

STANDING RULES

CLUB

1. Rules pertaining to open or special programs shall be determined by the Program Committee and the Board of Directors.
2. All communications pertaining to business shall be in writing, as a printed document, either in person, electronically or mail.
3. The Club at the direction of the President shall relay special announcements electronically or by telephone. The members with email addresses shall receive special announcements by email and all others shall be advised by telephone or by mail.

GUESTS

1. Members may bring guests to general meetings or section meetings. A guest may attend two general meetings before joining the club.
2. Guests for whom the luncheon is to be paid by The Club shall be approved by the Board. Award winners, such as scholarship winners, shall be guests of The Club along with one parent or counselor each. Additional family members or counselors may attend if they pay the current luncheon costs.

SECTIONS

1. Members of the Ebell Club of Anaheim and guests may attend any or all Section meetings.
2. Only regular members of good standing shall be eligible to hold an office in any Section.
3. Special teachers may be utilized by the Section.
4. No Section shall have the power to incur any indebtedness or liability binding upon the Club, but shall defray all of its expenses not authorized in detail by the Board of Directors.
5. The Third Vice President (Sections Chair) may present to the Board an application for the formation of a new section by securing signatures of interested members.
6. The sections shall select their chairmen and co-chairmen and submit the names to the President.
7. Sections shall have use of the Clubhouse to hold their meetings upon arrangement to do so with the House Chair.

FINANCES

1. The annual dues shall be fifty dollars (\$50, or \$52 for mailed copies of the Yearbook) which shall include the amounts required for District (\$2), State (\$5) and Federation (\$15) dues and fees. The reinstatement fee shall be twenty-five dollars (\$25).

2. Bills for budgeted items may be paid by the Treasurer during the months of July and August without further action.

3. Any non-budgeted expenditure must be submitted to the Board of Directors for consideration.

4. The funds budgeted, three hundred dollars (\$300), for the President's expenses are remuneration for expenses and purchases incurred as President of The Club, e.g. all meals and registration fees when representing the club, club dues. The President shall pay for her Ebell Club Meeting lunches and dinners. An accounting including receipts, where applicable, shall be submitted to the Treasurer. The President has a budget of twenty-four hundred dollars (\$2,400) for her President's Project, three hundred dollars (\$300) is budgeted for the President's Lunch.

5. The funds budgeted, three hundred dollars (\$300), for Dean's expenses are remuneration for costs and purchases incurred as Dean of the club, e.g. all meals and registration fees when representing The Club, etc. An accounting, including receipts where applicable, shall be submitted to the Treasurer with a voucher.

6. All funds collected for club related projects, particularly those reported to Federation, shall be given to the Treasurer and contributed to

organizations in the name of the Ebell Club of Anaheim. Receipts for donations shall be requested.

7. The funds budgeted for the Program Chair are for expenses incurred in obtaining and presenting programs for the general meetings. An accounting including receipts, where applicable, shall be submitted to the Treasurer with a voucher.

8. The funds budgeted for the Membership Chair's expenses are remuneration for expenses and purchases for recruiting and recognizing new members. An accounting including receipts, when applicable, shall be submitted to the Treasurer with a voucher.

9. The funds budgeted for District and CFWC conventions, conferences and workshops shall include registration fees for all members attending. The funds shall also provide accommodations for the President for one night and meals at the District Convention. Convention funds shall provide shared accommodations for the President and the President Elect at the CFWC State Convention and lunch and dinner each day for the President Elect only. (No transportation costs shall be reimbursed.)

10. The Treasurer shall receive club dues and twenty-five dollars (\$25) per month for travel expenses upon submission of a voucher.

11. The House Chair shall receive twenty-five dollars (\$25) per month for travel expenses upon submission of a voucher to the Treasurer.

12. Small purchases for the clubhouse, unless otherwise directed by the Board, shall be made by the House Chair. House committee members must obtain prior approval from the House Chair before spending any funds.

13. Any member making a luncheon or dinner reservation who does not cancel by the announced day and time to do so must pay for that reservation.

14. The name of a member who donates three thousand dollars (\$3,000) or more to the Ebell Club of Anaheim shall be engraved on the plaque displayed in the clubhouse.

15. Woman of the Year Award shall be a gift (\$80) by the Committee and presented by The Club to an outstanding member at the Guest Night Meeting. The member shall be elected by a committee of past awardees with the most recent awardee as Chair, and the cost of the award shall be funded from the general funds. It is not mandatory that the committee select an awardee every year.

16. Gifts for honored guests such as District President, GFWC President, etc. shall be within reason and funded from the general fund.

17. Members submitting bills shall attach them to a voucher before presenting them to the Treasurer. A voucher shall be submitted to the Admissions Chair for a guest whose luncheon is to be paid for by the club. If the Treasurer questions an expense, it shall be brought to the Board for a decision.

18. Cards shall be sent to members upon their illness/accident, or death of an immediate family member by the Membership Chair or Secretary. A book or funds for the purchase of a book may be contributed to the Anaheim Public Library in the name of a deceased member. The cost of the cards, postage, and books shall be budgeted for that purpose. Members who wish to do something additional may do so on their own.

CLUBHOUSE

1. A member in good standing for at least one year may schedule the Clubhouse for personal use; Ebell members may rent the Clubhouse for a fifty percent (50%) rent discount plus custodial fee. Also, for the current custodial fee, members may use the Clubhouse rent-free for a reception after funerals for immediate family members. This section does not apply to members who wish to use the Clubhouse for business purposes.

2. CFWC Orange District shall have the privilege of using the Ebell Clubhouse for one (1) meeting each year.

3. All Clubhouse keys shall be signed out by the House Chair to all qualified members at the beginning of The Club year and shall be signed in when returned to the House Chair in June. Any member not returning keys shall be charged a fee by the House Chair. A key deposit may be charged. No duplication of keys is allowed. The House Chair shall maintain a labeled set of all keys to the clubhouse in the key box located in the pantry.

4. All Ebell possessions shall remain in the Clubhouse.

5. The Ebell Club of Anaheim shall not share ownership of any items in the Clubhouse with caterers, vendors or renters. In addition, the before mentioned entities may not store their property in the clubhouse or on its premises without first obtaining the consent of the Board.

6. No vehicle shall remain in The Club parking lot for more than 48 hours without Board approval.

AMENDMENTS

Changes to or suspension of the Standing Rules requires a majority vote of the membership at a regular club meeting where a quorum (25%) of the paid membership is present. Optionally, a quorum of the paid membership can approve changes to standing rules by electronic vote.

PRIVACY

The collection or use of names, contact information, or any other data or information contained in the Ebell Club of Anaheim Yearbook or publications by members' or non-members is strictly forbidden without prior consent. We value our member's right to privacy.

ABSENTEE VOTING

If a quorum of the membership cannot attend a regular daytime meeting, the President, with the consent of the majority of the Board of Directors, may order that elections be held by mail or electronically. A ballot will be sent to each individual club member and The Club member will return it by United States Postal Service mail or electronically by the designated deadline.

Revised July 31, 2026