

CONSTITUTION AND BYLAWS ANNUAL NARRATIVE

DEPARTMENT OF ARIZONA AUXILLIARY

DANNY MURPHY, DEPARTMENT CHAIRMAN, CONSTITUTION AND BYLAWS COMMITTEE

I was appointed as the Chairman by Department Madam President, Stacey Mayberry for year 2024-2025. Units and Districts were requested to review and submit their C&Bs initially by me via the Department Orientation, whereupon I explained the purpose and importance of these governing documents.

Department, Districts, and a majority of Units upon my request, have conducted annual reviews of their C&Bs, and if necessary, made the appropriate changes to meet National and Department verbiage and compliance. It was emphasized that a review should be annually conducted to ensure equity and compliance.

Ongoing Mission and Leadership Trainings were conducted throughout the state. They were very helpful, especially to Units in educating and explaining the purpose and importance of C&B components. Areas of finance, membership eligibility, and officer responsibilities were the most asked and covered areas in each training. To ensure continuity among all members, it was encouraged that all members receive the most current copy of their C&B.

Districts and Units were very receptive in reviewing their documents. Three(3) Districts and approximately 40 Units submitted their C&Bs, mostly after making changes and were even more receptive in the advice given by either me or my committee as to the rewording of their changes, and why. We were very clear in telling them why the change was necessary but also where it is stated in both Department and National C&B in the effort to meet compliance. It is necessary to teach and advocate each District and Unit and allowing them to be part of this process as opposed to coming across as controlling or indignant.

Each District and Unit was also educated on the difference between a Bylaw and a Standing Rule, in addition to the approval process of each. Units were encouraged to use Standing Rules, when applicable, as opposed to writing or revising Bylaws.

There should be an increase in education and communication of C&Bs. Each District and Unit should have an appointed Parliamentarian. Ongoing training should be conducted at the Department level specific to Parliamentarians as to the purpose and importance of these vital documents and to ensure their role in communicating and educating their Units on respective changes, writing bylaws and standing rules, the importance of meeting compliance and creating an atmosphere of inclusion and education among members.

Either Madam President or I, were involved in the quarterly ZOOM calls conducted via National regarding Constitution and Bylaws. I found through the Q&A segment of these calls, that the issues coming from Districts and Units are similar across the board with regards to finance and member eligibility.

I am very fortunate as my past two Department Presidents have a strong background and even stronger knowledge in both these areas that they have passed down to Districts and Units via Leadership trainings, conferences or just plain one on one conversations.

Districts and Units must develop and promote continuing and brighter leadership throughout their memberships. Whether it be committee chairmen or officers, we do this by advocating and educating on their governing documents and their purpose and principles. We emphasize our mission and values as well. We do this through encouragement. Constitution and Bylaws are the foundation of building our strong leaders for the future.

Service not Self

Respectfully submitted,

Danny Murphy, Department Chairman, Constitution and Bylaws Committee