary

The Executive Committee has proposed this bylaws revision, and the State Council has approved putting it on the agenda at this conference for discussion and a decision regarding approval by the conference members.

The Executive Committee is suggesting that we completely replace the current language in our bylaws regarding the Secretary's position. We have proposed language that addresses the duties that traditionally fall to the secretary of an organization, but adds responsibilities that are not currently covered by any of the officers and very much need to be.

This position's description very vividly reflects the vast changes in our way of life since Maryland NOW was founded. Within NOW, membership recordkeeping and communicating with chapters and states about members as well as our action work at the national level is all done through electronic communication. Chapter and state visibility in social media and on the world-wide web wasn't even a dream. But—postage stamps have been replaced by MailChimp. Our website is incredibly important in telling the world who we are. Doing business and working in cyberspace is not only a way of life, but requires expertise not even everyone today has. Another factor is that it becomes even more important to use these new channels of communication to bring in a new and much-needed younger demographic to our membership and leadership.

Right now, all these responsibilities are covered piecemeal by different officers, sometimes not in a coordinated way, and sometimes not at all. We feel at least, these responsibilities need to be specifically included in the duties of a member of the executive committee so that they have that level of importance and accountability.

The **present language** in the bylaws is:

Sec. E. Secretary shall:

1. Record the minutes of all State Council meetings and send copies to Council members and chapter presidents.
2. Assist the presiding officer on voting matters at meetings and conferences.
3. Assist the President(s) in preparation of correspondence.
4. Maintain a roster of State Council members and chapter presidents.
5. Serve as Chair of the Maryland NOW Political Action Committee when designated by the State President(s).

The **proposed language** would be:

Sec E. Secretary – Records and Communication

1. Coordinate recordings of Maryland NOW Council and Conference meetings for distribution and/or online storage, and maintain chapter and state leadership records with National NOW.
2. Maintain files of any correspondence generated on behalf of the organization, the council, and the Executive Committee in online storage.

3. Post information, action alerts, and notices on social media platforms designated by Maryland NOW to make the organization more visible to the general public.
4. Maintain membership recruitment and retention programs, as well as communication with new members and individuals interested in Maryland NOW, follow up with any membership problems, and help place interested individuals in various chapters, committees and task forces.
5. Work with a member of the Executive Committee to send electronic mail notices to various Maryland NOW mailing lists regarding legislation, action, or news posts as well as to write content for Maryland NOW's website.
6. Service as the Chair of the Maryland NOW Political Action Committee when designated by the State President(s).

NOTE: Maryland NOW's bylaws very much need a serious overhaul. While various positions and situations have been amended over the history of the organization, we believe the bylaws need to be revisited to be a more complete and coordinated document.

Over the course of the next year, if it becomes clear that adjustments are needed to better integrate these responsibilities with the rest of the administration of Maryland NOW, we can easily do that.



Maryland NOW  
P. O. Box 7716  
Silver Spring, MD 20907



## **Maryland NOW 2021 State Conference Minutes**

Saturday, May 15

Conference held virtually via Zoom

10:00 am – 4:00 pm

*Note: A folder of all materials was sent electronically to all registered participants on Thursday, May 13th.*

The 2021 Maryland NOW State Conference was called to order by President Sandy Bell.

### **Business Meeting I**

Barbara Hays, Executive Vice President, announced that 27 conference registrants had been credentialled to vote. The Conference Rules were adopted by the members, as was the Conference Agenda.

A new section to the Maryland NOW Bylaws was proposed for consideration, and had been pre-circulated to members 30 days prior to the conference date. This language was strongly suggested by parliamentary groups and a forthcoming draft of Robert's Rules of Order for adoption by NOW states and chapters using electronic meetings to consider and vote on the organization's business. The language was approved as presented and is as follows:

#### **ARTICLE VIII. MEETINGS**

*Sec. A. Maryland NOW meetings, including committee, task force, state council, and the state conference, may be held in person, by electronic means, or by hybrid of those two, so long as the meetings provide, at a minimum, conditions of opportunity for simultaneous oral communications among all participating members equivalent to those of meetings held in one room.*

*Sec. B. Any meeting of Maryland NOW, whether virtual or in person, shall follow the same requirements for holding that kind of meeting, involving notice, and membership requirements, as are listed elsewhere in these bylaws.*

*Sec. C. If a secret ballot is to be taken for voting on any matter, resolution or candidate for office, the Executive Committee will determine the most secure way to conduct that vote.*

The Officer Reports of the President and Executive Vice President were presented with discussion. Kim Kellerman and Crystal Peters requested that they be considered to chair the Violence Against Women Task Force at the next Maryland NOW Council meeting. The work of the Girls and Women in Sports was briefly discussed with the suggestion that Delegates Ariana Kelly and Vanessa Atterbeary be contacted about meeting with Riya Seth to propose legislation involving sexual harassment of girls on high school and college sports teams.

The minutes of the 2020 Maryland NOW Annual Conference were approved as presented.

With information that no one had contacted the nominations chair about running for any of the Executive Committee positions, President Bell asked if there were nominations from the group. Hearing none, she asked for a motion to accept the candidates = Barbara Hays as Executive Vice President, Jerry Blum as Treasurer, and herself as President. The slate was approved by acclama-

tion.

Maryland NOW's 2021 State Conference theme was developed by our Young Feminist Task Force. The topic they chose was the "Intersectionality of Reproductive Rights." They developed a workshop format with 2 workshops held at the same time so that participants could choose the topic they wanted to attend.

President Bell introduced the members of the Task Force to conference attendees. Two members of the Task Force, Riya Seth and Audrey Holzrichter, had produced two videos – one describing each of the workshop topics and one introducing the keynote speaker to the conference attendees.

Following a short break, Audrey Holzrichter introduced our keynote speaker, Kolieka Seigle, President of California NOW. Her remarks were titled "Centering the Margins."

A lunch break followed from 12:30 – 1:00.

Workshop Session I included the following workshops and presenters: "I don't want this outcome, but..." Diana Philip was the panel moderator with Maryland Delegate Pamela Queen as a panelist. Another panelist was unable to attend. The second workshop was "Access for Women of Color for Reproductive Rights with Ana Rodney as panel moderator, with Mariquita Anderson and Maryland Delegate Joseline Peña-Melnyk.

Workshop Session II included two workshop sessions, one titled "Plan B and Birth Control" moderated by Charlotte Hager, with panelists Diana Philip and Delegate Robyn Lewis, and one titled "The Intersectionality of Age and Abortion" with Audrey Holzrichter as moderator, with Kim Gandy and Erin Case as panelists.

#### Business Meeting II

Following a short break, the second part of the conference business meeting was held. Jerry Blum presented the Treasurer's Report and answered questions about MD NOW's budget. Sandy Bell and Barbara Hays presented the Maryland NOW PAC Report. Of interest to the attendees was that we wanted to request that Delegate Jill Carter, who is running for the U.S. House 7th District seat which has become open due to the death of Rep. Elijah Cummings, be endorsed by the National NOW PAC. Other general election information was discussed.

The conference was adjourned at 3:30 pm.

Thanks to Caroline Dittamo for her help in co-hosting the Zoom software during the conference.



# Today's Presenters

**Delegate Ariana Kelly** has represented the 16th District in Maryland's House of Delegates since 2010. She was recently named as vce chair of the Health and Government Operations Committee, and chairs the Health Occupations and Long-Term Care Subcommittees. She also chairs the Joint Committee on Children, Youth and Families and served as the 2018 President of the Women Legislators of Maryland.



Delegate Ariana Kelly

Delegate Kelly is a specialist in women's health and family economic security issues, and was a driving force behind Maryland's new paid family and medical leave program. She led the fight to pass landmark legislation making Maryland first in the nation for access to abortion care and contraception. She has also been a leader on legislation to address sexual harassment and making investments in child care. She has also authored laws requiring insurance coverage for autism and expanding access to prenatal and mental health care.

She is with us today to discuss legislation from the 2022 General Assembly session. In particular, we look forward to her report on the passage of HB 937/CH 56/SB890, the Abortion Care Access Act. This legislation will benefit not only women from Maryland, but also women who may need to come here for abortion care from other parts of the U.S. as the reversal of the Roe v. Wade decision appears imminent.

## "Can We Keep the U.S. House and Senate **Blue** in November?"

**Congresswoman Donna Edwards** grew up in Maryland and in 2008 became the first Black woman elected to represent Maryland in Congress.

Her experience in legislation and the law, as well as extensive advocacy work is indeed impressive.

She earned her law degree in 1989. She has worked as a public interest lawyer and a non-profit executive, leading the National Network to End Domestic Violence.



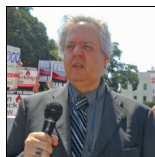
Following Trump's election in 2016 Donna set out in an RV traveling across our country. She talked with voters about issues, and they shared their personal stories. She has been a political analyst for NBC/MSNBC and a contributing columnist for the Washington Post. She is currently a candidate to win back her seat representing Maryland's 4th Congressional

**Mike Hersh** is the National Communications Director for Progressive Democrats of America.

He has a strong track record of helping progressive candidates win elections. He works with electoral campaigns and leads lobby days, town call meetings, and briefings targeted at elected officials in Annapolis and Capitol Hill.

As PDA's Communications Director, he develops strategies and designs materials for online and in-person events, fundraisers, action alerts and media relations.

His issue work includes the ERA, defending Social Security, raising the minimum wage, monitoring foreign aid and trade policies, protecting voting rights and elections, expanding healthcare, and addressing the climate change emergency.



Mike was born and raised in up-

See page 18 for more information on our presenters

**Pat Reuss** has invested a lifetime of work on women's issues. She has served as Legislative Director for the Women's Equity Action League, directed the work of the DC office of the NOW Legal Defense and Education Fund, and served as a Senior Policy Analyst for NOW. She has been a registered lobbyist for women's rights and been instrumental in passing and protecting civil rights and equal justice laws.

She was a major force behind passage of the 1994 Violence Against Women Act and led efforts to make the 1996 welfare bill less punitive for women. She has worked tirelessly to protect Title IX, reproductive rights, and economic justice.



Pat has also done extensive work in coalitions, leading efforts that passed pension reform, COBRA, improvements in child care, and

**Donna Edwards—cont'd**

District. She has been endorsed by the National NOW PAC.

Donna graduated from Wake Forest University with her BA degree, and received her JD from the University of New Hampshire School of Law. She settled in Prince George's County after college, and has made her home in the Oxon Hill area where she has raised her son.

**Mike Hersh—cont'd**

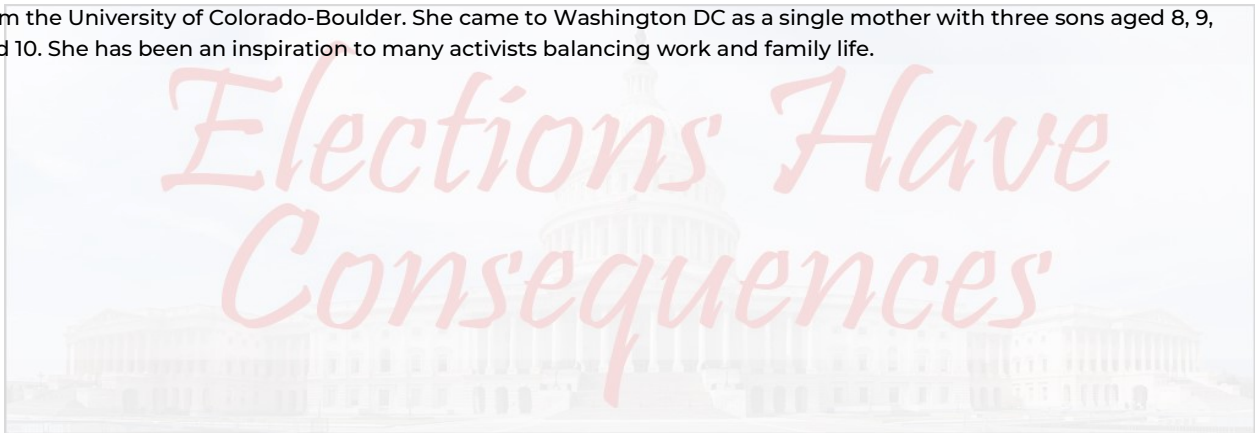
state New York. He graduated from Cornell University with an AB in Government. He earned his JD from the Washington College of Law.

He has been an activist in Maryland NOW, both with Montgomery County NOW and with our state organization.

**Pat Reuss—cont'd**

on the law (FACE) that protects women from abortion clinic violence.

Pat has an AB in Social Sciences from the University of California-Riverside, and a Masters in Public Administration from the University of Colorado-Boulder. She came to Washington DC as a single mother with three sons aged 8, 9, and 10. She has been an inspiration to many activists balancing work and family life.



## Conference Business Meeting Information

### Officer Reports

#### President's Report—Sandy Bell



The last few years have been very difficult for our country and the whole world. We have been in a pandemic and dealing with a lot of hate crimes due to a leader who made it okay for people to show their true nature. We have a faux news station that spews a lot of right wing conspiracy theories which riles people up, mass shootings and a war in Ukraine perpetrated by a country with nuclear weapons. This has caused a lot of stress for me, and I assume for others as well. To cope, I have tried to concentrate on the things I have the ability to change.

Thank goodness for Zoom which has allowed me to attend numerous meetings without travelling all over the state. I have represented Maryland NOW on coalition calls with the Time to Care Coalition which was to get paid leave for all workers in Maryland, the Abortion Access Coalition for the Abortion Access Act, and the ERA Coalition to get the ERA finally in the Constitution. I wrote testimony for both the paid leave and abortion bills, and I'm happy to report that both passed. I also represent Maryland NOW on the board of Progressive Maryland which has a Justice Task Force working on issues we care about such as police conduct. Now, they have a Reentry Working Group to help those who've served their time reenter society by making sure they can secure housing and a job and anything else needed to aid their journey. I testified for the redistricting plan and also for a wind farm off the coast of Ocean City. Many of you may know that we passed a big climate bill this past session and I'm hoping the wind farm will happen soon.

After the passing last year of our sister, Linda Mahoney, who represented us on the board of MLAW, I was asked to take her place on the board. At first, I declined because I was so busy with other boards and coalitions and my work for Maryland NOW. However, in early September, Kate Schumacher came on as our secretary, and agreed to help me with posting on social media. A couple of months later, I was asked again by MLAW to be on their board. At this point in time, I had decided I would not run again for President, so I agreed, and I attended my first meeting in early January, to vote on the bills that would be on the Agenda for the 2022 legislative session and was assigned two bills to follow.

There were a lot of Zoom calls this past year on racial justice, violence against women and climate change. Always wanting to be a better advocate, I attended as many as possible. i.e. The White House Listening Session on gender-based violence and the ERA with the Gender Policy Council, and the Domestic Violence Homicide Victims Memorial Service with the Maryland Network Against Domestic Violence. I also attended some training sessions with Women's March which included discussions with other activists. The trainings were 4 weeks each time and were titled Feminist Fundamentals and Feminist Futures.

Since I am also Chair of the PAC, I have been getting many calls and emails about our endorsement which started last June. After the conference, all my attention will be on getting our endorsements finalized. The list will be posted on our website and we hope you will help our endorsed candidates, and be sure to vote.

Last, but not least, there were many calls with our District board members, the Chief of Staff at the NOW National Action Center, and other leaders around the country as well as our own Executive Committee to do the work of Maryland NOW.

## Executive Vice President—Barbara Hays

The irony of this past year for me has been that the continuing problems for organizations like ours caused by the COVID pandemic actually didn't let up this past year as things reportedly started coming back to normal.

The issue that I believe affected us the most was the big "unknown." Much in the area of issue work we should have been able to address was happening virtually. In many ways, this has proved to be a real boon for us, especially given the strange shape and traffic challenges of our state. However, it doesn't generate the excitement that an in-person event usually does.

It has only been since Associate Justice Alito's leaked Supreme Court opinion that there have been issues, events, and visibility for our issues that we could work with to build energy and involvement.



**Membership:** Our National NOW leadership made the decision this past year to completely revamp our membership database system. This not only didn't go as planned. Instead of leaving the existing system in place until the new one was deemed "ready for prime time" the existing site was taken down and the few reports and listings that have come out contain many errors and are incomplete in almost every way. Most serious are missing records, memberships for which we have submitted payment which aren't listed, and errors in records that are posted.

In addition, after years of soliciting renewals from members through the mail, the office recently announced that they no longer plan to mail any notices to members, but instead apparently plan to use only electronic communication. We are going to have to resolve this in our state because we have already lost too many members who haven't renewed, and can't allow this situation to get worse.

Last fall we were able to download a list of everyone who hadn't renewed their membership, going back several years. We have recently sent them a letter and reply card inviting them to reinstate their membership. We are also focused on membership retention work with our current membership.

I report this simply so that members can know that we are aware that there are serious problems. We are very upset because, quite simply, we consider our members our most valuable resource. We are very determined to follow up with each person, contact those who may have not realized their membership has lapsed, and correct every error we find.

I will cite some personal examples: I joined NOW in 1975 and have been a member continuously since. I renewed my dues this spring online, and received a receipt showing that I had renewed. However, on the list I requested for this conference, I am currently listed as a "new join" with no history of prior membership for my spring payment, but I continue to receive online renewal notices from the organization. The two women who lead our largest chapter have long memberships as well, yet neither are currently listed as members in their chapter. One currently listed member

is the person who was our state treasurer in the early 1990s who now lies in Massachusetts, listed at an old address in Anne Arundel County.

There is clearly much work to be done here. We are only one of almost every NOW state organization and chapter experiencing these problems.

**Electronic Media and Communication:** With visibility what it is in the 21st Century, we need to continue to rely on social media and our website to publicize our events and actions. However, current negative publicity about Facebook and Twitter now have us wondering whether these platforms will continue to be where our demographic will go for information. Given what we are facing with the political impact of losing Roe and questions involving the fall election cycle this is one area where we need to stay very vigilant.

**Archives:** Last year we received archival materials from several sources, and going back a number of years in Maryland NOW's history. Most importantly, we found the missing NOW papers of Dolly Packard, who was active in Maryland NOW from its founding, and who led the Southern Prince George's NOW Chapter. We hope to report on other gifts, but are very excited about having Dolly's papers and photos.

In reporting this to our member lists, we heard from some other members who wanted to donate their files to our archival depository at the University of Maryland-College Park. This wasn't exactly on our planned work for the year and preparing these papers for our Archives has proven time consuming. We did substantially increase papers from our history from our founding through the mid-1980s which was a period during which we didn't have much in the way of archival records.

### **Action Vice President—Crystal Peters**

This year started with a rally in Washington, DC, and ended up with advocacy around certain legislation that was in front of the Maryland General Assembly. I also wrote testimony for Senator Susan Lee's bill.

The rally in Washington commenced August 28, 2021 and was hosted by Reverend Al Sharpton's group National Action Network and there were several sponsors including NOW. The topic was March On for Voting Rights. It was held 58 years after the Reverend Dr. Martin Luther King Jr. gave his "I Have a Dream" speech. We started the rally by gathering in a square and listening to speakers. Then we walked about four miles to the Washington Mall where Al Sharpton and other speakers addressed the crowd. We were able to get some good pictures to put on the Maryland NOW website. There were thousands of people in attendance.



As Action VP, I also attended Maryland Legislative Agenda for Women (MLAW) Legislative Agenda presentation. This group looks at the current legislation in front of the Maryland General Assembly and votes on the most important legislation dealing with women's issues. Then, we act by advocating for those bills in the form of calls, emails and testimony.

I wrote testimony to support Senator Susan Lee's bill, SB 462 - Public Schools - Expanded American History - Development of Content Standards and Implementation, which was meant to expand education curriculum to include the history of Blacks, AAPIs, Latinos, Native Americans and Women. Unfortunately, this legislation did not pass this year.

Lastly, I attended a couple of partner organizations' meetings including the Frederick County Commission for Women's Raving About Women (RAW) Awards and the Montgomery County Commission for Women's Legislative Briefing.

Overall, as Action VP, I stayed on top of the legislation that was going through the Maryland General Assembly. This year, due to COVID, there were fewer in-person events and more online events.



## Financial Report to the 2022 MD NOW State Conference

<u><b>INCOME</b></u>	<u><b>Budgeted 2021</b></u>	<u><b>Actual 2021</b></u>
Rebates	\$ 8,000.00	\$ 4,768.01
Interest and Investment Income	\$ 1,100.00	\$ 956.15
Revenue from Events	\$ 0.00	\$ 0.00
Income from Membership Dues	\$ 500.00	\$ 280.00
General Contributions	\$ 500.00	\$ 530.43
Fundraising	<u>\$ 0.00</u>	<u>\$ 162.17</u>
<b>TOTAL INCOME</b>	<b>\$10,100.00</b>	<b>\$ 6,696.76</b>

### **EXPENSES**

Membership	\$ 1,800.00	\$ 1,662.41
Chapters	\$ 2,200.00	\$ 126.49
State	\$ 2,773.13	\$ 2,476.70
Officers' Expenses	\$ 2,928.56	\$ 298.79
Communications	\$ 9,959.00	\$ 2,814.00
Conferences	\$ 4,200.00	\$ 3,807.32
Action/Legislative Outreach	\$ 5,475.00	\$ 1,353.81
Grants & Contributions to Coalition Partners	<u>\$ 3,000.00</u>	<u>\$ 1,800.00</u>
<b>TOTAL EXPENSES</b>	<b>\$32,335.69</b>	<b>\$14,339.52</b>

<u><b>INCOME</b></u>	<u><b>Budgeted 2022</b></u>	<u><b>Actual to 5/13/22</b></u>
Rebates	\$ 7,000.00	\$ 1,038.33
Interest and Investment Income	\$ 900.00	\$ 318.56
Revenue from Events	\$ 0.00	\$ 0.00
Income from Membership Dues	\$ 300.00	\$ 30.00
General Contributions	\$ 500.00	\$ 50.00
Fundraising	<u>\$ 150.00</u>	<u>\$ 0.00</u>
<b>TOTAL INCOME</b>	<b>\$ 8,850.00</b>	<b>\$ 1,436.89</b>

<u><b>EXPENSES</b></u>	<u><b>Budgeted 2022</b></u>	<u><b>Actual to 5/13/22</b></u>
Membership	\$ 11,300.00	\$ 2,199.30
Chapters	\$ 3,000.00	\$ 500.00
State	\$ 4,170.00	\$ 1,699.19
Officers' Expenses	\$ 3,700.00	\$ 102.81
Communications	\$ 7,759.00	\$ 1,009.00
Conferences	\$ 5,400.00	\$ 1,530.30
Action/Legislative Outreach	\$ 2,175.00	\$ 350.00
Grants & Contributions to Coalition Partners	<u>\$ 7,000.00</u>	<u>\$ 1,000.00</u>
<b>TOTAL EXPENSES</b>	<b>\$ 44,504.00</b>	<b>\$ 8,390.60</b>

## Treasurer's Report—Jerry Blum

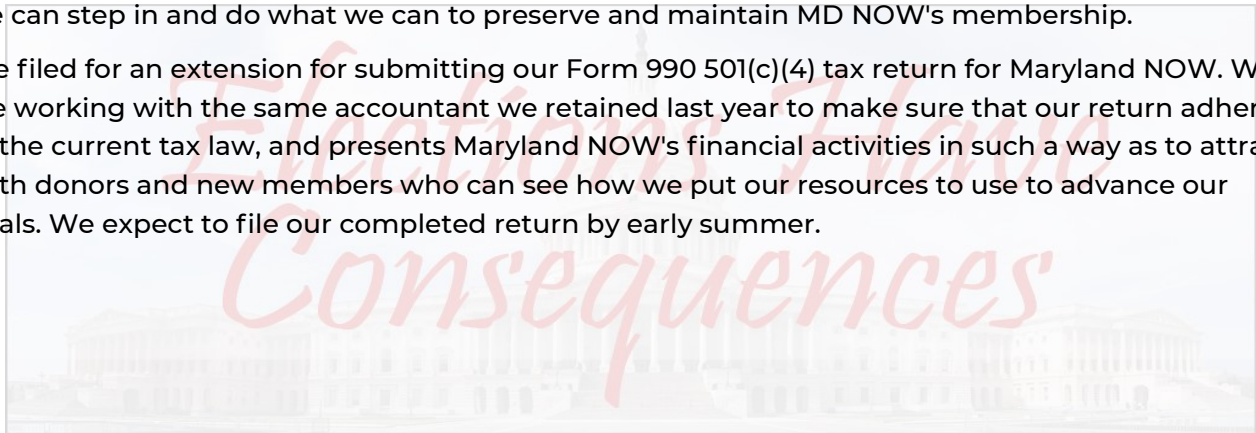
I keep our financial records using the Quicken bookkeeping program as well as spreadsheets and a paper checkbook. This allows extensive cross-checking to assure that all transactions are entered properly. I have distributed financial reports at every council meeting this past year. At a meeting held for that purpose in April, the Council reviewed our financial records and were able to discuss our income and spending,

Our budgets have been significantly impacted by the pandemic, which has limited our activities and outreach for the past two years. Nonetheless, we are still financially stable, thanks to the bequest we received several years ago. Shortly after I took office in 2020 I found a good high-yield savings account to hold much of our funds, although we have made decisions to invest in our “infrastructure” which has proved to have been very helpful.



We are also currently operating at a severe disadvantage in much of our planning and spending because National NOW has been so slow to rectify problems with the membership database transfer, and to release information about renewals and other membership retention efforts so we can step in and do what we can to preserve and maintain MD NOW's membership.

We filed for an extension for submitting our Form 990 501(c)(4) tax return for Maryland NOW. We are working with the same accountant we retained last year to make sure that our return adheres to the current tax law, and presents Maryland NOW's financial activities in such a way as to attract both donors and new members who can see how we put our resources to use to advance our goals. We expect to file our completed return by early summer.







## Maryland NOW PAC Report 2022 Maryland NOW State Conference May 21, 2022

The Maryland NOW PAC operates on four-year cycles, coinciding with the Gubernatorial elections and the election of our General Assembly. This past year was actually spent in final planning for work started in 2019 to make the Maryland NOW PAC even more visible and more productive than we had been in 2018, when – as we see it – we actually had a pretty good year!

In 2018, we used SurveyMonkey to send out candidate questionnaires. The result was a much more professional-looking PAC effort than we'd had in the past, as we were able to use features of the software to send follow up reminders and thank you/acknowledgment messages after our initial mailing of questionnaires to a field we selected of largely Democratic women candidates from around the state. We focused on areas outside of the major metropolitan centers of the state.

We decided to again use SurveyMonkey for our 2022 efforts, but as SurveyMonkey had changed their various packages we had to decide to purchase a slightly upgraded package from four years ago. One of the major benefits was that we could ask more questions of candidates whereas four years ago we had previously been limited to 10 questions.

Additionally, we decided in 2019 we wanted to explore using PAC funds to send volunteers to Virginia to work on races tied to that state's ERA ratification effort. In addition to working with Virginia NOW's PAC, we also – because of State Board of Elections filing requirements here – had to develop a set of expense reporting and reimbursement guidelines, which we will no doubt need in the future.

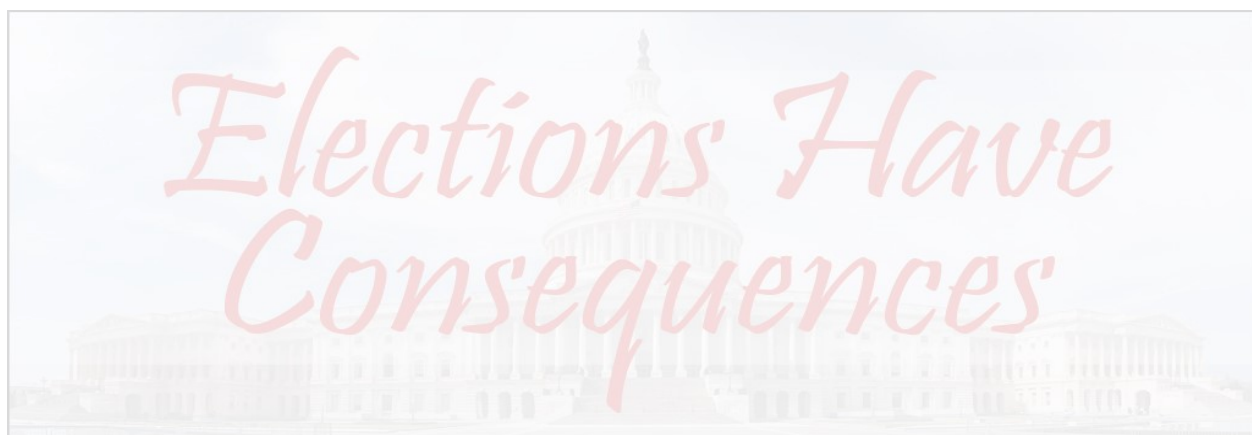
It is with great excitement that we will finally be able to actually make small, but probably important, campaign contributions to candidates we endorse and single out for such donations. The MD NOW PAC hasn't done this since the mid-1990s. We have set up a PayPal account exclusively for the PAC as well as a separate MailChimp account to communicate with members and donors. Within a few days, we will have a request for donations going out to our state member lists. We are also able to accept, according to SBE regulations, up to \$6,000 per four year period from any single donor. In this case, MD NOW can give us funds. We were given \$2,000 three years ago, and will receive \$4,000 this year from the state treasury to help with our efforts to help fund some candidates. .

All our State Board of Elections filings are up to date and complete. These are public documents and can be viewed by anyone looking them up on the Maryland State Board of Elections online records. We pay Maryland NOW a nominal fee for a page and some visibility on the Maryland NOW website.

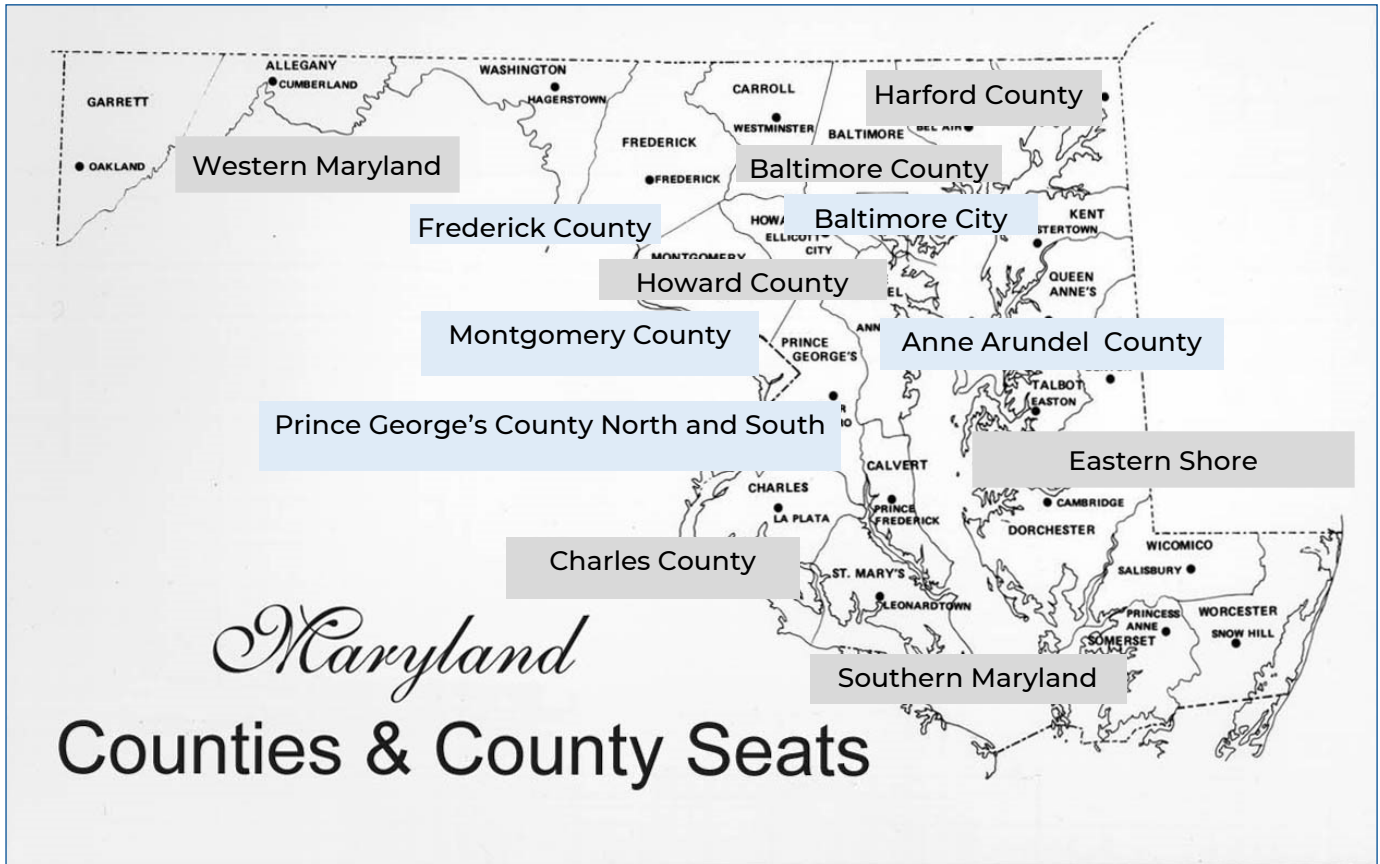
We welcome any NOW member from our state to help us review questionnaires and in some cases help us research candidates' records. Please write us at [MDNOWPAC@marylandnow.org](mailto:MDNOWPAC@marylandnow.org)

Sandy Bell, Chair

Barbara Hays, Secretary-Treasurer



# Maryland NOW Chapters and Projected Development



Blue areas are ones in which we have identified leaders or existing chapters with leadership. We are happily referring new interest to those leaders or helping new interest to get involved. Gray areas are parts of the state where we do not currently have anyone offering to reorganize a chapter but hope that by the end of the year we will have people in place to start the reorganization process.

It is quite normal for chapters of NOW to experience years of strong activism followed by periods where it becomes difficult for them to find leaders and stay afloat. We recently found materials from a Maryland NOW conference in the mid-1980s in which 15 chapters filed reports. Today, membership is down, and many of our chapters are struggling to find leaders. The pandemic and months of people choosing to stay home have contributed to this problem. But—for us, to grow and thrive is our paramount goal.

Over the past two years Maryland NOW has gotten requests to help start chapters in many areas of the state where we have either had chapters in the past or where we need to consolidate and rework structures so that chapters can function over a larger area than just one county.

Current events, most notably the news surrounding the leaked draft of the Supreme Court's pending decision reversing *Roe v. Wade*, have motivated members who haven't been active in the past to contact us about wanting to work in some of these areas. This is in regard to both ex-

isting chapters and reactivating inactive groups, or working to organize interest where we need a new structure because of demographics/geography.

We are actively working to reach out to both people with active memberships as well as former members to find women and men who would like to become more involved in NOW.

If you would like to become more involved in local work, or in projects at the state level, please contact us at [membership@marylandnow.org](mailto:membership@marylandnow.org).

## Parliamentary Procedures At-A-Glance

	A	B	C	D	E	F	G
1	To Do This <sup>1</sup>	You Say This	May You Interrupt the Speaker	Must you Be Seconded?	Is the Motion Debatable	Is the Motion Amendable?	What Vote is Required?
2	Adjourn the meeting	"I move that we adjourn..."	No	Yes	No	No	Majority vote required
3	Recess the meeting	"I move that we recess until..."	No	Yes	No	Yes	Majority vote required
4	Complain about noise, room temperature, etc	"Point of privilege."	Yes	No	No <sup>2</sup>	No	No vote required <sup>3</sup>
5	Suspend further consideration of something	"I move we table it."	No	Yes	No	No	Majority Vote required
6	End Debate	"I move the previous question."	No	Yes	No	No	Two-thirds vote required
7	Postpone Consideration of something	"I move we postpone this matter until..."	No	Yes	Yes	Yes	Majority vote required
8	Have something studied further	"I move we refer this matter to a committee."	No	Yes	Yes	Yes	Majority vote required
9	Amend a motion	"I move that her motion be amended by..."	No	Yes	Yes	Yes	Majority vote required
10	Introduce business (a primary motion)	"I move that..."	No	Yes	Yes	Yes	Majority vote required
11	Object to a procedure or to a personal affront	"Point of order."	Yes	No	No	No	No vote required. Chair decides.
12	Request Information	"Point of information."	If urgent, may interrupt speaker	No	No	No	No vote required.
13	Ask for a vote by actual count to verify a voice vote	"I call for a division of the house."	No <sup>2</sup>	No	No	No	No vote is required unless someone objects. <sup>3</sup>
14	Object to considering some undiplomatic or improper matter	"I object to consideration of this question."	Yes	No	No	No	Two-thirds vote required
15	Take up a matter previously disposed of	"I move we take from the table..."	No	Yes	No	No	Majority required

## Parliamentary Procedures At-A-Glance

	A	B	C	D	E	F	G
16	To Do This <sup>1</sup>	You Say This	May You Interrupt the Speaker	Must you Be Seconded?	Is the Motion Debatable	Is the Motion Amendable?	What Vote is Required?
17	Reconsider something already disposed of	"I move we now (or later) reconsider our action relative to..."	Yes	Yes	Debatable if original motion is debateable	No	Majority required
18	Consider something out of its scheduled order	I move we suspend the rules and consider..."	No	Yes	No	No	Two-thirds vote required
19	Vote of a ruling of the chair	"I appeal the chair's decision."	Yes	Yes	Yes	No	Majority required
20							
21							
22							
23							
24	<sup>1</sup> The motions or points above are listed in established order of precedence. When any one of them is pending you may not introduce another that is listed below it But you may introduce another that is listed above it.						
25							
26	<sup>2</sup> In this case, any resulting motion is debatable.						
27							
28	<sup>3</sup> Chair decides.						
29							
30	This information was originally compiled by the Houston Chronicle						

Elections Have Consequences

# MARYLAND NOW BYLAWS

## (as amended May 15, 2021)

### ARTICLE I. Name

The name of this organization shall be the National Organization for Women, Inc., Maryland; hereinafter referred to as Maryland NOW.

### ARTICLE II. Purpose

This organization shall take action within the State of Maryland as a whole to further the purposes and policies of the National Organization for Women, through the coordination of chapter efforts and statewide functions and actions.

### ARTICLE III. Membership

A member of Maryland NOW shall be any person whose current dues have been paid to National NOW and whose current state dues have been received by the Treasurer of Maryland NOW.

### ARTICLE IV. Diversity

Maryland NOW and its member chapters shall work together in every way possible to achieve diversity throughout the organization, including both representation of diversity in our leadership and in our membership, in our outreach and coalition work, and to work in the communities of our state to end discrimination of all kinds.

No policy or action of Maryland NOW shall have the intent or effect of discriminating against any member because of race or ethnicity, economic status, sexual orientation, physical ability or age.

### ARTICLE V. Structure

The structure of Maryland NOW shall be:

- A. The State Conference
- B. The State Council
- C. The Executive Committee
- D. State Task Force Chairs and Committees

### ARTICLE VI. State Conference

Sec. A. The purpose of the State Conference shall be to elect officers, establish policy, adopt program priorities, elect at-large delegates to the National NOW Conference, and transact such other business as may come before the members.

Sec. B. The State Conference shall be held annually and at least 33 days prior to the National Conference.

Sec. C. The Council shall determine the date, place, and agenda of the conference, and shall give at least four (4) weeks' notice thereof. The agenda must include the results of the financial review outlined in Article VIII. Section 6. Treasurer's Duties.

Sec. D. Persons who have been members of Maryland NOW for 60 days and who are duly registered and in attendance may participate in all conference activities and vote. No NOW

member shall be required to pay a fee in order to participate in the business of the conference and no distinction of any kind shall be drawn between those able to pay fees and those unable to pay fees.

Sec. E. A quorum for the transaction of business shall consist of at least 60% of members who are registered and in attendance, including two state officers; in addition, one-third of all Maryland NOW chapters shall be represented.

Sec. F. At-large members of NOW residing in Maryland shall elect delegates and alternates to the National Conference at the State Conference in accordance to the ratio that applies to the member chapters as stated in the National Bylaws.

Sec. G. Each member chapter will submit to the Maryland State Conference an annual written status report.

## Article VI. State Council

Sec. A. The State Council shall manage the affairs and control the funds and property of the organization, and may adopt necessary rules and regulations to be included and updated in the Maryland NOW Policy Manual, all being subject to the instructions or decisions of the State Conference, provided that actions taken by the Council shall not be in opposition to, nor in modification of the purpose or policy of the National or State organization. The Council shall take such other action as is necessary to implement the purpose of the organization.

### Sec. B. Member Chapters

1. A member chapter is a chartered chapter of the National Organization for Women within the State of Maryland or
2. A convening group of the National Organization for Women within the State of Maryland that has applied for a provisional charter.

### Sec. C. Council Membership

1. Each member chapter shall be entitled to two (2) voting delegates as members of the Council.
2. A State Council delegate must be a member in good standing of a Maryland NOW chapter who has been selected from that chapter. A chapter delegate has the responsibility of presenting chapter views to the State Council and of communicating Council decisions to her/his chapter.
3. State officers and the State Task Forces and Committee Chairs shall be voting members of the State Council but shall not represent their chapters.

### Sec. D. Council Meetings

1. Regular meetings of the Council shall be held at least six times per year. Notification shall be sent to Council members at least twenty-one (21) days in advance. A proposed agenda will be pre-circulated at least three (3) days prior to the meeting.
2. Special meetings of the Council may be called by the State President(s) or at least four (4) Council members representing at least two (2) member chapters with notification to all Council members.
3. Meetings of the council shall be open to any member of the National Organization for Women, unless the Council votes to go into Executive Session.



4. All votes taken shall be decided by the Council members present and voting.
5. A quorum shall consist of at least 30% of the Council members, representing at least 30% of member chapters; in addition, two (2) state officers not representing their member chapters shall be required for a state council meeting to take place.
6. Meetings by conference call may constitute a meeting, with the same requirements of notice and pre-circulation of the agenda applying. Upon majority agreement of council members at a meeting, a motion or resolution may be voted upon by email at a future date. Members present at the council meeting who have not registered a vote within twenty-four (24) hours of the posting of a motion or resolution will be contacted by phone or mail to determine their vote.
7. State Council shall whenever possible schedule voting on substantive matters as to allow discussion at chapter level and the receipt of instructions from their chapter by delegates.

### **Article VIII. Meetings**

1. Maryland NOW meetings, including committee, task force, state council, and the state conference, may be held in person, by electronic means, or by a hybrid of those two, so long as the meetings provide, at a minimum, conditions or opportunity for simultaneous oral communication among all participating members equivalent to those of meetings held in one room.
2. Any meeting of Maryland NOW, whether virtual or in person, shall follow the same requirements for holding that kind of meeting involving notice and membership requirements, as are listed elsewhere in these bylaws.
3. If a secret ballot is to be taken for voting on any matter, resolution or candidate for office, the Executive Committee will determine the most secure way to conduct that vote.

### **Article IX. Officers**

#### **Sec. A. State Officers are:**

1. State President(s): one person may serve, or two persons may serve as co-presidents.
2. Vice President—Executive
3. Vice President—Action
4. Secretary
5. Treasurer

#### **Sec. B. State President(s) shall:**

1. Serve as primary spokesperson(s) for Maryland NOW.
2. Serve as liaison with the Middle Atlantic Regional Organization and with the National Organization for Women regarding Maryland NOW activities.
3. Develop the agenda and preside at the State Conference.
4. Develop and present the agenda and conduct the State Council meetings.
5. Appoint, subject to Council approval, State Task Force and Committee Chairs who shall coordinate statewide task forces and committee efforts.
6. Develop, with the State Council, State functions and actions.
7. Serve as Chair of the Maryland NOW Political Action Committee.

Sec. C. Vice President—Executive shall:

1. Coordinate the administrative functions of Maryland NOW, and serve as liaison to the Committees.
2. Coordinate publicity for State functions and actions.
3. Preside at the State Conference, State Council, and Executive Committee meetings in the absence of the President; assume the position of President in the event of a vacancy in that position.
4. Serve as chair of the Maryland NOW Political Action Committee when designated by the State President(s).

Sec. D. Vice President—Action shall:

1. Coordinate statewide action programs, including State and National legislative efforts.
2. Serve as liaison with the chapters, the State Task Forces, and other resource persons.
3. Serve as Chair of the Maryland NOW Political Action Committee when designated by the State President(s).

Sec. E. Secretary shall:

1. Record the minutes of all State Council meetings and send copies to Council members and chapter presidents.
2. Assist the presiding officer on voting matters at meetings and conferences.
3. Assist the President(s) in preparation of correspondence.
4. Maintain a roster of State Council members and chapter presidents.
5. Serve as Chair of the Maryland NOW Political Action Committee when designated by the State President(s).

Sec. F. Treasurer shall:

1. Receive all funds of Maryland NOW and deposit them in such banks and accounts as are approved by the Council. Two (2) Maryland NOW officers will be co-signers on all Maryland NOW accounts. No account may be closed without an affirmative vote of the council.
2. Disperse funds in accordance with the approved budget.
3. Submit tax forms to appropriate State and Federal governments as required by law, to be reviewed by the Executive Committee.
4. Make regular financial reports to the Council and a financial statement to the State Conference.
5. Submit the books and accounts for financial review at the Council meeting prior to the State Conference. This review must include the ability of Council members to examine bank statements for all Maryland NOW accounts as well as reports as well as reports submitted by the Treasurer during the preceding year. The Treasurer shall distribute the results of the financial review to the chapters at the annual state conference.
6. Coordinate the development of an annual budget and submit it to the Council for adoption.
7. Act as liaison with chapter treasurers to collect dues and transact other business

as required.

8. Collect dues from and maintain and make available to the Council membership lists of non-chapter National NOW members who have joined Maryland NOW.

9. Serve as Treasurer of the Maryland NOW Political Action Committee.

Sec. G. Officers may delegate prescribed duties to Maryland NOW members as necessary, but may not delegate the responsibility for the performance of such duties.

#### **ARTICLE X. Executive Committee**

Sec. A. The Executive Committee shall be the elected Maryland NOW officers.

Sec. B. This committee shall meet as necessary between State Council meetings.

Sec. C. This committee will be accountable to the State Council for its actions and decisions.

#### **ARTICLE XI. State Task Forces and Committees**

Sec. A. Task Forces shall be formed to plan and direct the work necessary to realize the goals of Maryland NOW in specific issue areas. Committees shall be formed to carry out ongoing administrative functions.

Sec. B. Task Forces and Committees shall be established by, selected by, and responsible to the State Council. One of the established committees must be a Budget Committee. The number of Task Forces and Committees in existence at any given time shall not exceed a total of ten (10).

Sec. C. Task Force and Committee chairs shall be Maryland NOW members and shall be appointed by the State President(s) subject to Council approval by majority vote. Task Forces and Committees shall be composed of the Chair and other Maryland NOW members in good standing.

Sec. D. Task Forces and Committees shall:

1. Coordinate the efforts to achieve Task Force and Committee goals, including implementation at the chapter level.
2. Submit to the State Council an annual plan and budget proposal consistent with their goals and objectives; in addition, all action proposals must be submitted for approval.
3. Present a status report at each State Council meeting and an annual report at the State Conference.

Sec. E. Task Force and Committee Chairs shall maintain their title and the responsibility and privileges thereof until another Chair is appointed and approved by the State Council or until the Task Force or Committee is declared inactive.

#### **ARTICLE XII. Eligibility, Elections, and Terms of Office**

Sec. A. To be eligible for office, a candidate must have been a member of Maryland NOW or a minimum of one (1) year. To serve as president or treasurer, a candidate must have attended at least three (3) state council meetings.

Sec. B. No more than two (2) officers shall be from the same chapter. In the event that more than two persons from one chapter are nominated for separate offices, the elec-

tions of officers shall take place in the following order: President, Vice President— Executive, Vice President— Action, Secretary, and Treasurer.

Sec. C. Officers of Maryland NOW shall be elected at each annual State Conference and shall serve from the conclusion of the annual State Conference at which they were elected until the conclusion of the next succeeding conference. All officers, at the end of their term, must turn over all files they were given upon taking the office they have held as well as all files and property pertaining to their activities during their term, at the State Conference or at the meeting at which a new officer is elected.

Sec. D. In the event of a vacancy in an office other than the Presidency, the office shall be filled by the State Council.

### **ARTICLE XIII. Finances**

Sec. A. The fiscal year shall be from January 1st to December 31st.

Sec. B. The amount of dues of each member, including at-large members, shall be set by a two-thirds vote of the State Council members present and voting.

Sec. C. The Budget Committee shall prepare a proposed annual budget for the fiscal year, and distribute it to the State Council members at least thirty (30) days after the State Conference, and within sixty (60) days of the beginning of the fiscal year, giving thirty (30) days notice before the State Council meeting at which it is to be adopted. Review and revision of the budget may occur at any State Council meeting.

### **ARTICLE XIV.. Grievance Committee**

Sec. A. It shall be the responsibility of the State Council to resolve member and chapter grievances brought to its attention, only after all other grievance remedies at the local levels have been exhausted.

Sec B. The State Council shall appoint, by lot, three of its disinterested members who shall arbitrate the grievance pursuant to applicable disciplinary procedures provided by the parliamentary authority designated by these bylaws and who shall recommend appropriate action for the State Council for approval.

### **Article XV. Amendment of the Bylaws**

Sec. A. Bylaws changes may be proposed by

1. The State Bylaws Committee,
2. the boards of three (3) Maryland NOW member chapters, or
3. forty (40) Maryland NOW members, whose signatures must be dated, from at least four (4) members chapters.

Sec. B. When method 2) or 3) is used, proposals must be submitted in writing to the State Bylaws Chair at least 45 days prior to the State Conference.

Sec. C. Proposed bylaws changes shall be submitted by the Bylaws Committee to the membership in writing at least thirty (30) days before the State Conference.

Sec. D. These bylaws may be amended at a Maryland NOW State Conference by a two-thirds vote of those present and voting.

**Article XVI. Rules of Order**

Any operating procedures of Maryland NOW not covered by these bylaws or in the Maryland NOW Policy Manual are governed by Robert's Rules of Order, Newly Revised, where applicable.





## Duties of Maryland NOW Officers (2021-2022)

The bylaws of Maryland NOW have not been revised for quite some time. Compared with the early 1970s we live in a very different world. Not only has technology changed much of what we do, but it has also resulted in the need to shift various officer responsibilities among members of the Executive Committee. For example, the old bylaws make no mention of social media or our website, and those things are now a major part of what we do. The way we work with endorsed legislation has changed with our close work as a coalition partner of the Maryland Legislative Agenda for Women (MLAW). We use more email to communicate with our members today, but it's unclear whether we are actually connecting with members as we inform them of events and news of importance to NOW.

The bylaws are included in the folder of conference materials as they are now written (May, 2022) and are also posted in their current form on Maryland NOW's website. They can be accessed here: <https://marylandnow.org/about/state-organization/maryland-now-bylaws/>

A bylaws committee is planned for the 2021-2022 Program Year to work on these needed changes, but meanwhile what is written below attempts to outline the positions as they have evolved over time and as officers are performing these jobs today.

### The Duties of Maryland NOW Officers

**President** – The president of Maryland NOW is the organization's primary spokesperson, serves as our liaison with other entities within NOW's national structure, i.e., the State President's Caucus. The president also represents Maryland NOW to other organizations and coalitions in the state. The president develops the agenda and presides at State Council meetings, appoints with the approval of the council Task Force and Committee chairs, develops with the task forces, committees, and council most state functions and actions. One of the committees established must be a Budget Committee. The state president is presently the Chair of the Maryland NOW PAC.

**Executive Vice President** – coordinates the administrative functions of Maryland NOW, which presently also includes communications (website, social media, and mail to members), membership, and publicity for the organization. This officer also serves as liaison to the state's committees. This office presides at state meetings in the absence of the president, and assumes the position of President in event of a vacancy in that position. The officer assists the President with any work delegated to them. This officer is currently the Treasurer of the Maryland NOW PAC.

**Action Vice President** – coordinates statewide action programs including state and national legislative initiatives and writing testimony for legislation during the legislative session. This officer organizes our lobbying efforts in Annapolis, including any Lobby Days done with coalition partners or just with Maryland NOW members. Encouraging Maryland NOW's presence at action events here in Maryland and at national gatherings in Washington, DC is important and helps us with visibility to attract prospective members. This person serves as a liaison with the chapters and state task forces.

**Secretary** – maintains a record of minutes at any state meeting and makes them available to the state's leadership. This person assists the president at state meetings, in the preparation of correspondence, and in maintaining a list of the state chapter leaders and council members, maintaining contacts and email lists. This person should also assist with writing letters (legislative, condolence, invitations) to Members of Congress and Maryland's General Assembly. This position could

be expanded to include communication on social media. With several exceptions it has not been filled on a regular basis for most of the last 10 years. (This role may change if the state conference approves passage of a bylaws amendment which will expand this position.)

**Treasurer** – manages the financial records of Maryland NOW and makes regular reports to the council, receives all income and deposits these funds into the appropriate state accounts. The treasurer must make sure all accounts are, if necessary, changed over to the names of current officers and that the required online access to Maryland NOW accounts is established to create the transparency necessary. This officer disperses any funds in accordance with the state's budget, coordinates the filing of our IRS 990 Tax Form and makes a full financial accounting to the council, including account statements, each year immediately prior to the State Conference. This officer works with the Executive Committee and the Budget Committee to develop a state budget which must be approved by the council prior to Dec 31 or Maryland NOW's fiscal year.

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It is the practice of Maryland NOW's Executive Committee to shift any designated responsibilities among themselves, based on each officers' skills and expertise, as well as time availability. The PAC officers can also be shifted for any reason, including an individual's need to satisfy compliance with the Hatch Act.

One issue that has been a problem in past years and continues is that many of our coalition partners, and even entities within NOW have leadership for whom this work is a full-time paid position. We do not currently pay our officers a salary and these women and men are frequently balancing family responsibilities, NOW responsibilities, and job responsibilities. Meetings with these groups often occur during a business day and can span time zones. Representing NOW at these meetings and events may be one of the responsibilities that the officers must juggle amongst themselves.

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If you are considering serving as a member of Maryland NOW's Executive Committee as a state officer, please contact our Nominations Chair ([stateofficernominations@marylandnow.org](mailto:stateofficernominations@marylandnow.org)), our state president, or one of the officers currently serving in the role. We are always looking for people to work on our Task Forces or Administrative Committees. If any of these interest you, please get in touch with one of the MD NOW officers following the conference.





