



## Procedures for Proposing Changes to ADP Bylaws

The ADP bylaws are the foundation of our governance. Improvements are ongoing to maintain a document that not only serves the needs of our organization, but also reflects our principles and values. We welcome input from all State Committee members in these important and continuing efforts.

If you have general or specific comments, concerns, or ideas about our bylaws and the procedures they delineate, please contact the Rules Committee Chair at [rules@azdem.org](mailto:rules@azdem.org) to let us know your thoughts.

If you submit a formal proposal, follow the instructions and template provided below. The process to amend the bylaws is contained within Article XV of the bylaws and proposals may come only from members of the State Committee in good standing.

After you submit a proposal, a member of the Rules Committee will communicate with you as your proposal is considered. When possible, they will work collaboratively with you to ensure compliance with regulations, consistency with DNC bylaws, and uniformity and integration with other sections of the ADP bylaws. Please understand that formal consideration of your proposal may be delayed or may be integrated into the ongoing revision process. We appreciate your understanding and patience.

**Thank you for sending your suggestions, concerns, and questions to: [rules@azdem.org](mailto:rules@azdem.org)**

### **Template for Proposed Bylaw Amendment**

Please submit your proposed bylaw amendment in the format described here.

Your Name:

Your LD and/or county:

Your Email:

Your phone:

**Amendment Title:** (create a concise, descriptive title for your amendment)

**Define the purpose to be achieved and the supporting rationale for the change you propose:**

#### **TEXT OF PROPOSAL -**

**Article:**

**Section:**

**Sub Section:**

**Language to be considered:**

Current Language should appear like this. – No formatting

~~Text to be stricken should appear like this.~~ – Strikethrough

***Text to be added should appear like this.*** – Italicized Bold

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Per ADP Bylaws Article XV, Section 2C, proposed amendments must be received at least thirty (30) days prior to potential consideration at a meeting. Follow these steps to ensure compliance:

- When completed, save your WORD document as: Bylaw Amendment\_ YOUR NAME.
- Submit by email to both [secretary@azdem.org](mailto:secretary@azdem.org) (ADP Secretary) and [rules@azdem.org](mailto:rules@azdem.org).
- Alternatively, you may deliver a written document to ADP Headquarters.