

FORMATTING PROPOSED BYLAWS AMENDMENTS

Proposing amendments to your bylaws? Below are two formats that can be used. The first one is found at the end of the LWML publication *Parliamentary Basics for Everyone*.

Sample Format 1: "Parallel Form" for Submitting Amendments

_____ District LWML Bylaws
Proposed Date of Approval
Proposed Amendment

Rationale: To extend the term of office from two (2) years to four (4) years.

Existing bylaws read:

Section 2

The elected officers shall be elected by ballot to serve for a term of two (2) years or until their successors shall be elected, and shall not be eligible for reelection to the same office.

If adopted, will read:

Section 2

The elected officers shall be elected by ballot to serve for a term of four (4) years or until their successors shall be elected and shall not be eligible for reelection to the same office.

Sample Format 2: Another Form for Submitting Amendments

_____ District LWML Bylaws
Proposed Date of Approval
Proposed Amendment

Article _____

Section _____

Rationale: to extend the term of office from two (2) years to four (4) years.

PROPOSED AMENDMENT:

Strike "two (2)" and insert "four (4)"

IF ADOPTED WILL READ:

The elected officers shall be elected by ballot to serve for a term of ~~two (2) years~~ four (4) years or until their successors shall be elected and shall not be eligible for reelection to the same office.