

# Manual of Instruction

## Section Name: Chairs

### Section Number: 2.31

#### Title: Women's Equality Day

**Description:** August 26 of each year is designated in the United States as Women's Equality Day. Instituted by Rep. Bella Abzug and first established in 1971, the date commemorates the passage of the 19th Amendment, the Woman Suffrage Amendment to the U.S. Constitution, which gave U.S. women full voting rights in 1920.

NYS Women, Inc. has an obligation to focus attention to this day as it is by far one of the most important days in women's history.

**Structure of Committee:** the Committee shall consist of a chair, appointed by the President, a vice chair and other members as determined by the chair.

#### Duties of the State Chair

- Arrange committee meeting to plan the event. If possible, contact Women's Hall of Fame in Seneca Falls\* to coordinate event in Seneca Falls due to the rich history of the women's movement in that area.
- Within the committee structure set up a timeline and sub committees, such as PR and logistics.
- Consider coordinating event with Women's Day at the Fair due to the close proximity of the scheduled events.
- Promote Women's Equality Day via chapters, website, newsletters, social networks, etc.
- Write article for the NIKE.
- Notify officers and chapters of the date, website, reservation deadline and details of the program.
- Provide Reports as requested by the Manual of Instruction and Executive Committee

\* Address:

Women's Hall of Fame  
76 Fall Street  
Seneca Falls, NY 13148  
(315) 568-8060  
<http://www.greatwomen.org>

#### Duties of the Region Chair

Obtain information from the State chair and promote Women's Equality Day to the local Chapters

#### Duties of the Chapter Chair

Obtain information from the State chair and promote Women's Equality Day to the local members and community

#### Financial Implications

This is not a fund raising event, nor is there a budget item for this. Therefore this needs to be self-sustaining.

#### Included in Toolkit

For more information go to Resources contained in Toolkit TK: 2.31

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**Date of Board Approval:** 10/13/12  
**Effective Date:** 10/13/12

\* Underlined passages denotes wording from the NYS Women, Inc. Bylaws  
Article X: Section 1  
Article XIV: Section 2(d)