

CSGA STANDING RULES

As of 15 October 2011

I) GENERAL PROVISIONS

1. These Standing Rules constitute the operating procedures of the California State Genealogical Alliance (hereafter referred to as "the Alliance"). In no instance shall they supersede or override any provisions of the bylaws of the Alliance. Any Standing Rule maybe suspended for any specified period by a majority vote at any regular or special meeting of the Executive Board either in person or via email consensus.

2. A Standing Rule can be modified, added or deleted by a vote of the Executive Board members present at any regular meeting or by a majority vote of the Executive Board members present if notice of the proposed action was given at a previous meeting, in the newsletter, or via email. Standing Rules can also be modified, added or deleted by an electronic vote of the Executive Board members. Record of such written or verbal consent shall be filed with the minutes of the proceedings of the Board and must be ratified by the Board at the next meeting.

3. A copy of these rules shall be available in the public access area on the Alliance's website (www.csga.com), in a format that can be viewed, downloaded and printed from any computer (Mac or PC). If a rule is under suspension, it shall be so noted on this copy. Members without access to the internet may have a copy of these rules mailed to them, upon written request with a self-addressed stamped envelope.

4. A list of standing and special committee chairmen shall be kept in the public access area on the Alliance's website in a format that can be viewed, downloaded and printed from any computer (Mac or PC). Members without access to the internet may have a copy of these rules mailed to them, upon written request with a self-addressed stamped envelope.

II) MEMBERSHIPS

1. The process of joining the CSGA is to complete an application in writing or electronically, indicating desired membership category, and submitting fees per the following fee structure:

- Individual/Household - \$30 per year
- Life - \$400 one-time fee
- Member Society - \$30 per year
- Associate - \$30 per year

An example of our current membership application form is included in

the CSGA brochure, and is also on our website, www.csga.com.

III) PERIODICALS

The Alliance newsletter, *CSGA Newsletter*, shall be published and distributed to the membership bi-monthly, and a recent issue shall be posted in the public access area on the CSGA website in PDF format.

IV) STANDING COMMITTEES

Job descriptions for each standing committee shall be clearly defined by the Board and posted on the public area of the CSGA website. Each committee chair shall create a permanent record (in writing or electronically) and report the actions of the committee at each meeting.

- 1) The standing committees shall be:
 - a) Family History Month
 - b) Webmanager
 - c) Awards
 - d) Legislative
 - e) Audit

V) PAST PRESIDENT

The immediate past President is a member of the Board of Directors.

VI) ELECTRONIC MEETINGS

The Annual Meeting may be an electronic meeting and so may the Board Meeting held in conjunction with it.

VII) BOARD MEMBERS

All Board Members shall be required to have a valid email address.

VIII) BANK ACCOUNT

The signatures on CSGA bank accounts shall be the Treasurer, the President, and the First Vice President.

IX) NEIGHBORING STATE CORRESPONDENTS

The President shall appoint correspondents in our neighboring states of Oregon, Arizona, and Nevada. They will receive our newsletter and will send reports on genealogical happenings in their states. These persons do not have to be members but they may join if they wish.