Overarching principles

* The Bylaws will be a standalone document, with the Standing Rules and Policies being maintained separately.
* Paragraphs that reflect specific procedures have been removed as they will now reside in the relevant job description and/or procedure manual
* Standing Committee detail has been removed as it will now reside in the detailed organization chart and/or job description; references to specific Standing Committees have been generalized in the rest of the Bylaws
* Simplified and clarified wording throughout to improve ease of comprehension, including in the Membership, Officers, and Board of Directors sections

*Wording in italics and highlighted indicate changes made since the previous distribution of the proposed future state Bylaws.*

| **Section No.** | **Section Name** | **Proposed Change** |
| --- | --- | --- |
| N/A | N/A | Document is now Bylaws only – Standing Rules are in a separate document managed by Parliamentarian and policies will be managed by the individual Offers/Committees |
| N/A | Cover | Updated reference to USA Curling |
| III.1 | Purpose | Removed reference to specific events given there are now several USWCA-sponsored events |
| IV | Membership | Simplified wording for clarity |
| *IV.2* | *Membership* | *Specify wording to be “curlers who identify as women” and “curlers who identify as men”* |
| IV.5 | Membership Delinquency | Removed references to dates and responsibilities as these constitute procedures and will reside in the relevant Officer/Committee procedure manual |
| V | Officers | Simplified wording and paragraph structure for clarity |
| V.2 | President | Removed paragraphs (b) (c) (d) as they are her detailed responsibilities and will be included in the President procedure manual  Reworded paragraph (h) to generalize her responsibilities away from specific Committees as the Standing Committee detail is moving from the Bylaws to the detailed organization chart |
| V.3 | Vice Presidents | Each Vice President has its own section in the revised Bylaws |
| V.3 (a) and b) | Vice Presidents | These are just one of the responsibilities and not the primary responsibility of each Vice President, so responsibilities have been reworded and re-ordered |
| V.3 (a) (2) and (b) (1-3) | Vice Presidents | Committee involvement has been reworded to be more general give that we are removing the Standing Committee detail in the Bylaws – specific Committee references are now in the organization chart |
| V.4 (a)-(f) | Secretary | These are all procedures and will be included in the Secretary job description and/or procedure manual |
| V.4 (g) | Secretary | Committee involvement has been reworded to be more general give that we are removing the Standing Committee detail in the Bylaws – specific Committee references are now in the organization chart |
| V.5 (b)-(d) and (f)-(g) | Treasurer | These are all procedures and will be included in the Treasurer job description and/or procedure manual |
| V.5 (h) | Treasurer | (*1) Removed responsibility to fill in for the Comptroller and (2) added what happens in the case of the Treasurer being unable to temporarily fulfill her duties - the President will name a previous Treasurer or Comptroller to fill in, thus maintaining appropriate checks and balances for the USWCA finances by not having the Treasurer fill in for the Comptroller temporarily or vice versa* |
| V.5 (k) | Treasurer | Committee involvement has been reworded to be more general give that we are removing the Standing Committee detail in the Bylaws – specific Committee references are now in the organization chart |
| V.6 (d)-(h) | Comptroller | These are all procedures and will be included in the Comptroller job description and/or procedure manual |
| V.6 (k) | Comptroller | Committee involvement has been reworded to be more general give that we are removing the Standing Committee detail in the Bylaws – specific Committee references are now in the organization chart |
| V.6 | Comptroller | *Added what happens in the case of the Comptroller being unable to temporarily fulfill her duties - the President will name a previous Treasurer or Comptroller to fill in, thus maintaining appropriate checks and balances for the USWCA finances by not having the Treasurer fill in for the Comptroller temporarily or vice versa* |
| VII.1 (a) | Board of Directors | This section has been reworded to clarify the three components of the Board of Directors – elected Officers, Standing Committee Chairs, Representatives.  *Additional detail was added to define the purpose of the Standing Committee.* |
| VII.1 (b) | Board of Directors | This section is procedural and is included in the Representative responsibilities/job description |
| VII.2 (d) and (e) | Board of Directors | These are more procedural and only reflects a couple of examples of what the BoD approves – each Officer/Committee procedure manual will include what goes to the BoD for approval |
| VIII | Standing Committees | The Standing Committees Article is removed in the proposed revised Bylaws. This level of detail is not needed in the Bylaws and is better suited in other governing documents.  The purpose/structure/reporting lines are now included in the organization chart – the other detail as noted in each section will be moved to procedure manual and/or job description |
| VIII.1 | All American | All detail will be included in the procedure manual with (a) and (c) also in the organization chart |
| VIII.2 | USWCA National Women’s Bonspiel Procedure | All detail will be included in the procedure manual with (a) and (e) also in the organization chart |
| VIII.3 | USWCA Senior Women’s Bonspiel Procedure | All detail will be included in the procedure manual with (a) and (f) also in the organization chart |
| VIII.4 | Finance | All detail will be included in the procedure manual with (a) and (d) also in the organization chart |
| VIII.5 | Bylaws | All detail will be in the procedure manual and in the organization chart |
| VIII.6 | Nominating | All detail will be included in the procedure manual with (a) and (b) also in the organization chart  Reporting line to the President has been added in the organization chart |
| VIII.7 | Pins & Trophies | All detail will be included in the procedure manual with (a) (b) and (f) also in the organization chart |
| VIII.8 | Reference | All detail will be in the procedure manual and in the organization chart |
| VIII.9 | Rules | All detail will be included in the procedure manual with (a) (b) and (d) also in the organization chart |
| VIII.10 | National Liaisons | All detail will be in the procedure manual and in the organization chart  Updated USCA reference to USA Curling |
| VIII.11 | Communications | All detail will be included in the procedure manual with (a) (b) (f) and (h) also in the organization chart |
| VIII.12 | Membership | All detail will be included in the procedure manual with (a) (i) and (j) also in the organization chart |
| VIII.13 | Five Year & Under | All detail will be included in the procedure manual with (a) and (e) also in the organization chart |
| VIII.14 | Senior Women’s Friendship Tour | All detail will be in the procedure manual and in the organization chart  Simplified and clarified wording throughout |
| VIII.15 | Promotional Sales | All detail will be included in the procedure manual with (a) (b) (e) and (f) also in the organization chart |
| VIII.16 | Representative Liaisons | All detail will be included in the procedure manual with (a) (b) (e) and (f) also in the organization chart |
| VIII.17 | USWCA Gifts & Grants | All detail will be included in the procedure manual with (a) (b) and (g) also in the organization chart |
| VIII.18 | USWCA Junior Bonspiel Procedure | All detail will be included in the procedure manual with (a) (e) and (f) also in the organization chart |
| VIII.19 | Scot Tour | All detail will be in the procedure manual and in the organization chart  Simplified and clarified wording throughout |
| VIII.20 | Financial Stewardship | All detail will be in the procedure manual and in the organization chart |
| VIII.21 | Governance | All detail will be included in the procedure manual with (a) (b) and (f) also in the organization chart |
| VIII.22 | USWCA Circuit | All detail will be included in the procedure manual with (a) and (c) also in the organization chart |
| VIII.23 | USWCA Super Senior Women’s Bonspiel Procedure | All detail will be in the procedure manual and in the organization chart |
| XI | Meetings | Updated to remove specific reference to Winter Meeting being held at time and place of USWCA National Bonspiel; Reference to in-person and virtual participation has been added |
| XI.6 | Electronic Meetings | This section is removed given proposal to allow virtual participation in annual meetings |
| XIV | Parliamentary Authority | Added paragraph with the role and responsibilities of the Parliamentarian |
| *New Section* | *Regional Representation Model* | *Added a new section V (which changes all the section numbers after it) to explain that the USWCA uses a regional representation model to elect officers, appoint Standing Committee members, and determine participation in USWCA-sponsored events* |