

# Flowertown Chapter 1082 Bylaws

## **Article I. NAME**

This chapter shall be known as the Flowertown Chapter, 1082 of the National Active and Retired Federal Employees Association. The chapter is affiliated with the South Carolina State Federation, subject to the constitution and bylaws of that body.

## **Article II. OBJECTIVE**

**Section 1.** The objectives of this chapter shall be to support and work toward the objectives of the National Active and Retired Federal Employees Association, as set forth in Rule IV, Section 2C of the National Bylaws. In furtherance of these objectives, this chapter shall operate in unity with policies established by the Association's national conventions and National Executive Board, together with such other activities looking toward the preservation of American institutions and ideals as shall be espoused by the Association.

**Section 2.** The chapter shall not enter into activities, arrangements or agreements that conflict with programs or activities of the Association or its bylaws.

## **Article III. MEMBERS**

**Section 1.** Any person who is a dues-paying member of NARFE National shall be eligible to join the chapter. A member who pays chapter dues is in good standing.

**Section 2.** The chapter may provide for nonvoting members as allowed in the National Bylaws Article IV, Section 5F defining associate and social members.

## **Article IV. DUES**

**Section 1.** The chapter's annual dues are \$6.00 and shall be used to meet expenses of carrying out chapter business and functions.

**Section 2.** Any chapter document relating to dues or contributions must contain this statement: "Dues payments and gifts or contributions to NARFE are not deductible as charitable contributions for federal income tax purposes."

## **Article V. OFFICERS AND EXECUTIVE COMMITTEE**

**Section 1.** Chapter officers shall be President, First Vice-President, Second Vice President, Secretary and Treasurer. The officers shall be voting members and elected at the annual meeting and may be nominated by the nominating committee or from the floor. Officers may serve for a term of two years or until their successors are elected. Officers shall assume their duties on the first meeting day of the odd Calendar Year and fulfill their standard duties, which are detailed in the *Chapter & Federation Officers Manual*, F-10.

**Section 2.** The chapter may, by resolution, require the 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.

**Section 3.** If there is a vacancy in any office, the executive committee shall fill such vacancy for the unexpired term.

**Section 4.** The executive committee shall consist of the elected chapter officers (and other appointed officers and committee chairs as deemed necessary). The executive committee shall exercise such other duties as the chapter may prescribe. Quorum for an executive committee meeting shall consist of two officers.

## **VI. COMMITTEE CHAIRS OR OTHER APPOINTED OFFICERS**

**Section 1.** A membership officer shall be appointed by the president to develop a membership plan that describes organized efforts to gain and keep members, encourage dues withholding, and contact lapsed members. If deemed necessary, the membership officer may solicit chapter volunteers to form a membership committee.

**Section 2.** A legislative officer shall be appointed by the president to: a) keep abreast of state and national legislative matters concerning federal civil annuitants and prospective annuitants; and b) make recommendations for action to the chapter, the federation and the Association. If deemed necessary, the legislative officer may solicit chapter volunteers to form a legislative committee.

**Section 3.** The president may appoint a service officer, a public relations officer, and such other officers as deemed desirable.

**Section 4.** An auditor (or audit committee) shall be appointed by the president to annually perform an audit of the financial records of the chapter.

**Section 5.** The president shall be an ex-officio member of all committees except the nominating committee.

**Section 6.** Additional committees, such as a nominating committee, may be appointed, as deemed necessary, by the president.

## **Article VII. MEETINGS**

**Section 1.** Regular meetings shall be held on the third Monday of each month except for June, July and August. If a holiday falls on a meeting day, the meeting will be rescheduled to the fourth Monday. Meeting will be held at Faith Sellers Senior Center, 312 N. Laurel Street, Summerville, SC 29483, unless a meeting is cancelled 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.** Quorum for conducting chapter business shall consist of 10 of the chapter's voting members, but less than a quorum may adjourn to meet on a future date, of which

due notice shall be given to each voting member. If less than a quorum is present, members may run the program but may not make decisions.

**Section 3.** Special meetings shall be called by the chapter president when necessary.

**Article VIII. PARLIAMENTARY AUTHORITY**

The provisions found in *Robert's Rules of Order Newly Revised* shall govern chapter business in all matters not in conflict with the chapter bylaws or the Association's Articles of Incorporation and National Bylaws.

**Article IX. AMENDMENTS**

**Section 1.** An amendment to these bylaws shall be made by concurrence of majority of the voting members present and voting at any regular business meeting, provided written notice of the proposed amendment has been transmitted to all chapter voting members not less than 30 days before the meeting at which the vote is taken.

**Section 2.** Amendments shall be approved at National Headquarters before becoming effective.

\_\_\_\_\_  
Chapter Secretary

\_\_\_\_\_  
Date

APPROVED at National Headquarters

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National Secretary/Treasurer

\_\_\_\_\_  
Date