



**CONSTITUTION AND BYLAWS
DISTRICT END of YEAR REPORT 2016-17**

District # _____ # of Units in District _____ # of Units Report _____

Chairman's Name _____ Email _____

Address _____ City _____ Zip _____

Phone _____ Total District Membership to Date _____

1. Has your District rewritten your Bylaws this year? Yes No # of Units reporting rewrites _____
2. Has your District amended your Bylaws this year? Yes No # of units reporting amendments _____
3. Did your District study/review your Bylaws this year? Yes No
a. If so how? _____
b. Units report review. _____
4. Does your District have Standing Rules? Yes No
a. Were they revised this year? Yes No
b. If not revised were they studied or reviewed? Yes/No Explain _____
c. Units reporting Standing rules _____ Units reporting changes and review _____
5. Are the Constitution and Bylaws and Standing Rules in procedure books for the
a. District President Yes No
b. Secretary Yes No
c. Constitution & Bylaws Chairman Yes No
d. Others Yes No
How many Units report that Constitution & Bylaws and Standing Rules are in procedure books for the
a. President _____
b. Secretary _____
c. Constitution & Bylaws Chairman _____
d. Others _____
6. Does your District use the following when conducting District Meetings?
a. Roberts Rules of Order Newly Revised? Yes No How many Units Report? _____
b. Constitution & Bylaws and Standing Rules? Yes No How Many Units Report? _____
7. How many Units give a copy of the following to new members?
a. Constitution & Bylaws _____
b. Standing Rules _____
8. How many Units report they recite the Preamble to the Constitution at Unit Meetings? _____
a. How many members have it memorized? _____
9. Does your District have a copy of the Department Constitution & Bylaws? Yes No
a. Is it utilized for information? Yes No
b. How many Units have District & Department Constitution & Bylaws _____

Attach a SUPPLEMENTAL report for District not to exceed 1000 words.

Mail this report with the Unit Best Supplemental and District Supplemental to Department Chairman:

Tamra Duron, 1685 Penn Ct. Colton, CA 92324 no later than **May 1, 2017**