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United States Women of Today  
2025-2026 Plan of Action  
Parliamentarian

## Goals

- Communication
  - Monthly communication with State Parliamentarians.
- Challenges
  - Provide trimester challenges for each trimester for Parliamentarians.
  - Complete Bylaw and Policy review for 50% of the States and provide feedback.
- Training
  - Provide training information to State Parliamentarians throughout the year.
- Recognition
  - Provide recognition for each trimester and at year end with incentives and awards.
- Publications
  - State Information Packets (SIP)
  - Updated Bylaws and Policies

## Implementation

- Communication
  - Send personal introduction to State Parliamentarians via email.
  - Fast Start check list for State Parliamentarians.
  - Use email and USWT Website to promote trimester challenges.
  - Use email to send State Information Packets (SIP) each trimester.
- Challenges
  - Provide a checklist for State Parliamentarians to complete fast start.
  - Encourage State Parliamentarians to submit their Bylaws and Policies for review through use of email, SIP's and Today's Leader.
- Training
  - Provide tips and reminders on parliamentary procedure throughout the year in SIP's and Today's Leader.
  - Hold USWT Bylaw and Policy review via zoom meeting no later than August 31, 2025 and invite all State Parliamentarians and State Presidents to participate.
- Recognition
  - Recognize all State Parliamentarians who complete a fast start with an incentive.
  - Recognize all State Parliamentarians who submit Bylaws and Policies for review.
  - Recognize outstanding state contacts for each trimester.
- Publications
  - Submit a State Information Packet to National President by due date.

## Travel

- Attend board retreats and national conventions.
- Travel to other states as permitted.

## Budget

- Incentives & Awards      \$50.00