

## **CONSTITUTION**

### **ARTICLE I. NAME**

This chapter shall be known as the Wayne Chapter, number 1830 of the National Association of Retired Federal Employees, located in the City of Goldsboro, State of North Carolina.

### **ARTICLE II. OBJECTIVES**

The objectives of this Chapter shall be to facilitate those of the National Active and Retired Federal Employees Association as set forth in Paragraph 3 of the Association's Certificate of Incorporation. In furtherance of these objectives, this Chapter shall conform with the Bylaws of the Association and shall operate in unity with the policies established by the Association's National Conventions and by its national Executive Board, together with such other activities looking toward the preservation of American institutions and ideals as shall be espoused by the Association.

### **ARTICLE III. MEMBERSHIP**

The membership of this Chapter shall be composed only of those who are members in good standing of the National Active and Retired Federal Employees. No person eligible shall be excluded from membership in this chapter except if he or she be of disreputable character.

### **ARTICLE IV. OFFICERS**

Members of the Chapter shall elect a president, a vice president, a secretary, a treasurer (or secretary-treasurer if it is desired to combine the latter two offices) and such other officers as are designated in the bylaws of this Chapter. All officers of the Chapter, elected and appointed, shall be members of the National Association. Officers shall hold office until their successors are elected or appointed and have been installed.

### **ARTICLE V. DUES**

The Chapter shall collect for its treasury only such dues as may be necessary to meet the expenses of carrying on its business and functions.

## ARTICLE VI. DELEGATES TO NATIONAL CONVENTION

Delegates to the Association's National Convention shall be elected by the membership of the Chapter in accordance with Article VI, Section h(a) and (b) of the National Bylaws, as soon as possible after the official count of membership and delegate strength is issued by the National Office.

## ARTICLE VII. BYLAWS

This Chapter shall adopt such bylaws as are deemed appropriate and necessary for the orderly and effective functioning of the Chapter. Bylaws must be consistent with the Chapter constitution and with the Association's Articles of Incorporation and Bylaws. Chapter bylaws shall provide the method by which they may be amended.

## ARTICLE VIII. AMENDMENTS

Amendments to this constitution may be made by the concurrence of two-thirds of the members present and voting at any regular business meeting, provided written notice of the proposed amendments was transmitted to all Chapter members not less than ten days before the meeting. Amendments must then be approved at National Headquarters before becoming effective.

Louise Hettrich  
Chapter Secretary

8-20-86  
Date

APPROVED:

George E. Auman  
National Vice President

Aug 27, 1986  
Date

## BYLAWS

These Bylaws replace Bylaws dated 26 June 1981 and 20 August 1986.

### ARTICLE I. CHAPTER MEETINGS

*Section 1.* Regular meetings of the Chapter shall be held on the third Wednesday of each month at a time designated by the President, unless some meeting is omitted by previous Chapter vote or by action of the Chapter Executive Committee, with due and reasonable notice to members, The regular meeting in November shall be the annual meeting.

*Section 2.* Special meetings shall be called by the Chapter President when necessary or upon written request of one—tenth of the Chapter's voting members, stating the nature of the business for which the meeting called. Written notice of all special meetings shall be given to each chapter voting member at least seven days before such meeting,

*Section 3.* A quorum shall consist of ten percent of the Chapter's voting membership, but less than a quorum may adjourn to meet on a future date, of which due notice shall be given.

*Section 4(a).* Election of officers, delegates and alternates to the State Convention will be held at the annual meeting.

(b). The Nominating Committee will present the names of candidates for elected officers, delegates and alternates at the October meeting

(c). Nominations from the floor will be accepted during the election at the annual meeting.

### ARTICLE II. ORDER OF BUSINESS

The following shall be the order of business at all regular meetings of the Chapter:

- |                                   |                                |
|-----------------------------------|--------------------------------|
| 1. Invocation                     | 6. Reports of other committees |
| 2. Pledge of Allegiance           | 7. Unfinished business         |
| 3. Reading of the minutes         | 8. New business                |
| 4. Reports of officers            | 9. Entertainment               |
| 5. Report of membership committee | 10. Adjournment                |

### **ARTICLE III. OFFICERS AND THEIR DUTIES**

*Section 1*, The officers of the Chapter shall be a president, a first vice—president, a second vice-president, a secretary and a treasurer (or a secretary-treasurer if it is desired to combine the latter two offices), They shall be elected at the annual meeting for a one-year term. They shall hold office until their successors are elected and installed.

*Section 2(a)*. The President shall be the Chief Administrative Officer of the Chapter, He shall preside at all meetings. The President shall be responsible for the execution of the Chapter policies and programs and the efficient functioning of the organization under the direction of the Executive Committee and pursuant to the bylaws and directives of the Chapter.

*(b)(1)*, The First Vice—president shall act as administrative assistant to the President. In the absence of the President, or in case of his disability as determined by the Executive Committee, the Vice-president shall perform the duties of the President.

*(2)*. The First Vice—president shall serve as program chairman

*(3)*. The First Vice—president shall automatically be expected to be a candidate for President.

*(c)*. The Second Vice—president shall be the Chair-man of the Membership Committee and be expected to be a candidate for First Vice-president.

*(d)*. The Secretary shall maintain all records of the Chapter and have charge of all books, as well as bonds of officers, if required by the Executive Committee. The Secretary shall conduct Chapter correspondence and take and prepare for publication, minutes of all meetings.

*(e)*. The Treasurer shall receive all monies of the Chapter, deposit same in the name of the Chapter in such bank or banks having membership in the Federal Deposit Insurance Corp. as will be designated by the Executive Committee and pay by check all orders issued by the President,

*Section 3*. The President should also appoint a Service Officer, a Public Relations Officer, a Sunshine Committee, an Auditing Committee, s Nominating Committee and such other committees as may be deemed desirable.

*Section 4.* The Chapter may by resolution require the Treasurer (or the Secretary-Treasurer) to give bond for the faithful performance of his or her duties. The expense of obtaining a bond shall be paid from Chapter funds.

#### **ARTICLE IV. MEMBERSHIP AND DUES**

*Section 1.* The dues of embers for chapter purposes shall be \$7.00 per year.

*Section 2.* Any member whose chapter dues are in arrears for three months or more shall, after due notice by the Secretary, be dropped from the rolls.

#### **ARTICLE V. AFFILIATION WITH STATE FEDERATION**

This Chapter shall be affiliated with the North Carolina Federation of Chapters, subject to the Constitution and Bylaws of that body.

#### **ARTICLE VI. PARLIAMENTARY AUTHORITY**

The provisions of Robert's Rules of Order, Newly Revised, shall govern Chapter business in all cases in which they do not conflict with the Chapter Constitution and bylaws.

#### **ARTICLE VI. AMENDMENTS**

Amendments to these bylaws may be enacted by concurrence of two-thirds of the members present at any regular meeting, provided due notice has been transmitted in writing to all chapter voting members not less than ten days before the meeting.

#### **ARTICLE VIII. COMMITTEES**

*Section 1(a).* There shall be an Executive Committee consisting of the elected officers and the appointed Legislative Chairman. The immediate past President shall serve in an advisory capacity to the committee.

*(b).* The Executive Committee shall determine the amount of compensation delegates to the State and National Conventions will receive.

*(c).* The Executive Committee shall meet at least semiannually, or more frequently at the call of the President. A majority of members shall constitute a quorum to conduct the business of the chapter.

*(d).* The Executive Committee shall have the authority to declare any elected office vacant because of misfeasance, malfeasance, nonfeasance or other justifiable cause determined by a vote of not less than two-thirds of the whole

committee, but the officer shall be given reasonable opportunity to show cause why such action should not be taken.

(e). The Executive Committee shall be the Trustee for and have custody of all property owned by the Chapter.

(f). The chairman of the Executive Committee shall announce thirty days prior to the October meeting the amount of compensation for State Delegates, Compensation for National Delegates will be announced prior to election. Reference ARTICLE VI of the Constitution.

*Section 2.* There shall be a Membership Committee appointed by the President, It shall be the duty of the members of this committee to urge all persons in the area eligible for National membership, as set forth in the National Bylaws, to join the Association and the Chapter, All chapter members are ex-official members of this committee.

*Section 3.* There shall be a Legislative Committee appointed by the President to keep abreast of all legislative matters concerning annuitants and prospective annuitants and to make recommendations for action by the Chapter and to the National Association.

*Section 4.* There shall be a Nominating Committee composed of five members appointed by the President.

*Section 5.* The President should also appoint a Telephone Committee to insure proper communications, a Sunshine Committee to visit the sick and look after the welfare of individual members, an Auditing Committee and such other committees as may be deemed desirable.

*Virginia Davis*  
Chapter Secretary

Mar. 16 1988  
Date