



# *Constitution and By-Laws*

## *2025-2026*

### *Year-End Report Form*

Unit No. \_\_\_\_\_ Unit Name \_\_\_\_\_

District No. \_\_\_\_\_ Division No. \_\_\_\_\_

- Has your Unit reviewed your Constitution & By-Laws? ..... Yes No
- Has your Unit updated your Standing Rules? ..... Yes No
- Has your Unit updated your Policy and Procedures to conform to National Organization's recent update? ..... Yes No
- Has your Unit had or planned a Parliamentary Procedure workshop at a Unit meeting? ... Yes No  
If so, how many attended? \_\_\_\_\_
- What year was your Constitution & By-Laws revised? \_\_\_\_\_
- Have you done an annual review of your Constitution & By-Laws? ..... Yes No
- Did your Unit participate in any Constitution & Bylaws virtual meetings or webinars? ..... Yes No  
If so, were they helpful? ..... Yes No
- Did your unit sponsor any Constitution & Bylaws activities, projects or events? ..... Yes No  
If so, what was sponsored, how many activities, projects/events were done?  
Please be specific.

Name of individual completing this form: \_\_\_\_\_

Address: \_\_\_\_\_

**Report due by: April 15, 2026**

Ann Moore, Chairman  
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