

UNWLA Policies and Procedures

Part 1: Branch Policies and Procedures

Section 9: Dissolution of a Branch

A. Process

Dissolution of a Branch can take place for any of the following reasons:

1. By decision of the National Executive Committee upon notification from a Regional Council Board and/or Liaison for Branches at Large that the Branch has ceased to exist.
2. The Branch fails to comply with the provisions of the Bylaws of the UNWLA.
3. The Branch is in arrears for the payment of its financial obligations for two consecutive years.
4. By a resolution passed at a Special Branch Meeting.
Said resolution of the special Branch Meeting shall be valid:
 - a. The Branch Board gives notice to the National Executive Committee, the Regional Council and/or Liaison for Branches at Large and all Branch members at least four weeks in advance of the date and time of the meeting and the agenda, which shall include the proposed dissolution of the Branch:
 - b. Dissolution has been approved by two-thirds majority of the votes cast.

B. Liquidation of Branch Assets

Liquidations of the Branch shall be carried out by a Liquidating Committee composed of:

- Two members of the Branch Board or of the Auditing Committee, elected at the Special Meeting.
- One or two members of the Regional Council Board, Liaison for Branches at Large or two members appointed by the National Executive Committee.

The Liquidating Committee shall pay all the liabilities of the Branch from its assets and dispose of the remainder of the liquid assets in accordance with the instructions of the National Executive Committee. The Branch financial books, records, minutes and all other documents shall be transferred to the UNWLA Headquarters. *The National Archives Chair can assist in these matters and would be happy to answer any questions or concerns. Typically, no more than one box is required to be shipped or delivered to the UNWLA headquarters.

****If possible, it is of the utmost importance to have the remaining members either join other Branches in their vicinity or become Members-at-Large.**