



## Constitution and Bylaws

District # \_\_\_\_\_ District Chairman \_\_\_\_\_  
Phone # \_\_\_\_\_ Email: \_\_\_\_\_  
# of Units with Activity \_\_\_\_\_ # of Units with No Activity \_\_\_\_\_ # of Units that did not report \_\_\_\_\_

1. Will the District rewrite its Bylaws this year? Yes/No How Many Units Reported rewrites \_\_\_\_\_
2. Will the District amend its Bylaws this year? Yes/No How Many Units Reported Amendments \_\_\_\_\_
3. Has the District reviewed/studied the Bylaws this year? Yes \_\_\_\_\_ No \_\_\_\_\_  
If so how? \_\_\_\_\_
4. Number of Units reported reviewing their Bylaws? \_\_\_\_\_
5. Does the District have Standing Rules? Yes \_\_\_\_\_ No \_\_\_\_\_
  - a. Will the Standing Rules be revised this year? Yes \_\_\_\_\_ No \_\_\_\_\_
  - b. If not revised were the Standing Rules studied or reviewed? Yes \_\_\_\_\_ No \_\_\_\_\_  
Explain \_\_\_\_\_
6. Are the Constitution and Bylaws and Standing Rules in a procedure book for the;
  - a. District President Yes \_\_\_\_\_ No \_\_\_\_\_ How Many Units Reported \_\_\_\_\_
  - b. Secretary Yes \_\_\_\_\_ No \_\_\_\_\_ How Many Units Reported \_\_\_\_\_
  - c. Constitution & Bylaws Chairman Yes \_\_\_\_\_ No \_\_\_\_\_ How Many Units Reported \_\_\_\_\_
  - d. Others Yes \_\_\_\_\_ No \_\_\_\_\_ How Many Units Reported \_\_\_\_\_
7. Does the District use the following when conducting District Meetings?
  - a. Roberts Rules of Order Newly Revised? Yes \_\_\_\_\_ No \_\_\_\_\_ How many Units reported? \_\_\_\_\_
  - b. Constitution & Bylaws? Yes \_\_\_\_\_ No \_\_\_\_\_ How Many Units reported? \_\_\_\_\_
  - c. Standing Rules? Yes \_\_\_\_\_ No \_\_\_\_\_ How Many Units reported? \_\_\_\_\_
8. How many Units give a copy of the following to new members?
  - a. Constitution & Bylaws \_\_\_\_\_
  - b. Standing Rules \_\_\_\_\_
9. How many Units report they recite the Preamble to the Constitution at Unit Meetings? \_\_\_\_\_
  - a. How many members have it memorized? \_\_\_\_\_
10. How many Units have a copy of the Department Constitution & Bylaws? \_\_\_\_\_
  - a. How many Units utilize the Department Constitution & Bylaws? \_\_\_\_\_
  - b. How many Units have a copy of the District Constitution & Bylaws? \_\_\_\_\_
  - c. How many Units utilize the District Constitution & Bylaws? \_\_\_\_\_
11. Does the District have a copy of the Department Constitution & Bylaws? Yes \_\_\_\_\_ No \_\_\_\_\_
  - a. Does the District utilize the Department Constitution & Bylaws? Yes \_\_\_\_\_ No \_\_\_\_\_

Please attach a supplemental report describing your District's success stories in working the Constitution and Bylaws Program. Please include pictures on a separate sheet at the end of your report. All pictures must be submitted in either .jpg or .pdf format.

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