

## GLOSSARY OF WI TERMS AND INITIALS

**ACWW:** Associated Country Women of the World, to which NFWI is affiliated.

**AM:** Autumn Meeting – HCFWI Meeting usually held in October

**Annual Meeting:** Held by every WI to elect the officers and committee and to review its finances and the year's work.

**Annual General Meeting:** Annual meeting of NFWI and open to all members.

**Annual Review of NFWI:** A copy is sent to every WI in March / April each year.

**BOT:** Board of Trustees - Members of this committee are elected biennially by Hampshire WIs to manage the funds and carry out the policy of the WI in Hampshire. It is responsible for a number of subcommittees whose remit is to further the aims and objects of the WI within their particular areas.

**Constitution and Rules for Women's Institutes:** The legal document for WIs. A copy should be held by all WIs.

**Dual Membership:** Open to a WI member wishing to participate in the activities of a second or third WI, not necessarily WIs in the same Federation.

**Group:** A number of WIs formed in an area to enable members of different WIs to meet socially and work together. The Group enables WIs to have more expensive speakers /classes etc. which an individual WI may not be able to afford from its own resources. A Group is autonomous, but financially accountable to the Federation.

**HCFWI:** Hampshire County Federation of WIs

**Hampshire WI News:** Monthly newsletter published by HCFWI.

**HE & CA:** Home Economics and Combined Arts – the sub committee of HCFWI responsible for workshops, events and competitions etc within its remit.

**IFE:** Independent Financial Examiner – person trained by HCFWI to examine the annual accounts of WIs, for presentation at the Annual Meeting.

**IG:** Income Generation – the sub committee of HCFWI responsible for fund raising events for HCFWI

**Mandates:** Resolutions which have been passed at a General Meeting giving the NFWI Board of Trustees mandates or instructions on how the WIs wish to act.

**MCS:** Membership Communication System – database list of members of all WIs.

**Membership Sub Committee:** The HCFWI sub committee comprising all the Hampshire WI Advisers.

**Memorandum and Articles of Association:** The legal constitution of the National Federation, detailing its character, powers, rights and duties. A copy is held by every WI.

**National Council:** Comprises the NFWI Board of Trustees and Federation Chairmen and Treasurers.

**NFWI:** National Federation of Women's Institutes

**NFWI Board of Trustees:** Members of this committee are elected biennially by Federations and WIs to manage the funds and carry out the policy of the WI as decided by its members.

**NFWI Newsletter:** A monthly round up of NFWI news, available to members from the NFWI website [HYPERLINK "http://www.theWI.org.uk" www.theWI.org.uk](http://www.theWI.org.uk)

**Non Party Political / Non Sectarian:** The character of the organisation is non-sectarian and non-party political, but in order to achieve the objects of the WI, this shall not be so interpreted as to prevent WIs from concerning themselves with matters of political and religious significance, provided the movement is never used for party-political or sectarian purposes.

**“On With the Show”:** A guide for exhibitors entering shows.

**Pooling of Fares:** A central fund to pay delegates' expenses to the General Meetings of NFWI. All WIs contribute a per capita fixed amount.

**PA & I:** Public Affairs and International – the HCFWI sub committee responsible for organising trips, workshops, events etc within its remit. This includes resolutions.

**Resolution:** May be brought by WIs (not necessarily through their Federation) to NFWI. If selected it is then debated by the members in their WIs, and voted upon, and the results of their ballots are taken to the AGM by the delegate. If passed at the AGM the resolution becomes a mandate and can be acted upon by the membership as a whole, and / or by the campaigning arm of NFWI.

**“Speaking Out”:** A campaigning guide listing past Mandates.

**SL & W:** Sport Leisure and Wellbeing – the HCFWI sub committee responsible for organising workshops, competitions, events etc in its remit.

**SCM:** Spring Council Meeting – HCFWI Council Meeting usually held in March / April. This meeting is the AGM of HCFWI.

**Tellers:** Impartial people brought in to count votes in a secret ballot.

**Trading Post:** The HCFWI sub committee responsible for purchasing and selling goods and merchandise for the financial benefit of HCFWI.

**WIA:** WI Adviser. WIAs are available to set up new WIs, and to assist WIs in all ways and at any time.

**WI Associate:** An associate member of WI. She is not a member of a particular WI, but receives the newsletter of the county she lives in / chooses, as well as WI Life and the Annual Review. She is entitled to visit WIs, but does not have a vote. Often used by people living outside the UK for a period of time.

**WI Handbook:** The guide to running a WI. Every WI should have a copy.

**Yearbook:** The sub committee of HCFWI responsible for producing and updating the Yearbook. Extra copies may be purchased for WI use only. Please remember to shred old copies which are no longer needed, as they contain contact details for WI members, some of whom wish their details to remain confidential to WI.